



**CITY OF LANDER**  
**REGULAR CITY COUNCIL MEETING**

Tuesday, July 28, 2026 at 6:00 PM  
City Council Chambers, 240 Lincoln Street

**AMENDED AGENDA**

---

**Join Zoom Meeting**

<https://us06web.zoom.us/j/86098212878>

**1. CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

**2. APPROVAL OF AGENDA**

**3. NEW BUSINESS (NON ACTION ITEMS)**

- A. Presentation of Commendations to Lander Police Officers Jason Hanson, Ethan Borchardt, and Shawn McRae in Recognition of Their Life-Saving Actions.

**4. PUBLIC HEARING concerning the application to transfer ownership and location of Retail Liquor License #6 from the Wyoming Catholic Food Services LLC, d/b/a/ at 306 Main Street Wyoming to Solstice 12, Inc., d/b/a Baldwins at 388 Main Street, Suite B, Lander, Wyoming.**

- A. Open hearing
- B. Introduce and read
- C. Public comment
- D. Close hearing

**5. COMMUNICATION FROM THE FLOOR**

Please approach the microphone and state your full name for the record. This meeting and comments are electronically recorded. All comments will be limited to three minutes.

- A. Public Comment

**6. MAYOR AND COUNCIL UPDATES**

**7. STAFF REPORTS**

**8. NEW BUSINESS (ACTION ITEMS)**

- A. Approve transfer of ownership and location for Retail Liquor License #6 from the Wyoming Catholic Food Services LLC, d/b/a/ at 306 Main Street, Wyoming, to Solstice 12, Inc., d/b/a Baldwins at 388 Main Street, Suite B, Lander, Wyoming.
- B. Authorize Mayor to sign Lander Municipal Airport Hangar Space Land Lease Agreement for 511 lease with Ed and Lana Hanson
- C. Approve and authorize the Mayor to sign Task Order #2026-01 under contract number 260028, between the City of Lander and Ardurra Group, Inc. for the Apron Reconstruction-Bidding & CA Services project.
- D. Approve Pay Request for Draw 3 for Jefferson Street Extension CDBG project
- E. Approve Pay Request #4 to Gregco for substantial completion on Gannett Peak Safe Routes project
- F. Approve Gannett Peak Change Order 3 for final in-place quantity adjustments per contract
- G. Authorize the Mayor to sign the Section 00630 Retainage Joint Account Agreement with Wilson Brother's Construction for the Buena Vista Water and Roadway Improvement Project.
- H. Approve and authorize the Mayor to sign Acceptance of Quote#Q-124016-1 with CivicPlus for Agenda and Meeting Management.
- I. Approve and authorize the Mayor to sign Acceptance of Quote#Q-123715-1 with CivicPlus for the City of Lander Municipal Website.
- J. Approve and authorize the Mayor to sign the Notice of Award and Notice to Proceed for the Hunt Field-Apron Reconstruction & Replace Beacon Project. AIP No. 3-56-0016-026/027-2026, State Project No. ALN008/ALN019 to Century Companies, Inc. for \$3,203,792.00.
- K. Approve and authorize the Mayor to sign the Juvenile Justice Services of Fremont County Agreement for FY 2026 2027, in the amount of \$35,000.00.
- L. Approve and authorize the Mayor to sign the Acceptance of Quote#Q-147425-1 with CivicPlus for virtual training on the Recreational Management system.

**9. EXECUTIVE SESSION Potential Litigation W.S. 16-4-405(a)(iii).**

**10. ADJOURNMENT**

**Upcoming Council Meetings:**

**Regular Meetings: (Second and Fourth Tuesday of the month)**

**6:00 P.M. Tuesday August 11, 2026, City Council Chambers**

**6:00 P.M. Tuesday August 25, 2026, City Council Chambers**

**6:00 P.M. Tuesday September 8, 2026, City Council Chambers**

**6:00 P.M. Tuesday September 22, 2026, City Council Chambers**

**Work Sessions: (Fourth Tuesday of the month)**

**6:00 P.M./Immediately following Regular Meeting Tuesday, September 22, 2026, City Council Chambers**

**6:00 P.M./Immediately following Regular Meeting Tuesday October 22, 2026, City Council Chambers**

**All meetings are subject to cancellation or change.**

**NOTICE OF PUBLIC HEARING AND OF APPLICATION TO TRANSFER OWNERSHIP AND  
LOCATION OF RETAIL LIQUOR LICENSE #6**

Notice is hereby given that the City Council of the City of Lander, Wyoming, will hold a public hearing to consider an application for the **transfer of ownership and transfer of location of a Retail Liquor License**, pursuant to Wyoming Statutes and the ordinances of the City of Lander.

The public hearing will be held on **July 28, 2026, at 6:00 PM, during the Regular City Council Meeting**, in the **City Council Chambers, City Hall, 240 Lincoln Street, Lander, Wyoming**.

The application is as follows:

**Current License Holder:** Wyoming Catholic Food Services, LLC, d/b/a Wyoming Catholic Food Services

**Proposed New License Holder:** Solstice 12, Inc., d/b/a Baldwins

**Current Licensed Premises:** 306 Main Street, Lander WY 82520

**Proposed Licensed Premises:** 388 Main Street, Suite B, Lander, WY 82520, Block 16, Lot 12 Less and Except Therefrom the E LY 9 M/L, Original Town of Lander, C General Commercial District

At the hearing, any person wishing to speak for or against the proposed transfer of ownership and location will be afforded an opportunity to be heard. The City Council will consider all public comments before taking action on the application.

By: Rachelle Fontaine, City Clerk

PUBLISH: Lander Journal July 11, 2026, and July 18, 2026

# NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY

Section 8, Item A.

Customer #:

Trf from:

Reviewer:

Initials

Date

Agent:

/ /

Mgr:

/ /

**To be completed by City / Town / County Clerk**Local License #: #6 Retail

License

Fees

Annual Fee: \$ \_\_\_\_\_

Date filed with clerk: 6 / 18 / 2026

Prorated Fee: \$ \_\_\_\_\_

Advertising Dates: (2 Consecutive Weeks Prior to Hearing)

Transfer Fee: \$ 100.007/11/2026 & 7/18/2026Publishing Fee: \$ 104.00Public Hearing Date: 7 / 28 / 2026Publishing Fee Direct Billed to Applicant: ☒

License Term:

7 / 29 / 2026  
Month Day Year

Through

2 / 20 / 2027  
Month Day Year

**LICENSING AUTHORITY:** Begin publishing promptly. As W.S. 12-4-104(d) specifies: NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.

Applicant (Business Name): Solstice12, Inc.Doing Business As (DBA) / Trade Name: BaldwinsBuilding to be licensed / Building Address: 388 Main Street, Suite B

(Address Number, and Suite or Unit Number, and Street or Road Name)

Lander WY 82520 Fremont  
City State Zip County

Local Mailing Address:

535 East Main Street, Suite G  
(Address Number or PO Box, and Suite or Unit Number, and Street or Road Name)Lander WY 82520 Fremont  
City State Zip County

Local Business Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Business E-Mail Address: \_\_\_\_\_

Business Primary Contact: Paul Guschewsky

First Name

Last Name

**FILING FOR**☐ NEW LICENSE☐ TRANSFER OF LOCATION☒ TRANSFER OF OWNERSHIP☒ ASSIGNMENT LETTER MUST BE ATTACHEDFORMERLY HELD BY: Wyoming Catholic Food Service, LLC**FILING IN (CHOOSE ONLY ONE)**☐ CITY / TOWN OF:Lander☐ COUNTY OF:Fremont**FILING AS (CHOOSE ONLY ONE)**☐ INDIVIDUAL☐ PARTNERSHIP☐ LP☐ LLP☐ LLLP☐ LLC☐ LC☒ CORPORATION (INC)☐ POLITICAL SUBDIVISION☐ ORGANIZATION☐ OTHER \_\_\_\_\_**TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)**☒ RETAIL LIQUOR LICENSEPRIMARY BUSINESS TYPE  
(CHOOSE ONLY ONE)☐ ON-PREMISE BAR☐ OFF-PREMISE PACKAGE STORE☐ ON & OFF PREMISE BAR &  
PACKAGE STORE☐ RESTAURANT LIQUOR LICENSE☐ BAR AND GRILL LIQUOR LICENSE☐ RESORT LIQUOR LICENSE**LIMITED RETAIL LIQUOR LICENSE  
(CLUB)**☐ VETERANS CLUB☐ FRATERNAL CLUB☐ GOLF CLUB☐ SOCIAL CLUB☐ MICROBREWERY PERMIT☐ WINERY PERMIT☐ MANUFACTURER SATELLITE PERMIT☐ WINERY SATELLITE PERMIT☐ COUNTY MALT BEVERAGE PERMIT☐ SPECIAL MALT BEVERAGE PERMIT**SPECIAL STATUTORY DESIGNATIONS (CHOOSE ONLY ONE)**☐ COMMERCIAL AIRPORT (W.S. 12-4-201(d)(iv))☐ RESORT

(W.S. 12-4-401(iv) / 12-5-201(f))

☐ GOLF CLUB (W.S. 12-5-201(f))☐ GOLF CLUB-POLIT. SUBDIVISION

(W.S. 12-4-301(e) / 12-5-201(f))

☐ GUEST RANCH (W.S. 12-5-201(f))☐ Other: \_\_\_\_\_**OPERATIONAL STATUS** (To Assist the Liquor Division with scheduling inspections (W.S. 12-1-101(a)(xvi) / 12-2-301(c) / 12-4-103(a)(iv)))☒ FULL TIME

MONTHS OF OPERATION

from \_\_\_\_\_ to \_\_\_\_\_ ☒ All Year (Jan-Dec)☐ SEASONAL

DAYS OF WEEK OF OPERATION

from Tuesday to Sunday ☐ Every Day (Mon-Sun)☐ NON-OPERATIONAL / PARKED

HOURS OF OPERATION

from 11am to 11am ☐ 24 Hours a Day

**ALL APPLICANTS MUST COMPLETE QUESTIONS 1-3**

Section 8, Item A.

**1. BUILDING OWNERSHIP: W.S. 12-4-103(a)(iii)**

Does the Applicant own or lease the licensed building?

- (a) The Applicant **OWNS** the licensed building.  
 (b) The Applicant **LEASES** the licensed building.

☒ YES (own)  
☐ YES (lease)

If the building is leased, please submit a copy of the lease and indicate:

- (i) Lease term expiration date; located on page \_\_\_\_\_ paragraph \_\_\_\_\_.

**Note:** The lease term **MUST** continue at least through the term of the liquor license or permit

- (ii) Sales provision for alcoholic or malt beverages: located, on page \_\_\_\_\_ paragraph \_\_\_\_\_.

**Note:** The lease **MUST** contain a provision for **SALE OF ALCOHOLIC or MALT BEVERAGES**.

**2. LIQUOR BUSINESS CONTROL: W.S. 12-4-601(b)**

- (a) To operate the liquor business, has the business or license/permit been assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license or permit or the licensed building? ☐ YES ☒ NO

- (b) If the answer was **YES** to 2(a) above, explain fully and submit any documents in connection there within.

**3. INTEREST IN LICENSE OR PERMIT: W.S. 12-5-401, 12-5-402, 12-5-403 -**

Does any alcohol manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm:

- (a) Hold any interest in the license/permit applied for? ☐ YES ☒ NO  
 (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in the business? ☐ YES ☒ NO  
 (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO  
 (d) If the answer was **YES** to any of the above, explain fully and submit any documents in connection there within.

**4. RETAIL LIQUOR LICENSE-COUNTY LOCATIONS ONLY: W.S. 12-4-201(f)(ii)**

Is the licensed building within five (5) miles of an incorporated town or city?

☐ YES ☐ NO

**5. RETAIL LIQUOR LICENSE-COMMERCIAL SERVICE AIRPORTS ONLY: W.S. 12-4-201(m)**

- (a) Will food and beverage services be contracted or subcontracted? ☐ YES ☐ NO  
 1. If **YES**, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO

**6. BAR AND GRILL LICENSE OR RESTAURANT LIQUOR LICENSE ONLY: 12-4-413(a) / W.S. 12-4-407(a)**

Is a copy of the valid food service permit or the approved permit application attached?

☐ YES ☐ NO

**7. RESORT LIQUOR LICENSE: W.S. 12-4-401 through W.S. 12-4-403(b)**

Does the resort complex:

- (a) Have an actual valuation of at least one million dollars, or have committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO  
 (b) Include a restaurant and a convention facility; a convention facility that will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO  
 (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO  
 (d) If no on question (c), have a ski resort facility open to the general public in which has been committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO  
 (e) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) ☐ YES ☐ NO  
 1. If **YES** to (e), is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO

**8. MICROBREWERY PERMIT ONLY: WHOLESALE DISTRIBUTION: W.S. 12-2-201(a)**

- (a) Will the microbrewery self-distribute its products or distribute through a licensed wholesaler? ☐ YES ☐ NO

If **YES**, a wholesale malt beverage license from the Liquor Division will be required.

**9. LIMITED RETAIL (CLUB) LIQUOR LICENSE:****FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)**

- (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

**10. LIMITED RETAIL (CLUB) LIQUOR LICENSE:****VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):**

- (a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

**11. LIMITED RETAIL (CLUB) LIQUOR LICENSE:****GOLF CLUBS W.S. 12-1-101(a)(iii)(D) / W.S. 12-4-301(e):**

- (a) Does the golf club have more than fifty (50) bona fide members? ☐ YES ☐ NO
- (b) Does the Applicant, maintain, or operate a bona fide golf course together with a clubhouse? ☐ YES ☐ NO
- (c) Is the Applicant a Political Subdivision of the state that owns, maintains, or operates this golf course? ☐ YES ☐ NO
1. Will food and beverage services be contracted or subcontracted? W.S. 12-4-301(e) ☐ YES ☐ NO
2. If YES, is a copy of the food and beverage contract or lease attached? ☐ YES ☐ NO

**12. LIMITED RETAIL (CLUB) LIQUOR LICENSE:****SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E) / W.S. 12-4-301(b):**

- (a) Does the club have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO
- (c) Is the club qualified as a tax-exempt organization under the Internal Revenue Service? ☐ YES ☐ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO
- (g) Is a true copy of the club bylaws attached to this application? ☐ YES ☐ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition(s) Attached) ☐ YES ☐ NO

**13. Applicant is Filing As Individual, Partnership, Political Subdivision, Organization or Other:**  
**W.S. 12-4-102(a)(ii) & (iii)**

**Each individual, partner or officer (as applicable) must complete all of the information below.**  
**(If more information is required, list on a separate piece of paper and attach to this application.)**

| True and Correct Name | Date of Birth | Residence Address<br>No. & Street<br>City, State & Zip<br><b>DO NOT LIST<br/>PO BOXES</b> | Residence<br>Phone<br>Number | Have you been a<br>DOMICILED<br>resident for<br>at least 1 year<br>and not claimed<br>residence in any<br>other state<br>in the last year? | Have you been convicted within the<br>previous 10 years of:                       |                                                                              |
|-----------------------|---------------|-------------------------------------------------------------------------------------------|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------|
|                       |               |                                                                                           |                              |                                                                                                                                            | a Felony<br>Violation<br>Relating to<br>Alcoholic Liquor<br>or Malt<br>Beverages? | any<br>Violation<br>Relating to<br>Alcoholic Liquor<br>or Malt<br>Beverages? |
|                       |               |                                                                                           |                              | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                                                                                | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |
|                       |               |                                                                                           |                              | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                                                                                | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |
|                       |               |                                                                                           |                              | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                                                                                | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |
|                       |               |                                                                                           |                              | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                                                                                | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |
|                       |               |                                                                                           |                              | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                                                                                | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |

**14. Applicant is Filing As a Corporation, Limited Company, Limited Liability Company, Limited Liability Partnership or Limited Partnership: W.S. 12-4-102(a)(iv) & (v)**

Section 8, Item A.

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock or ownership of the corporation, limited liability company, limited liability partnership, or limited partnership.

**Each Officer, Director or LLC member must complete all of the information below.**  
(If more information is required, list on a separate piece of paper and attach to this application)

| True and Correct Name | Date of Birth | Residence Address<br>No. & Street<br>City, State & Zip<br><b>DO NOT LIST<br/>PO BOXES</b> | Residence<br>Phone<br>Number | No. of<br>Years in<br>Corp or<br>LLC | % of<br>Corporate<br>Stock or<br>Ownership<br>Held | Have you been convicted within<br>the previous 10 years of:                       |                                                                              |
|-----------------------|---------------|-------------------------------------------------------------------------------------------|------------------------------|--------------------------------------|----------------------------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------|
|                       |               |                                                                                           |                              |                                      |                                                    | a Felony<br>Violation<br>Relating to<br>Alcoholic<br>Liquor or Malt<br>Beverages? | any<br>Violation<br>Relating to<br>Alcoholic<br>Liquor or Malt<br>Beverages? |
| Paul J. Guschewsky    | 3/31/1963     | 626 Fremont St., Lander, W                                                                | 307 714 7888                 | 14                                   | 50%                                                | YES <input type="checkbox"/><br>NO <input checked="" type="checkbox"/>            | YES <input type="checkbox"/><br>NO <input checked="" type="checkbox"/>       |
| Carrie Guschewsky     | 11/15/1974    | 626 Fremont St., Lander, W                                                                | 307 349 0878                 | 14                                   | 50%                                                | YES <input type="checkbox"/><br>NO <input checked="" type="checkbox"/>            | YES <input type="checkbox"/><br>NO <input checked="" type="checkbox"/>       |
|                       |               |                                                                                           |                              |                                      |                                                    | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |
|                       |               |                                                                                           |                              |                                      |                                                    | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |
|                       |               |                                                                                           |                              |                                      |                                                    | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                       | YES <input type="checkbox"/><br>NO <input type="checkbox"/>                  |

**REQUIRED ATTACHMENTS:**

- ☒ A statement indicating the financial condition and financial stability of the Applicant. W.S. 12-4-102(a)(vi).
- ☒ If transferring a license or permit to another Applicant, attach a form of assignment from the current licensee to the new Applicant authorizing the transfer. W.S. 12-4-601(b).
- ☐ A copy of any lease agreements. W.S. 12-4-103(a)(iii)
- ☐ Bar & Grill and Restaurant liquor license Applicants: attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- ☐ If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)
- ☐ If filing for a Golf Club or Social Club liquor license attach a copy of the club's bylaws W.S. 12-4-301(c)

**OATH OR VERIFICATION**

Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, or **TWO (2)** Corporate Officers or Directors except that if all the stock of the corporation is owned by **ONE (1)** individual then that individual may sign and verify the application upon his oath, or **TWO (2)** Club Officers. W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

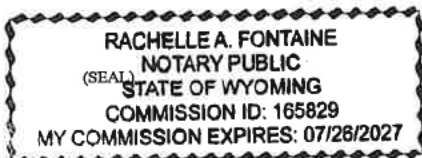
STATE OF WYOMING )

COUNTY OF Fremont ) SS.

Signed and sworn to before me on this 14th day of June, 2024 that the facts alleged in the foregoing instrument are true by the following:

|                                               |                                               |                               |
|-----------------------------------------------|-----------------------------------------------|-------------------------------|
| 1) <u>Paul J. Guschewsky</u><br>(Signature)   | <u>Paul J Guschewsky</u><br>(Printed Name)    | <u>President</u><br>Title     |
| 2) <u>Carrie L. Guschewsky</u><br>(Signature) | <u>CARRIE L. GUSCHEWSKY</u><br>(Printed Name) | <u>Sec/Treasurer</u><br>Title |
| 3) _____<br>(Signature)                       | _____<br>(Printed Name)                       | _____<br>Title                |
| 4) _____<br>(Signature)                       | _____<br>(Printed Name)                       | _____<br>Title                |
| 5) _____<br>(Signature)                       | _____<br>(Printed Name)                       | _____<br>Title                |

Witness my hand and official seal:



My commission expires: 07/28/2027

Rachelle A. Fontaine  
Signature of Notary Public

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, ItemB.

THIS HANGAR SPACE LAND LEASE AGREEMENT is made and entered into this 28th day of July 2026, by and between the CITY OF LANDER, a Wyoming municipal corporation, 240 Lincoln Street, Lander, Wyoming 82520, hereinafter referred to as “Lessor”, and Ed or Lana Hanson, whose address is 48 East Sky Loop, Roswell NM 88201, Lander, Wyoming 82520, hereinafter referred to as “Lessee”.

**RECITALS:**

WHEREAS, the City of Lander, a Wyoming municipal corporation, is the owner of certain real property known as Hunt Field Airport, hereinafter “Airport”, located in the City of Lander, Fremont County, Wyoming; and

WHEREAS, the City of Lander has determined that it is in the City’s best interest to enter into this Lease; and

WHEREAS, the Lessor and the Lessee desire to enter into a lease agreement of Airport property for the purpose of parking privately owned aircraft and for hangar space upon the terms and conditions hereinafter set forth; and

**TERMS AND CONDITIONS:**

NOW, THEREFORE, in consideration of the following mutually agreed upon terms, covenants and agreements to be kept and performed by Lessee and Lessor, the parties hereto do mutually agree and covenant as follows:

1. **RECITALS.** The above recitals are incorporated herein and made a part of this lease as if restated in full.
2. **PREMISES.** Lessee acknowledges and understands that this lease is for real property (land) only. Lessor acknowledges that Lessee is the owner of the hangar on the premises. The Lessor does hereby lease, let and demise unto the Lessee Space No 511, 48 feet by 48 feet hangar plus an additional 1-foot perimeter around the foundation consisting of approximately 2,500 square feet, Hunt Field, Lander Wyoming, together with the right of ingress and egress. Lessee accepts the premises “AS IS” without any express or implied warranties as to its condition or fitness for a particular purpose.
3. **PRIMARY PURPOSE.** This agreement authorizes the Lessee to place a hanger and any necessary installation required by said placement for the primary purpose of housing aircraft and necessary aircraft parts, paraphernalia and accessories. Primary purpose is defined as that which is first in intention, and which is fundamental. Also defined as the principal or fixed intention with which an act or course of conduct is undertaken.
4. **TERM.** Subject to the terms and provisions of this lease, the term of this lease shall be for fifteen (15) years commencing on the 28<sup>th</sup> day of July 2026, and terminating on the 31st day of December 2041 unless sooner terminated for any of the reasons set forth in this Lease. Lessee will have the opportunity to renew a lease for two (2) additional five (5) year periods beyond the termination date of the original lease term on terms to be negotiated in good faith by the parties. At or before the end of the term of this lease, the parties will negotiate in good faith for a new lease with the same term and provision for renewal provided in this lease. In the event Lessee sells his/her hangar before the end of the term of this lease, Lessor will negotiate in good faith with the new owner of the hangar for a lease. Lessee shall have quiet enjoyment of the premises in accordance with the covenants in this Lease. All terms and covenants of this Lease Agreement shall remain in effect for each renewal period.
5. **RENTAL FEE.** The lease amount for 2026 of \$415.00 for the first (1<sup>st</sup>) year of this Lease has already been paid in full by the previous owner. Lessee shall pay to Lessor the rental fee in annual installments on or before the 10<sup>th</sup> day of January

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

each year. The annual rental for the first full year of this Lease is \$0.166 (2026 rate) per square foot (see Paragraph 2 above for the total square feet). This Lease begins after January 1<sup>st</sup>, and the 2026 lease rate has been paid in full. The rental fee, after the first year, shall be increased by 3.5% annually or adjusted yearly in an amount according to the State of Wyoming Department of Administration and Information, Economic Analysis Division Table III Annual Inflation Rates by Region Cost of Living Index based on the fourth quarter of the preceding year, whichever is greater. Lessor shall in writing notify Lessee by December 15<sup>th</sup> of the increase in rent starting in the following January. The increase shall take effect on January 1 of each year. A delinquency charge of 1.5% per month of the current rental fee shall be added to any rental fee that is more than thirty (30) days delinquent. After the lease term of fifteen (15) years and any renewals, the rental fee may be increased, renegotiated or changed, and new methods of calculation may be used.

