



June 11, 2026

Mr. Shawn Schloesser  
Associate Director – Transportation Planning Services  
City of Mankato  
10 Civic Center Plaza  
Mankato, MN 56001

Re: Proposal for Professional Engineering Services  
Taxiway A/D/E Intersection Reconstruction & Airfield Marking Enhancement  
Mankato Regional Airport (MKT)  
TKDA Project No. 0023266.001

Dear Mr. Schloesser:

Pursuant to our Professional Services Agreement dated April 1, 2024, TKDA is hereby authorized to proceed with the Engineering Services in connection with the **Taxiway A/D/E Intersection Reconstruction & Airfield Marking Enhancement at Mankato Regional Airport (MKT)** hereinafter called the Project. Hereinafter, the **City of Mankato** is referred to as the OWNER.

## I. PROJECT DESCRIPTION

The intersection between Taxiway A, Taxiway D, and Taxiway E currently exists as a multi-node intersection with nonstandard intersection angles. In addition, the taxiway pavements are quickly approaching the end of their design life. The taxiway intersection shall be reconstructed and realigned to provide two standard taxiway intersections with 90-degree intersection angles to provide enhanced pilot situational awareness and conform with modern FAA standards.

With the construction of the Air Traffic Control Tower at Mankato Regional Airport expected to become operational in 2028-2029, it is necessary to enhance the taxiway markings across the airfield to facilitate safe movement of aircraft ground movement. A movement/non-movement boundary shall be established as well as runway hold positions shall receive enhanced taxiway centerline markings and runway hold position surface painted signs.

The OWNER has requested that TKDA provide engineering assistance for the Project. Construction administration will consist of the following, to be completed as one construction project, funded through the Federal (FAA), State (MnDOT Aeronautics) and Local funding sources:

Professional Services to be provided by TKDA for the Project include the following major items of work:

- Part C – Construction Phase Services
- Part D – Closeout Phase

Part A and Part B for Project Formulation Phase and Design Phase services have been provided for under a previous Authorization.

## II. SERVICES TO BE PROVIDED BY TKDA

The OWNER has requested that TKDA provide the following services for the Project:

### C. CONSTRUCTION PHASE SERVICES

During construction, our team will be an active resource for the OWNER to ensure the Taxiway A/D/E Intersection Reconstruction and Airfield Marking Enhancement project is constructed as designed. This begins at the pre-construction meeting to establish a clear communication path with the Contractor and Subcontractors to ensure they are aware of contract requirements and project expectations. During the day-to-day construction phase, we will review and approve submittals, perform survey verification, conduct material testing, coordinate with the OWNER and Contractor, answer Requests for Information (RFIs), perform full-time construction observation, and provide inspection reports. We will review Contractor

requests for payment and provide final punch-list inspection and close-out documentation.

