

**EXHIBIT A  
SCOPE OF WORK**

**PREPARATION OF DOCUMENTATION FOR  
PHASE 2 LAND AND EASEMENT ACQUISITION**

**AT THE  
GRIFFIN-SPALDING COUNTY AIRPORT  
GRIFFIN, GEORGIA**

Griffin-Spalding County Airport Authority will provide land and easement acquisition services for the following projects at the Griffin-Spalding County Airport:

1. New Airport Construction – Phase 2 Parcels

The Land Acquisition Services will provide land acquisition assistance to acquire approximately 315.62 acres of land in fee simple for the construction of the new Griffin-Spalding Airport. Property information is as follows:

Parcel AF-01:	Parcel ID: 120 01004 E. Marshall Pape Pinelea Road Griffin, GA 1.00 acre tract	Parcel AF-02:	Parcel ID: 121 01005C J.B. Melin & J.M. Freeman Jackson Road Griffin, GA 50.00 acre parcel
Parcel AF-03:	Parcel ID: 121 01006 J.B. Melin & J.M. Freeman Jackson Road Griffin, GA 45.00 acre tract	Parcel AF-04:	Parcel ID: 121 01006A J.B. Melin & J.M. Freeman Jackson Road Griffin, GA 33.00 acre tract
Parcel AF-22:	Parcel ID: 121 01005 J.B. Melin & J.M. Freeman 1674 Jackson Road Griffin, GA 26.00 acre tract	Parcel AF-46:	Parcel ID: 121 01005D John B. & Joan Melin Jackson Road Griffin, GA 12.00 acre tract
Parcel NWA-16:	Parcel ID: 121 01005A Jeffrey W. Melin 1636 Jackson Road Griffin, GA 0.90 acre parcel	Parcel P-65:	Parcel ID: 220 01030 Kenneth Belcher 1619 High Falls Road Griffin, GA 12.00 acre tract
Parcel P-66:	Parcel ID: 220 01026 Donna Butler Smith 1675 High Falls Road Griffin, GA 5.37 acre parcel	Parcel P-67:	Parcel ID: 220 01014 Edna Turner Padgett 43 Sapelo Road Griffin, GA 4.87 acre parcel

Parcel P-68:	Parcel ID: 220 01004F D.A. & C.S. Farrar 325 Sapelo Road Griffin, GA 12.23 acre parcel	Parcel SEA-02:	Parcel ID: 220 01009 Blocker & Rochester, LLC 1767 High Falls Road Griffin, GA 18.00 acre tract
Parcel SEA-03:	Parcel ID: 220 01002 T.E. & M.P. Brown Musgrove Road Griffin, GA 25.00 acre tract	Parcel SEA-04:	Parcel ID: 220 01003 D.G. Futral & C.F. Hawkins 230 Sapelo Road Griffin, GA 50.00 acre tract
Parcel SEA-05:	Parcel ID: 220 01012 Donna Butler Smith 95 Sapelo Road Griffin, GA 5.30 acre parcel	Parcel SEA-06:	Parcel ID: 220 01010A M.W. & J.E. Eason 77 Musgrove Road Griffin, GA 10.95 acre parcel
Parcel SEA-07:	Parcel ID: 220 01010 Jeffrey Drum Snelling 1769 High Falls Road Griffin, GA 4.00 acre tract		

The Easement Acquisition Services will provide acquisition assistance to acquire approximately 45.87 acres of easement for the protection of airspace at the new Griffin-Spalding Airport. Property information is as follows:

Parcel SEA-07:	Parcel ID: 220 01010 Jeffrey Drum Snelling 1769 High Falls Road Griffin, GA 4.70 acre easement	Parcel SEA-08:	Parcel ID: 220 01002A Terry E. Brown 93 Musgrove Road Griffin, GA 1.14 acre easement
Parcel SEA-09:	Parcel ID: 220 01010B J.T. & E.B. Cooksey 71 Musgrove Road Griffin, GA 1.00 acre easement	Parcel SEA-12:	Parcel ID: 220 02004 Blocker & Rochester L.L.C. 2014 High Falls Road Griffin, GA 5.00 acre easement
Parcel SEA-13:	Parcel ID: 220 02003 Samuel Cecil 2016 High Falls Road Griffin, GA 7.00 acre easement	Parcel SEA-17:	Parcel ID: 219 01008 Dollie B. Whaley 2261 High Falls Road Griffin, GA 25.00 acre easement
Parcel SEA-18:	Parcel ID: 219 01029 Gary Keith Redding 68 Musgrove Road Griffin, GA 2.03 acre easement		