6. AIRCRAFT OWNERSHIP. Lessee hereby covenants and agrees that Lessee is the owner of the following aircraft(s) to be housed in the hangar at Space No. 511

Plane Number: N608WY (reserved when completed)  
Manufacturer: Experimental  
Year/Make/Model: Vans RV8  
Registered Owner(s): Ed and Lana Hanson  
Address of Lessee: 48 East Sky Loop, Roswell NM 88201  
Business Phone of Lessee: 307-851-0963  
Cell Phone of Lessee: 307-851-0963  
Email of Lessee: leehanson1968@gmail.com

Lessee shall notify Lessor in writing of any changes in aircraft(s) ownership or other information listed above within twenty (20) days of the change.

7. ACCESS CODES. Airport access codes are not to be given out to the general public by either party.
8. CONDITION OF PREMISES. Lessee covenants with the Lessor that Lessee has received the premises in good order and condition and at the expiration of the Lease, Lessee will yield up the premises to the Lessor, its successors or assigns, in as good order and condition as when the premises were entered upon by Lessee, ordinary wear excepted. Lessee also agrees to keep the premises in good repair and a neat and sanitary condition at all times during the term of the Lease at Lessee's own expense.
9. PERMITTED USES OF PREMISES. The use of the leased premises shall primarily be for aviation purposes. The Lessee shall have the right to occupy and use the premises for the purpose of an airplane hangar, and the storage of airworthy aircraft, or an aircraft that may be made airworthy in a reasonable amount of time as determined by the Airport Board, and necessary aircraft parts, paraphernalia, and accessories.

Routine owner aircraft maintenance and care are allowed.

Temporarily, a vehicle may be parked in a hangar while the aircraft is away from the airport, but the vehicle must be removed upon return of the aircraft.

Lessee's guests, agents or employees of Lessee are not permitted to park their motor vehicles in or around the outside of the hangar or on the leased premises or on other airport property, except when the aircraft is being used, maintained, or repaired.

Lessee is entitled to store an ATV in the hangar for use in the movement of the aircraft and snow removal.

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

Lessee shall not cause, maintain or permit any storage of vehicles, equipment or other personal items of Lessee on or about the leased premises, except entirely within Lessee's hangar.

At least one (1) airworthy aircraft must be housed or based in Lessee's hangar.

Lessee agrees that all personal property described above that is stored in the leased premises is stored at the sole risk of Lessee, and Lessor shall not be responsible for any damage or injury to said personal property of Lessee.

In the event that a hangar sits empty for a period over 90 days, the lessee must show reasonable proof of seeking aviation use (i.e., lease or sale) as determined by the Airport Board.

10. **PROHIBITED USES.** Lessee expressly agrees:

- A. No residential use of any kind shall be permitted in any hangar or on the premises.
- B. Lessee shall not store any explosives, toxic, flammable, combustible, or other hazardous materials in or near the hangar or on the hangar space site, as it is strictly prohibited, except that which is stored in the aircraft or what is reasonably necessary for maintenance, repair or restoration of the aircraft. In all events, such materials must be properly handled and safely stored. Lessee shall not perform any hazardous operations in the hangars or on the premises including, but not limited to, the following: welding, torch cutting, torch soldering, doping and spray painting except as reasonably necessary for maintenance, repair or restoration of the aircraft.
- C. Lessee promises and agrees that no commercial operations of any kind are permitted within or near the leased premises without written consent of Lessor.
- D. Lessee shall not erect or permit to be erected any signs on the premises.
- E. A hangar with no airplane parked or based in the hangar and the hangar is being used solely to store large boats, trailers, motor homes, or miscellaneous non-aviation items is not acceptable and in violation of this lease. No personal property owned by a third party (who is not an assignee or renter approved by Lessor) is allowed to be stored in the hangar of Lessee.
- F. No parking of boats, trailers, campers, motor homes or other similar property is allowed around the outside of the hangar.
- G. Lessor has the right to tow and remove boats, trailers, campers, or other similar property parked outside the leased premises or on other airport property at the sole expense of the owner(s) of said property. Tie-down spaces shall not be used for vehicle parking. Lessee shall not drive or park on the airport property where collisions could occur or interfere with the movement of aircraft.

11. **CONSTRUCTION OF NEW HANGARS.** Construction of an airplane hangar upon the premises shall be subject to compliance with all applicable regulations, ordinances, and codes of Lessor and with the approval of the airport board. Lessee will have six (6) months from the signing of this lease agreement to begin construction of the new hangar, and six (6) months from the beginning of construction to complete the new hangar. An extension may be granted if application for extension is made to the Lessor and approved by the Lessor prior to the end of the six (6) months. If work is not begun within the six (6) month period, the lease will be void and lease money paid will be forfeited. Failure to complete construction as provided herein will also constitute a default by Lessee. The Lessor

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

is under no obligation to notify the lease holder if they are in violation of these time requirements. At the time the lease is termed void, the hangar site will be available for lease to other individuals or entities. All new construction for hangars will conform to FAA regulations and city building codes including wind and snow loads. The Lessee shall be responsible for providing pavement or concrete surface from their hangar to the taxi lane. Lessee must obtain from Lessor a building permit prior to construction.

Hangars will be constructed of materials conducive to extended life and having characteristics of low maintenance and attractive appearance. Painted exterior colors shall be approved by the Airport Board. All hangars shall be completely enclosed, and all doors shall remain closed during periods of inactivity.

12. ALTERATIONS OF EXISTING HANGARS. The Lessee shall not make any alterations, changes or improvements other than repairs to existing hangar structures without the prior written recommendation of the airport board and then the written consent of the Lessor, and then only in strict compliance with all applicable FAA regulations, ordinances and codes of the Lessor. Lessee must also obtain a building permit from Lessor prior to any alterations.

13. INSURANCE AND INDEMNIFICATION. Lessee shall always obtain and maintain continuously in effect during the term of this lease agreement and all renewals, at Lessee's sole expense, general liability insurance with limits not less than \$300,000.00 combined single limit for each accident/occurrence for bodily injury and property damage in or near the hangar or on the hangar space site. Lessee shall provide in each policy that the insurance company or companies immediately send Lessor a copy of said policy and all renewal and cancellation notices. Failure to submit such proof of insurance shall be sufficient grounds to terminate this lease agreement. Lessee bears sole risk of loss to the hangar, all aircraft and personal property on the premises or in the hangar. Lessor shall not be responsible for any damage or injury to Lessee, employees, agents, or guests of Lessee, or property of Lessee, arising out of the occupancy of the premises. Lessee shall indemnify and hold harmless the Lessor and Lander City Council members, the Airport Board members, employees, and agents of Lessor against any and all claims for loss or damage occasioned by or arising out of, direct or indirect, rental or occupancy of said hangar space and Lessee's hangar and the use of the airport. Such indemnification shall include any cost to Lessor, including court costs and attorney fees, in defending any claim against Lessor. Lessee promises and agrees to pay to Lessor any damage to the leased premises arising out of Lessee's rental or occupancy of the premises. Nothing in this paragraph relieves Lessor of liability for Lessor's own negligence or intentional torts, for which Lessor shall indemnify and defend Lessee to the same extent set forth above. The liability insurance policy or policies required under the terms of this Agreement shall name Lessor as additional insured.

14. UTILITIES. Lessee is responsible for all utilities consumed or used at the premises. Lessor is not responsible for bringing utilities to the premises or any interruption of service. Any utilities or other public services which may become available, which the Lessee desires to use on the premises, shall be located as determined by the Airport Board and "as built" plans of the locations of such utility lines shall be provided to the Airport Board and the City of Lander Public Works Director. All utility arrangements, including hook-up payments, surveying, etc., shall be the sole responsibility of the Lessee. Lessee agrees to assure that all utility accommodations and arrangements conform to all applicable laws.

15. SNOW REMOVAL. The Lessor agrees to keep the blacktop apron and taxiways reasonably free and clear of ice, snow and debris to within two (2) feet of the hangar doors, all in accordance with the airport snow removal policy in effect during the term of this lease. The City is not responsible for snow removal damage to concrete in front of the hangars.

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

16. WEEDS/GRASS/DEBRIS AND PROPERTY. Lessee shall keep the premises neat, clean, safe and orderly at all times, free of waste, rubbish and debris. Weeds, grass and debris will be controlled by Lessee within the leased area to the satisfaction of the Lessor. There shall be no outside storage on the premises of boats, campers, vehicles or other material or equipment, except as authorized in this Lease. Lessee is responsible for the sanitary and safe removal of all trash and hazardous materials to an off-airport site.
17. INSPECTION. Lessee agrees, and such is a condition of this lease, that Lessee will at all times keep the premises clean, and all buildings and other structures thereon in good condition and repair, to the satisfaction of Lessor or its representatives, and to comply with the laws, ordinances and regulations respecting the airport. The Lander Airport Board, its agents and representatives shall have an unrestricted right to enter the leased premises and Lessee's hangar for the purpose of inspection for compliance with the terms of this Lease, upon twenty-four (24) hour notice to Lessee. Access/entry may be needed for emergencies. Lessor retains such right of entry and Lessee holds Lessor harmless for such entry.
18. ADDRESSES FOR NOTICES. All rent and any notices shall be paid at or sent to the Lessor at the following address:

CITY OF LANDER  
240 Lincoln Street  
Lander, WY 82520

All notices to the Lessee shall be sent to:

Name: Ed or Lana Hanson

Address: 48 East Sky Loop, Roswell, NM 88201

Email: leehanson1968@gmail.com Phone: 307-851-0963

19. NON-ASSIGNMENT. Lessee shall not assign this lease, nor shall Lessee sublet the premises to third parties or any part thereof or allow any other third party to store an aircraft in the hangar for more than 45 days in exchange for rent or other compensation without the approval of Lessor. In this connection, the Lessor acknowledges that the Lessee will make a substantial investment on the premises and, therefore, consent shall not unreasonably be withheld to any such assignment, sublease or storage to any responsible corporation, individual or other business entity capable of receiving the same provided the aircraft owner, the assignee or buyer executes a new agreement with Lessor or executes this agreement as an additional Lessee. Neither this Lease nor any interest herein nor any estate created hereby shall pass to any trustee or receiver in bankruptcy or to any other receiver or assignee for the benefit of creditors or in any other way by operation of law.
20. ENVIRONMENTAL. Lessee, for itself, for himself, his its heirs, personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree that Lessee shall not dispose of, nor allow any disposal, spill, leakage, burial or other form of disposition of or contamination by any substance on the leased premises, which substance is listed at the time as hazardous or potentially hazardous by or under the United States Environmental Quality regulations, and further that Lessee shall indemnify and hold Lessor harmless for any costs of cleanup, liabilities, judgments, fines, penalties or any other expenses resulting from Lessee disposing of such substance on or allowing any leakage, spill, burial or other form of disposition of or contamination by such substance on the leased premises.
21. TAXES. Lessee is responsible for all taxes or assessments made upon the improvements on the premises and Lessee's personal property.

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

22. **BREACH – OTHER THAN NON-PAYMENT OF MONEY.** If either party shall breach the terms of this Lease by failing to perform, keep or observe any of the terms, covenants or conditions herein contained, except for the failure to pay amounts due hereunder, including but not limited to the lease payments called for above, the following terms shall apply:

- A. **Notice.** The non-breaching party may give notice to correct such condition or cure such default.
- B. **Election to Terminate.** If such condition or default continues for thirty (30) days after delivery of such notice, the non-breaching party may sue to enforce the terms of this Lease or may give notice of its election to terminate this Lease. Twenty (20) days after such termination notice, this Lease shall cease and terminate.
- C. **Non-Waiver.** Such election to terminate by the non-breaching party shall not be construed as a waiver of any claims it may have against the breaching party. If, however, such default is of such nature that it cannot be cured by the payment of money or cannot physically be corrected within thirty (30) days, and if the party in default shall promptly commence to remedy such default after receipt of such notice and shall continuously and diligently proceed in good faith to eliminate such default, the period for correction shall be extended for such length of time as is reasonably necessary to complete the same.
- D. **Breach – Non-Payment of Money.** In the event of any default by Lessee in the payment of rent or other amount payable hereunder, the following terms shall apply:
  - (1) **Notice.** Any time ten (10) days after said payments are due, Lessor may give Lessee a thirty (30) day notice to pay all sums then due, owing and unpaid.
  - (2) **Termination.** If such payments are not made within thirty (30) days after said notice, this Lease and Lessee's rights hereunder shall, at the election of Lessor, forthwith terminate.

23. **DEFAULT AND TERMINATION.**

- A. If Lessee defaults in the performance of any terms of this Agreement and that default remains for a period of thirty (30) days after written notice of default to Lessee at Lessee's address above, Lessor may terminate this Agreement or declare the full amount of rent remaining to be paid hereunder due and, in the former event, may re-enter and repossess all of the premises, with process of law, and remove Lessee and require Lessee to remove the hangar and personal property from the premises. Lessor may also use any manner allowed by law to regain possession of the premises including but not limited to forcible entry and detainer under the laws of the State of Wyoming and Lessee shall be subject to eviction and removal with process of law. Lessor shall also be entitled to recover all costs, rental fees, attorney fees and expenses due Lessor by Lessee.
- B. Upon termination of this Agreement, whether by expiration of the term or through termination, the Lessee shall within sixty (60) days from date of notice remove all personal property from the premises. If Lessee does not remove such property within sixty (60) days after the termination or expiration of this Agreement, Lessor may sue Lessee in any manner allowed by law to evict Lessee and such property including but not limited to forcible entry and detainer and eviction. Lessor shall have a lien on such property and may foreclose on the same pursuant to the laws of the State of Wyoming.

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

- C. Neither party shall be held to be in breach of the Agreement because of any failure to perform any of its obligations hereunder if said failure is due to any cause for which it is not responsible and over which it has no control. However, this shall not apply to failure by Lessee to pay rental fees or other charges pursuant to this Agreement.
  - D. Upon termination or expiration of this Agreement, and provided a new lease is not negotiated pursuant to paragraph four, said Lessee agrees to surrender and deliver up possession of the premises to Lessor, and Lessee shall have the right to remove the hangar from the premises providing it leaves the premises in the same or better condition as when entered upon by Lessee; in the event Lessee does not remove the hangar within a period of one hundred eighty (180) days after the termination or expiration of this Agreement Lessor may sue Lessee in any manner allowed by law to evict Lessee and Lessee's hangar from the land including but not limited to forcible entry and detainer and eviction. "Same or better condition" means that the hangar foundation, floor or apron should be left in-place if it is in suitable condition for use with a new hangar but should be removed from the premises if it is not.
  - E. This Agreement may also be terminated upon mutual written agreement by the parties.
  - F. The parties are entitled to all rights pursuant to the laws of the State of Wyoming regarding unlawful entry and detainer, the foreclosure of liens, and the power of eminent domain.
24. **LOSS OR DESTRUCTION.** In the event the premises covered by this Lease are wholly or partially destroyed or damaged so as to render the whole or a substantial part thereof unfit for occupancy, and the same cannot be repaired with reasonable diligence within one hundred twenty (120) days after the happening of such destruction or damage, then this Lease, at the option of the Lessor, shall cease and terminate as of the date of such destruction or damage. Upon such termination, Lessor shall repay the Lessee any rent theretofore paid by Lessee with respect to any period subsequent to the date of such termination, and thereon Lessee shall surrender possession of the premises to Lessor in an acceptable condition. If such destruction or damage can be repaired within one hundred twenty (120) days, Lessee shall forthwith repair the same with all reasonable diligence, and at Lessee's own expense, and the Lease shall continue in force and effect. If the hangar cannot be repaired within one hundred twenty (120) days, then the Lessee shall remove the remaining structure and improvements from the leased premises within sixty (60) days.
25. **ATTORNEY'S FEES.** In the event this Lease Agreement is placed in the hands of an attorney for collection of rental fees or any damages, or any portion thereof, due to becoming due hereunder, or to take possession of the premises, or to enforce compliance with the Lease Agreement, or for failure to observe any of the covenants of this Lease Agreement, or for Lessor's defense of any claim arising out of Lessee's omission or negligence, the Lessee agrees to pay the Lessor's reasonable attorney's fees, costs incurred by Lessor's attorney and Court costs.
26. **ADDITIONAL COVENANTS.**
- A. **COMPLIANCE WITH LAWS.** Lessee shall comply with all applicable municipal, state and federal ordinances, laws, rules and regulations as they are now in effect or hereinafter enacted.
  - B. **MODIFICATION.** No modification of the terms of this Agreement shall be effective unless such modification is in writing, signed and dated by the parties.

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

- C. NONWAIVER. Any waiver by Lessor of any breach of any covenant herein to be kept and performed by Lessee shall not be deemed as a continuing waiver and shall not operate to prevent Lessor from declaring a forfeiture for any succeeding breach, either of the same or other covenant.
- D. NON-DISCRIMINATION.
- (1) Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, 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 said regulations may be amended.
  - (2) In all use and operation of the premises, Lessee shall not discriminate or permit discrimination against any person or class of persons by reason of disability, age, sex, race, creed, color, national origin, ancestry, or religion in any manner prohibited by any federal or state laws, rules or regulations existing now, or any amendments thereto.
  - (3) Lessor reserves the right to take such action as the United States Government may direct to enforce nondiscrimination. Noncompliance with this subsection by Lessee shall constitute a material breach of this Agreement.
- E. REQUIREMENTS OF THE UNITED STATES.
- (1) The parties hereto acknowledge that this Agreement is subject and subordinate to the lawful demands, rules and regulations, minimum standards, of the Lessor, the State of Wyoming, FAA and one or more governmental agencies of the United States of America. Lessee shall comply with all lawful demands of the Lessor, FAA or the United States, including a lawful demand to deliver possession of all of the premises as promptly as possible.
  - (2) Lessor reserves the right to further develop or improve the airport and landing area of the airport as it deems fit, regardless of the desires or views of Lessee, and without interference. The parties hereto recognize that the Lessor is in the process of planning and may reconfigure the airport. Reconfiguration of the airport may require relocation of Lessee's hangar. The relocation of Lessee's hangar to a new location at the Lander Municipal Airport will follow FAA, WYDOT Aeronautics and one or more governmental agencies of the United States of America guidelines and the current master plan for Hunt Field Airport. The relocation of the hangar will be the sole responsibility of the Lessee unless a governmental agency shall share on an equitable basis the relocation of Lessee's hangar. The Lessee agrees and shall move the hangar as required by the governmental agency as promptly as possible at a request the move. Lessee further understands that this Lease Agreement is subordinate to provisions and requirements of any existing and future agreements between the Lessor, FAA and the United States or its agencies relative to the development, operation or maintenance of the airport property by Lessor. Lessor agrees to provide prompt written notice to Lessee when any such requirements may reasonably be expected to affect Lessee or the provisions of this Lease Agreement. The Lessee shall have priority for the relocation of Lessee's hangar according to the above guidelines. This Lease shall be amended if any term of this Lease is required to comply with the above guidelines.

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, ItemB.

- (3) Lessee shall comply with the notification and review requirements covered in part 77 of the Federal Aviation Regulations for the premises, and on any alterations of the structure.
- (4) Lessee shall observe faithfully all policy, guidelines - regulations affecting use of the airport, whether established by the Lessor, by the State of Wyoming, FAA or the United States, or agencies thereof, including, but not limited to rules affecting the operation of motor vehicles upon, to and from the airport, provided that such rules apply to all users of the airport and shall not be made specific to Lessee alone.
- F. CORPORATIONS. If this Lease Agreement is entered into by a corporation, the signing officers warrant and represent that they have the authority to bind the corporation to this Lease and agree to provide Lessor with a certified copy of the resolution allowing the same.
- G. RETENTION OF GOVERNMENTAL IMMUNITY. By entering into this Lease Agreement, Lessor does not waive its Governmental Immunity, as provided by any applicable law, including W.S. 1-39-101 et seq, and retains all immunities and defenses provided by law with regards to any actions, whether in tort, contract or any other theory of law. This Lease Agreement is for the sole benefit of the parties and is not intended to be for the benefit of any other third party or entity.
- H. WYOMING LAW. This Agreement shall be construed in accordance with the laws of the State of Wyoming.
- I. SEVERABILITY. If a provision of this Agreement shall be finally declared void or illegal by any court or administrative agency having jurisdiction, the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the parties.
- J. NO THIRD-PARTY BENEFICIARY INTENDED. This Agreement is for the benefit of the parties hereto and is not intended for the benefit of any third party.
- K. HEADINGS. The headings used in this Agreement are intended for convenience of reference only and do not define or limit the scope or meaning of any provision of this Agreement.
- L. ENTIRE AGREEMENT. This nine-page document constitutes the entire agreement of the parties and supersedes all prior agreements between the parties covering the subject matter hereof.

By signing below the parties agree to the above terms. Additionally, any person signing certifies that he or she has been properly authorized to enter into this Agreement by his or her respective party. All covenants, stipulations and agreements in this Lease Agreement shall extend to and bind the heirs, legal representatives, successors and assigns of the parties.

SIGNATURES ON FOLLOWING PAGE

**LANDER MUNICIPAL AIRPORT**  
**HANGAR SPACE LAND LEASE AGREEMENT**

Section 8, Item B.

LESSOR:

LESSEE(S):

THE CITY OF LANDER

Ed or Lana Hanson

BY:

\_\_\_\_\_  
Mayor Missy White

\_\_\_\_\_  
Signature - Ed Hanson

ATTEST:

\_\_\_\_\_  
City Clerk Rachelle Fontaine

\_\_\_\_\_  
Signature – Lana Hanson

STATE OF WYOMING     )  
                                          ) ss.  
COUNTY OF FREMONT    )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared \_\_\_\_\_, of Lessor to me known to be the persons described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Witness my hand and official seal.  
(SEAL)

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



---

## TASK ORDER

In accordance with of the PROFESSIONAL SERVICES MASTER TASK ORDER AGREEMENT by and between **Ardurra Group, Inc.** and **City of Lander** ("Client") dated June 22, 2021 ("Agreement"), the parties agree as follows:

### Specific Project Data

- A. Contract Number: 260028
- B. Task Order Number: 2026-01
- C. Project Name: Apron Reconstruction – Bidding & CA Services
- D. Description: Bidding and CA services for the reconstruction of the general aviation apron and beacon replacement.
- E. Owner (if applicable): City of Lander

Date of Task Order: July 14, 2026

1. Services

The Scope of Work is described in detail in the attached Exhibit A.

2. Times for Rendering Services

See Exhibit A for estimated schedule.

3. Basis for Payment

A detailed fee proposal is attached in Exhibit B.

### Lump Sum with Progress or Milestone Payments

- A. Owner will pay Ardurra for Services as follows:

A Lump Sum amount of \$79,055.00 (Phases 1, 2, 5 & 6).

In addition to the Lump Sum amount, reimbursement for the following expenses: None

The portion of the compensation amount billed monthly for Ardurra's Services will be based upon Ardurra's estimate of the percentage of the total Services completed during the billing period.

### Hourly Rates Plus Reimbursable Expenses (Cost plus Fixed Fee) (Phases 3, 4, 7, Reimbursables)

- A. Owner will pay Ardurra for Services as follows: \$256,739.68

- 1. An amount equal to the cumulative hours charged to the Project by each class of Ardurra's employees times standard hourly rates for each applicable billing class, plus reimbursement of



expenses incurred in connection with providing the Services and Ardurra’s consultants’ charges; multiplied by;

- 2. Consultant’s Standard Hourly Rates included in Appendix B of this Agreement; plus
- 3. Reimbursement for the following expenses: None

The total compensation for Services and Reimbursable Expenses is estimated to be \$256,739.68

The total estimated compensation for this Task Order is \$335,794.68.68

- 4. Special Terms and Conditions (if any)  
None

**Approval and Acceptance:** Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this Task Order as part of the Agreement. The clauses contained in the Agreement are incorporated by reference and remain in full force and are applicable with this Task Order.

**IN WITNESS WHEREOF,** the parties voluntarily and knowingly execute and agree to bind the parties to the terms of this Task Order.