1. Assist with OWNER in the execution of Construction Contract Documents.
2. Conduct the Pre-Construction conference to be attended by the Contractor, Subcontractors, OWNER, airport stakeholders, and others as may be requested by the OWNER. Prepare and submit minutes to all attendees. [This task assumes an in-person conference to be attended by the Project Manager, Senior Civil Engineer, and Graduate Civil Engineer.]
3. Consult with and advise the OWNER during construction and act as the OWNER's representative as provided in the Construction Contract Documents, including project management of the engineering services. [This task assumes construction consultation provided by the Project Manager, Senior Civil Engineer, for 2 hours per week for a duration of 8 weeks, and by the Electrical Engineer for 2 hours per week for a duration of 3 weeks.]
4. Interpret Plans and Specifications during construction.
5. Review and respond to Requests for Information (RFIs). [This task assumes 4 hours per RFI to be reviewed by the Civil Engineer for up to 8 RFIs and 4 hours per RFI to be reviewed by the Electrical Engineer and Graduate Electrical Engineer for up to 2 RFIs.]
6. Review and process required Submittals & Shop Drawings to determine compliance with the Construction Contract Documents. [This task assumes 1 hour per submittal for up to 4 submittals by the Senior Civil Engineer, 24 submittals by the Civil Engineer, 8 submittals by the Electrical Engineer, and 4 submittals by the Graduate Electrical Engineer.]
7. Review Proposal Requests and Issue Change Orders (PR/CO), if necessary. [This task assumes 8 hours per PR/CO for up to 2 PR/COs for the Civil Engineer and 1 PR/CO for the Electrical Engineer.]
8. Conduct Weekly Construction Progress Meetings to be attended by the Contractor, Subcontractors, OWNER, and airport stakeholders. [ This task assumes 6 hours per meeting, including meeting preparation, facilitation, and meeting minutes distribution, for up to 10 weeks to be attended by the Project Manager.]
9. Perform site visits for special construction inspection. [This task assumes a rate of 8 hours per site visit for up to 4 site visits by the Civil Engineer for construction startup and asphalt paving operations, 2 site visits by the Senior Civil Engineer for asphalt paving operations, and 4 site visits by the Graduate Electrical Engineer for electrical installation.
10. Provide a Resident Project Representative (RPR) at the site for up to 10 weeks (55 hours per week) for general construction. The Resident Project Representative will be TKDA's agent or employee under TKDA's supervision. The Resident Project Representative's dealings in matters pertaining to the on-site work shall be only with the OWNER and the Contractor, and dealings with Subcontractors shall only be through or with full knowledge of the Contractor. Written communication with the OWNER will only be through or as described by TKDA. Through the observations of the work in progress and field checks of materials and equipment by the Resident Project Representative, TKDA shall endeavor to provide further protection for the OWNER against defects and deficiencies in the work of the Contractor; but the furnishing of such Resident Project Representative will not make TKDA responsible for construction means, methods, techniques, sequences or procedures, or for the safety precautions or programs, or for the Contractor's failure to perform its work in accordance with the Contract Documents.
11. Conduct construction verification surveys during construction. [This task assumes 8 site visits by the Surveyor at a rate of 8 hours per site visit.]
12. Coordinate with contracted Geotechnical Construction Testing Company to schedule and complete material testing and special inspections in accordance with technical specifications.
13. Review field test data for compliance with specifications.
14. Coordinate with the Fixed Based Operator (FBO) to provide updates and coordination on construction schedule and airfield pavement closures.

15. Review Weekly Payrolls of prime Contractor and all subcontractors and advise Contractor of deficiencies. [This task assumes 2 hours per payroll review by the Administrative Assistant for a duration of 10 weeks.]
16. Review and make recommendations on request for Partial Payments. [This task assumes 4 hours per review by the Project Manager for a total of 5 Partial Payment reviews.]
17. Provide administrative assistance relative to state and federal airport funding. Administrative assistance includes, but is not limited to, preparation and submittal of Sponsor's Quarterly Performance Reports to the FAA and assistance with the submittal of credit applications to MnDOT Aeronautics.
18. Perform Final Inspection of Project site. [This task assumes 1 site visit by the Project Manager, Senior Civil Engineer, Graduate Civil Engineer, Electrical Engineer, and Graduate Electrical Engineer at a rate of 8 hours per site visit.]

#### D. CLOSEOUT PHASE

1. Prepare Construction Management Report and summary and provide to FAA.
2. Conduct As-Built survey of project area.
3. Prepare the Project As-Built Record Drawings and submit to OWNER.
4. Update ALP to reflect As-Built project..
5. Prepare FAA Grant Closeout Report and submit to MnDOT and the FAA for approval.

### III. ADDITIONAL SERVICES

If authorized in writing by the OWNER, we will furnish or obtain from others Additional Services of the types listed below which are not considered as basic services under this Proposal. Additional Services shall be billable on an Hourly Time and Materials basis and such billings shall be over and above any maximum amounts set forth in this Proposal.

- A. Environmental Assessments other than CATEX.
- B. Professional Land Surveyor Services, other than those listed in SECTION II.
- C. Additional site visits to Mankato Regional Airport, other than those required for services listed in SECTION II.
- D. Radio Car Operator services.