The Land and Easement Acquisition Services will consist of preparation of an appraisal and review appraisal as well as necessary Phase 1 ESA's, boundary surveys and plats to complete the acquisition process. The acquisition services will include the following elements of work:

**Element 1 – Project Formulation** shall include the preparation or work scope, fees, pre-design/scoping meeting with GDOT, funding assistance, and CATEx for obstruction removal.

**Element 2 – Land Acquisition Assistance** shall include coordination and management of appraisal and review appraisal contracts, review and quality assurance for environmental documents, boundary surveys and survey deliverables for the Sponsor, including coordination with GDOT and FAA, as needed.

**Element 3 – Survey Work** shall include a ground run traverse around the perimeter of each easement acquisition and land acquisition area(s), including review and quality assurance for survey deliverables. This element also includes the preparation of a plat for each remnant parcel.

Deliverables shall include one (1) hard copy and one (1) electronic copy of the final easement and land acquisition area(s) plat(s) to be provided to GDOT.

**Element 4 – Environmental Services** shall include a Phase I Environmental Site Assessment to identify, to the extent feasible, recognized environmental conditions in connection with the property (24 parcels). The purpose of conducting a Phase 1 ESA is to identify, to the extent feasible, recognized environmental conditions in connection with the properties. The scope of work for the Phase I ESA will be performed in substantial compliance with the 2013 American Society of Testing and Materials (ASTM) Standard Practice for ESA's (Standard E1527-13) developed for the evaluation of environmental risk associated with a parcel of real estate. The standard for a Phase I ESA requires four components: records review, site reconnaissance, interviews, and reporting. Tasks include at a minimum a review of historic use of the project site and surrounding area, a review and assessment of selected readily available reference documents of records maintained by environmental regulatory agencies and pertaining to the project site and vicinity, an assessment of geology, hydrogeology, hydrology and topography of the area, interviews with appropriate individuals, and a site reconnaissance of the project site and surrounding area.

The subject of concern is limited to soil and ground water contamination from petroleum products and hazardous substances as defined in CERCLA. Such issues as controlled substances, medical wastes, asbestos, radon gas, lead-based paint, regulatory compliance, public and occupational health, natural gas, natural resources and cultural resources are not assessed. This cost estimate does not include any special contractual conditions between the user and the environmental professionals regarding the performance of the Phase I ESAs or sub-surface testing including soil borings, lab analysis, or reporting. If it is determined later in the process that any of these items are needed, a revised cost estimate will be prepared.

**Element 5 – Appraisals** shall include procurement of appraisal and review appraisal as follows and coordination with GDOT and FAA as needed:

1. **Appraisal (24 parcels)** shall include obtaining a qualified appraiser in accordance with the requirements of the Advisory Circular AC 150/5100-17 and managing the appraisal contract.
2. **Review Appraisal (24 parcels)** shall include obtaining a qualified review appraiser and management of the review appraiser content. The review appraiser must review

each appraisal to ensure conformance to applicable standards and FAA requirements. The review appraiser will approve the appraisal and the amount of the appraised fair market value of the property to be acquired.

3. **Secondary Appraisal (2 parcels), if required**, shall include obtaining a qualified appraiser in accordance with the requirements of the Advisory Circular AC 150/5100-17 and managing the appraisal contract.

**Element 6 – Negotiations & Documentation** shall include acquisition recommendations and preparation of draft negotiation letters for the Griffin-Spalding Airport Authority, meetings and negotiations with property owners, preparation of agreements and coordination with the Authority attorney for future acquisition, and coordination with GDOT, as needed. This element also includes relocation coordination as necessary.