**Consultant: Ardurra Group, Inc.**

**CLIENT:** City of Lander

|                      |
|----------------------|
| _____                |
| Signature            |
| _____                |
| Jeremy McAlister, PE |
| _____                |
| Name                 |
| _____                |
| Group Leader         |
| _____                |
| Title                |

|             |
|-------------|
| _____       |
| Signature   |
| _____       |
| Missy White |
| _____       |
| Name        |
| _____       |
| Mayor       |
| _____       |
| Title       |

## **EXHIBIT A HUNT FIELD (LND) LANDER, WY**

### **RECONSTRUCT APRON – BIDDING/CONSTRUCTION ADMINISTRATION**

**AIP 3-56-0016-026-2026/027-2026 (APRON)**

**AIP 3-56-0016-025-2026 (BEACON)**

**STATE AERONAUTICS PROJECT NO. ALN008/ALN019**

#### **INTRODUCTION:**

This project consists of the bidding support and construction administration for the Hunt Field (LND) Apron Reconstruction Project. The general aviation apron on Hunt Field was constructed prior to 2006 and is requiring reconstruction. The project will reconstruct the existing pavement section in the apron area, include work intended to prepare for the future relocation of the west end of Taxiway A, and the existing beacon will be removed from the tower (tower will remain in place) and a new tilt down tower will be installed. Design for the project occurred under a previous contract. This project shall include work items for assistance with bidding, contract award, construction oversight and project closeout. The anticipated project area is highlighted below in Figure 1.



**Figure 1: Project Location**

The total AIP/AIG funding for design, bidding and construction for this project is \$3,313,653.00. The following scope of work is for the bidding and construction portions of the project only. Construction is estimated to take 50 working days.

Professional services anticipated include services necessary to accomplish the following:

- Phase 1 - Contract Administration
- Phase 2 - Bidding
- Phase 3 - Construction Administration – Apron
- Phase 4 - Construction Administration - Beacon
- Phase 5 - Closeout
- Phase 6 - Grant Administration and Additional Services
- Phase 7 - Subconsultants

### CONTRACTS AND BIDDING:

There will be one set of bidding and construction/delivery documents produced for the project. The bidding and construction documents will be structured to allow flexibility in award, depending on available funding. If such services are necessary, they will be added by amendment or considered an additional service to this agreement.

### AVAILABLE INFORMATION:

- LND Apron Reconstruction IFB Plans, Project Manual, and Design Report

### PROJECT SCHEDULE:

The following dates summarize the target completion of significant project tasks.

| ACTIVITY                            | COMPLETION   |
|-------------------------------------|--------------|
| Submit Draft Scope to Owner and FAA | June 2026    |
| Complete Fee Analysis               | July 2026    |
| Contract Negotiation Complete       | July 2026    |
| Contract Approval                   | July 2026    |
| Start Construction                  | June 2027    |
| Complete Construction               | August 2027  |
| Closeout                            | October 2027 |

Dates are subject to change, based on grant timing, weather and the needs of the Owner.

## SCOPE OF PROFESSIONAL SERVICES

### TASK 1 – CONTRACT ADMINISTRATION

During the Project, the following general administrative services shall be provided.

- 1.1 Project Formulation: Coordinate with the Airport to evaluate scope, budget and approach to project. Coordinate with subconsultants to assist evaluating scope and approach to project.
- 1.2 Scope of Work: Prepare a detailed Scope of Professional Services narrative. Review the Scope with Owner, FAA and State and modify as necessary, based upon comments received.
- 1.3 Task Order: Prepare a Task Order specifically addressing this project. The Task Order shall also include a detailed cost proposal based on estimates of professional service man hours and hourly rates.
- 1.4 IFE Coordination: Provide the scope of work and a blank cost proposal spreadsheet to the Airport. This information will be used in obtaining an Independent Fee Estimate from a third-party engineering consultant.
- 1.5 FAA/Owner Coordination: Advise and coordinate with Airport and FAA on administrative and management tasks for the duration of contract administration and bidding efforts. This coordination effort will be replaced by weekly reports during construction.
- 1.6 Subconsultant Management: Coordinate with subconsultants regarding contracting procedures, contract execution with the subconsultants, and review and process subconsultant's invoices during the project. The Consultant will coordinate with subconsultants to ensure compliance with the project schedule, budget, and deliverables.
- 1.7 Project Schedule: Prepare and submit a project schedule for the Airport's approval. The schedule will include review and approval times required by the Airport and FAA. If required, the schedule will be adjusted as the project progresses, allowing for changes in scope, character, size, or delays. Any changes to the schedule must receive approval from the Town, WYDOT, and FAA. Assume two revisions to the project schedule will be submitted.
- 1.8 Project Management and Administration: Project management and administration includes monthly cost accounting and budget analysis, invoicing, managing RPR schedules and other resources, and monitoring of project progress for the life of the project.
- 1.9 Update Meetings: The Senior Project Manager and the project engineer will attend 2 meetings with the Sponsor virtually to coordinate work items, update Sponsor and discuss upcoming events.

| PHASE 1 DELIVERABLES         | TO<br>FAA/WYDOT | TO SPONSOR |
|------------------------------|-----------------|------------|
| 1.2 Prepare Scope of Work    | ✓               | ✓          |
| 1.3 Prepare Task Order/Fees  | ✓               | ✓          |
| 1.7 Prepare Project Schedule | ✓               | ✓          |

| PHASE 1 MEETING/SITE VISITS | LOCATION/ATTENDEES                                         |
|-----------------------------|------------------------------------------------------------|
| 1.9 Update Meetings         | Virtual - Airport/Senior Project Manager, Project Engineer |

---

## TASK 2 – BIDDING

Phase 2 shall consist of assisting with project bidding phase. Bidding phase services shall include the following tasks:

- 2.1 Advertisement: The Engineer will prepare a legal advertisement on behalf of the Sponsor and submit it to the selected newspapers as a solicitation for construction bids in accordance with the Sponsor's bidding procedures. The Sponsor will pay for or reimburse the costs of publishing.
- 2.2 Bid Documents Upload: Electronic copies of the bid documents will be uploaded on the Engineer's website for viewing by interested contractors or plan houses.
- 2.3 Invitation to bid: The Engineer will send invitations for bids to selected businesses including local contractors, plan houses and material suppliers to maximize the project exposure and generate widespread bidder interest in the project. A plan holders list will be maintained and distributed by the Engineer to invoke a competitive bidding environment. During the bidding process, the Engineer will be available to answer bidders' questions. The Engineer will maintain a record of all bidders' questions and the answers provided. If needed, the Engineer will also contact individual potential bidders to generate additional interest in the project. A four-week bidding period is anticipated.
- 2.4 Pre-bid Meeting: The Senior Project Manager and Project Engineer will attend and conduct the Pre-Bid Meeting with potential contractors and the Sponsor to review the project and answer questions. The meeting will be conducted at the airport and will include a site walkthrough.
- 2.5 Addenda: The Engineer will prepare and issue addenda as necessary to clarify and modify the project as required by the Sponsor or the FAA. Addenda will be made available to the plan holders through mail, e-mail, hand-delivery, download from Engineer's website or facsimile transmission in coordination with the FAA. Addenda will be prepared to meet the requirements of all applicable FAA assurances, design standards, construction standards and certifications. This scope assumes one addendum.
- 2.6 Assist with Bid Opening: The Senior Project Manager will attend and conduct a bid opening at the Sponsor's location.
- 2.7 Bid Tabulations: The Engineer will conduct a detailed analysis of the bids received for completeness and accuracy and will note omissions and discrepancies. An analysis of the bid prices and other documentation provided for the work will be completed. A tabulation of the received bids will be provided to the Sponsor, bidders, FAA and WYDOT.
- 2.8 Bidders List: The Engineer will update and maintain the Sponsor's Bidders List in compliance with 49 CFR §26.11(c). The Sponsor's Bidders List will be updated with the company name, address, DBE status, age and annual gross receipts for each prime and sub-bidder.
- 2.9 Recommendation of Award: The Engineer will prepare a recommendation of award for the Sponsor to accept or reject the bids as submitted. If rejection is recommended, the Engineer will supply an explanation for the recommendation and possible alternative actions the Sponsor can pursue to complete the project. Copies of the Engineers' Recommendation of Award will be provided to the FAA and WYDOT.
- 2.10 Post Bidding Administration: The Engineer will issue letters to the unsuccessful bidders returning the bid sureties, distributing the bid summary and briefly describing the bid results. The Engineer

will return the bid surety to the successful bidder after the bidder has executed the construction contract. The Engineer will also return the bid sureties to the second and third low bidders after the successful bidder has executed the construction contract.

| PHASE 2 DELIVERABLES                       | TO<br>FAA/WYDOT | TO SPONSOR |
|--------------------------------------------|-----------------|------------|
| 2.2 Prepare Bidding Documents              | ✓               | ✓          |
| 2.4 Pre-Bid Meeting Agenda/Meeting Minutes | ✓               | ✓          |
| 2.5 Prepare Addenda                        | ✓               | ✓          |
| 2.7 Prepare Bid Tabulations                | ✓               | ✓          |
| 2.9 Prepare Recommendation of Award        |                 | ✓          |

| PHASE 2 MEETING/SITE VISITS | LOCATION/ATTENDEES                               |
|-----------------------------|--------------------------------------------------|
| 2.4 Conduct Pre-Bid Meeting | Airport/Senior Project Manager, Project Engineer |
| 2.6 Attend Bid Opening      | Airport/Senior Project Manager                   |

### TASK 3 – CONSTRUCTION ADMINISTRATION - APRON

Phase 3 shall consist of construction administration and construction observation for the apron installation portion of the project. Construction Administration phase services shall include the following tasks:

- 3.1 Prepare Construction Contract Documents: This task accounts for the Engineer's in-house efforts during and immediately after the project bid opening. The Engineer will prepare the Notice of Award, Notice to Proceed and Contract Agreements for the Sponsor's approval and signatures. Appropriate copies will be submitted to the successful Contractor(s) for their signatures. Copies of the Notice of Award and Notice to Proceed will be provided to FAA and WYDOT. The Engineer will incorporate any Addendum(s) during the bidding process, the submitted bid documents and the final contract into the Construction Set of plans and specifications. The Engineer will make 5 copies of the Construction Set to be distributed to the Contractor and Sponsor, WYDOT, the FAA and any other copies of the plans will be delivered electronically.
- 3.2 Office Assistance: The Engineer will provide general project administration and coordination with in-house accounting staff including review and approval of internal invoices and invoices received from subconsultants and vendors providing services to the Engineer. Office Engineering staff, CADD personnel and clerical staff will assist the Resident Project Representative (RPR) as necessary during construction. Specific items to be accomplished include compiling and sending additional information requested from the office to the project site, providing secondary Engineering opinions on issues arising during construction, and maintaining project files as necessary (field files are mirrored in the office for continuity). The Engineer will provide miscellaneous project administration and coordination duties which are not specifically addressed or anticipated in other project related tasks including telephone conversations with the Sponsor, WYDOT, the FAA and other interested parties; disseminating interim project information to the Sponsor, WYDOT, the FAA and other interested parties' and organizing, maintaining and archiving the project records for three (3) years.
- 3.3 Prepare Periodic Pay Estimates and Request for Reimbursement - Construction: The Engineer will issue monthly invoices for services rendered. The Engineer will review periodic pay estimates

- prepared by the RPR during construction. The RPR, Engineer, Sponsor and Contractor will resolve discrepancies with the Contractor's records. The Engineer will prepare the RFR applications in BlackCat for Sponsor reimbursement of eligible expenses incurred. The Engineer will submit the completed RFR forms with appropriate supporting documentation to the Sponsor's representative for review and approval. Upon approval the Engineer or the Sponsor will submit the completed forms and supporting documentation to the appropriate agencies for reimbursement.
- 3.4 Review of Daily and Weekly Reports: The Engineer will review daily and weekly status reports prepared by the RPR for the duration of the construction period.
- 3.5 Review of Material Submittals: The Engineer will review and approve the shop drawings and material submittal data from the Contractor.
- 3.6 Review Contractor Payroll Forms: The Engineer will review Contractor and subcontractor weekly payroll records and compare to Davis Bacon Wage Rates to ensure compliance as required by the FAA.
- 3.7 Change Order / Supplemental Agreement: The Engineer will prepare change orders and supplemental agreements as necessary.
- 3.8 Quarterly Performance Reports – Construction: Federal Regulation 49 CFR Part 18 (aka Common Rule) establishes uniform administrative requirements for grants to WYDOT and Local Governments. Sub-part 18.50 addresses monitoring and reporting requirements for the Grantees. The Engineer will assist the Sponsor in managing the day-to-day operations of grant activities that ensure compliance with applicable Federal requirements. The Engineer will submit a performance report for each fiscal quarter the grant is active.
- 3.9 Prepare Pre-Construction Conference: The Engineer will schedule a pre-construction meeting to review FAA and project specific requirements prior to commencing construction. The Engineer will prepare an agenda, coordinate the Pre-Construction Conference with the necessary parties, and distribute meeting minutes.
- 3.10 Conduct Pre-Construction Conference: The Engineer will conduct the pre-construction conference before construction begins. The meeting will be conducted at the Airport site and will include the Sponsor, FAA-ADO (if possible), WYDOT, Contractor, subcontractors, airport tenants affected by the construction, QA and QC testing firms and utility companies. It is estimated that the pre-construction conference will be held 1 week prior to the beginning of construction; therefore, a separate trip to the project site is needed. One trip from the Cody, WY office to the airport is anticipated for the Senior Project Manager, Project Engineer, and RPR.
- 3.11 QC/QA Workshop: The Senior Project Manager and RPR will attend a QC/QA workshop facilitated by the Contractor as required by C-100 Contractor Quality Control Program before construction. The QC/QA Workshop will be conducted at the Airport.
- 3.12 Pre-Paving Meeting: The Senior Project Manager and primary RPR and secondary paving RPR will attend a pre-paving meeting with the contractor and testing laboratories before paving begins. The pre-paving meeting will be conducted at the Airport.
- 3.13 Resident Project Representative (RPR): Construction days will be assumed to be 12 hours per day, 5 days per week. However, paving days will be assumed to be 14 hours per day, 6 days per week. This task will consist of providing one full-time RPR during all phases of construction for a total of

50 working days. A second RPR is assumed during paving operations. For the purposes of this scope, it is assumed that a total of 58 man-days will be required to fulfill the RPR responsibilities. The RPRs will include time to cover travel time to and from the project location and the Cody, Wyoming office on a weekly rotation basis.

| RPR Days              |                                                      |
|-----------------------|------------------------------------------------------|
| Primary RPR           | 42 – 12 hour days                                    |
|                       | 8 – 14 hour days (Paving)                            |
| Secondary RPR         | 8 – 14 hour days (Paving)                            |
| <b>Total Man-Days</b> | <b>42 – 12 hour days</b><br><b>16 – 14 hour days</b> |

- 3.14 Construction Site Visits: The Senior Project Manager will make visits to the construction site to attend on-site construction meetings and to observe the progress, safety and quality of the construction. These site visits will include the substantial completion walk-through to determine punchlist items. In addition, the Senior Project Manager will provide general supervision and support to the RPR including but not limited to, coordinating field survey personnel, providing technical documentation, performing construction contract interpretation and analyzing unusual or unique developments or complications during construction. It is anticipated the Senior Project Manager will make 5 site visits during construction. One site visit will serve as the Substantial Completion Walk Thru.
- 3.15 Field Inspection/Coordination: During their regular work day, the RPR's duties will include visually inspecting all work performed by the Contractor to ensure conformance with the plans and specifications, issuing Non-Compliance Reports if necessary, coordinating all work being performed with Airport operations, maintaining a daily log of the construction activities, compiling construction photos and conducting employee interviews for the purposes of ensuring compliance with the Davis Bacon Act. Interview documentation will be submitted to office engineering staff for verification of compliance. All of the construction activity will take place within the airport operating area and will require coordination with the airport management staff.
- 3.16 Material Submittal Review: The RPR will review and approve the shop drawings and material submittal data from the Contractor. The RPR will review copies of the Contractor's survey data for sub-base, base, pavement grades and structure locations. The RPR will review other construction items for general compliance with the construction documents.
- 3.17 Prepare Quality Acceptance Testing Plan: The Engineer will prepare a Quality Acceptance Plan. This plan will combine the Engineer's QA Plan and their Subconsultant's QA Plan.
- 3.18 Prepare Construction Management Plan: The Engineer will obtain the Contractor's Quality Control Plan (QC). The Engineer will prepare the Quality Assurance Plan. After reviewing the QC Plan, the Engineer will prepare the Construction Management Plan (CMP), which requires data be extracted from the QC Plan, QA Plan and combined with Sponsor information and Engineer information for project responsibilities. A preliminary copy of the CMP will be submitted to the Sponsor and FAA for approval. After the FAA's review, the CMP may be revised or issued to the Contractor for use.

Note: Tasks 3.19 thru 3.24 are assumed to occur during time allocated to Task 3.13 and additional manhours are not required.

- 3.19 Calculate Construction Quantities: The RPR will maintain a daily record of the progress and will submit weekly reports to the Engineer regarding the progress of construction activities. The RPR will review the quantity records with the Contractor on a periodic basis.
- 3.20 Review QC Results Provided by Contractor: The RPR will review and coordinate revisions by the contractor to QC/QA submittals performed as part of the acceptance testing required by standard specifications. This will occur on a weekly basis and at project completion prior to submittal to the FAA, WYDOT and Sponsor. It is assumed that QA testing will only be required for the P-401 testing.
- 3.21 Acceptance Testing: The RPR will review and coordinate revisions by the Engineer's QA to subconsultant QA submittals performed as part of the acceptance testing required by standard specifications. This will occur on a weekly basis and at project completion prior to submittal to the FAA, WYDOT and Sponsor.
- 3.22 Prepare/Submit Weekly Reports: Each week during construction, the RPR will prepare a weekly status report using the FAA's standard form. The report will be distributed to the Sponsor, FAA, WYDOT and the Contractor.
- 3.23 Maintain Field Drawings: The RPR will maintain a set of marked up field drawings during the course of construction. The RPR will periodically review the Contractor's field drawings for discrepancies.
- 3.24 Construction Reporting: The RPR will gather and input data into portions of the final construction report throughout the course of construction. This includes but is not limited to work items constructed, project milestone dates, weekly construction narrative, final material quantities, explanations of overruns or underruns and test result summaries.

| PHASE 3 DELIVERABLES                                             | TO<br>FAA/WYDOT | TO SPONSOR |
|------------------------------------------------------------------|-----------------|------------|
| 3.1 Prepare Construction Contract Documents                      |                 |            |
| Notice of Award, Notice to Proceed, and Contract Agreement       | ✓               | ✓          |
| Issue Construction Plans, Specifications, and Contract Documents | ✓               | ✓          |
| 3.3 Periodic Pay Estimates and RFRs                              |                 |            |
| Monthly Invoices for engineering services                        | ✓               | ✓          |
| Monthly Pay Estimates (Construction)                             | ✓               | ✓          |
| RFRs and Documentation                                           | ✓               | ✓          |
| 3.7 Change Orders/Supplemental Agreements (If Applicable)        | ✓               | ✓          |
| 3.8 Quarterly Performance Reports                                | ✓               | ✓          |
| 3.10 Prepare Pre-Construction Conference                         | ✓               | ✓          |
| 3.15 Construction Site Visits (Substantial Completion/Punchlist) | ✓               | ✓          |
| 3.16 Field Inspection/Coordination                               | ✓               | ✓          |
| 3.17 Quality Acceptance Testing Plan                             | ✓               | ✓          |
| 3.18 Construction Management Plan                                | ✓               | ✓          |
| 3.22 Prepare/Submit Weekly Reports                               | ✓               | ✓          |

| PHASE 3 MEETING/SITE VISITS   | LOCATION/ATTENDEES                                   |
|-------------------------------|------------------------------------------------------|
| 3.10 Conduct Pre-Construction | Airport/Senior Project Manager, Project Engineer and |

| Conference                    | RPR                                      |
|-------------------------------|------------------------------------------|
| 3.11 QC/QA Workshop           | Airport/Senior Project Manager, RPR      |
| 3.12 Pre-Paving Meeting       | Airport/Senior Project Manager, (2) RPRs |
| 3.14 Construction Site Visits | Airport/Senior Project Manager           |

#### **TASK 4 – CONSTRUCTION ADMINISTRATION – BEACON**

Phase 4 shall consist of construction administration and construction observation for the beacon installation portion of the project. This is broken out from Task 3 due to different grant tracking considerations. Construction Administration phase services shall include the following tasks:

- 4.1 Office Assistance: The Engineer will provide general project administration and coordination with in-house accounting staff including review and approval of internal invoices and invoices received from subconsultants and vendors providing services to the Engineer. Office Engineering staff, CADD personnel and clerical staff will assist the Resident Project Representative (RPR) as necessary during construction. Specific items to be accomplished include compiling and sending additional information requested from the office to the project site, providing secondary Engineering opinions on issues arising during construction, and maintaining project files as necessary (field files are mirrored in the office for continuity). The Engineer will provide miscellaneous project administration and coordination duties which are not specifically addressed or anticipated in other project related tasks including telephone conversations with the Sponsor, WYDOT, the FAA and other interested parties; disseminating interim project information to the Sponsor, WYDOT, the FAA and other interested parties' and organizing, maintaining and archiving the project records for three (3) years.
- 4.2 Prepare Periodic Pay Estimates and Request for Reimbursement - Construction: The Engineer will issue monthly invoices for services rendered. The Engineer will review periodic pay estimates prepared by the RPR during construction. The RPR, Engineer, Sponsor and Contractor will resolve discrepancies with the Contractor's records. The Engineer will prepare the RFR applications in BlackCat for Sponsor reimbursement of eligible expenses incurred. The Engineer will submit the completed RFR forms with appropriate supporting documentation to the Sponsor's representative for review and approval. Upon approval the Engineer or the Sponsor will submit the completed forms and supporting documentation to the appropriate agencies for reimbursement.
- 4.3 Review of Daily and Weekly Reports: The Engineer will review daily and weekly status reports prepared by the RPR for the duration of the construction period.
- 4.4 Review of Material Submittals: The Engineer will review and approve the shop drawings and material submittal data related to the beacon from the Contractor.
- 4.5 Resident Project Representative (RPR): RPR will spend two (2) 12 hour days dedicated to inspection of installation of the beacon. This is in addition to the working days assumed in Task 3 and will include separate site visit.