### IV. CLIENT RESPONSIBILITIES

These responsibilities shall be as set forth in Article 9 of the Professional Services Agreement and as further described or clarified hereinbelow:

- A. Designate one individual to act as a representative with respect to the work to be performed, and such person shall have complete authority to transmit instructions, receive information, interpret and define policies, and make decisions with respect to critical elements pertinent to the Project. This individual shall be identified in the signature block area of this Proposal.
- B. Provide TKDA with access to the site as required to perform services listed in SECTION II.
- C. Provide reviews of materials furnished by TKDA in a reasonable and prompt manner so the Project schedule can be maintained.

### V. PERIOD OF SERVICE

We would expect to start our services promptly upon receipt of your written acceptance of this Proposal and estimate to complete SECTION II services in accordance with the schedules to be established for the Project.

### VI. COMPENSATION

Compensation to TKDA for services provided as described in SECTION II of this Proposal shall be on a Lump Sum or Hourly Time and Materials basis in an amount not to exceed **\$215,200**, as summarized below. Our detailed Project Fee Estimate is attached.

|                                                |                     |
|------------------------------------------------|---------------------|
| Section II.C: Construction Phase (HOURLY COST) | \$205,600.00        |
| Section II.D: Closeout Phase (LUMP SUM)        | \$9,600.00          |
| <b>Total Not to Exceed Amount</b>              | <b>\$215,200.00</b> |

Payment shall be made in accordance with Article 4 of the Professional Services Agreement.

The level of effort required to accomplish SECTION II services can be affected by factors which are beyond our control. Therefore, if it appears at any time charges for services rendered under SECTION II will exceed the above, we agree we will not perform services or incur costs which will result in billings in excess of such amount until we have been advised by you additional funds are available and our work can proceed.

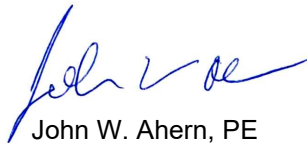
#### **VII. CONTRACTUAL INTENT**

We thank you for the opportunity to submit this Authorization request. We agree this letter will constitute an authorization under our Professional Services Agreement upon signature by an authorized official of the City of Mankato the return of a signed original to us. This Authorization request will be open for acceptance for **60** days, unless the provisions herein are changed by us in writing prior to that time. Please feel free to contact Robert Rapp directly at 218-391-4568 or [robert.rapp@tkda.com](mailto:robert.rapp@tkda.com) if you have any questions.

Sincerely,



Robert Rapp, PE  
Project Manager



John W. Ahern, PE  
Vice President-Aviation

Attachments: Project Fee Estimate  
2026 Rate Sheet  
Braun Intertec Proposal

ACCEPTED FOR CITY OF MANKATO

By: \_\_\_\_\_  
Signature Printed Name/Title Date

CLIENT DESIGNATED REPRESENTATIVE:

\_\_\_\_\_  
Name/Title Phone Email

RDR:JWA:dad





## 2026 SCHEDULE OF ACTUAL HOURLY RATES

| <u>Classification</u>                                                                                                                                    | <u>Range of Direct Hourly Rates*</u> |    |             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----|-------------|
| Senior Management (Chief Officer, Vice President, Program Director)                                                                                      | \$ 92.00                             | to | \$ 114.00   |
| Senior Professional Staff (Registered Engineer, Architect, Landscape Architect, Scientist, GIS Analyst, Planner, and Technical or Market Manager)        | \$ 46.00                             | to | \$ 109.00   |
| Radio Car Operator                                                                                                                                       | \$ 43.00                             | to | \$ 101.00   |
| Engineering, Architectural, Planning, or GIS Specialist II                                                                                               | \$ 41.00                             | to | \$ 99.00    |
| Engineering, Architectural, Planning, or GIS Specialist I                                                                                                | \$ 36.00                             | to | \$ 62.00    |
| Professional Staff (Registered Engineer, Architect, Landscape Architect, Planner, GIS Analyst, Land Surveyor, Scientist, or Certified Interior Designer) | \$ 31.00                             | to | \$ 78.00    |
| Graduate Staff (Professional-Track Engineer, Architect, Landscape Architect, Planner, GIS Analyst, Land Surveyor, Scientist, or Interior Designer)       | \$ 26.00                             | to | \$ 57.00    |
| Technician III                                                                                                                                           | \$ 31.00                             | to | \$ 68.00 ** |
| Technician II                                                                                                                                            | \$ 20.00                             | to | \$ 47.00 ** |
| Technician I                                                                                                                                             | \$ 20.00                             | to | \$ 42.00 ** |
| Administrative Staff (Controls, Accounting)                                                                                                              | \$ 31.00                             |    | \$ 71.00    |

\* Rates effective until December 31, 2026.