#### Pre-Acquisition Phase

Croy Engineering will provide the necessary personnel to perform an onsite project review and develop the initial data necessary to determine potential issues and enable parcel file and database preparation, and initial mail-out information. All initial tasks will be completed to prepare individual parcel files for each property included in this phase. Croy Engineering will also conduct one property owner meeting for the entire 24 parcel project area to explain the project, answer questions, and attempt to schedule initial interviews after the meeting. All initial interview meetings not scheduled at this meeting will be scheduled by telephone. This meeting will provide the property owners and tenants with all relevant information such as the forecast schedule for implementation and the step-by-step process of Acquisition and Relocation per federal guidelines. Croy Engineering will oversee and work with all participating sub-consultants, including those hired directly by the Airport Authority (title attorneys, closing attorneys, etc.), in directing the daily implementation of the project. Following the public meeting and initial information mailing, Croy Engineering will obtain and assemble all necessary property owner contact information and Right of Entry (ROE) authorizations. Croy Engineering will coordinate with the schedules of the sub-consultants to develop the property analysis and valuation data in accordance with the receipt of all ROEs. Croy Engineering will also coordinate with the Airport Authority's title attorney to begin title searches immediately upon notice-to-proceed with services. Croy Engineering will collect this information, review and request revisions as necessary before forwarding to the appraisers for inclusion in their property valuation.

Additionally, Croy Engineering will stay in close contact with the property owners and tenants to keep them apprised of the program process and keep them aware of upcoming meetings and information gathering needs. Croy Engineering will attempt to conduct the initial interviews with each property owner, along with the appraiser and review appraiser if schedules do not conflict.

Croy Engineering will gather the appraisals as received and forward copies to the review appraiser for analysis and final value determination. If any of the appraisals appraise for an amount in excess of \$500,000, as determined by the review appraiser, Croy Engineering will immediately procure second appraisals in accordance with GDOT procedures. If this second appraisal is prepared, Croy Engineering will collect it from the appraiser and distribute copies immediately to the review appraiser for final review and value determination. Croy Engineering anticipates that there may be two (2) parcels that will require a second appraisal.

### Negotiations

The offer to acquire the property will be valid for 30 calendar days. If an agreement cannot be reached within this 30 day period, the owner-occupant will be given the opportunity to enter into the appeals process and the consultant team will coordinate this process accordingly. If an agreement cannot be reached with an absentee-owner in the 30 day offer period, the absentee-owner will be given 60 days to present further information to support their counter-offer and the consultant team will attempt to negotiate a settlement within 30 days from the date that the absentee-owner provides additional information to the consultant team (this is typically in the form of an appraisal presented by the absentee-owner, however an appraisal is not required per the federal regulations). Settlements with property owners may be made based on justifiable information in the form of real estate values, contributory value of various improvements, or if data is presented by a property owner that the consultant team was unaware of at the time the offer was formulated and presented. Property owners and tenants will be given maximum opportunity to present their case with current data or information they believe is relevant to their case. If after going through this negotiations process typically 90 days (60 days for the absentee owner to present their case, and 30 days for the consultant team to review and make their determination) an amicable agreement cannot be reached, the consultant team will inform the absentee-owner of their right to enter the eminent domain process in Spalding County and said process will be pursued by the airport sponsor.

Croy Engineering personnel will stay in continuous contact with the property owner in order to negotiate and attempt to reach settlement on the acquisition of the property as soon as possible. Croy Engineering will obtain and review counter-offers as necessary. Croy Engineering will consult with the review appraiser as necessary in considering counter-offers. Croy Engineering personnel will go back to the property as necessary and meet with any representatives of the property owner as necessary (appraisers, attorneys, etc.). Croy Engineering will amend offers as necessary to attain reasonable settlement amounts. Croy Engineering will prepare and develop supporting administrative settlements as they pertain to fair market value determinations for parcel file documentation. All files will be documented accordingly in order to support all payments and successfully withstand local and federal audits. Croy Engineering will develop said settlement packages for the Airport Authority and/or GDOT approval as required. Once options are signed and approved, Croy Engineering will coordinate with the Airport Authority's closing attorneys to proceed to closing of the displacement dwelling as soon as possible. Croy Engineering will provide all relevant information to the closing attorney as necessary. Croy Engineering will also verify that comparable properties used in Comparable Housing Determinations are available on the market for possible purchase prior to the on-site offer presentation in accordance with federal guidelines. Where absentee-owners are out of state and unavailable for on-site offer presentations, said offer will be delivered by certified mail. Croy Engineering will close-out each file with all necessary acquisition documentation, including proper claims for payments, and copies of all checks delivered via the closing. Croy Engineering will also attend acquisition closings with the closing attorneys, if necessary. The Project Manager and Acquisition/Relocation Agent will be the primary contacts for all program participants during these tasks. Croy Engineering will also utilize an Administrative Assistant as continuous support throughout the implementation of these tasks.