#### **TASK 5 – CLOSEOUT**

Phase 5 shall consist of project closeout and documentation services. Closeout phase services shall include the following tasks:

- 5.1 Engineering Record Drawings: The Engineer will utilize as-built markups provided by the RPR and the Contractor to prepare the Record Drawings indicating modifications made during construction. All drafting for the Final Record Drawings will be completed by office drafting personnel.
- 5.2 Engineering Final Construction Report: Upon achievement of Final Completion, the RPR will finalize the Engineering Final Construction Report gathering data from office staff including but not limited to administrative, engineering design, and construction management costs. Office Staff will assist in the preparation of relevant Sponsor Certifications and assembly of the Engineering Final Construction Report and attachments. The Engineer will review the Final Construction Report. One copy of the Construction Report will be submitted to the Sponsor, one copy to WYDOT Aeronautics, one copy submitted to the FAA, and one copy kept on file. It is anticipated that clarifying revisions will be necessary following submission to the FAA. The final report will follow current FAA Northwest Mountain Airports Final Report guidance. An as-built PCR for the apron will be completed with the closeout report.
- 5.3 Summarize Project Costs: The Engineer will obtain all administrative expenses (including those of the Sponsor), Engineering fees and costs, surveying costs, testing costs and construction costs associated with the project and assemble a total project summary.
- 5.4 Final Inspection: The Engineer and RPR, along with the Sponsor, WYDOT Aeronautics, FAA, and Contractor will conduct the final inspection. Prior to the Final Inspection, all test results will be submitted to the FAA and WYDOT Aeronautics for approval. Once approval of the testing results has been received, a Final Inspection will be scheduled. The Final Inspection is anticipated to only require one visit to the project site.
- 5.5 Assist with Sponsor Audit: When requested by the Sponsor, the Engineer will assist with the project audit, fiscal year-end audit, or WYDOT audit by gathering and supplying specific data as it is deemed necessary by the Sponsor's auditor. The Engineer will maintain and provide access to the file pertinent to the project cost and completion for a period of three (3) years after the date of FAA acceptance of the Engineer's Final Construction Report.
- 5.6 Final Surveys: The Engineer will coordinate with the Contractor for the final survey after the construction is completed.
- 5.7 Prepare SF 425 Federal Financial Report: The Engineer will assist the sponsor in submitting an annual report of their grant financial activity using Standard Form 425, Federal Financial Report. Pursuant to FAA Order 5100.38, this report will be submitted no less than 90 working days after the end of each fiscal year and a final report at grant closeout.
- 5.8 Assist with Federal Payment Recapture Audit in conformance with the Improper Payments Elimination and Recovery Improvement Act (if applicable): The Engineer will assist with the Sponsor in providing information pertaining to transparency in bid advertising and award, adherence to contract requirements, project inspection and monitoring, payment documentation, accuracy of job reporting and any other requested project related function for a period of three (3) years after the date of FAA acceptance of the Engineer's Final Construction Report.

| PHASE 5 DELIVERABLES                            | TO FAA/WYDOT | TO SPONSOR |
|-------------------------------------------------|--------------|------------|
| 5.1 Prepare Record Drawings                     | ✓            | ✓          |
| 5.2 Prepare Engineers Final Construction Report | ✓            | ✓          |
| 5.7 Prepare SF 425 Federal Financial Report     | ✓            | ✓          |

| PHASE 5 MEETING/SITE VISITS | LOCATION/ATTENDEES                  |
|-----------------------------|-------------------------------------|
| 5.4 Final Inspection        | Airport/Senior Project Manager, RPR |

## **TASK 6 – GRANT ADMINISTRATION AND ADDITIONAL SERVICES**

Consultant shall provide the following services as “Additional Services”:

- 6.1 Assist the Owner with Grant Administration tasks. Prepare a Grant Application for submittal to FAA for construction of the project. Assist the Sponsor in the coordination of Grant Application submittal and process. 3 grant applications are required for this project.
  - 6.1.1 Assist the Sponsor to prepare and process required certifications for submittal to the FAA.
- 6.2 Assist the Sponsor with preparation of annual SF 271 and SF 425.
- 6.3 Assist the Sponsor with quarterly performance reports in accordance with Table 5-18 of FAA Order 5100.38D.
- 6.4 Assist and coordinate with independent auditors in locating appropriate documents for performing an A-133 annual audit. In addition to finding appropriate project files, answer questions concerning Contractors wage rates and interview forms as reviewed.

## **TASK 7 – SUBCONSULTANT**

- 7.1 Quality Acceptance Testing: This work is to be completed by a subconsultant. The Engineer will procure the services of a material testing subconsultant; the subconsultant will complete the material testing of the hot mix asphalt as required by the P-403 project specifications.

**Hunt Field (LND) AIP 3-56-0016-026-2026/027-2026, 3-56-0016-028-2026, ALN008/ALN019**  
**RECONSTRUCT APRON - BIDDING / CONSTRUCTION ADMINISTRATION**

Exhibit B

Basis of Cost Analysis

July 6, 2026

## Fee Summary

Phases 1,2,5 &amp; 6 (Lump Sum)

**1. Labor Costs**

| Classification      | Title                                      | Hours      | Rate/Hour | Cost               |
|---------------------|--------------------------------------------|------------|-----------|--------------------|
| Prin                | Principal                                  | 3          | \$357.00  | \$1,071.00         |
| PM                  | Project Manager                            | 116        | \$300.00  | \$34,800.00        |
| PE                  | Project Engineer                           | 92         | \$174.00  | \$16,008.00        |
| EIT                 | Engineer-In-Training                       | 38         | \$147.00  | \$5,586.00         |
| Cad Mgr             | CAD Manager                                | 8          | \$168.00  | \$1,344.00         |
| CD Tech             | CAD Technician                             | 16         | \$137.00  | \$2,192.00         |
| Envir. PE           | Environmental Project Manager              | 0          | \$305.00  | \$0.00             |
| Envir. Planner      | Environmental Planner                      | 0          | \$231.00  | \$0.00             |
| GIS PM              | GIS Project Manager                        | 0          | \$231.00  | \$0.00             |
| RPR                 | Resident Project Representative            | 8          | \$179.00  | \$1,432.00         |
| RPR OT              | Resident Project Representative (Overtime) | 0          | \$179.00  | \$0.00             |
| PC                  | Project Coordinator                        | 130        | \$126.00  | \$16,380.00        |
| Adm.                | Administrative Assistant                   | 2          | \$121.00  | \$242.00           |
| <b>Labor Costs:</b> |                                            | <b>413</b> |           | <b>\$79,055.00</b> |

**2. Subconsultant Fees**

| Phase                                | Description | Cost          |
|--------------------------------------|-------------|---------------|
|                                      |             | \$0.00        |
|                                      |             | \$0.00        |
|                                      |             | \$0.00        |
| <b>Subtotal, Subconsultant Fees:</b> |             | <b>\$0.00</b> |

**3. Reimbursable Expenses**

| Description                            | Number | Unit Cost | Cost            |
|----------------------------------------|--------|-----------|-----------------|
| Vehicle Travel (Per Mile)              | 330    | \$0.73    | \$239.25        |
| Lodging (Per Night)                    | 1      | \$121.00  | \$121.00        |
| Per Diem (Per Day)                     | 1      | \$68.00   | \$68.00         |
| <b>Subtotal, Reimbursable Expenses</b> |        |           | <b>\$428.00</b> |

**PHASES 1,2,5, & 6 (1+2+3) TOTAL FEE:****\$79,483.00**

|                                                           |                                                                    |
|-----------------------------------------------------------|--------------------------------------------------------------------|
| Hunt Field (LND)                                          | AIP 3-56-0016-026-2026/027-2026, 3-56-0016-028-2026, ALN008/ALN019 |
| RECONSTRUCT APRON - BIDDING / CONSTRUCTION ADMINISTRATION | Exhibit B                                                          |
| Fee Summary                                               | Basis of Cost Analysis                                             |
|                                                           | July 6, 2026                                                       |

|                                                           |                                                                    |
|-----------------------------------------------------------|--------------------------------------------------------------------|
| Hunt Field (LND)                                          | AIP 3-56-0016-026-2026/027-2026, 3-56-0016-028-2026, ALN008/ALN019 |
| RECONSTRUCT APRON - BIDDING / CONSTRUCTION ADMINISTRATION | Exhibit B                                                          |
| Fee Summary                                               | Basis of Cost Analysis                                             |
|                                                           | July 6, 2026                                                       |
| Phase 3, 4 & 7 (Cost-Plus Fixed Fee)                      |                                                                    |

**7. Labor Costs**

| Classification      | Title                                      | Hours       | Rate/Hour | Cost               |
|---------------------|--------------------------------------------|-------------|-----------|--------------------|
| Prin                | Principal                                  | 0           | \$112.00  | \$0.00             |
| PM                  | Project Manager                            | 127         | \$85.00   | \$10,795.00        |
| PE                  | Project Engineer                           | 114         | \$51.00   | \$5,814.00         |
| EIT                 | Engineer-In-Training                       | 68          | \$43.00   | \$2,924.00         |
| Cad Mgr             | CAD Manager                                | 28          | \$47.00   | \$1,316.00         |
| CD Tech             | CAD Technician                             | 0           | \$34.00   | \$0.00             |
| Envir. PE           | Environmental Project Manager              | 0           | \$89.00   | \$0.00             |
| Envir. Planner      | Environmental Planner                      | 0           | \$68.00   | \$0.00             |
| GIS PM              | GIS Project Manager                        | 6           | \$68.00   | \$408.00           |
| RPR                 | Resident Project Representative            | 874         | \$52.00   | \$45,448.00        |
| RPR OT              | Resident Project Representative (Overtime) | 0           | \$52.00   | \$0.00             |
| PC                  | Project Coordinator                        | 84          | \$35.00   | \$2,940.00         |
| Adm.                | Administrative Assistant                   | 18          | \$34.00   | \$612.00           |
| <b>Labor Costs:</b> |                                            | <b>1319</b> |           | <b>\$70,257.00</b> |

|                    |                     |
|--------------------|---------------------|
| Overhead (167.97%) | <b>\$118,010.68</b> |
| Subtotal Labor     | <b>\$188,267.68</b> |
| Fixed Fee          | <b>\$37,654.00</b>  |
| <b>Total Labor</b> | <b>\$225,921.68</b> |

**8. Subconsultant Fees**

| Phase                                | Description                | Cost               |
|--------------------------------------|----------------------------|--------------------|
| 7.1                                  | Quality Acceptance Testing | \$15,000.00        |
|                                      |                            |                    |
|                                      |                            |                    |
| <b>Subtotal, Subconsultant Fees:</b> |                            | <b>\$15,000.00</b> |

**9. Reimbursable Expenses**

| Description                            | Number | Unit Cost | Cost               |
|----------------------------------------|--------|-----------|--------------------|
| Vehicle Travel (Per Mile)              | 3500   | \$0.73    | \$2,537.50         |
| Lodging (Per Night)                    | 68     | \$121.00  | \$8,228.00         |
| Per Diem (Per Day)                     | 68     | \$68.00   | \$4,624.00         |
| <b>Subtotal, Reimbursable Expenses</b> |        |           | <b>\$15,390.00</b> |

|                                                  |                     |
|--------------------------------------------------|---------------------|
| <b>PHASE 3,4 &amp; 7 (plus Reimb) TOTAL FEE:</b> | <b>\$256,311.68</b> |
| <b>PHASES 1-7 TOTAL FEE:</b>                     | <b>\$335,794.68</b> |

|                                                           |                                                                    |
|-----------------------------------------------------------|--------------------------------------------------------------------|
| Hunt Field (LND)                                          | AIP 3-56-0016-026-2026/027-2026, 3-56-0016-028-2026, ALN008/ALN019 |
| RECONSTRUCT APRON - BIDDING / CONSTRUCTION ADMINISTRATION | Exhibit B                                                          |
| Labor Worksheet                                           | Basis of Cost Analysis<br>July 6, 2026                             |

| Phase                                                | Description                                                                 | Personnel Hourly |            |            |           |           |          |           |                |          |            |          |           |           |                              | Fee                 |
|------------------------------------------------------|-----------------------------------------------------------------------------|------------------|------------|------------|-----------|-----------|----------|-----------|----------------|----------|------------|----------|-----------|-----------|------------------------------|---------------------|
|                                                      |                                                                             | Prin             | PM         | PE         | EIT       | CAD Mgr   | CD Tech  | Envir. PM | Envir. Planner | GIS PM   | RPR        | RPR OT   | PC        | Adm.      | Rate Schedule                |                     |
|                                                      |                                                                             | \$340.00         | \$285.00   | \$165.00   | \$140.00  | \$160.00  | \$130.00 | \$290.00  | \$220.00       | \$220.00 | \$170.00   | \$170.00 | \$120.00  | \$115.00  | Standard Billing Rate - 2026 |                     |
|                                                      |                                                                             | \$357.00         | \$300.00   | \$174.00   | \$147.00  | \$168.00  | \$137.00 | \$305.00  | \$231.00       | \$231.00 | \$179.00   | \$179.00 | \$126.00  | \$121.00  | Standard Billing Rate - 2027 |                     |
|                                                      |                                                                             | \$105.77         | \$80.82    | \$47.73    | \$40.70   | \$44.36   | \$31.55  | \$84.00   | \$64.50        | \$64.00  | \$49.46    | \$49.46  | \$32.69   | \$32.00   | Cost Billing Rate - 2026     |                     |
|                                                      |                                                                             | \$112.00         | \$85.00    | \$51.00    | \$43.00   | \$47.00   | \$34.00  | \$89.00   | \$68.00        | \$68.00  | \$52.00    | \$52.00  | \$35.00   | \$34.00   | Cost Billing Rate - 2027     |                     |
| <b>Phase 1 - Contract Administration</b>             |                                                                             |                  |            |            |           |           |          |           |                |          |            |          |           |           |                              |                     |
| 1.1                                                  | Project Formulation                                                         |                  | 4          | 4          |           |           |          |           |                |          |            |          | 4         | 2         | 14                           | \$ 2,642.00         |
| 1.2                                                  | Scope of Work                                                               | 2                | 4          | 8          |           |           |          |           |                |          |            |          |           |           | 14                           | \$ 3,306.00         |
| 1.3                                                  | Task Order                                                                  | 1                | 1          | 4          |           |           |          |           |                |          |            |          | 2         |           | 8                            | \$ 1,605.00         |
| 1.4                                                  | IFE Coordination                                                            |                  | 2          | 2          |           |           |          |           |                |          |            |          |           |           | 4                            | \$ 948.00           |
| 1.5                                                  | FAA/Sponsor Coordination                                                    |                  | 16         |            |           |           |          |           |                |          |            |          |           |           | 16                           | \$ 4,800.00         |
| 1.6                                                  | Subconsultant Management                                                    |                  | 4          | 4          |           |           |          |           |                |          |            |          | 4         |           | 12                           | \$ 2,400.00         |
| 1.7                                                  | Project Schedule                                                            |                  | 2          | 6          |           |           |          |           |                |          |            |          |           |           | 8                            | \$ 1,644.00         |
| 1.8                                                  | Project Management and Administration                                       |                  | 20         | 12         |           |           |          |           |                |          |            |          | 10        |           | 42                           | \$ 9,348.00         |
| 1.9                                                  | Update Meetings                                                             |                  | 4          | 4          |           |           |          |           |                |          |            |          | 4         |           | 12                           | \$ 2,400.00         |
|                                                      |                                                                             |                  |            |            |           |           |          |           |                |          |            |          |           |           | 0                            | \$ -                |
| <b>Subtotal, Phase 1</b>                             |                                                                             | <b>3</b>         | <b>57</b>  | <b>44</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>24</b> | <b>2</b>  | <b>130</b>                   | <b>\$ 29,093.00</b> |
| <b>Phase 2 - Bidding</b>                             |                                                                             |                  |            |            |           |           |          |           |                |          |            |          |           |           |                              |                     |
| 2.1                                                  | Prepare Advertisement for Bids                                              |                  |            | 2          |           |           |          |           |                |          |            |          | 2         |           | 4                            | \$ 600.00           |
| 2.2                                                  | Bid Documents Upload                                                        |                  |            | 2          |           |           |          |           |                |          |            |          | 2         |           | 4                            | \$ 600.00           |
| 2.3                                                  | Invitation to Bid                                                           |                  | 2          | 4          | 6         |           |          |           |                |          |            |          | 8         |           | 20                           | \$ 3,186.00         |
| 2.4                                                  | Prepare/Conduct Pre-Bid Meeting                                             |                  | 8          | 12         |           |           |          |           |                |          |            |          | 4         |           | 24                           | \$ 4,992.00         |
| 2.5                                                  | Prepare Addenda                                                             |                  | 2          | 4          |           | 4         |          |           |                |          |            |          | 4         |           | 14                           | \$ 2,472.00         |
| 2.6                                                  | Assist with Bid Opening                                                     |                  | 8          |            |           |           |          |           |                |          |            |          | 4         |           | 12                           | \$ 2,904.00         |
| 2.7                                                  | Bid Tab and Review Bid                                                      |                  | 6          |            |           |           |          |           |                |          |            |          | 4         |           | 10                           | \$ 2,304.00         |
| 2.8                                                  | Update and Maintain Bidders List                                            |                  | 1          | 2          |           |           |          |           |                |          |            |          | 2         |           | 5                            | \$ 900.00           |
| 2.9                                                  | Prepare Recommendation of Award                                             |                  | 1          | 2          |           |           |          |           |                |          |            |          | 2         |           | 5                            | \$ 900.00           |
| 2.10                                                 | Post Bidding Administration                                                 |                  | 2          | 4          |           |           |          |           |                |          |            |          | 4         |           | 10                           | \$ 1,800.00         |
| <b>Subtotal, Phase 2</b>                             |                                                                             | <b>0</b>         | <b>30</b>  | <b>32</b>  | <b>6</b>  | <b>4</b>  | <b>0</b> | <b>0</b>  | <b>0</b>       | <b>0</b> | <b>0</b>   | <b>0</b> | <b>36</b> | <b>0</b>  | <b>108</b>                   | <b>\$ 20,658.00</b> |
| <b>Phase 3 - Construction Administration - Apron</b> |                                                                             |                  |            |            |           |           |          |           |                |          |            |          |           |           |                              |                     |
| 3.1                                                  | Prepare Construction Contract Documents                                     |                  | 2          | 6          |           |           |          |           |                |          |            |          | 6         | 2         | 16                           | \$ 754.00           |
| 3.2                                                  | Office Assistance                                                           |                  | 20         | 40         | 20        | 20        |          |           |                | 6        |            |          | 20        | 10        | 136                          | \$ 6,988.00         |
| 3.3                                                  | Prepare Periodic Pay Estimates and Request for Reimbursement - Construction |                  | 4          | 8          |           |           |          |           |                |          | 20         |          | 20        |           | 52                           | \$ 2,488.00         |
| 3.4                                                  | Review of Daily and Weekly Reports                                          |                  | 10         |            |           |           |          |           |                |          |            |          |           |           | 10                           | \$ 850.00           |
| 3.5                                                  | Review of Material Submittals                                               |                  |            | 8          | 20        |           |          |           |                |          |            |          |           |           | 28                           | \$ 1,268.00         |
| 3.6                                                  | Review Contractor Payroll Forms                                             |                  | 4          |            |           |           |          |           |                |          |            |          | 20        |           | 24                           | \$ 1,040.00         |
| 3.7                                                  | Change Order/Supplemental Agreement                                         |                  | 4          | 8          | 8         | 8         |          |           |                |          |            |          |           |           | 28                           | \$ 1,468.00         |
| 3.8                                                  | Quarterly Performance Reports - Construction                                |                  | 2          |            |           |           |          |           |                |          |            |          | 8         |           | 10                           | \$ 450.00           |
| 3.9                                                  | Prepare Pre-Construction Conference                                         |                  | 2          | 4          |           |           |          |           |                |          |            |          | 4         |           | 10                           | \$ 514.00           |
| 3.10                                                 | Conduct Pre-Construction Conference                                         |                  | 8          | 8          |           |           |          |           |                |          | 8          |          |           |           | 24                           | \$ 1,504.00         |
| 3.11                                                 | QC/QA Workshop                                                              |                  | 8          | 8          |           |           |          |           |                |          | 8          |          |           |           | 24                           | \$ 1,504.00         |
| 3.12                                                 | Pre-Pave Meeting                                                            |                  | 8          | 8          |           |           |          |           |                |          | 10         |          |           |           | 26                           | \$ 1,608.00         |
| 3.13                                                 | Resident Project Representative (RPR)                                       |                  |            |            |           |           |          |           |                |          | 770        |          |           |           | 770                          | \$ 40,040.00        |
| 3.14                                                 | Construction Site Visits                                                    |                  | 50         |            |           |           |          |           |                |          |            |          |           |           | 50                           | \$ 4,250.00         |
| 3.15                                                 | Field Inspection/Coordination                                               |                  |            |            |           |           |          |           |                |          | 10         |          | 4         | 4         | 18                           | \$ 796.00           |
| 3.16                                                 | Material Submittal Review                                                   |                  |            |            |           |           |          |           |                | 20       |            |          |           |           | 20                           | \$ 1,040.00         |
| 3.17                                                 | Prepare Quality Acceptance Testing Plan                                     |                  |            | 2          | 8         |           |          |           |                |          |            |          |           |           | 10                           | \$ 446.00           |
| 3.18                                                 | Prepare Construction Management Plan                                        |                  |            | 2          | 12        |           |          |           |                |          |            |          |           |           | 14                           | \$ 618.00           |
| 3.19                                                 | Calculate Construction Quantities                                           |                  |            |            |           |           |          |           |                |          |            |          |           |           | 0                            | \$ -                |
| 3.20                                                 | Review QC Results Provided by Contractor                                    |                  |            |            |           |           |          |           |                |          |            |          |           |           | 0                            | \$ -                |
| 3.21                                                 | Acceptance Testing                                                          |                  |            |            |           |           |          |           |                |          |            |          |           |           | 0                            | \$ -                |
| 3.22                                                 | Prepare/Submit Weekly Reports                                               |                  |            |            |           |           |          |           |                |          |            |          |           |           | 0                            | \$ -                |
| 3.23                                                 | Maintain Field Drawings                                                     |                  |            |            |           |           |          |           |                |          |            |          |           |           | 0                            | \$ -                |
| 3.24                                                 | Construction Reporting                                                      |                  |            |            |           |           |          |           |                |          |            |          |           |           | 0                            | \$ -                |
| <b>Subtotal, Phase 3</b>                             |                                                                             | <b>0</b>         | <b>122</b> | <b>102</b> | <b>68</b> | <b>28</b> | <b>0</b> | <b>0</b>  | <b>0</b>       | <b>6</b> | <b>846</b> | <b>0</b> | <b>82</b> | <b>16</b> | <b>1270</b>                  | <b>\$ 67,626.00</b> |