\*\* For hours worked over 40 hours per week individuals are billed at one and one-half times the above rates.

*In addition to hourly charges, TKDA shall be reimbursed for direct expenses actually incurred. Unless otherwise approved by the Client, direct expenses for travel and subsistence will be billed at or up to applicable IRS and US GSA published rates. TKDA shall be reimbursed for subconsultant fees at the amount billed TKDA plus 10%.*

Notes:

1. Overhead Costs shall be calculated as the Direct Hourly Rate times TKDA's Overhead Multiplier Rate of 165.2%. This is slightly lower than our MnDOT audited rate.

2. For Hourly Rate Authorizations, Direct Rates will be subject to an Hourly Rate Multiplier of 3.05, which includes Overhead Costs and Fee (Profit).

3. For Hourly Cost Reimbursement Plus Fixed Fee Authorizations, the Fixed Fee shall be 15% of the Direct Salary Costs and Overhead Costs amount initially approved under the Authorization.

City of Mankato

June 9, 2026

Proposal 10013486\_001

Robert Rupp, PE

**TKDA**

3311 East Old Shakopee Road, Suite 300  
Bloomington, MN 55425

Re: Proposal for Construction Materials Testing Services  
MKT Taxiway A/D/E Intersection Reconstruction  
FAA AIP NO. 3-27-0055-043-2026  
State Project No. SP A0701-131  
Mankato Municipal Airport  
3030 North Airport Road  
Mankato, Minnesota

Dear Mr. Rapp:

Braun Intertec Corporation (Braun Intertec) respectfully submits this proposal to provide quality acceptance observation and testing services during site grading, crushed aggregate base preparation, and bituminous paving for the MKT Taxiway A/D/E Intersection Reconstruction project in Mankato, Minnesota.

We have completed the geotechnical evaluation for this project, so we have a unique understanding of the site and construction challenges. We can aid the construction team by applying this experience and transferring our knowledge developed during the design phase which will provide professional continuity to the construction. Our work on the project to date gives us familiarity with the project team and design development which allows us to understand some of the considerations used when developing the project's design.

## Our Understanding of Project

We understand this project provides for the reconstruction and realignment of the intersection between Taxiways A, D, and E. This project also includes the installation of pavement markings such runway hold position markings, surface painted hold position signs, enhanced taxiway centerline markings, and nonmovement boundary markings.

## Available Project Information

This proposal was prepared using the following documents and information.

- Project Manual, Construction Drawings, and Materials Acceptance Testing Table prepared by TKDA, dated April 14, 2026.
- Geotechnical Exploration Report prepared by Braun Intertec under project number B2508392, and dated February 13, 2026.



## Scope of Services

Services are performed under the direction of a licensed professional engineer. Observation and testing services will be performed on an on-call, as-needed basis as requested and scheduled by you or your on-site project representative. After reviewing available information to determine compliance with project plans and/or specifications and other design or construction documents, our scope of services for the project will be limited to the tasks defined below.

### Soil Related Services

- Measure the in-place dry density, moisture content and relative compaction of the subgrade, granular material, and reclaimed aggregate base course placed for pavement support for compliance with the project documents. This task includes performing laboratory Proctor tests to provide maximum dry densities from which the relative compaction of fill can be determined, as well as the use of a nuclear density gauge to measure in-place dry densities and moisture contents. If the relative compaction of crushed aggregate base material is not able to be determined with a nuclear density gauge, we propose to use a dynamic cone penetrometer (DCP) to determine compaction of the material.
- Provide test-roll observations of the pavement subgrade soils and/or aggregate base layer to determine if the materials tested are capable of supporting the pavement.
- Sample and test granular material and reclaimed aggregate base materials for compliance with the project documents. This task includes laboratory gradation, Atterberg limits, percent crushed, and Los Angeles abrasion testing of the materials.