### Relocation

Croy Engineering will conduct all relocation meetings with property owners and tenant occupants. Croy Engineering will inspect the displacement dwellings and develop all relevant information necessary to identify comparable replacement properties in accordance with federal guidelines. Croy Engineering will develop the necessary documentation to

prepare the replacement housing payments that are provided in addition to fair market value for owner-occupants. Identification of comparable replacement properties is totally dependent upon the real estate market and supply and demand cycles. Croy Engineering will prepare the available comparable housing assessment report attempting to identify three comparable properties with one being the most comparable property, which will establish the price differential payment. Croy Engineering will perform the same comparable rental property analysis for tenant-occupants in accordance with federal guidelines. Croy Engineering will explain the relocation process to tenant-occupants and their ability to either rent a replacement property, or actually receive their price differential payment as down payment assistance, if they qualify to purchase a comparable replacement property versus renting a comparable replacement property. In doing so Croy Engineering will secure all necessary relocation claims and document the parcel files accordingly. Croy Engineering will prepare the Replacement Housing Payment information. This includes determination of the price differential payment, reasonable closing costs on the replacement property, and any eligible mortgage interest differential payment. Croy Engineering personnel will also explain the relocation appeals process and coordinate it as necessary.

If a property owner elects to retain their dwelling and move it to a replacement site, the consultant team will determine appropriate relocation benefits per the federal regulations. In this instance the property owner will be paid the retention value of the displacement dwelling site (the value of the land at the displacement site), the costs associated with moving the dwelling to a replacement site and restore it to a condition comparable to that prior to the move, the costs associated to make the retained dwelling decent, safe and sanitary, and the current market value for residential use of the replacement site, not to exceed the cost of comparable housing determination. Croy Engineering anticipates that there may be six (6) parcels that will require relocation services.

#### Project Management/Property Management

Once a parcel is settled, Croy Engineering will coordinate and obtain all moving claims estimates from eligible moving companies and coordinate with applicable displacee(s) and secure the lowest responsive mover.

Croy Engineering will also provide the displacee(s) with the self-move option in accordance with the most recent updated self-move schedule for the State of Georgia.

Croy Engineering will issue a final notice to vacate which allows the displacee(s) to remain on the property 60 days from the date of the closing of the displacement dwelling rent free. This notice is actually part of the closing package at the displacement dwelling closing.

Once the move is completed, Croy Engineering will inspect all properties to document all personal items have been moved accordingly prior to issuing the eligible moving payment. Once Croy Engineering personnel completes inspection of the vacated displacement dwelling upon the displacee(s) vacating of the premises, Croy Engineering will secure all keys to the displacement dwelling and initiate property clearance tasks. Croy Engineering will contact and coordinate utility company disconnections as displacement dwellings are vacated. Croy Engineering will perform all decent, safe and sanitary (DS&S) inspections on all actual replacement properties within a "reasonable distance" from the project area. Where actual replacement dwellings are outside of this "reasonable distance", Croy Engineering will coordinate the DS&S inspection with another reliable inspector. A "reasonable distance" is typically within approximately 50 miles of Spalding County.