| Hunt Field (LND)                                          |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          |                              | Hunt Field (LND)                                          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  | AIP 3-56-0016-026-2026/027-2026, 3-56-0016-028-2026, ALN008/ALN019 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Exhibit B       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-----------------------------------------------------------|-----------------------------------------------------------------------------|------------------|----------|----------|----------|----------|----------|-----------|----------------|----------|----------|----------|----------|----------|------------------------------|-----------------------------------------------------------|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|-----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| RECONSTRUCT APRON - BIDDING / CONSTRUCTION ADMINISTRATION |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          |                              | RECONSTRUCT APRON - BIDDING / CONSTRUCTION ADMINISTRATION |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Basis of Cost Analysis                                             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | July 6, 2026    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Labor Worksheet                                           |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          |                              | Labor Worksheet                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Labor Worksheet                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Labor Worksheet |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Phase                                                     | Description                                                                 | Personnel Hourly |          |          |          |          |          |           |                |          |          |          |          |          |                              | Fee                                                       |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                           |                                                                             | Prin             | PM       | PE       | EIT      | CAD Mgr  | CD Tech  | Envir. PM | Envir. Planner | GIS PM   | RPR      | RPR OT   | PC       | Adm.     | Rate Schedule                |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                           |                                                                             | \$340.00         | \$285.00 | \$165.00 | \$140.00 | \$160.00 | \$130.00 | \$290.00  | \$220.00       | \$220.00 | \$170.00 | \$170.00 | \$120.00 | \$115.00 | Standard Billing Rate - 2026 |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                           |                                                                             | \$357.00         | \$300.00 | \$174.00 | \$147.00 | \$168.00 | \$137.00 | \$305.00  | \$231.00       | \$231.00 | \$179.00 | \$179.00 | \$126.00 | \$121.00 | Standard Billing Rate - 2027 |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                           |                                                                             | \$105.77         | \$80.82  | \$47.73  | \$40.70  | \$44.36  | \$31.55  | \$84.00   | \$64.50        | \$64.00  | \$49.46  | \$49.46  | \$32.69  | \$32.00  | Cost Billing Rate - 2026     |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Phase 4 - Construction Administration - Beacon            |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          |                              |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1                                                       | Office Assistance                                                           |                  | 2        | 6        |          |          |          |           |                |          |          |          | 2        | 2        | 12                           | \$                                                        | 614.00     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.2                                                       | Prepare Periodic Pay Estimates and Request for Reimbursement - Construction |                  |          | 2        |          |          |          |           |                |          | 4        |          |          |          | 6                            | \$                                                        | 310.00     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.3                                                       | Review of Daily and Weekly Reports                                          |                  | 2        |          |          |          |          |           |                |          |          |          |          |          | 2                            | \$                                                        | 170.00     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.4                                                       | Review of Material Submittals                                               |                  | 1        | 4        |          |          |          |           |                |          |          |          |          |          | 5                            | \$                                                        | 289.00     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.5                                                       | Resident Project Representative (RPR)                                       |                  |          |          |          |          |          |           |                |          | 24       |          |          |          | 24                           | \$                                                        | 1,248.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Subtotal, Phase 4                                         |                                                                             | 0                | 5        | 12       | 0        | 0        | 0        | 0         | 0              | 0        | 28       | 0        | 2        | 2        | 49                           | \$                                                        | 2,631.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Phase 5 - Closeout/Documentation                          |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          |                              |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.1                                                       | Engineering Record Drawings                                                 |                  | 2        | 4        |          | 4        | 16       |           |                |          |          |          |          |          | 26                           | \$                                                        | 4,160.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.2                                                       | Engineering Final Construction Report                                       |                  | 2        | 10       | 30       |          |          |           |                |          |          |          | 20       |          | 62                           | \$                                                        | 9,270.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.3                                                       | Summarize Project Costs                                                     |                  | 1        |          | 2        |          |          |           |                |          |          |          | 4        |          | 7                            | \$                                                        | 1,098.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.5                                                       | Final Inspection                                                            |                  | 8        |          |          |          |          |           |                |          | 8        |          |          |          | 16                           | \$                                                        | 3,832.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.6                                                       | Assit with Sponsor Audit                                                    |                  | 2        |          |          |          |          |           |                |          |          |          | 8        |          | 10                           | \$                                                        | 1,608.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.7                                                       | Final Surveys                                                               |                  | 2        | 2        |          |          |          |           |                |          |          |          | 4        |          | 4                            | \$                                                        | 948.00     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.8                                                       | Prepare SF 425 Federal Financial Report                                     |                  | 1        |          |          |          |          |           |                |          |          |          | 4        |          | 5                            | \$                                                        | 804.00     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.9                                                       | Assist with Federal Payment Recapture Audit                                 |                  | 1        |          |          |          |          |           |                |          |          |          | 6        |          | 7                            | \$                                                        | 1,056.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Subtotal, Phase 5                                         |                                                                             | 0                | 19       | 16       | 32       | 4        | 16       | 0         | 0              | 0        | 8        | 0        | 42       | 0        | 137                          | \$                                                        | 22,776.00  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Phase 6 - Grant Administration & Additional Services      |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          |                              |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.1                                                       | Assist Owner with Grant Administration Tasks                                |                  | 4        |          |          |          |          |           |                |          |          |          | 16       |          | 20                           | \$                                                        | 3,216.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.2                                                       | Assist with annual SF 271 and SF 425                                        |                  | 2        |          |          |          |          |           |                |          |          |          | 4        |          | 6                            | \$                                                        | 1,104.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.3                                                       | Assist with Quarterly Prefromance Reports                                   |                  | 2        |          |          |          |          |           |                |          |          |          | 4        |          | 6                            | \$                                                        | 1,104.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.4                                                       | Assist and Coordinate with Auditors                                         |                  | 2        |          |          |          |          |           |                |          |          |          | 4        |          | 6                            | \$                                                        | 1,104.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Subtotal, Phase 6                                         |                                                                             | 0                | 10       | 0        | 0        | 0        | 0        | 0         | 0              | 0        | 0        | 0        | 28       | 0        | 38                           | \$                                                        | 6,528.00   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Phase 7 - Subconsultants                                  |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          |                              |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.1                                                       | Quality Acceptance Testing                                                  |                  |          |          |          |          |          |           |                |          |          |          |          |          | 0                            | \$                                                        | 15,000.00  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                           |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          | 0                            |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                           |                                                                             |                  |          |          |          |          |          |           |                |          |          |          |          |          | 0                            |                                                           |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Subtotal, Phase 7                                         |                                                                             | 0                | 0        | 0        | 0        | 0        | 0        | 0         | 0              | 0        | 0        | 0        | 0        | 0        | 0                            | \$                                                        | 15,000.00  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Subtotal, Phases 1,2, 5, & 6 (Lump Sum)                   |                                                                             | 3                | 116      | 92       | 38       | 8        | 16       | 0         | 0              | 0        | 8        | 0        | 130      | 2        | 413                          | \$                                                        | 79,055.00  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Subtotal, Phases 3, 4 & 7 (Cost-Plus Fixed Fee)           |                                                                             | 0                | 127      | 114      | 68       | 28       | 0        | 0         | 0              | 6        | 874      | 0        | 84       | 18       | 1319                         | \$                                                        | 85,257.00  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total, Phases 1-7                                         |                                                                             | 3                | 243      | 206      | 106      | 36       | 16       | 0         | 0              | 6        | 882      | 0        | 214      | 20       | 1732                         | \$                                                        | 164,312.00 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## REQUEST FOR PAYMENT

From: 71 Construction  
7072 Barton Drive  
Casper, WY 82604

To: Lander, City of  
EMAIL  
240 Lincoln St  
Lander, WY 82520

Invoice: 2620463  
Draw: 3  
Invoice date: 7/20/2026  
Period ending date:

Contract For:

## Request for payment:

|                                |                |                |
|--------------------------------|----------------|----------------|
| Original contract amount       | \$1,271,500.00 |                |
| Approved changes               | \$0.00         |                |
| Revised contract amount        |                | \$1,271,500.00 |
| Contract completed to date     |                | \$1,271,448.45 |
| Add-ons to date                | \$0.00         |                |
| Taxes to date                  | \$0.00         |                |
| Less retainage                 | \$63,581.99    |                |
| Total completed less retainage |                | \$1,207,866.46 |
| Less previous requests         | \$715,177.34   |                |
| Current request for payment    |                | \$492,689.12   |
| Current billing                |                | \$518,630.20   |
| Current additional charges     | \$0.00         |                |
| Current tax                    | \$0.00         |                |
| Less current retainage         | \$25,941.08    |                |
| Current amount due             |                | \$492,689.12   |
| Remaining contract to bill     | \$63,633.54    |                |

Project: 262046  
PopeAaie River Dev. Proi.

Contract date:

Architect:

Scope:

| CHANGE ORDER SUMMARY                         | ADDITIONS | DEDUCTIONS |
|----------------------------------------------|-----------|------------|
| Changes approved in previous months by Owner |           |            |
| Total approved this Month                    |           |            |
| <b>TOTALS</b>                                |           |            |
| <b>NET CHANGES by Change Order</b>           |           |            |

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the Lander, City of relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: 71 Construction

State Of Wyoming

County Of Fremont

By: [Signature]

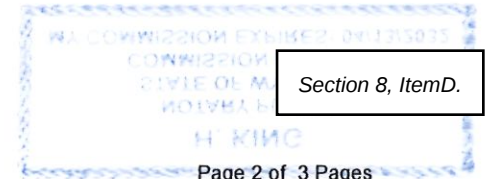
Subscribed and sworn to before me this 20 day of July, 2026

Date: 7/20/20

Notary Public Hannah King  
My commission expires: 04/13/2032

**H. KING**  
NOTARY PUBLIC  
STATE OF WYOMING  
COMMISSION ID: 85975  
MY COMMISSION EXPIRES: 04/13/2032

# REQUEST FOR PAYMENT DETAIL



Project: 262046 / PopeAgie River Dev. Proj.

Invoice: 2620463

Draw: 3

Period Ending Date:

Page 2 of 3 Pages

| Item ID | Description                      | Unit of Measure | CONTRACTED   |            |            | CURRENT  |            | TOTAL TO DATE |            | Units to Finish |
|---------|----------------------------------|-----------------|--------------|------------|------------|----------|------------|---------------|------------|-----------------|
|         |                                  |                 | Bid Quantity | Unit Price | Amount     | Quantity | Amount     | Quantity      | Amount     |                 |
| 1       | Mobilization                     | ls              | 1.00         | 117,000.00 | 117,000.00 | 0.10     | 11,700.00  | 1.00          | 117,000.00 |                 |
| 2       | Force Account                    | fa              | 1.00         | 30,000.00  | 30,000.00  |          |            | 0.56          | 16,698.00  | 0.44            |
| 3       | Traffic Control                  | ls              | 1.00         | 25,000.00  | 25,000.00  | 0.30     | 7,500.00   | 0.90          | 22,500.00  | 0.10            |
| 4       | Removal: Existing Pvmnt & Obs    | ls              | 1.00         | 75,000.00  | 75,000.00  |          |            | 1.00          | 75,000.00  |                 |
| 5       | Clearing & Grubbing              | ac              | 2.50         | 4,900.00   | 12,250.00  |          |            | 2.50          | 12,250.00  |                 |
| 6       | Tree Clearing: 10" Trunk Size    | ea              | 1.00         | 1,350.00   | 1,350.00   |          |            | 1.00          | 1,350.00   |                 |
| 7       | Tree Clearing: 18" Trunk Size    | ea              | 1.00         | 1,800.00   | 1,800.00   |          |            | 1.00          | 1,800.00   |                 |
| 8       | Imp. Borrow Exc.(Parking Lot)    | cy              | 1,800.00     | 42.00      | 75,600.00  | 1,930.00 | 81,060.00  | 2,517.00      | 105,714.00 | -717.00         |
| 9       | Unclassified Excavation          | cy              | 300.00       | 145.00     | 43,500.00  |          |            | 412.00        | 59,740.00  | -112.00         |
| 10      | Crushed Base, Grading W          | cy              | 550.00       | 250.00     | 137,500.00 |          |            | 550.00        | 137,500.00 |                 |
| 11      | Crushed Base,Recyl Asphalt Pv    | cy              | 1,900.00     | 80.00      | 152,000.00 | 1,900.00 | 152,000.00 | 1,900.00      | 152,000.00 |                 |
| 12      | Class 1 RipRap w/Geo.Fabric      | cy              | 7.00         | 760.00     | 5,320.00   | 7.00     | 5,320.00   | 7.00          | 5,320.00   |                 |
| 13      | Topsoil Strip/Stockpile,4"Dpth   | cy              | 1,400.00     | 11.75      | 16,450.00  |          |            | 1,935.00      | 22,736.25  | -535.00         |
| 14      | Plant Mix Bit.Pvment, 4" Depth   | sy              | 2,010.00     | 44.00      | 88,440.00  | 1,965.00 | 86,460.00  | 1,965.00      | 86,460.00  | 45.00           |
| 15      | Curb & Gutter, 24" Type A        | lf              | 750.00       | 37.86      | 28,395.00  | 870.00   | 32,938.20  | 870.00        | 32,938.20  | -120.00         |
| 16      | Tack Coat                        | tons            | 2.00         | 1,700.00   | 3,400.00   |          |            |               |            | 2.00            |
| 17      | Adj. Existing Sewer Manhole      | ea              | 3.00         | 1,250.00   | 3,750.00   | 2.00     | 2,500.00   | 2.00          | 2,500.00   | 1.00            |
| 18      | Adj. Existing Valve Box          | ea              | 1.00         | 1,250.00   | 1,250.00   | 1.00     | 1,250.00   | 1.00          | 1,250.00   |                 |
| 19      | Adj. Exisitng Curb Stop          | ea              | 1.00         | 1,250.00   | 1,250.00   | 1.00     | 1,250.00   | 1.00          | 1,250.00   |                 |
| 20      | Fire Hydrant Assy                | ea              | 1.00         | 18,100.00  | 18,100.00  |          |            | 1.00          | 18,100.00  |                 |
| 21      | Pot. Water Fitting, 22.5 Bend    | ea              | 1.00         | 2,150.00   | 2,150.00   |          |            | 1.00          | 2,150.00   |                 |
| 22      | Pot. Water Fitting, 45 Bend      | ea              | 1.00         | 2,150.00   | 2,150.00   |          |            | 5.00          | 10,750.00  | -4.00           |
| 23      | Pot. Water Fitting, DI Reducer   | ea              | 2.00         | 1,350.00   | 2,700.00   |          |            | 2.00          | 2,700.00   |                 |
| 24      | Pot. Water Fitting, 8" DI Tee    | ea              | 1.00         | 2,712.00   | 2,712.00   |          |            | 1.00          | 2,712.00   |                 |
| 25      | Pot. Water Fitting 8"Tapping SI  | ea              | 1.00         | 10,500.00  | 10,500.00  |          |            | 1.00          | 10,500.00  |                 |
| 26      | Pot. Water Fitting, 4" DI Gate V | ea              | 1.00         | 3,500.00   | 3,500.00   |          |            |               |            | 1.00            |
| 27      | Pot. Water Fitting, 8" DI Gate V | ea              | 3.00         | 5,500.00   | 16,500.00  |          |            | 4.00          | 22,000.00  | -1.00           |
| 28      | Pot. Water Main, 8"C900 DR14F    | lf              | 920.00       | 118.00     | 108,560.00 |          |            | 920.00        | 108,560.00 |                 |
| 29      | Pot. Water Service Connection    | ea              | 3.00         | 2,700.00   | 8,100.00   |          |            | 3.00          | 8,100.00   |                 |
| 30      | Pot. Water Service Line, 1"      | lf              | 210.00       | 34.00      | 7,140.00   |          |            | 210.00        | 7,140.00   |                 |
| 31      | Pot. Water Service Line, 2"      | lf              | 80.00        | 36.00      | 2,880.00   |          |            | 80.00         | 2,880.00   |                 |
| 32      | Pot. Water Service, 2" Meter/Pit | ea              | 1.00         | 10,000.00  | 10,000.00  |          |            | 1.00          | 10,000.00  |                 |
| 33      | Air Release Valve w/Vault        | ea              | 1.00         | 10,000.00  | 10,000.00  |          |            | 1.00          | 10,000.00  |                 |

# REQUEST FOR PAYMENT DETAIL

Section 8, ItemD.

Project: 262046 / PopeAgie River Dev. Proj.

Invoice: 2620463

Draw: 3

Period Ending Date:

Page 3 of 3 Pages

| Item ID | Description                    | Unit of Measure | CONTRACTED   |            |            | CURRENT  |           | TOTAL TO DATE |           | Units to Finish |
|---------|--------------------------------|-----------------|--------------|------------|------------|----------|-----------|---------------|-----------|-----------------|
|         |                                |                 | Bid Quantity | Unit Price | Amount     | Quantity | Amount    | Quantity      | Amount    |                 |
| 34      | Pressure Sewer Csg, 4"SDR35    | If              | 40.00        | 47.50      | 1,900.00   |          |           | 40.00         | 1,900.00  |                 |
| 35      | Culvert Pipe, 12" Corrugated   | If              | 70.00        | 96.00      | 6,720.00   | 70.00    | 6,720.00  | 70.00         | 6,720.00  |                 |
| 36      | Culvert Pipe, 24" Corrugated   | If              | 70.00        | 140.00     | 9,800.00   |          |           | 70.00         | 9,800.00  |                 |
| 37      | Force Main, 1-1/4" SDR11       | If              | 280.00       | 17.00      | 4,760.00   | 280.00   | 4,760.00  | 560.00        | 9,520.00  | -280.00         |
| 38      | Force Main Insulation, 4"Thick | If              | 8.00         | 11.00      | 88.00      | 8.00     | 88.00     | 16.00         | 176.00    | -8.00           |
| 39      | Curb Turn Fillets              | sf              | 270.00       | 17.00      | 4,590.00   | 220.00   | 3,740.00  | 220.00        | 3,740.00  | 50.00           |
| 40      | Concrete Valley Gutter, 6"     | sf              | 900.00       | 14.00      | 12,600.00  | 1,036.00 | 14,504.00 | 1,036.00      | 14,504.00 | -136.00         |
| 41      | New Concrete Sidewalk, 4"Thick | sf              | 2,200.00     | 8.00       | 17,600.00  | 3,870.00 | 30,960.00 | 3,870.00      | 30,960.00 | -1,670.00       |
| 42      | ADA Ramps                      | ea              | 3.00         | 1,582.00   | 4,746.00   | 4.00     | 6,328.00  | 4.00          | 6,328.00  | -1.00           |
| 43      | Concrete CBU Pad               | sf              | 32.00        | 14.00      | 448.00     |          |           |               |           | 32.00           |
| 44      | Sidewalk Chase                 | ea              | 1.00         | 3,400.00   | 3,400.00   | 1.00     | 3,400.00  | 1.00          | 3,400.00  |                 |
| 45      | Relocate Existing Light Post   | ea              | 1.00         | 1.00       | 1.00       | 2.00     | 2.00      | 2.00          | 2.00      | -1.00           |
| 46      | New Signage w/Post             | ea              | 4.00         | 1,650.00   | 6,600.00   |          |           |               |           | 4.00            |
| 47      | Topsoil, Mulch & Recl. Seeding | sf              | 14,000.00    | 2.50       | 35,000.00  | 7,000.00 | 17,500.00 | 7,000.00      | 17,500.00 | 7,000.00        |
| 48      | Site Electrical & Lighting     | ls              | 1.00         | 139,000.00 | 139,000.00 | 0.35     | 48,650.00 | 0.70          | 97,300.00 | 0.30            |
| FORCE   | Force Account                  |                 |              |            | 0.00       |          |           |               |           |                 |

|        |  |  |  |              |  |            |  |              |  |
|--------|--|--|--|--------------|--|------------|--|--------------|--|
| Totals |  |  |  | 1,271,500.00 |  | 518,630.20 |  | 1,271,448.45 |  |
|--------|--|--|--|--------------|--|------------|--|--------------|--|

## Contractor's Application For Payment

|             |                                     |                          |            |                        |                       |
|-------------|-------------------------------------|--------------------------|------------|------------------------|-----------------------|
| To Owner    | City of Lander                      | Application Period       | 5/15/2026  | Pay Request No.        | #4                    |
| Project     | City of Lander Sidewalk Improvement | Contractor               | Gregco LLC | Application Date:      | 7/21/2026             |
| Project No. | 10328203                            | Contract Date            |            | Project Engineer       | HDR Engineering, Inc. |
|             |                                     | Contractor's Project No. |            | Engineer's Project No. | 10328203              |

## APPLICATION FOR PAYMENT

### **Change Order Summary**

| <b>Approved Change Orders</b>      |                  |                     |
|------------------------------------|------------------|---------------------|
| <b>Number</b>                      | <b>Additions</b> | <b>Deductions</b>   |
| 1                                  | \$ 8,472.30      |                     |
| 2                                  | -                |                     |
| 3                                  | \$ 33,424.19     |                     |
|                                    |                  |                     |
|                                    |                  |                     |
|                                    |                  |                     |
|                                    |                  |                     |
|                                    |                  |                     |
|                                    |                  |                     |
|                                    |                  |                     |
| TOTALS                             | \$ 41,896.49     | \$ -                |
| <b>NET CHANGE BY CHANGE ORDERS</b> |                  | <b>\$ 41,896.49</b> |

- |                                                                          |    |              |
|--------------------------------------------------------------------------|----|--------------|
| 1. ORIGINAL CONTRACT PRICE                                               |    | \$553,146.24 |
| 2. Net change by Change Orders                                           | \$ | 41,896.49    |
| 3. CURRENT CONTRACT PRICE (Line 1+ 2)                                    | \$ | 595,042.73   |
| 4. TOTAL COMPLETED AND STORED TO<br>DATE (Column F on Progress Estimate) |    | \$597,184.73 |
| 5. RETAINAGE:                                                            |    |              |
| a. 5 % X \$597,184.73 Work Completed                                     | \$ | 29,859.24    |
| b. 5 % X \$0.00 Stored Material                                          | \$ | -            |
| c. Total Retainage (Line 5a = Line 5b)                                   | \$ | 29,859.24    |
| 6. AMOUNT ELIGIBLE TO DATE (Line 4- Line 5C)                             |    | \$567,325.49 |
| 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)                | \$ | 396,559.45   |
| 8. LESS OWNER SET-OFFS (As outlined in General Condition 15.01.E)        |    |              |
| 9. AMOUNT DUE THIS APPLICATION                                           | \$ | 170,766.04   |
| 10. BALANCE TO FINISH                                                    |    |              |
| (Column G on Progress Estimate - Total on Final Qty Adjmnt Worksheet)    | \$ | -            |

### ENGINEER'S RECOMMENDATION

**ENGINEER'S RECOMMENDATION**

In accordance with the Contract Documents, based upon on-site observation and the information included on this application, the Engineer recommends to the Owner that the work has progressed to the point indicated; that to the best of the Engineer's knowledge and belief, the quantities are in accordance with the Contract Documents, and the Contractor is entitled to the amount recommended.

Payment of : (Line 8 or attached explanation of other amount)

|    |            |
|----|------------|
| \$ | 170,766.04 |
|----|------------|

(ENGINEER)

DATE \_\_\_\_\_

### CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

(CONTRACTOR)