### Bituminous Related Services

- Sample and test bituminous pavement materials for compliance with the project documents. This task includes Rice specific gravity, and Gyratory density tests of the bituminous.
- Measure the thickness and density of the compacted bituminous pavement by the core method per FAA P-401 for compliance with the project documents.

### Consulting, Project Communication and Reporting Services

- Project management, including scheduling of our field personnel.
- Review observation reports, test reports, and communicating with you and the parties you may designate such as the project contractor(s), and other project team members, as needed.
- Transmit test results to the project team on a weekly basis.

## Basis of Scope of Work

The costs associated with the proposed scope of services were estimated using the following assumptions. If the construction schedule is modified or the contractor completes the various phases of the project at different frequencies or durations than shown in this proposal, we may need to adjust the overall cost



accordingly. The scope of work and number of trips required to perform these services are as shown in the attached table. Notable assumptions in developing our estimate include:

- It will take 22 trips to complete the nuclear density gauge testing on this project.
- Bituminous paving will be completed in 4 days.
- All material samples will be tested at our Bloomington, Minnesota lab.
- The project engineer of record will review and approve contractor's quality control submittals and test results.
- You, or others you may designate, will provide us with current and approved plans and specifications for the project. Modification to these plans must also be sent to us so we can review their incorporation into the work.
- We will require a minimum of 24 hours' notice for scheduling inspections for a specific time. Shorter than 24 hours' notice may impact our ability to perform the requested services, and the associated impacts will be the responsibility of others.

If the work is completed at different rates than described above, this proposal should be revised. If the pace of construction is different than described above, this proposal should be revised.

## Cost and Invoicing

We will furnish the services described herein for an estimated fee of **\$34,443**. **Our estimated costs are based on industry averages for construction production. Depending on the contractor's performance, our costs may be significantly reduced or slightly higher than estimated.** A tabulation showing our estimated hourly and/or unit rates associated with our proposed scope of services is also attached. The actual cost of our services will be based on the actual units or hours expended to meet the requirements of the project documents.

This cost estimate was developed with the understanding that the scope of services defined herein will be required and requested during our normal work hours of 6:00 a.m. to 5:00 p.m., Monday through Friday. Services that we are asked to provide to meet the project requirements or the contractor's construction schedule outside our normal business hours will be invoiced using an overtime rate factor. The factor for services provided **outside** our normal work hours or on Saturday will be 1.25 times the listed hourly rate for the service provided. The factor for services provided on Sunday or legal holidays will be 1.5 times the listed hourly rate for the service provided. We have not included premiums for overtime in our cost estimate; however, we recommend that allowances and contingencies be made for overtime charges. You will be billed only for services provided on a time and materials basis.

Because our services are directly controlled by the schedule and performance of others, the actual cost may vary from our estimate. It is difficult to project all of the services and the quantity of services that may be required for any project. If services are required that are not discussed above, we will provide them at the rates shown in the attached table or, if not shown, at our current Schedule of Charges. We will invoice you on a monthly basis.



## General Remarks

We based the proposed fee on the scope of services described and the assumption that you will authorize our services within 30 days and that others will not delay us beyond our proposed schedule. If anything in this proposal is not consistent with your requirements, please let us know immediately.

Our services will be provided under the terms of our Master Subcontractor Agreement with TKDA, dated March 7, 2023.

We appreciate the opportunity to present this proposal to you. We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components. Braun Intertec will not release any written reports until we have received a signed agreement. Ordering services from Braun Intertec constitutes acceptance of the terms of this proposal.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact John Rutherford at 612.718.8461 or jrutherford@braunintertec.com.