As part of the land acquisition assistance, two (2) electronic copies (formats below) and two (2) hard copies of the following shall be provided to the GDOT for each impacted parcel requiring land acquisition:

- Parcel Plat (.pdf and Microstation or AutoCAD)
- Appraisal (.pdf)
- Review Appraisal (.pdf)
- Secondary Appraisal (.pdf), if performed

All closing and associated costs, including easement purchase costs, to be paid from a subsequent, stand-alone project.

This project will be designed in accordance with the provisions of the Federal Aviation Administration (FAA) Advisory Circular AC 150/5100-17 entitled "Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects".

Deliverables will consist of the compilation and submittal to GDOT of all documents necessary to close the project. These documents will include final plats, property appraisals, review appraisals, Exhibit "A" and copies of all invoices. Deliverables include one paper copy and one electronic copy (.pdf format), of all documents, except for DBE, where three (3) copies will be provided.

Exhibit 1

GRIFFIN SPALDING COUNTY AIRPORT  
PHASE 2 - LAND AND EASEMENT ACQUISITION SERVICES

ELEMENT 1 - PROJECT FORMULATION

Labor Subtotal	\$5,540
Direct Expenses	<u>\$180</u>
TOTAL (Lump Sum)	<u>\$5,720</u>

ELEMENT 2 - LAND ACQUISITION ASSISTANCE

Labor Subtotal	\$29,880
Direct Expenses	<u>\$0</u>
TOTAL (Lump Sum)	<u>\$29,880</u>

ELEMENT 3 - SURVEY WORK

Labor Subtotal	\$102,430
Direct Expenses	<u>\$6,000</u>
TOTAL (Lump Sum)	<u>\$108,430</u>

ELEMENT 4 - ENVIRONMENTAL SERVICES

Labor Subtotal	\$40,920
Direct Expenses	<u>\$600</u>
TOTAL (Lump Sum)	<u>\$41,520</u>

ELEMENT 5 - APPRAISALS

Appraisals	\$54,560
Review Appraisals	\$27,280
Secondary Appraisals	\$5,500
Direct Expenses	<u>\$0</u>
TOTAL (Lump Sum)	<u>\$87,340</u>

ELEMENT 6 - NEGOTIATIONS AND DOCUMENTATION

Labor Subtotal	\$161,700
Direct Expenses	<u>\$2,660</u>
TOTAL (Lump Sum)	<u>\$164,360</u>

ENGINEERING DESIGN TOTAL \$437,250



**PROJECT FORMULATION**

Element 1	Hourly Breakdown														Total Man Hours	Labor Cost
	Principal	Project Manager	Engineer 1	Engineer 2	Engineer 3	Designer 1	Designer 2	Tech 1	Inspector	Cadd Operator	Admin	RLS/Survey Manager	Survey Crew (2-Person)	Survey Crew (3-Person)		
	250	175	145	125	115	110	100	90	90	75	65	135	150	175		
Pre-Application and CIP	2	4													6	\$ 1,200.00
Preparation of work scope, fees & DOT/Sponsor Coordination	2	8					4								14	\$ 2,300.00
Site Visit and Meetings		8													8	\$ 1,400.00
7460															0	\$ -
CatEx		2	2												4	\$ 640.00
<i>Use below if subconsultant preforms this task and not above</i>																
<i>Subconsultant's Rates -----&gt;</i>																
CatEx															0	
Coordination and Admin. For subconsultant (no hours, percentage)																\$ -
<b>LABOR TOTAL</b>	<b>4</b>	<b>22</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>	<b>\$ 5,540.00</b>

**Direct Expenses:**

Meals	\$ 50.00
Mileage (120 miles round-trip)	\$ 130.00
	<u>\$ 180.00</u>

**LAND ACQUISITION ASSISTANCE**

Element 2	Hourly Breakdown														Total Man Hours	Labor Cost
	Principal	Project Manager	Engineer 1	Engineer 2	Engineer 3	Designer 1	Designer 2	Tech 1	Tech 2	Cadd Operator	Admin	RLS/Survey Manager	Survey Crew (2-Person)	Survey Crew (3-Person)		
	250	175	145	125	115	110	100	90	90	75	65	135	150	175		
Land Acquisition Assistance		96	48			32					40				216	\$ 29,880.00
															0	\$ -
<i>Use below if subconsultant preforms this task and not above</i>																
<i>Subconsultant's Rates -----&gt;</i>																
Land Acquisition Assistance															0	
															0	
Coordination and Administration for subconsultant (no hours, percentage)																\$ -
<b>LABOR TOTAL</b>	0	96	48	0	0	32	0	0	0	0	40	0	0	0	216	\$ 29,880.00