07/21/25

DATE \_\_\_\_\_

### OWNER'S ACCEPTANCE

OWNER'S REPRESENTATIVE

DATE \_\_\_\_\_

Progress Estimate

Contractor's Application

| Project: City of Lander Sidewalk Improvement |                                            |                       |              |               |                                          |                   |             |      |      |                                         | Application Number: #4     |               |                                       |                                          |         |                           |   |  |
|----------------------------------------------|--------------------------------------------|-----------------------|--------------|---------------|------------------------------------------|-------------------|-------------|------|------|-----------------------------------------|----------------------------|---------------|---------------------------------------|------------------------------------------|---------|---------------------------|---|--|
| Application Period:                          |                                            |                       |              |               |                                          |                   |             |      |      |                                         | Application Date: 07/21/26 |               |                                       |                                          |         |                           |   |  |
| 11/18/2025                                   |                                            |                       |              |               |                                          |                   |             |      |      |                                         |                            |               |                                       |                                          |         |                           |   |  |
| A                                            |                                            |                       |              | B             |                                          |                   |             |      | C    |                                         | D                          |               | E                                     |                                          | F       |                           | G |  |
| Bid Item No                                  | Item Description                           | Original Bid Quantity | Unit Price   | Bid Value     | Estimated Quantity Installed This Period | Value This Period | PA 1        | PA 2 | PA 3 | Est Quantity Installed Previous Periods | Value Previously Installed | Value To Date | Materials Presently Stored (not in C) | Total Completed and Stored to Date (D+E) | % (F/B) | Balance to Finish (B - F) |   |  |
| BASE BID                                     |                                            |                       |              |               |                                          |                   |             |      |      |                                         |                            |               |                                       |                                          |         |                           |   |  |
| 106 05000                                    | INDEPENDENT CONSTRUCTION MATERIALS TESTING | LS                    | 1            | \$ 17,500.00  | \$ 17,500.00                             |                   | 0.38        | 0.25 | 0.37 | 1.00                                    | \$ 17,500.00               | \$17,500.00   |                                       | \$17,500.00                              | 1       | \$ -                      |   |  |
| 109 08000                                    | MOBILIZATION                               | LS                    | 1            | \$ 70,000.00  | \$ 70,000.00                             | 0.2               | \$14,000.00 | 0.6  | 0.1  | 0.1                                     | 0.80                       | \$ 56,000.00  | \$70,000.00                           | \$70,000.00                              | 1       | \$ -                      |   |  |
| 109 11000                                    | CONTRACT BOND                              | LS                    | 1            | \$ 16,000.00  | \$ 16,000.00                             | 0.2               | \$3,200.00  | 0.36 | 0.25 | 0.17                                    | 0.80                       | \$ 12,800.00  | \$16,000.00                           | \$16,000.00                              | 1       | \$ -                      |   |  |
| 201 03200                                    | CLEARING AND GRUBBING                      | LS                    | 1            | \$ 15,000.00  | \$ 15,000.00                             |                   |             | 0.36 | 0.62 |                                         | 1.00                       | \$ 15,000.00  | \$15,000.00                           | \$15,000.00                              | 1       | \$ -                      |   |  |
| 201 03206                                    | CLEARING TREES 6 in                        | EA                    | 2            | \$ 700.00     | \$ 1,400.00                              |                   |             | 2    |      |                                         | 2.00                       | \$ 1,400.00   | \$1,400.00                            | \$1,400.00                               | 1       | \$ -                      |   |  |
| 201 03210                                    | CLEARING TREES 10 in                       | EA                    | 4            | \$ 800.00     | \$ 3,200.00                              |                   |             | 2    | 2    |                                         | 4.00                       | \$ 3,200.00   | \$3,200.00                            | \$3,200.00                               | 1       | \$ -                      |   |  |
| 201 03218                                    | CLEARING TREES 18 in                       | EA                    | 3            | \$ 1,100.00   | \$ 3,300.00                              |                   |             | 2    | 1    |                                         | 3.00                       | \$ 3,300.00   | \$3,300.00                            | \$3,300.00                               | 1       | \$ -                      |   |  |
| 201 03248                                    | CLEARING TREES 48 in                       | EA                    | 1            | \$ 3,600.00   | \$ 3,600.00                              |                   |             | 1    |      |                                         | 1.00                       | \$ 3,600.00   | \$3,600.00                            | \$3,600.00                               | 1       | \$ -                      |   |  |
| 202 03120                                    | REMOVAL OF SIGNS                           | EA                    | 1            | \$ 400.00     | \$ 400.00                                |                   | 1           |      |      |                                         | 1.00                       | \$ 400.00     | \$400.00                              | \$400.00                                 | 1       | \$ -                      |   |  |
| 202 03205                                    | REMOVAL OF FENCE                           | FT                    | 803          | \$ 11.00      | \$ 8,833.00                              |                   | 354         | 449  |      |                                         | 803.00                     | \$ 8,833.00   | \$8,833.00                            | \$8,833.00                               | 1       | \$ -                      |   |  |
| 202 03295                                    | REMOVAL OF INLETS                          | EA                    | 1            | \$ 1,100.00   | \$ 1,100.00                              |                   |             | 1    |      |                                         | 1.00                       | \$ 1,100.00   | \$1,100.00                            | \$1,100.00                               | 1       | \$ -                      |   |  |
| 202 03400                                    | REMOVAL OF SURFACING                       | SY                    | 276          | \$ 35.00      | \$ 9,660.00                              | 46.40             | \$1,624.00  | 129  | 120  | 14                                      | 263.00                     | \$ 9,205.00   | \$10,829.00                           | \$10,829.00                              | 1.121   | \$ (1,169.00)             |   |  |
| 202 03430                                    | REMOVAL OF CONCRETE                        | SY                    | 659          | \$ 42.00      | \$ 27,678.00                             | 31.30             | \$1,314.60  | 276  | 320  | 33                                      | 629.00                     | \$ 26,416.00  | \$27,732.00                           | \$27,732.00                              | 1.002   | \$ (54.60)                |   |  |
| 202 03433                                    | GRINDING SIDEWALK                          | FT                    | 100          | \$ 32.00      | \$ 3,200.00                              | 21                | \$672.00    |      |      |                                         | \$ -                       | \$672.00      | \$672.00                              | \$672.00                                 | 0.21    | \$ 2,528.00               |   |  |
| 202 03600                                    | CUTTING BIT PYMT                           | FT                    | 937          | \$ 4.00       | \$ 3,748.00                              | 253.00            | \$1,012.00  | 383  | 554  |                                         | 937.00                     | \$ 3,748.00   | \$4,760.00                            | \$4,760.00                               | 1.27    | \$ (1,012.00)             |   |  |
| 202 03610                                    | CUTTING CONCRETE                           | FT                    | 178          | \$ 10.00      | \$ 1,780.00                              |                   |             | 93   | 85   |                                         | 178.00                     | \$ 1,780.00   | \$1,780.00                            | \$1,780.00                               | 1       | \$ -                      |   |  |
| 203 02500                                    | UNCLASSIFIED EXCAVATION                    | CY                    | 68           | \$ 30.00      | \$ 2,040.00                              |                   |             | 68   |      |                                         | 68.00                      | \$ 2,040.00   | \$2,040.00                            | \$2,040.00                               | 1       | \$ -                      |   |  |
| 207 03100                                    | TOPSOIL STORING                            | CY                    | 27           | \$ 35.00      | \$ 945.00                                |                   |             | 41   |      |                                         | 41.00                      | \$ 1,435.00   | \$1,435.00                            | \$1,435.00                               | 1.519   | \$ (490.00)               |   |  |
| 207 03200                                    | TOPSOIL PLACING                            | CY                    | 17           | \$ 40.00      | \$ 680.00                                |                   |             | 8    | 9    |                                         | 17.00                      | \$ 680.00     | \$680.00                              | \$680.00                                 | 1       | \$ -                      |   |  |
| 216 03105                                    | SEEDING                                    | SY                    | 1670         | \$ 3.50       | \$ 5,845.00                              | 1670              | \$5,845.00  |      |      |                                         | \$ -                       | \$5,845.00    | \$5,845.00                            | \$5,845.00                               | 1       | \$ -                      |   |  |
| 216 03700                                    | SODDING                                    | SY                    | 70           | \$ 25.00      | \$ 1,750.00                              | 103               | \$2,575.00  |      |      |                                         | \$ -                       | \$2,575.00    | \$2,575.00                            | \$2,575.00                               | 1.471   | \$ (825.00)               |   |  |
| 216 03970                                    | LANDSCAPING                                | LS                    | 1            | \$ 23,000.00  | \$ 23,000.00                             | 0.67              | \$15,410.00 |      | 0.33 |                                         | 0.33                       | \$ 7,590.00   | \$23,000.00                           | \$23,000.00                              | 1       | \$ -                      |   |  |
| 301 01080                                    | CRUSHED BASE (GRADING W)                   | TON                   | 468          | \$ 60.00      | \$ 28,080.00                             | 39.00             | \$2,340.00  | 280  | 154  | 14                                      | 448.00                     | \$ 26,880.00  | \$29,220.00                           | \$29,220.00                              | 1.041   | \$ (1,140.00)             |   |  |
| 406 03010                                    | PLANT MIX (COMMERCIAL)                     | SY                    | 243          | \$ 150.00     | \$ 36,450.00                             | 53.4              | \$8,010.00  | 219  |      |                                         | 219.00                     | \$ 32,850.00  | \$40,860.00                           | \$40,860.00                              | 1.121   | \$ (4,410.00)             |   |  |
| 406 03015                                    | 5" THICK PLANT MIX PATCH (COMMERCIAL)      | SY                    | 180          | \$ 170.00     | \$ 30,600.00                             | 180.20            | \$30,634.00 |      | 143  |                                         | 143.00                     | \$ 24,310.00  | \$54,944.00                           | \$54,944.00                              | 1.796   | \$ (24,344.00)            |   |  |
| 607 40100                                    | FENCE INDUSTRIAL 42 in                     | FT                    | 120          | \$ 35.00      | \$ 4,200.00                              | 111               | \$3,885.00  |      |      |                                         | \$ -                       | \$3,885.00    | \$3,885.00                            | \$3,885.00                               | 0.925   | \$ 315.00                 |   |  |
| 607 61800                                    | GATES INDUSTRIAL-ROLLING 25 ft             | EA                    | 1            | \$ 6,000.00   | \$ 6,000.00                              | 1                 | \$6,000.00  |      |      |                                         | \$ -                       | \$6,000.00    | \$6,000.00                            | \$6,000.00                               | 1       | \$ -                      |   |  |
| 608 10200                                    | SIDEWALK (CONC)                            | SY                    | 901          | \$ 100.00     | \$ 90,100.00                             | 128               | \$12,800.00 | 360  | 177  | 180                                     | 717.00                     | \$ 71,700.00  | \$84,500.00                           | \$84,500.00                              | 0.938   | \$ 5,600.00               |   |  |
| 609 10200                                    | CURB AND GUTTER TYPE A                     | FT                    | 213          | \$ 100.00     | \$ 21,300.00                             | 99                | \$9,900.00  |      | 76   | 95                                      | 171.00                     | \$ 17,100.00  | \$27,000.00                           | \$27,000.00                              | 1.268   | \$ (5,700.00)             |   |  |
| 609 10700                                    | DOUBLE GUTTER                              | SY                    | 314          | \$ 110.00     | \$ 34,540.00                             | 22.00             | \$2,420.00  | 192  | 84   | 22                                      | 296.00                     | \$ 32,780.00  | \$35,200.00                           | \$35,200.00                              | 1.019   | \$ (660.00)               |   |  |
| 620 07010                                    | ADJUSTMENTS, VALVE BOXES                   | EA                    | 3            | \$ 500.00     | \$ 1,500.00                              | 1.00              | \$500.00    | 3    | 2    |                                         | 5.00                       | \$ 2,500.00   | \$3,000.00                            | \$3,000.00                               | 2       | \$ (1,500.00)             |   |  |
| 625 20100                                    | INLET TYPE A                               | EA                    | 1            | \$ 6,000.00   | \$ 6,000.00                              | 0.25              | \$1,500.00  |      |      | 0.75                                    | 4.50                       | \$4,500.00    | \$6,000.00                            | \$6,000.00                               | 1       | \$ -                      |   |  |
| 702 30600                                    | RESET SIGNS                                | EA                    | 9            | \$ 400.00     | \$ 3,600.00                              | 2                 | \$800.00    | 4    |      | 3                                       | 7.00                       | \$ 2,800.00   | \$3,600.00                            | \$3,600.00                               | 1       | \$ -                      |   |  |
| 702 30900                                    | INSTALL RFRB SYSTEM                        | EA                    | 2            | \$ 19,500.00  | \$ 39,000.00                             | 2                 | \$39,000.00 |      |      |                                         | \$ -                       | \$39,000.00   | \$39,000.00                           | \$39,000.00                              | 1       | \$ -                      |   |  |
| 703 03100                                    | FLAGGING                                   | HR                    | 75           | \$ 75.00      | \$ 5,625.00                              | 16                | \$1,125.00  | 25   | 12   | 23                                      | 60.00                      | \$ 4,500.00   | \$5,625.00                            | \$5,625.00                               | 1       | \$ -                      |   |  |
| 703 03110                                    | TEMPORARY TRAFFIC CONTROL                  | LS                    | 1            | \$ 20,000.00  | \$ 20,000.00                             | 0.2               | \$4,000.00  | 0.36 | 0.25 | 0.17                                    | 0.80                       | \$ 16,000.00  | \$20,000.00                           | \$20,000.00                              | 1       | \$ -                      |   |  |
| 799 71825                                    | EPOXY PAVEMENT LINE 18in                   | FT                    | 56           | \$ 26.79      | \$ 1,500.24                              | 77.00             | \$2,062.83  |      |      |                                         | \$ -                       | \$2,062.83    | \$2,062.83                            | \$2,062.83                               | 1.375   | \$ (562.59)               |   |  |
| 799 74900                                    | PAVEMENT MARKING REMOVAL                   | SF                    | 124          | \$ 8.00       | \$ 992.00                                | 124               | \$992.00    |      |      |                                         | \$ -                       | \$992.00      | \$992.00                              | \$992.00                                 | 1       | \$ -                      |   |  |
| 999 30000                                    | SWEEPING                                   | LS                    | 1            | \$ 3,000.00   | \$ 3,000.00                              | 0.2               | \$600.00    | 0.38 | 0.25 | 0.17                                    | 0.80                       | \$ 2,400.00   | \$3,000.00                            | \$3,000.00                               | 1       | \$ -                      |   |  |
| Change Order 1                               |                                            |                       |              |               |                                          |                   |             |      |      |                                         |                            |               |                                       |                                          |         |                           |   |  |
| Drop Inlet Installation Scope Change         | LS                                         | 1                     | \$ 3,289.10  | \$ 3,289.10   | 0.2                                      | \$657.82          |             |      | 0.8  | 0.6                                     | \$ 2,631.28                | \$3,289.10    | \$3,289.10                            | \$3,289.10                               | 1       | \$ -                      |   |  |
| Temporary Works - School Safety Access       | LS                                         | 1                     | \$ 2,405.60  | \$ 2,405.60   | 0.35                                     | \$841.96          |             |      | 0.65 | 0.65                                    | \$ 1,563.64                | \$2,405.60    | \$2,405.60                            | \$2,405.60                               | 1       | \$ -                      |   |  |
| Additional RFRB Base Footing & Site Clearing | LS                                         | 1                     | \$ 1,271.00  | \$ 1,271.00   | 0.2                                      | \$254.20          |             |      | 0.8  | 0.8                                     | \$ 1,016.80                | \$1,271.00    | \$1,271.00                            | \$1,271.00                               | 1       | \$ -                      |   |  |
| Tree Stump Removal and Backfill              | LS                                         | 1                     | \$ 1,506.60  | \$ 1,506.60   | 0.2                                      | \$301.32          |             |      | 0.8  | 0.8                                     | \$ 1,205.28                | \$1,506.60    | \$1,506.60                            | \$1,506.60                               | 1       | \$ -                      |   |  |
| Change Order 2                               |                                            |                       |              |               |                                          |                   |             |      |      |                                         |                            |               |                                       |                                          |         |                           |   |  |
| Contract Time Adjustment                     | LS                                         | 1                     | \$ -         | \$ -          |                                          |                   |             |      |      |                                         | \$ -                       |               |                                       |                                          |         | \$ -                      |   |  |
| Change Order 3                               |                                            |                       |              |               |                                          |                   |             |      |      |                                         |                            |               |                                       |                                          |         |                           |   |  |
| Paver Mobilization                           | LS                                         | 1                     | \$ 2,142.00  | \$ 2,142.00   | 1                                        | \$2,142.00        |             |      |      |                                         | \$ -                       | \$2,142.00    | \$2,142.00                            | \$2,142.00                               | 1       | \$ -                      |   |  |
| Final Quantity Adjustment                    | LS                                         | 1                     | \$ 33,424.19 | \$ 33,424.19  |                                          |                   |             |      |      |                                         |                            |               | \$ 33,424.19                          | \$ 33,424.19                             | 1       | \$ 33,424.19              |   |  |
| Totals                                       |                                            |                       |              | \$ 597,184.73 |                                          | \$176,418.73      |             |      |      |                                         | \$597,184.73               | \$597,184.73  |                                       | \$597,184.73                             | 100     | \$ -                      |   |  |

Date of Issuance: 7/22/2026

Effective Date: 7/22/2026

Owner: City of Lander

Owner's Contract No.: CD21510

Contractor: Gregco LLC

Contractor's Project No.:

Engineer: HDR Engineering, Inc.

Engineer's Project No.: 10328203

Project: Lander Sidewalk Improvement Project

Contract Name: Lander Sidewalk Improvement Project

The Contract is modified as follows upon execution of this Change Order:

**Description:** This Change Order is for the Final Quantity Adjustment at the end of the project, and additional mobilization for the paver used on the 7<sup>th</sup> St asphalt patch. Additional work as approved by the City of Lander during construction including a large asphalt patch on 7<sup>th</sup> street are included in this final quantity adjustment. See attached table for the detailed breakdown of the final quantity adjustment values.

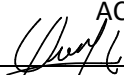
Attachments: Final Quantity Adjustment Calculations, Paver Mobilization Quote/Letter of justification

| CHANGE IN CONTRACT PRICE                                                                                 | CHANGE IN CONTRACT TIMES                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Original Contract Price:<br><br>\$ <u>553,146.24</u>                                                     | Original Contract Times:<br>Substantial Completion: <u>10/31/2025</u><br>Ready for Final Payment: <u>11/14/2025</u>                                                         |
| Increase from previously approved Change Orders No. <u>1</u> to No. <u>2</u> :<br><br>\$ <u>8,472.30</u> | Increase from previously approved Change Orders No. <u>1</u> to No. <u>2</u> :<br>Substantial Completion: <u>10/31/2025</u><br>Ready for Final Completion: <u>5/19/2026</u> |
| Contract Price prior to this Change Order:<br><br>\$ <u>561,618.54</u>                                   | Contract Times prior to this Change Order:<br>Substantial Completion: <u>10/31/2025</u><br>Ready for Final Completion: <u>5/19/2026</u>                                     |
| <u>Increase</u> of this Change Order:<br><br>\$ <u>33,424.19</u>                                         | Increase of this Change Order: No Change<br>Substantial Completion: _____<br>Ready for Final Completion: _____                                                              |
| Contract Price incorporating this Change Order:<br><br>\$ <u>597,184.73</u>                              | Contract Times with all approved Change Orders:<br>Substantial Completion: <u>10/31/2025</u><br>Ready for Final Completion: <u>5/19/26</u>                                  |

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By:   
Engineer (if required)By: \_\_\_\_\_  
Owner (Authorized Signature)By:   
Contractor (Authorized Signature)Title: Project Manager

Title: \_\_\_\_\_

Title: Management MemberDate: 07/21/2026

Date: \_\_\_\_\_

Date: 07/21/26

## Final Quantity Adjustment

|             |                                             |
|-------------|---------------------------------------------|
| Project:    | City of Lander Sidewalk Improvement Project |
| Project No. | 24-026                                      |

| Bid Item No.                                          | Item Description                           | Unit | Original Bid Quantity | Unit Price   | Total Quantity Installed | Adjustment To Final Quantity | Cost Change To The Project |
|-------------------------------------------------------|--------------------------------------------|------|-----------------------|--------------|--------------------------|------------------------------|----------------------------|
| <b>Lander Sidewalk Improvements Project - Phase 1</b> |                                            |      |                       |              |                          |                              |                            |
| 106.05                                                | INDEPENDENT CONSTRUCTION MATERIALS TESTING | LS   | 1                     | \$ 17,500.00 | 1                        | 0.00                         | 0.00                       |
| 109                                                   | MOBILIZATION                               | LS   | 1                     | \$ 70,000.00 | 1                        | 0.00                         | 0.00                       |
| 109                                                   | CONTRACT BOND                              | LS   | 1                     | \$ 16,000.00 | 1                        | 0.00                         | 0.00                       |
| 201.03                                                | CLEARING AND GRUBBING                      | LS   | 1                     | \$ 15,000.00 | 1                        | 0.00                         | 0.00                       |
| 201                                                   | CLEARING TREES 6 in                        | EA   | 2.0                   | \$ 700.00    | 2                        | 0.00                         | 0.00                       |
| 201.03                                                | CLEARING TREES 10 in                       | EA   | 4                     | \$ 800.00    | 4                        | 0.00                         | 0.00                       |
| 201.03                                                | CLEARING TREES 18 in                       | EA   | 3                     | \$ 1,100.00  | 3                        | 0.00                         | 0.00                       |
| 201.03                                                | CLEARING TREES 48 in                       | EA   | 1                     | \$ 3,600.00  | 1                        | 0.00                         | 0.00                       |
| 202.03                                                | REMOVAL OF SIGNS                           | EA   | 1                     | \$ 400.00    | 1                        | 0.00                         | 0.00                       |
| 202.03                                                | REMOVAL OF FENCE                           | FT   | 803                   | \$ 11.00     | 803                      | 0.00                         | 0.00                       |
| 202.03                                                | REMOVAL OF INLETS                          | EA   | 1                     | \$ 1,100.00  | 1                        | 0.00                         | 0.00                       |
| 202                                                   | REMOVAL OF SURFACING                       | SY   | 276                   | \$ 35.00     | 309.4                    | 33.40                        | 1,169.00                   |
| 202                                                   | REMOVAL OF CONCRETE                        | SY   | 659                   | \$ 42.00     | 660.3                    | 1.30                         | 54.60                      |
| 202.03                                                | GRINDING SIDEWALK                          | FT   | 100                   | \$ 32.00     | 21                       | (79.00)                      | (2,528.00)                 |
| 202.04                                                | CUTTING BIT PVMT                           | FT   | 937                   | \$ 4.00      | 1190                     | 253.00                       | 1,012.00                   |
| 202.04                                                | CUTTING CONCRETE                           | FT   | 178                   | \$ 10.00     | 178                      | 0.00                         | 0.00                       |
| 203.03                                                | UNCLASSIFIED EXCAVATION                    | CY   | 68                    | \$ 30.00     | 68                       | 0.00                         | 0.00                       |
| 207.03                                                | TOPSOIL STORING                            | CY   | 27                    | \$ 35.00     | 41                       | 14.00                        | 490.00                     |
| 207.03                                                | TOPSOIL PLACING                            | CY   | 17                    | \$ 40.00     | 17                       | 0.00                         | 0.00                       |
| 216.03                                                | SEEDING                                    | SY   | 1,670                 | \$ 3.50      | 1670                     | 0.00                         | 0.00                       |
| 216.04                                                | SODDING                                    | SY   | 70                    | \$ 25.00     | 103                      | 33.00                        | 825.00                     |
| 216.04                                                | LANDSCAPING                                | LS   | 1                     | \$ 23,000.00 | 1                        | 0.00                         | 0.00                       |
| 301.01                                                | CRUSHED BASE (GRADING W)                   | TON  | 468                   | \$ 60.00     | 487                      | 19.00                        | 1,140.00                   |
| 406.03                                                | PLANT MIX (COMMERCIAL)                     | SY   | 243                   | \$ 150.00    | 272.4                    | 29.40                        | 4,410.00                   |
| 406.03                                                | 5" THICK PLANT MIX PATCH (COMMERCIAL)      | SY   | 180                   | \$ 170.00    | 323.2                    | 143.20                       | 24,344.00                  |
| 607.40                                                | FENCE INDUSTRIAL 42 in                     | FT   | 120                   | \$ 35.00     | 111                      | (9.00)                       | (315.00)                   |
| 607.62                                                | GATES INDUSTRIAL-ROLLING 25 ft             | EA   | 1                     | \$ 6,000.00  | 1                        | 0.00                         | 0.00                       |
| 608.10                                                | SIDEWALK (CONC)                            | SY   | 901                   | \$ 100.00    | 845                      | (56.00)                      | (5,600.00)                 |
| 609.10                                                | CURB AND GUTTER TYPE A                     | FT   | 213                   | \$ 100.00    | 270                      | 57.00                        | 5,700.00                   |
| 609.11                                                | DOUBLE GUTTER                              | SY   | 314                   | \$ 110.00    | 320                      | 6.00                         | 660.00                     |
| 620.07                                                | ADJUSTMENTS, VALVE BOXES                   | EA   | 3                     | \$ 500.00    | 6                        | 3.00                         | 1,500.00                   |
| 625.20                                                | INLET TYPE A                               | EA   | 1                     | \$ 6,000.00  | 1                        | 0.00                         | 0.00                       |
| 702.30600                                             | RESET SIGNS                                | EA   | 9                     | \$ 400.00    | 9                        | 0.00                         | 0.00                       |
| 702.30900                                             | INSTALL RRFB SYSTEM                        | EA   | 2                     | \$ 19,500.00 | 2                        | 0.00                         | 0.00                       |
| 703.03100                                             | FLAGGING                                   | HR   | 75                    | \$ 75.00     | 75                       | 0.00                         | 0.00                       |
| 703.03110                                             | TEMPORARY TRAFFIC CONTROL                  | LS   | 1                     | \$ 20,000.00 | 1                        | 0.00                         | 0.00                       |
| 799.71825                                             | EPOXY PAVEMENT LINE 18in                   | FT   | 56                    | \$ 26.79     | 77                       | 21.00                        | 562.59                     |
| 799.74900                                             | PAVEMENT MARKING REMOVAL                   | SF   | 124                   | \$ 8.00      | 124                      | 0.00                         | 0.00                       |
| 999.30000                                             | SWEEPING                                   | LS   | 1                     | \$ 3,000.00  | 1                        | 0.00                         | 0.00                       |
|                                                       | Change Oder No. 1                          | LS   | 1                     | \$ 8,472.30  | 1                        | 0.00                         | 0.00                       |
|                                                       | Change Order No. 2                         |      | 0                     | \$ -         | 0                        | 0.00                         | 0.00                       |
|                                                       | Change Order No. 3 - Paver Mobilization    | LS   | 1                     | \$ 2,142.00  | 1                        | 0.00                         | 0.00                       |
| <b>Totals</b>                                         |                                            |      |                       |              |                          |                              | <b>\$33,424.19</b>         |





# 71 Construction

820 Lough Dr.  
Riverton, WY 82501  
Phone (307) 856-7171



Section 8, Item F.

6/01/2026

**City of Lander**

c/o HDR Engineering, Inc.

**Lander Sidewalk and Infrastructure Improvement Project**

**Subject:** Paver Mobilization

To Whom It May Concern,

This letter serves to clarify that an additional mobilization was required due to the addition of a paver patch to the above-referenced project after the original scope of work had been established.