Sincerely,

### Braun Intertec Corporation

John P. Rutherford  
Supervisor, Senior Project Manager

Steven A. Thayer, PE  
Senior Manager, Senior Engineer

Attachment:  
Cost Estimate Table

The proposal is accepted, and Braun Intertec is authorized to proceed.

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Authorizer's Firm

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Authorizer's Signature

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Authorizer's Name (please print or type)

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Authorizer's Title

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Date

**Fee Estimate**  
**10013486\_001**  
**MKT Taxiway A/D/E Intersection Reconstruction**

**Client:**  
TKDA

**Work Site Address:**  
Mankato Regional Airport  
3030 North Airport Road  
Mankato, Minnesota 56001

|                                                                 | Qty/Hours | Rate   | Amount             |
|-----------------------------------------------------------------|-----------|--------|--------------------|
| <b>Task 1: Taxiway A/D/E</b>                                    |           |        |                    |
| <b>Subtask 1.1: Soils Testing</b>                               |           |        | <b>\$18,958.00</b> |
| Soil Compaction Testing - Nuclear                               | 66.00     | 110.00 | \$7,260.00         |
| P-152 Subgrade Excavation 6 Trips @ 3 Hr                        | 18.00     |        |                    |
| P154 Granular (Noncohesive) 6 Trips @ 3 Hr                      | 18.00     |        |                    |
| P-209 Crushed Aggregate Base 10 Trips @ 3 Hr                    | 30.00     |        |                    |
| Proofroll Observations                                          | 24.00     | 125.00 | \$3,000.00         |
| Test Roll Observation - Subgrade Excavation 6 Trips @ 4 Hr      | 24.00     |        |                    |
| Soil Sample pick-up                                             | 26.00     | 110.00 | \$2,860.00         |
| Gradations & Proctors 26 Ea @ 1 Hr                              | 26.00     |        |                    |
| Nuclear moisture-density meter charge, per hour                 | 66.00     | 63.00  | \$4,158.00         |
| Trip Charge                                                     | 28.00     | 60.00  | \$1,680.00         |
| <b>Subtask 1.2: Bituminous Testing</b>                          |           |        | <b>\$3,240.00</b>  |
| Asphalt Verification Testing                                    | 24.00     | 125.00 | \$3,000.00         |
| P-401 Acceptance Testing (production/test strip) 4 Trips @ 6 Hr | 24.00     |        |                    |
| Trip Charge                                                     | 4.00      | 60.00  | \$240.00           |
| <b>Subtask 1.3: Laboratory Testing</b>                          |           |        | <b>\$7,695.00</b>  |
| Soil Sieve Analysis with 200 wash, each                         | 20.00     | 175.00 | \$3,500.00         |
| Soil Proctor MD Relationship (Modified) ASTM D1557 each         | 6.00      | 278.00 | \$1,668.00         |
| Soil Atterberg Limits LL and PL, Single-Pt, ASTM D4318 each     | 2.00      | 150.00 | \$300.00           |
| Los Angeles Abrasion (ASTM C131)                                | 1.00      | 196.00 | \$196.00           |
| Aggregate Percent Crushed ASTM D5821 each                       | 1.00      | 123.00 | \$123.00           |
| Asphalt Rice Specific Gravity ASTM D3203 each                   | 4.00      | 123.00 | \$492.00           |
| Asphalt Gyratory Gravity ASTM D6925 each                        | 4.00      | 278.00 | \$1,112.00         |
| Asphalt Thickness and Density of Core ASTM D2726 each           | 4.00      | 76.00  | \$304.00           |
| <b>Subtask 1.4: Project Management</b>                          |           |        | <b>\$4,550.00</b>  |
| Senior Project Manager                                          | 2.00      | 215.00 | \$430.00           |
| Project Assistant I                                             | 8.00      | 105.00 | \$840.00           |
| Project Control Specialist I                                    | 2.00      | 160.00 | \$320.00           |
| Project Manager                                                 | 16.00     | 185.00 | \$2,960.00         |
| <b>Task 1 Total:</b>                                            |           |        | <b>\$34,443.00</b> |
| <b>Project Total</b>                                            |           |        | <b>\$34,443.00</b> |