**SURVEY WORK**

Element 3	Hourly Breakdown														Total Man Hours	Labor Cost
	Principal	Project Manager	Engineer 1	Engineer 2	Engineer 3	Designer 1	Designer 2	Tech 1	Inspector	Cadd Operator	Admin	RLS/Survey Manager	Survey Crew (2-Person)	Survey Crew (3-Person)		
	250	175	145	125	115	110	100	90	90	75	65	135	150	175		
Field Survey Work														328	328	\$ 57,400.00
Office Preparation							168				22	48			238	\$ 24,710.00
Plat Preparation (24 parcel acquisitions)							96				8	32			136	\$ 14,440.00
Plat Preparation (10 remnant parcels)							40				4	12			56	\$ 5,880.00
<i>Use below if subconsultant preforms this task and not above</i>																
<b>Subconsultant's Rates -----&gt;</b>																
Field Survey Work															0	\$ -
Office Preparation															0	\$ -
Coordination and Admin. For subconsultant (no hours, percentage)																
<b>LABOR TOTAL</b>	0	0	0	0	0	0	304	0	0	0	34	92	0	328	758	\$ 102,430.00

**Direct Expenses:**

Meals	\$ 3,320.00
Mileage (120 miles round-trip, 41 trips @ \$0.545/mile)	\$ 2,680.00
	<b>\$ 6,000.00</b>

ENVIRONMENTAL SERVICES																
Element 4	Hourly Breakdown														Total Man Hours	Labor Cost
	Principal	Project Manager	Sr. Env. Planner	Engineer 2	Engineer 3	Designer 1	Designer 2	Technician 1	Technician 2	Cadd Operator	Admin.	RLS/Survey Manager	Survey Crew (2-Person)	Survey Crew (3-Person)		
Field Reconnaissance	250	175	145	125	115	110	100	90	90	75	65	135	150	175	32	\$ 4,640.00
Additional Research, Interviews, and Documentation			32												200	\$ 29,000.00
Review, Quality Assurance and Approval	8		200												8	\$ 2,000.00
<i>Use below if subconsultant preforms this task and not above</i>																
<i>Subconsultant's Rates -----&gt;</i>	\$4,800															
Records Search	1														1	\$ 4,800.00
Coordination and Admin. For subconsultant (no hours, percentage)															0	\$ -
<b>LABOR TOTAL</b>	<b>8</b>	<b>0</b>	<b>232</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240</b>	<b>\$ 40,920.00</b>

**APPRAISALS**

Element 5	Hourly Breakdown														Total Man Hours	Labor Cost
	Principal	Project Manager	Engineer 1	Engineer 2	Engineer 3	Designer 1	Designer 2	Tech 1	Tech 2	Cadd Operator	Admin	RLS/Survey Manager	Survey Crew (2-Person)	Survey Crew (3-Person)		
	250	175	145	125	115	110	100	90	90	75	65	135	150	175		
Appraisal Work															0	\$ -
Review Appraisal Work															0	\$ -
Office Preparation															0	\$ -
<i>Use below if subconsultant preforms this task and not above</i>																
<i>Subconsultant's Rates -----&gt;</i>	AF-01	AF-02	AF-03	AF-04	AF-22	AF-46	NWA-16	P-65	P-66	P-67	P-68	SEA-02	SEA-03	SEA-04		
Appraisal (Kenneth Cantrell)	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$2,400	\$2,400	\$1,800	\$2,400	\$2,400	\$2,200	\$1,800	\$1,800		\$ 28,000.00
Review Appraisal (Steve Piefke)	\$900	\$900	\$900	\$900	\$900	\$900	\$1,200	\$1,200	\$900	\$1,200	\$1,200	\$1,100	\$900	\$900		\$ 14,000.00
Secondary Appraisal (Tammy Duke)					\$2,500									\$2,500		\$ 5,000.00
				easement	easement	easement	easement	easement	easement	easement						
	SEA-05	SEA-06	SEA-07	SEA-07	SEA-08	SEA-09	SEA-12	SEA-13	SEA-17	SEA-18						
Appraisal (Kenneth Cantrell)	\$2,400	\$2,400	\$1,800	\$1,800	\$1,800	\$2,400	\$1,800	\$2,400	\$2,400	\$2,400						\$ 21,600.00
Review Appraisal (Steve Piefke)	\$1,200	\$1,200	\$900	\$900	\$900	\$1,200	\$900	\$1,200	\$1,200	\$1,200						\$ 10,800.00
Coordination and Admin. For subconsultant (no hours, percentage)																\$ 7,940.00
<b>LABOR TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ 87,340.00</b>