If additional information or documentation is needed, please let us know.

Sincerely,

Jake Fossey

Estimator

71 Construction

307-315-5656 | jfossey@71construction.com

Design & Construction • Asphalt • Concrete • Water • Sewer • Excavating • Grading • Sand & Gravel • Oil Field Services

7072 Barton Drive  
Casper, WY 82501  
Phone (307) 235-2922

**71 CONSTRUCTION**  
**www.71construction.com**

1304 Cessna Street  
Rawlins, WY 82301  
Phone (307) 328-7171

# **SECTION 00630** **RETAINAGE JOINT ACCOUNT AGREEMENT**

THIS AGREEMENT, MADE AND ENTERED INTO THIS 8 day of April, 2026,  
 by and between the City of Lander (hereinafter referred to as the Owner); Big Horn Federal  
Construction Federally Insured Depository (hereinafter referred to as the Depository); and Wilson Bros.  
Construction of the City of Cowley, State of Wyoming  
 (hereinafter referred to as the Contractor).

## **WITNESSETH**

WHEREAS, the Contractor has entered into a contract with the Owner dated the day of \_\_\_\_\_  
 20\_\_\_\_, which calls for the Contractor to perform certain work and to provide certain  
 materials for the Owner, more particularly described as follows:

PROJECT NAME: Buena Vista Water and Roadway Surface Improvements

PROJECT NUMBER: 10402538

WHEREAS, the terms and provisions of said contract provide that the Owner will retain certain  
 sums otherwise payable to the Contractor during the course of performance of said contract; and

WHEREAS, the Owner, in lieu of said retention of those certain sums otherwise payable to the  
 Contractor may pay those sums to a joint account in a depository located within the State of Wyoming  
 designated by said Contractor; and

WHEREAS, the Owner is authorized to enter into an Agreement with the Depository and the  
 Contractor, to provide for the custodial care, and servicing of said joint account; and

WHEREAS, the Contractor has designated the Depository to provide for the custodial care and  
 servicing of said joint account, and the Contractor has agreed to pay the Depository any fees associated  
 with providing these services; and

WHEREAS, the Owner, the Depository and the Contractor desire to enter into an Agreement with  
 respect to the custodial care, and servicing of said funds;

NOW THEREFORE, in consideration of the mutual covenants contained herein and the mutual  
 benefits to be derived therefrom, it is agreed by and between the parties hereto, as follows:

1. The Owner shall pay sums retained from each progress payment under to Contract to the  
 Depository. The Depository shall hold said sums and accrue interest thereon or invest said sums  
 and collect the interest thereon, and shall pay the said interest to the Contractor if, and as accrued  
 or collected, unless otherwise instructed by the Contractor.
- A. The Depository shall pledge United States Treasury securities, owned by said Depository, to  
 secure the repayment of the principal and interest of any sums deposited in excess of the  
 amount otherwise covered by Federal Depository Insurance. The pledge Agreement shall be  
 drafted in accordance with the applicable provisions of the Uniform Commercial Code  
 relating to security agreements as enacted into law in Wyoming (W.S. 34-21-101 to 34-21-  
 1002).

- B. If the Depository elects to invest any sums on behalf of the Contractor, the Depository shall invest only in securities of the United States Treasury.
2. The Depository shall not release, assign, transfer, or deliver any of the sums retained to the Contractor until such time as the Owner shall give the Depository written notice that release, assignment, transfer or delivery of all, or a certain portion of, the said retained sums is authorized. Then, the Depository shall deliver the said retained sums and any accumulated interest to the Contractor, and give the Owner written notice of the said delivery. Thereafter, the Depository shall be in no way liable to the Contractor for any further payments of principal, interest, or other income.
  3. The Depository shall release, assign, transfer and deliver to Owner upon demand when Owner presents acceptable evidence to Depository that Contractor has declared bankruptcy, has been put into bankruptcy by its creditors, or that the bonding company, as surety, for the subject contract with Owner, has been notified that the Contractor cannot complete the terms of the contract for any reason.
  4. The Depository shall notify the Owner of the total amount on deposit immediately after deposit made by the Owner.
  5. This agreement shall be deemed terminated when the Depository has delivered all of the retained sums and accumulated interest in its custody under the terms of this Agreement to the Contractor. However, under no circumstances shall the Depository deliver any retained sums to the contractor without first obtaining written notice for the same from the Owner.
  6. This agreement contains the entire Agreement of the parties hereto with respect to said retained sums and the Depository agrees to hold and dispose of the said retained sums delivered to the Owner in accordance with the terms and conditions hereof. However, the Depository is not a party to, nor bound by, any instrument or Agreement other than this Agreement; and the Depository, as custodian of the retained sums deposited with it hereunder, shall not be required to take notice of any default or any other matter, nor be bound by or be required to give any notice or demand, not be required to take any action whatsoever, except as provided in this Agreement. The Depository shall not be liable for any loss or damage suffered by the Owner or the Contractor as a result of Depository's actions hereunder, pursuant to the terms of this Agreement, unless said loss or damage was caused by the malfeasance or willful misconduct of the Depository.
  7. The Contractor will release and otherwise hold harmless the Owner from any and all losses sustained by the Contractor as the result of entering into this Agreement.
  8. Official correspondence, payments and notices will be sent as follows:

City of Lander:

Contractor:

\_\_\_\_\_  
(Name & Title)  
240 Lincoln Street  
Lander, WY 82520  
Wilson Bros. Construction, Inc.  
Contractor name  
Pick Wilson  
Designated Person

980 Rd 7 Cenley WY 82420  
Address

Depository: Big Horn Federal  
Depository  
Joseph Shumway  
Designated Person  
Account number  
8 E. Main Lovell WY 82431  
Address

IN WITNESS WHEREOF, the parties have hereunto set their hand and seals this  
day of \_\_\_\_\_ 20\_\_.

City of Lander

BY: \_\_\_\_\_ TITLE

State of Wyoming }  
County of } ss

The foregoing Agreement was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
by \_\_\_\_\_

Notary Public

My Commission Expires:

\*\*\*\*\*

DEPOSITORY

ACCOUNT NUMBER:

BY: [Signature] V.P.  
TITLE

State of Wyoming }  
County of Big Horn } ss

The foregoing Agreement was acknowledged before me this 8 day of April, 2026,  
by Joseph Shumway

[Signature]  
Notary Public

KRISTI L DeFUENTES NOTARY PUBLIC  
STATE OF WYOMING  
COMMISSION ID# 165791  
MY COMMISSION EXPIRES: JULY 19, 2027

HDR Project No. 10402538

City of Lander  
Buena Vista Water and Roadway Surface Improvements  
RETAINAGE JOINT ACCOUNT AGREEMENT  
00630 - 3

11/14/2025  
Issued for Bid

My Commission Expires:

\*\*\*\*\*

CONTRACTOR

BY: *Nick Wilster* TITLE: *Ops Manager*

State of *Wyoming*      |  
County of *Big Horn*      |      ss

The foregoing Agreement was acknowledged before me this *20* day of *July*, 20 *26*  
by *Nick Wilster*

*Debra Nordenstam*  
Notary Public

My Commission Expires: *Feb 8, 2030*

DEBRA NORDENSTAM  
Notary Public - State of Wyoming  
Commission ID 121030  
My Commission Expires FEB 8, 2030

END OF SECTION

**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:**  
**CivicPlus Pricing**  
**Approval Date:**  
**Expires On:**

Statement of Work  
Q-124016-1

1/17/2027

**Client:**  
City of Lander, WY

**Bill To:**  
LANDER CITY, WYOMING

| SALESPERSON     | Phone | EMAIL                         | DELIVERY METHOD | PAYMENT METHOD |
|-----------------|-------|-------------------------------|-----------------|----------------|
| Ashley Hardesty |       | ashley.hardesty@civicplus.com |                 | Net 30         |

## One-time(s)

| QTY  | PRODUCT NAME                                      | DESCRIPTION                                       |
|------|---------------------------------------------------|---------------------------------------------------|
| 1.00 | AMM Select: Conversion Pro Premium Implementation | AMM Select: Conversion Pro Premium Implementation |

## Recurring Service(s)

| QTY  | PRODUCT NAME                     | DESCRIPTION                      |
|------|----------------------------------|----------------------------------|
| 1.00 | AMM Select: AI Editing Assistant | AMM Select: AI Editing Assistant |
| 1.00 | AMM Select: Pro Annual Fee       | AMM Select: Pro Annual Fee       |
| 1.00 | Conversion Pro Premium Package   | Conversion Pro Premium Package   |

|                                               |              |
|-----------------------------------------------|--------------|
| Total Investment - Initial Term               | USD 5,300.00 |
| Annual Recurring Services (Subject to Uplift) | USD 5,300.00 |

|                               |                                                             |
|-------------------------------|-------------------------------------------------------------|
| Initial Term                  | 1/17/2027 - 1/16/2028, Renewal Term 1/17 each calendar year |
| Initial Term Invoice Schedule | 100% Invoiced on Initial Term Start Date                    |

|                   |                                                                                     |
|-------------------|-------------------------------------------------------------------------------------|
| Renewal Procedure | Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date |
| Annual Uplift     | 5% to be applied in year 2                                                          |

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-124016-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

| Authorized Client Signature                                  | CivicPlus         |
|--------------------------------------------------------------|-------------------|
| By (please sign):                                            | By (please sign): |
| Printed Name:                                                | Printed Name:     |
| Title:                                                       | Title:            |
| Date:                                                        | Date:             |
| Organization Legal Name:                                     |                   |
| Billing Contact:                                             |                   |
| Title:                                                       |                   |
| Billing Phone Number:                                        |                   |
| Billing Email:                                               |                   |
| Billing Address:                                             |                   |
| Mailing Address: (If different from above)                   |                   |
| PO Number: (Info needed on Invoice (PO or Job#) if required) |                   |

**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:**  
**CivicPlus Pricing**  
**Approval Date:**  
**Expires On:**

Statement of Work  
Q-123715-1

1/17/2027

**Client:**  
City of Lander, WY

**Bill To:**  
LANDER CITY, WYOMING

| SALESPERSON     | Phone | EMAIL                         | DELIVERY METHOD | PAYMENT METHOD |
|-----------------|-------|-------------------------------|-----------------|----------------|
| Ashley Hardesty |       | ashley.hardesty@civicplus.com |                 | Net 30         |

## One-time(s)

| QTY  | PRODUCT NAME                                                  | DESCRIPTION                                                                                                                                                                                                    |
|------|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.00 | Municipal Websites Central: Migration Standard Implementation | All Publicly Available Non-time Sensitive Published Content Migrated While Maintaining Formatting. Spelling & Links Check Completed.                                                                           |
| 1.00 | Municipal Websites Central: Meeting Migration                 | All Publicly Available Word / PDF Formatted Meetings and Agendas Migrated                                                                                                                                      |
| 1.00 | Municipal Websites Central: Content Migration                 | Includes Full Setup and Configuration of Website Design Selected From 1 of 10 Layout Options                                                                                                                   |
| 1.00 | Municipal Websites Central: Group Training                    | Blended system training, online learning paired with access to a trainer for questions and learning reinforcement. Migration of the current year plus two previous years of simple meeting agendas and minutes |

## Recurring Service(s)

| QTY  | PRODUCT NAME                                                   | DESCRIPTION                                            |
|------|----------------------------------------------------------------|--------------------------------------------------------|
| 1.00 | Guardian Security (Cloudflare WAF/CDN)                         | Guardian Security (Cloudflare WAF/CDN)                 |
| 1.00 | DNS Hosting for .GOV Annual Fee Renewal                        | DNS Hosting for .GOV Annual Fee Renewal                |
| 1.00 | Municipal Websites Central: Starter Premium Annual Fee Renewal | Municipal Websites Central: Premium Annual Fee Renewal |

| QTY  | PRODUCT NAME                                                        | DESCRIPTION                                                              |
|------|---------------------------------------------------------------------|--------------------------------------------------------------------------|
| 1.00 | DNS & Domain Hosting Annual Fee Renewal                             | DNS & Domain Hosting Annual Fee Renewal                                  |
| 1.00 | Facilities Module Annual Fee Renewal                                | Facilities Module Annual Fee Renewal                                     |
| 1.00 | SSL Management CivicPlus Provided                                   | SSL Management CivicPlus Provided: URL                                   |
| 1.00 | Bid Postings Module Annual Fee Renewal                              | Bid Postings Module Annual Fee Renewal                                   |
| 1.00 | DNS and Domain Hosting Annual Fee                                   | DNS and Domain Hosting Annual Fee: URL                                   |
| 1.00 | Municipal Websites Central: Starter Hosting and Security Annual Fee | Municipal Websites Central: Module Based Hosting and Security Annual Fee |

|                                               |              |
|-----------------------------------------------|--------------|
| Total Investment - Initial Term               | USD 6,521.15 |
| Annual Recurring Services (Subject to Uplift) | USD 6,521.15 |

|                               |                                                             |
|-------------------------------|-------------------------------------------------------------|
| Initial Term                  | 1/17/2027 - 1/16/2028, Renewal Term 1/17 each calendar year |
| Initial Term Invoice Schedule | 100% Invoiced on Initial Term Start Date                    |

|                   |                                                                                     |
|-------------------|-------------------------------------------------------------------------------------|
| Renewal Procedure | Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date |
| Annual Uplift     | 5% to be applied in year 2                                                          |

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

**Acceptance of Quote # Q-123715-1**

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client SignatureCivicPlus

---

By (please sign):

---

By (please sign):

---

Printed Name:

---

Printed Name:

---

Title:

---

Title:

---

Date:

---

Date:

---

Organization Legal Name:

---

Billing Contact:

---

Title:

---

Billing Phone Number:

---

Billing Email:

---

Billing Address:

---

Mailing Address: (If different from above)

---

PO Number: (Info needed on Invoice (PO or Job#) if required)

**Hunt Field - Lander, Wyoming**  
**Apron Reconstruction and Replace Beacon**  
**Bid Tabulation (RE-BID)**

| <b>Bid Schedule 1 - General Apron Reconstruction (AIP Eligible)</b> |                                                                |          |      | <b>Engineer's Estimate</b> |              | <b>Century Companies</b> |              |               | <b>Wilson Brothers Const.</b> |                |               |
|---------------------------------------------------------------------|----------------------------------------------------------------|----------|------|----------------------------|--------------|--------------------------|--------------|---------------|-------------------------------|----------------|---------------|
| Item No.                                                            | Description                                                    | Quantity | Unit | Unit Cost                  | Cost         | Unit Cost                | Cost         | %             | Unit Cost                     | Cost           | %             |
| 1                                                                   | Contractor Quality Control Program                             | 1        | LS   | \$100,000.00               | \$100,000.00 | \$299,000.00             | \$299,000.00 | 199.00%       | \$25,000.00                   | \$25,000.00    | -75.00%       |
| 2                                                                   | Temporary Air and Water, Soil Erosion, and Siltation Control   | 1        | LS   | \$50,000.00                | \$50,000.00  | \$142,031.00             | \$142,031.00 | 184.06%       | \$15,000.00                   | \$15,000.00    | -70.00%       |
| 3                                                                   | Mobilization                                                   | 1        | LS   | \$231,997.20               | \$231,997.20 | \$315,000.00             | \$315,000.00 | 35.78%        | \$400,000.00                  | \$400,000.00   | 72.42%        |
| 4                                                                   | Asphalt Removal                                                | 16,330   | SY   | \$5.00                     | \$81,650.00  | \$5.65                   | \$92,264.50  | 13.00%        | \$11.00                       | \$179,630.00   | 120.00%       |
| 5                                                                   | Concrete Removal                                               | 70       | SY   | \$80.00                    | \$5,600.00   | \$65.00                  | \$4,550.00   | -18.75%       | \$15.00                       | \$1,050.00     | -81.25%       |
| 6                                                                   | Aircraft Tiedown Removal                                       | 55       | EA   | \$350.00                   | \$19,250.00  | \$170.00                 | \$9,350.00   | -51.43%       | \$500.00                      | \$27,500.00    | 42.86%        |
| 7                                                                   | Demo Storm Pipe Structure                                      | 1        | LS   | \$15,000.00                | \$15,000.00  | \$4,000.00               | \$4,000.00   | -73.33%       | \$7,500.00                    | \$7,500.00     | -50.00%       |
| 8                                                                   | Demo Retro Reflective Taxiway Edge Marker                      | 8        | EA   | \$150.00                   | \$1,200.00   | \$140.00                 | \$1,120.00   | -6.67%        | \$200.00                      | \$1,600.00     | 33.33%        |
| 9                                                                   | Class 1 Hand Placed Rip-Rap                                    | 12       | CY   | \$200.00                   | \$2,400.00   | \$425.00                 | \$5,100.00   | 112.50%       | \$300.00                      | \$3,600.00     | 50.00%        |
| 10                                                                  | Unclassified Excavation                                        | 11,500   | CY   | \$24.00                    | \$276,000.00 | \$20.00                  | \$230,000.00 | -16.67%       | \$20.00                       | \$230,000.00   | -16.67%       |
| 11                                                                  | Subgrade Preparation                                           | 14,600   | SY   | \$2.00                     | \$29,200.00  | \$2.50                   | \$36,500.00  | 25.00%        | \$10.00                       | \$146,000.00   | 400.00%       |
| 12                                                                  | Controlled Low-Strength Material                               | 9        | CY   | \$500.00                   | \$4,500.00   | \$475.00                 | \$4,275.00   | -5.00%        | \$350.00                      | \$3,150.00     | -30.00%       |
| 13                                                                  | Subbase Course                                                 | 6,600    | CY   | \$50.00                    | \$330,000.00 | \$105.00                 | \$693,000.00 | 110.00%       | \$70.00                       | \$462,000.00   | 40.00%        |
| 14                                                                  | Aggregate Base Course                                          | 2,500    | CY   | \$110.00                   | \$275,000.00 | \$115.00                 | \$287,500.00 | 4.55%         | \$95.00                       | \$237,500.00   | -13.64%       |
| 15                                                                  | Bituminous Surface Course                                      | 3,700    | TON  | \$180.00                   | \$666,000.00 | \$165.00                 | \$610,500.00 | -8.33%        | \$423.50                      | \$1,566,950.00 | 135.28%       |
| 16                                                                  | 18" HDPE Storm Pipe                                            | 30       | LF   | \$130.00                   | \$3,900.00   | \$110.00                 | \$3,300.00   | -15.38%       | \$125.00                      | \$3,750.00     | -3.85%        |
| 17                                                                  | Catch Basin                                                    | 2        | EA   | \$7,500.00                 | \$15,000.00  | \$7,500.00               | \$15,000.00  | 0.00%         | \$7,500.00                    | \$15,000.00    | 0.00%         |
| 18                                                                  | Bituminous Tack Coat                                           | 1,800    | GAL  | \$6.00                     | \$10,800.00  | \$6.00                   | \$10,800.00  | 0.00%         | \$13.75                       | \$24,750.00    | 129.17%       |
| 19                                                                  | Joint Sealant                                                  | 730      | LF   | \$15.00                    | \$10,950.00  | \$6.75                   | \$4,927.50   | -55.00%       | \$45.00                       | \$32,850.00    | 200.00%       |
| 20                                                                  | Concrete Valley Pan & Sidewalk                                 | 180      | SY   | \$150.00                   | \$27,000.00  | \$200.00                 | \$36,000.00  | 33.33%        | \$175.00                      | \$31,500.00    | 16.67%        |
| 21                                                                  | Aircraft Tiedowns                                              | 36       | EA   | \$1,500.00                 | \$54,000.00  | \$1,200.00               | \$43,200.00  | -20.00%       | \$1,200.00                    | \$43,200.00    | -20.00%       |
| 22                                                                  | 24" Concrete Curb & Gutter                                     | 215      | LF   | \$52.00                    | \$11,180.00  | \$65.00                  | \$13,975.00  | 25.00%        | \$90.00                       | \$19,350.00    | 73.08%        |
| 23                                                                  | One 2-inch Concrete Encased Conduit                            | 450      | LF   | \$35.00                    | \$15,750.00  | \$92.50                  | \$41,625.00  | 164.29%       | \$100.00                      | \$45,000.00    | 185.71%       |
| 24                                                                  | Size "B" L-867 Base Can and Cover                              | 2        | EA   | \$2,500.00                 | \$5,000.00   | \$1,585.00               | \$3,170.00   | -36.60%       | \$2,000.00                    | \$4,000.00     | -20.00%       |
| 25                                                                  | Retro Reflective Taxiway Edge Marker                           | 8        | EA   | \$400.00                   | \$3,200.00   | \$208.00                 | \$1,664.00   | -48.00%       | \$250.00                      | \$2,000.00     | -37.50%       |
| 26                                                                  | Install Non-Lighted Retro Reflective Sign on New Concrete Base | 1        | EA   | \$4,500.00                 | \$4,500.00   | \$6,051.00               | \$6,051.00   | 34.47%        | \$10,000.00                   | \$10,000.00    | 122.22%       |
| 27                                                                  | Temporary Marking                                              | 800      | SF   | \$9.00                     | \$7,200.00   | \$10.00                  | \$8,000.00   | 11.11%        | \$9.00                        | \$7,200.00     | 0.00%         |
| 28                                                                  | Permanent Marking                                              | 800      | SF   | \$10.00                    | \$8,000.00   | \$10.00                  | \$8,000.00   | 0.00%         | \$9.50                        | \$7,600.00     | -5.00%        |
| 29                                                                  | Remove Marking                                                 | 150      | SF   | \$50.00                    | \$7,500.00   | \$30.00                  | \$4,500.00   | -40.00%       | \$25.00                       | \$3,750.00     | -50.00%       |
| 30                                                                  | Seeding                                                        | 2        | AC   | \$7,000.00                 | \$14,000.00  | \$1,500.00               | \$3,000.00   | -78.57%       | \$2,250.00                    | \$4,500.00     | -67.86%       |
| 31                                                                  | Mulching                                                       | 2        | AC   | \$7,000.00                 | \$14,000.00  | \$2,375.00               | \$4,750.00   | -66.07%       | \$2,750.00                    | \$5,500.00     | -60.71%       |
|                                                                     |                                                                |          |      | <b>\$2,299,777.20</b>      |              | <b>\$2,942,153.00</b>    |              | <b>27.93%</b> | <b>\$3,566,430.00</b>         |                | <b>55.08%</b> |

**Hunt Field - Lander, Wyoming**  
**Apron Reconstruction and Replace Beacon**  
**Bid Tabulation (RE-BID)**

**Bid Schedule 2 - General Apron Reconstruction (State/Local)**

| Item No. | Description               | Quantity | Unit | Engineer's Estimate |             | Century Companies |             | %       | Wilson Brothers Const. |             | %       |
|----------|---------------------------|----------|------|---------------------|-------------|-------------------|-------------|---------|------------------------|-------------|---------|
|          |                           |          |      | Unit Cost           | Cost        | Unit Cost         | Cost        |         | Unit Cost              | Cost        |         |
| 32       | Asphalt Removal           | 650      | SY   | \$ 5.00             | \$3,250.00  | \$6.25            | \$4,062.50  | 25.00%  | \$8.50                 | \$5,525.00  | 70.00%  |
| 33       | Unclassified Excavation   | 400      | CY   | \$ 25.00            | \$10,000.00 | \$20.00           | \$8,000.00  | -20.00% | \$20.00                | \$8,000.00  | -20.00% |
| 34       | Subgrade Preparation      | 650      | SY   | \$ 2.00             | \$1,300.00  | \$2.50            | \$1,625.00  | 25.00%  | \$10.00                | \$6,500.00  | 400.00% |
| 35       | Subbase Course            | 300      | CY   | \$ 50.00            | \$15,000.00 | \$105.00          | \$31,500.00 | 110.00% | \$70.00                | \$21,000.00 | 40.00%  |
| 36       | Aggregate Base Course     | 110      | CY   | \$ 120.00           | \$13,200.00 | \$115.00          | \$12,650.00 | -4.17%  | \$95.00                | \$10,450.00 | -20.83% |
| 37       | Bituminous Surface Course | 170      | TON  | \$ 180.00           | \$30,600.00 | \$180.00          | \$30,600.00 | 0.00%   | \$423.50               | \$71,995.00 | 135.28% |
| 38       | Bituminous Tack Coat      | 80       | GAL  | \$ 6.00             | \$480.00    | \$6.00            | \$480.00    | 0.00%   | \$13.75                | \$1,100.00  | 129.17% |
|          |                           |          |      | \$73,830.00         |             | \$88,917.50       |             | 20.44%  | \$124,570.00           |             | 68.73%  |

**Bid Schedule 3 - General Apron Reconstruction (Local Only)**

| Item No. | Description               | Quantity | Unit | Engineer's Estimate |             | Century Companies |             | %       | Wilson Brothers Const. |             | %       |
|----------|---------------------------|----------|------|---------------------|-------------|-------------------|-------------|---------|------------------------|-------------|---------|
|          |                           |          |      | Unit Cost           | Cost        | Unit Cost         | Cost        |         | Unit Cost              | Cost        |         |
| 39       | Asphalt Removal           | 530      | SY   | \$ 5.00             | \$2,650.00  | \$6.25            | \$3,312.50  | 25.00%  | \$8.50                 | \$4,505.00  | 70.00%  |
| 40       | Unclassified Excavation   | 400      | CY   | \$ 24.00            | \$9,600.00  | \$20.00           | \$8,000.00  | -16.67% | \$20.00                | \$8,000.00  | -16.67% |
| 41       | Subgrade Preparation      | 530      | SY   | \$ 2.00             | \$1,060.00  | \$2.50            | \$1,325.00  | 25.00%  | \$10.00                | \$5,300.00  | 400.00% |
| 42       | Subbase Course            | 300      | CY   | \$ 50.00            | \$15,000.00 | \$105.00          | \$31,500.00 | 110.00% | \$70.00                | \$21,000.00 | 40.00%  |
| 43       | Aggregate Base Course     | 100      | CY   | \$ 115.00           | \$11,500.00 | \$115.00          | \$11,500.00 | 0.00%   | \$95.00                | \$9,500.00  | -17.39% |
| 44       | Bituminous Surface Course | 140      | TON  | \$ 180.00           | \$25,200.00 | \$180.00          | \$25,200.00 | 0.00%   | \$423.50               | \$59,290.00 | 135.28% |
| 45       | Bituminous Tack Coat      | 64       | GAL  | \$ 5.50             | \$352.00    | \$6.00            | \$384.00    | 9.09%   | \$13.75                | \$880.00    | 150.00% |
|          |                           |          |      | \$65,362.00         |             | \$81,221.50       |             | 24.26%  | \$108,475.00           |             | 65.96%  |

**Bid Schedule 4 - New Airport Beacon (AIP Eligible)**

| Item No. | Description                | Quantity | Unit | Engineer's Estimate |             | Century Companies |             | %       | Wilson Brothers Const. |             | %      |
|----------|----------------------------|----------|------|---------------------|-------------|-------------------|-------------|---------|------------------------|-------------|--------|
|          |                            |          |      | Unit Cost           | Cost        | Unit Cost         | Cost        |         | Unit Cost              | Cost        |        |
| 46       | Remove Existing Beacon     | 1        | LS   | \$ 10,000.00        | \$10,000.00 | \$7,500.00        | \$7,500.00  | -25.00% | \$12,500.00            | \$12,500.00 | 25.00% |
| 47       | New Airport Beacon         | 1        | LS   | \$ 28,000.00        | \$28,000.00 | \$23,000.00       | \$23,000.00 | -17.86% | \$32,500.00            | \$32,500.00 | 16.07% |
| 48       | New Airport Tip-Down Tower | 1        | LS   | \$ 75,000.00        | \$75,000.00 | \$61,000.00       | \$61,000.00 | -18.67% | \$72,500.00            | \$72,500.00 | -3.33% |
|          |                            |          |      | \$113,000.00        |             | \$91,500.00       |             | -19.03% | \$117,500.00           |             | 3.98%  |

| Bid Schedule         | Engineer's Estimate | Century Companies | %       | Wilson Brothers Const. | %      |
|----------------------|---------------------|-------------------|---------|------------------------|--------|
| 1-Gen Apron (AIP)    | \$2,299,777.20      | \$2,942,153.00    | 27.93%  | \$3,566,430.00         | 55.08% |
| 2-Gen Apron (St/Lcl) | \$73,830.00         | \$88,917.50       | 20.44%  | \$124,570.00           | 68.73% |
| 3-Gen Apron (Local)  | \$65,362.00         | \$81,221.50       | 24.26%  | \$108,475.00           | 65.96% |
| 4-New Beacon (AIP)   | \$113,000.00        | \$91,500.00       | -19.03% | \$117,500.00           | 3.98%  |
| 1+2+3+4 Total        | \$2,551,969.20      | \$3,203,792.00    | 25.54%  | \$3,916,975.00         | 53.49% |

**BID IRREGULARITIES**  
Century Companies  
No Irregularities

**BID IRREGULARITIES**  
Wilson Brothers Const.  
\*Mobilization limited to 10% of Bid \$391,697.50 = 10%  
\*Bid Schedule 2, Item 37 - written bid schedule submitted showed a unit price of \$423.50 with a total numeral price of \$59,290.00.  
\$423.50 x 170 TON = \$71,995.00. Total cost written in words reflected correct Total Bid Cost of \$124,570.00 for Bid Schedule #2

# NOTICE TO PROCEED

|                             |                                                                                                                                                                |                           |                               |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------------------|
| Owner:                      | <u>City of Lander, Wyoming</u>                                                                                                                                 | AIP Project No.:          | <u>3-56-0016-026/027-2026</u> |
|                             |                                                                                                                                                                | State Project No.:        | <u>ALN008/ALN019</u>          |
| Engineer:                   | <u>Ardurra Group, Inc.</u>                                                                                                                                     | Engineer's Project No.:   | <u>260028</u>                 |
| Contractor:                 | <u>Century Companies, Inc.</u>                                                                                                                                 | Contractor's Project No.: | <u></u>                       |
| Project:                    | <u>Hunt Field – Apron Reconstruction &amp; Replace Beacon</u>                                                                                                  |                           |                               |
| Contract Name:              | <b><u>Hunt Field – Apron Reconstruction &amp; Replace Beacon. Fremont County, Wyoming, AIP No. 3-56-0016-026/027-2026, State Project No. ALN008/ALN019</u></b> |                           |                               |
| Effective Date of Contract: |                                                                                                                                                                |                           |                               |

Owner hereby notifies Contractor that the Contract Times under the above Contract will commence to run on \_\_\_\_\_ pursuant to Paragraph 4.01 of the General Conditions.

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work will be done at the Site prior to such date.

In accordance with the Agreement:

The date by which Substantial Completion must be achieved is \_\_\_\_\_, and the date by which readiness for final payment must be achieved is \_\_\_\_\_.

Before starting any Work at the Site, Contractor must comply with the following:

- **Provide certificates of insurance which you are required to purchase and maintain in accordance with the Contract Documents**
- **Submit construction schedule to Engineer for review and approval**

Owner: **City of Lander, Wyoming**

By (signature): \_\_\_\_\_

Name (*printed*):

Title:

Date Issued:

Copy: Engineer

**NOTICE OF AWARD**

Date of Issuance:

|                   |                                       |                                                                   |
|-------------------|---------------------------------------|-------------------------------------------------------------------|
| Owner:            | City of Lander, Wyoming               | AIP No. 3-56-0016-026/027-2026<br>State Project No. ALN008/ALN019 |
| Engineer:         | Ardurra Group, Inc.                   | Engineer's Project No.: 260028                                    |
| Project:          | Apron Reconstruction & Replace Beacon |                                                                   |
| Contract Name:    | Apron Reconstruction & Replace Beacon |                                                                   |
| Bidder:           | Century Companies, Inc.               |                                                                   |
| Bidder's Address: | PO Box 579, Lewiston, MT 59457        |                                                                   |

You are notified that Owner has accepted your Bid dated **June 24, 2026** for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

**Hunt Field – Apron Reconstruction & Replace Beacon. Fremont County, Wyoming, AIP No. 3-56-0016-026/027-2026, State Project No. ALN008/ALN019.**

The Contract Price of the awarded Contract is **\$3,203,792.00**. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

**3** unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner **3** counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):
  - a. Certificate of Insurance listing **City of Lander and Ardurra Group, Inc.** as additional Insureds.
  - b. Preliminary Project Schedule including milestones and final completion dates.
  - c. Award of this Contract is Subject to the approval of the Federal Aviation Administration.
  - d. The Contractor should be prepared to receive a Notice to Proceed with an effective date for commence of construction around April of 2027.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents .

Owner: **City of Lander, Wyoming**

By *(signature)*: \_\_\_\_\_

Name *(printed)*: \_\_\_\_\_

Title: \_\_\_\_\_

Copy: Engineer

**JUVENILE JUSTICE SERVICES OF FREMONT COUNTY AGREEMENT**

THIS AGREEMENT ("Agreement") is entered into effective as of July 1, 2026 ("Effective Date"), by and between Juvenile Justice Services of Fremont County, a Fremont County governmental program ("JUVENILE JUSTICE SERVICES"), and the City of Lander, Wyoming, a Wyoming municipal corporation, whose mailing address is 240 Lincoln Street, Lander, Wyoming 82520 ("CITY").

**RECITALS**

**WHEREAS**, CITY needs additional information on juvenile offenders to determine the best course of action when juveniles are cited for criminal violations; and,

**WHEREAS**, CITY needs supervisors for juveniles ordered to probation and prosecutorial probation; and,

**WHEREAS**, the Single Point of Entry process may require juvenile offenders to attend and participate in various intervention and educational programs; and,

**WHEREAS**, JUVENILE JUSTICE SERVICES OF FREMONT COUNTY have the facilities and staff to obtain information and report on juvenile offenders, to supervise juveniles placed on probation, and has instituted appropriate programs for juvenile offenders; and,

**WHEREAS**, the parties desire to cooperate in providing juvenile assessment, diversion, probation supervision, and related services for juvenile offenders appearing before the Lander Municipal Court; and,

**WHEREAS**, CITY and JUVENILE JUSTICE SERVICES OF FREMONT COUNTY acknowledge that the service being provided by JUVENILE JUSTICE SERVICES OF FREMONT COUNTY pursuant to this agreement is a public benefit, the parties also acknowledge that it is the goal of both parties that JUVENILE JUSTICE SERVICES OF FREMONT COUNTY continues working to obtain funding from other sources other than the City to provide the facilities and staff to obtain information and report on juvenile offenders, to supervise juveniles placed on probation, and continue its programs for juvenile offenders because the CITY due to present funding set forth in the Wyoming Statutes must rely on the legislature for its funding. CITY may not be able to purchase services at the level described herein and therefore, cannot make any commitment to provide future funding for the services described in this agreement except as specifically set forth herein.

### **TERMS AND CONDITIONS**

**NOW THEREFORE**, in consideration of the above recitals and the mutual benefits contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged by both parties, and the Parties hereby agree as follows:

- 1) **SERVICES.** JUVENILE JUSTICE SERVICES OF FREMONT COUNTY shall interview each juvenile offender cited with violating a provision of the Lander Municipal Code who contacts JUVENILE JUSTICE SERVICES OF FREMONT COUNTY prior to arraignment.
  - a) An intake interview will, at a minimum, consist of the following:
    - i) Interview the juvenile offender separate from any accompanying family or friends, *excepting parent(s) or guardian(s)*;
    - ii) Interview the accompanying parent, guardian, family member, or friend(s), as may be appropriate, separate from the juvenile; and
    - iii) Meet with the juvenile, together with parent(s) or guardians(s) to discuss the criminal process, deferred prosecution and other pertinent information.
  - iv) JUVENILE JUSTICE SERVICES OF FREMONT COUNTY shall provide a report on each juvenile to the City Prosecutor at least three (3) days prior to the juvenile's arraignment date. The report will include, but is not limited to:
    - (1) Information provided by the juvenile;
    - (2) Information provided by the juvenile's parent(s) or guardian(s);
    - (3) Information obtained from collateral sources confirming or contradicting juvenile's parents' or guardians' information;
    - (4) Information from school teachers, principal, and/or counselor(s) as appropriate;
    - (5) Information from any source with whom the juvenile has significant contact, as appropriate and relevant;
    - (6) Information regarding prior and pending violations of law; and,
  - v) JUVENILE JUSTICE SERVICES OF FREMONT COUNTY's recommendation for the juvenile.

(1) If a juvenile is sentenced and upon request from the Court, JUVENILE JUSTICE SERVICES OF FREMONT COUNTY will perform a pre-sentence investigation, prepare a report that includes, but is not limited to, the terms listed in paragraph 3(a) above; and submit the report, verbally, to the court at the juvenile's sentencing.

(2) JUVENILE JUSTICE SERVICES OF FREMONT COUNTY shall provide supervision for juvenile offenders, order by the Court and/or City Prosecutor to probation and deferred prosecution. Supervision shall include, but is not limited to:

- (i) Periodic meetings with each juvenile as determined by JUVENILE JUSTICE SERVICES OF FREMONT COUNTY;
- (ii) Track the juvenile's completion and compliance of specific probation or pre-court diversion terms;
- (iii) Administer drug and alcohol screen as required; and
- (iv) Provide written notification to the Prosecutor when substantive violations or concerns occur which would impact the current fulfillment of the deferred prosecution agreement.

vi). JUVENILE JUSTICE SERVICES OF FREMONT COUNTY shall administer appropriate programs for juvenile offenders. These programs may include, but are not limited to, the Work Alternatives Program (community service); Moral Reconciliation Therapy (MRT); drug and alcohol screening in cooperation with the Wyoming State Chemical Testing Laboratory; educational or cognitive intervention programs; and such other programs as JUVENILE JUSTICE SERVICES determines are appropriate for the juvenile and consistent with applicable law.

vii). JUVENILE JUSTICE SERVICES OF FREMONT COUNTY agrees to perform such other duties as reasonably requested by the Prosecutor and shall perform such duties as ordered by the Court.

viii). JUVENILE JUSTICE SERVICES shall perform all services in a professional manner consistent with applicable professional standards, Wyoming law, and accepted juvenile justice practices.

viv). Nothing in this Agreement shall obligate JUVENILE JUSTICE SERVICES to perform services beyond those expressly described herein unless agreed to in writing by both parties.

- 2) **CONSIDERATION.** In consideration of the services provided under this Agreement, CITY shall pay JUVENILE JUSTICE SERVICES the total amount of \$35,000.00. Payment shall be made only after receipt and approval by CITY of the required quarterly reports and supporting documentation demonstrating expenditures incurred in providing services under this Agreement. CITY may request additional reasonable documentation to verify expenditures before payment is made.
- 3) **TERM.** The term of this Agreement shall be from July 1, 2026, through June 30, 2027, unless sooner terminated pursuant to the terms of this Agreement.
- 4) **REPORTING.**
  - a) JUVENILE JUSTICE SERVICES OF FREMONT COUNTY agrees to provide CITY with written quarterly financial reports, including but not limited to: balance sheet and income statement. Upon reasonable notice, CITY or its authorized representative may from time to time inspect, audit and make copies of PROVIDER'S books and records that relate to this Agreement. JUVENILE JUSTICE SERVICES shall retain all financial records relating to this Agreement for a minimum of three (3) years following expiration or termination of this Agreement and shall make such records available to CITY upon reasonable request.
  - b) JUVENILE JUSTICE SERVICES OF FREMONT COUNTY agrees to provide annual reports indicating the number of intake interviews performed, the number of Probationers currently supervised; the number of pre-sentence investigations requested and completed; and the status of all cases initiated or administered by the Lander Police Department, Prosecutor and the Court. The annual report shall include such other information reasonably requested by CITY.

- 5) **TERMINATION.** This Agreement may be terminated by either party for any reason or no reason at all, upon thirty (30) days written notice of intent to terminate delivered by the terminating party to the other party at the non-terminating party's usual place of business. In the event of termination by CITY, CITY agrees to make payment to JUVENILE JUSTICE SERVICES OF FREMONT COUNTY a prorated amount for the current quarter through the termination date if payment is in arrears unless termination is due to the unavailability of funds as described in Section 6, below.
- 6) **DEFAULT.** If either party materially breaches this Agreement, the non-breaching party shall provide written notice describing the breach. The breaching party shall have thirty (30) days after receipt of the notice to cure the breach, unless the breach cannot reasonably be cured within that period and the breaching party has commenced and is diligently pursuing corrective action. If the breach is not timely cured, the non-breaching party may terminate this Agreement in addition to any other remedies available by law.
- 7) **AVAILABILITY OF FUNDS.** CITY'S obligation to pay JUVENILE JUSTICE SERVICES OF FREMONT COUNTY for services rendered pursuant to this agreement is conditional upon the availability of funds, which are allocated to pay JUVENILE JUSTICE SERVICES OF FREMONT COUNTY hereunder. If, in the sole discretion of the CITY, funds are not available for CITY to pay JUVENILE JUSTICE SERVICES OF FREMONT COUNTY for the performance of the services, CITY may terminate this agreement at any time in its discretion without further liability or obligation. CITY shall notify JUVENILE JUSTICE SERVICES OF FREMONT COUNTY at the earliest possible time if this agreement will or may be affected by a shortage or unavailability of funds. No liability shall accrue to CITY in the event termination of this agreement occurs. CITY shall not be obligated or liable for any future payments due or promised hereunder or for any damages to JUVENILE JUSTICE SERVICES OF FREMONT COUNTY or any other person or entity as a result of termination under this section.

- 8) **CONFORMANCE WITH LAWS.** JUVENILE JUSTICE SERVICES shall comply with all applicable federal, state, and local laws, ordinances, regulations, court rules, and lawful governmental requirements in performing services under this Agreement. JUVENILE JUSTICE SERVICES shall not unlawfully discriminate in the performance of services under this Agreement.
- 9) **CONFIDENTIALITY.** JUVENILE JUSTICE SERVICES shall maintain the confidentiality of all juvenile records and information obtained in connection with this Agreement in accordance with all applicable federal, state, and local laws governing juvenile records and court proceedings. Nothing in this Agreement authorizes disclosure of confidential information except as permitted by law.
- 10) **INDEMNIFICATION.** To the extent permitted by Wyoming law, JUVENILE JUSTICE SERVICES shall indemnify and hold harmless the CITY, its elected officials, officers, employees, volunteers, and agents from and against any claims, demands, damages, liabilities, losses, costs, and expenses arising out of the negligent acts or omissions of JUVENILE JUSTICE SERVICES, its officers, employees, or agents in the performance of this Agreement. Nothing herein shall be construed as requiring either party to indemnify the other for the other party's own negligence or wrongful acts.
- 11) **INSURANCE.** JUVENILE JUSTICE SERVICES shall maintain, at its own expense, insurance coverage or participation in a governmental self-insurance or risk pool reasonably sufficient to cover liabilities arising from the performance of this Agreement, including workers' compensation coverage as required by Wyoming law and such general liability or governmental risk coverage as is customarily maintained by similarly situated governmental entities. Upon reasonable request, JUVENILE JUSTICE SERVICES shall provide evidence of such coverage.
- 12) **NOTICES.** Any notice required or permitted under this Agreement shall be in writing and shall be deemed given when personally delivered, sent by certified United States Mail, return receipt requested, nationally recognized overnight delivery service, or electronic mail with confirmation of receipt, addressed to the parties at the addresses set forth in this Agreement or to such other address as either party may designate in writing.

- 13) **MODIFICATION.** No modification of the terms of this Agreement shall be effective unless such modification is in writing and signed and dated by the parties.
- 14) **ASSIGNMENT.** This Agreement is not assignable without prior written consent of the parties.
- 15) **GOVERNMENTAL IMMUNITY.** Nothing contained in this Agreement shall be construed as a waiver of any governmental immunity, defense, limitation of liability, or other protection available to either party under the Wyoming Governmental Claims Act or other applicable law. The parties expressly reserve all immunities, defenses, and limitations available under Wyoming law.
- 16) **CHOICE OF LAW.** The laws of the State of Wyoming govern this agreement.
- 17) **SEVERABILITY.** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.
- 18) **VENUE.** Any legal action arising out of or relating to this Agreement shall be brought exclusively in the District Court of Fremont County, Wyoming.
- 19) **WAIVER.** The failure of either party to insist upon strict performance of any provision of this Agreement or to exercise any right provided herein shall not constitute a waiver of that provision or any other provision of this Agreement.
- 20) **FORCE MAJEURE.** Neither party shall be liable for any delay or failure to perform its obligations under this Agreement when such delay or failure results from causes beyond its reasonable control, including acts of God, natural disasters, epidemics, war, civil disturbances, governmental actions, or other events that could not reasonably have been anticipated or avoided. The affected party shall provide prompt notice of such event and shall resume performance as soon as reasonably practicable.
- 21) **PARAGRAPH HEADINGS.** The paragraph headings contained herein are for convenience in reference and are not intended to define or limit the scope of any provision of this Agreement.

- 22) **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties concerning the subject matter hereof and supersedes all prior negotiations, representations, understandings, and agreements, whether oral or written. This Agreement may be amended only by a written instrument executed by both parties.
- 23) **RELATIONSHIP OF PARTIES.** It is specifically understood and agreed that the relationship of the parties is that of independent contractors and that the officers, employees, and agents of one party are not acting as the officers, employees, or agents of the other. Neither party shall make any representation of being the officer, agent, or employee of the other.
- 24) **COUNTERPARTS AND ELECTRONIC SIGNATURES.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument. Signatures transmitted electronically or by PDF shall be deemed original signatures for all purposes.

**IN WITNESS WHEREOF**, the parties have executed this Agreement effective as of the Effective Date.

THE BOARD OF COMMISSIONERS OF  
FREMONT COUNTY:

By: CHAIRMAN Date

ATTEST:

Julie Freese, County Clerk Date

City of Lander:

By: Missy White, Mayor Date

ATTEST:

Rachelle Fontaine, City Clerk Date

**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:**  
**CivicPlus Pricing**  
**Approval Date:**  
**Expires On:**

Statement of Work  
Q-147425-1  
7/24/2026 2:53 PM  
9/22/2026

**Client:**  
City of Lander, WY

**Bill To:**  
LANDER CITY, WYOMING

| SALESPERSON   | Phone | EMAIL                       | DELIVERY METHOD | PAYMENT METHOD |
|---------------|-------|-----------------------------|-----------------|----------------|
| Michelle Rima |       | michelle.rima@civicplus.com |                 | Net 30         |

One-time(s)

| QTY  | PRODUCT NAME                                                  | DESCRIPTION                                  |
|------|---------------------------------------------------------------|----------------------------------------------|
| 1.00 | Recreation Management<br>Virtual Training (Half Day<br>Block) | Training (Virtual) - half day, up to 4 hours |

|                                               |            |
|-----------------------------------------------|------------|
| Total Investment - Prorated Year 1            | USD 750.00 |
| Annual Recurring Services (Subject to Uplift) | USD 0.00   |

Total Days of Quote:294

|                               |                                                                                    |
|-------------------------------|------------------------------------------------------------------------------------|
| Initial Term                  | Beginning at signing and ending 5/13/2027,<br>Renewal Term 5/14 each calendar year |
| Initial Term Invoice Schedule | 100% invoiced at signing, to be<br>prorated based on signature date.               |

The Annual Recurring Services subscription fee for the Products (as described above) included in this SOW are prorated and co-terminated to align with the Client's current billing schedule and the Annual Recurring Services amount will subsequently be added to Client's Term and regularly scheduled annual invoices under the terms of the Agreement. This Statement of Work ("SOW") shall be subject to the terms and conditions of Master Services Agreement signed by and between the Parties and the applicable Solutions and Services Terms and Conditions located at: <https://www.civicplus.help/docs/civicplus-legal-stuff> (collective, the "Agreement"). By signing this SOW, Client expressly agrees to the terms and conditions of the Agreement, as though set forth herein.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

**Acceptance of Quote # Q-147425-1**

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client SignatureCivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)