**LAND ACQUISITION: NEGOTIATIONS AND DOCUMENTATION**

Element 6	Hourly Breakdown														Total Man Hours	Labor Cost
	Principal	Project Manager	Engineer 1	Engineer 2	Engineer 3	Designer 1	Designer 2	Tech 1	Tech 2	Cadd Operator	Admin	RLS/Survey Manager	Survey Crew (2-Person)	Survey Crew (3-Person)		
	250	175	145	125	115	110	100	90	90	75	65	135	150	175		
Pre-Acquisition (24 parcels)					144						96				240	\$ 22,800.00
Negotiation (24 parcels)					144		384				96				624	\$ 61,200.00
Relocation (6 parcels)					36		96				24				156	\$ 15,300.00
Program Management/Property Management (24 parcels)		120			360										480	\$ 62,400.00
															0	\$ -
<i>Use below if subconsultant preforms this task and not above</i>																
<i>Subconsultant's Rates -----&gt;</i>																
Title Search (23 parcels)															0	\$ -
Closings (24 parcels)															0	\$ -
Coordination and Administration for subconsultant (no hours, percentage)																\$ -
<b>LABOR TOTAL</b>	<b>0</b>	<b>120</b>	<b>0</b>	<b>0</b>	<b>684</b>	<b>0</b>	<b>480</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>216</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1500</b>	<b>\$ 161,700.00</b>

**Direct Expenses:**

Meals	\$ 625.00
Mileage (120 miles round-trip)	\$ 1,635.00
Printing	\$ 250.00
Postage	\$ 150.00
	<u>\$ 2,660.00</u>

**EXHIBIT "A" UPDATE**

Element 7	Hourly Breakdown														Total Man Hours	Labor Cost
	Principal	Project Manager	Engineer 1	Engineer 2	Engineer 3	Designer 1	Designer 2	Tech 1	Tech 2	Cadd Operator	Admin	RLS/Survey Manager	Survey Crew (2-Person)	Survey Crew (3-Person)		
	250	175	145	125	115	110	100	90	90	75	65	135	150	175	26	\$ 2,890.00
Update Exhibit "A"		4			4		16				2				0	\$ -
Office Preparation																
<i>Use below if subconsultant preforms this task and not above</i>																
<i>Subconsultant's Rates -----&gt;</i>																
Update Exhibit "A"															0	\$ -
Coordination and Admin. For subconsultant (no hours, percentage)																\$ -
<b>LABOR TOTAL</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26</b>	<b>\$ 2,890.00</b>

**Direct Expenses:**

Printing	\$ 75.00
Postage	\$ 50.00
	<b>\$ 125.00</b>

**YEAR 2018**

**STANDARD HOURLY RATES**

Principal	\$250.00
Project Manager	\$175.00
Engineer 1	\$145.00
Engineer 2	\$125.00
Engineer 3	\$115.00
Designer 1	\$110.00
Designer 2	\$100.00
Tech 1	\$90.00
Inspector	\$90.00
Cadd Operator	\$75.00
Admin	\$65.00
RLS/Survey Manager	\$135.00
Survey Crew (2-Person)	\$150.00
Survey Crew (3-Person)	\$175.00

**NOTE: Hourly Rates to include overhead and profit**