

TASK ORDER NUMBER 13

This Task Order No. 13 is in response to RFQ #24-002 Architectural and Engineering Consulting Services for New General Aviation Terminal Building between Gainesville-Alachua County Regional Airport Authority (Owner) and Michael Baker International, Inc. (Engineer). Task Order No. 13 includes the following scope of services (Exhibit A) and the attached cost proposal (Exhibit B):

A. SCOPE OF SERVICES

I Project Description

The Gainesville Regional Airport (GNV) intends to develop a new General Aviation (GA) Terminal (PROJECT) to replace the existing General Aviation facilities located on the central GA ramp at Gainesville Regional Airport (GNV). The proposed General Aviation Terminal will be constructed in a similar location to the existing terminal which will be demolished as part of the project. The University Air Center (UAC) that currently operates the facility, will relocate to a temporary facility while the new GA Terminal is constructed. GACRAA has previously approved Task Order #12 for Michael Baker to provide design and bid phase services. GACRAA has requested that Michael Baker perform the services below under a subsequent Task Order.

1.1 Scope Summary

Michael Baker International (CONSULTANT) will provide Professional Engineering and Architectural Consultant Services for the PROJECT. The services anticipated to be performed under this task order include: Construction Administration, Materials Testing, and Resident Project Representative (RPR) services.

II Project Management and Accounting

2.1 Client Coordination

The CONSULTANT shall provide periodic updates to GNV on project status. This will include the project kickoff meeting, weekly meetings for the duration of the project and coordination with GNV staff on project related meetings. Additionally, in response to GNV requests, the scope includes frequent and timely coordination between the CONSULTANT Team and the GNV, other federal, state and local officials, and the general public. CONSULTANT will conduct the meetings and prepare the meeting agendas and provide meeting minutes to meeting attendees.

Deliverable: Meeting Summaries for coordination and review meetings.

2.2 Contract & Schedule Management

This task involves the internal management of the contract including general project bookkeeping, cost tracking, billing, filing, record keeping and contract coordination with project sub-consultants. The Project Manager (PM) will maintain and monitor project schedules to ensure critical milestones are met by the design team. The PM will monitor the project for any changes in scope and advise GNV if they occur.

Deliverables: Monthly Status Reports Schedule updates and FAA 5370-1 Construction Progress and Inspection Reports will be provided with each invoice.

2.3 Team Coordination

The PM will be readily available to the design team, coordinate review and regulatory agency approvals, and schedule/conduct design team meetings. The PM will keep GNV apprised of the work progress, schedule, and anticipated review dates by means of phone calls, emails or review meeting minutes. The PM will be the point person for interfacing with GNV, Tenants, and Consultants. Additionally, PM will coordinate with the appropriate subconsultants to ensure the required staff availability on key project issues. Additionally, any DBE goal accomplishment forms for monthly progress reports will be completed as required.

The Project Team consists of the following member Firms:

<u>Firm</u>	<u>Responsibility</u>
Michael Baker Int.	Site Planning, Architecture, Structural, Fire Protection, Stormwater
EDA Consultants, Inc.	Stormwater
Cal-Tech Testing, Inc.	Materials Testing
Garver	Mechanical, Electrical, & Plumbing
BlueLeaf Landscape	Landscape Architecture and Irrigation

2.4 Quality Control

A key component independent of the Quality Control (QC) process is to ensure the overall design is consistent with the airports desired objectives. The PM will prepare a project specific quality management plan (PSQMP) and actively monitor the QC process for compliance with the PSQMP to ensure the objectives are met.

3.0 Construction Administration

- 3.1 The CONSULTANT shall prepare conformed contract documents that incorporate changes made by Addenda, the executed construction contract between the Contractor and GNV, bonds, surety, and listing of bidder submittal items.
- 3.2 The CONSULTANT shall attend and administer the preconstruction conference. CONSULTANT Team attendees shall include the PM, Engineer of Record, Architect of Record and RPR. The FAA PM will be invited to attend. The CONSULTANT shall prepare and distribute minutes of the meeting.
- 3.3 CONSULTANT team members shall make weekly visits to the site to observe the progress of the various aspects of Contractor(s)' work. Based on information obtained during such visits and on such observations, CONSULTANT shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and CONSULTANT shall keep GNV informed of the progress of the work. Team members making site visits shall include the PM, Civil Engineer of Record (EOR), Architect of Record, Mechanical/Plumbing/Fire Protection EOR, Building Electrical EOR will make site visits during construction. For estimating purposes, a total of 52 site visits is assumed.
- 3.4 CONSULTANT shall not supervise, direct or have control over Contractor(s)'s work nor shall CONSULTANT have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor(s) furnishing and

performing their work. Accordingly, CONSULTANT can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.

- 3.5 Defective Work: During such visits and on the basis of such observations, CONSULTANT may disapprove of or reject Contractor(s)' work while it is in progress if CONSULTANT believes that such work will not produce a completed PROJECT that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the PROJECT as reflected in the Contract Documents.
- 3.6 Interpretations and Clarifications: CONSULTANT shall issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare work directive changes and change orders as required.
- 3.7 Shop Drawings: CONSULTANT shall review and approve (or take other appropriate action in respect of) Shop Drawings, samples and other data which Contractor(s) are required to submit, but only for conformance with the design concept of the PROJECT. Such reviews and approvals or other action shall not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto. As part of the submittals review, CONSULTANT will check each for Buy American compliance.
- 3.8 Substitutes: CONSULTANT shall evaluate and determine the acceptability of substitute materials and equipment proposed by Contractor(s). CONSULTANT will check proposed substitute materials for Buy American compliance.
- 3.9 Inspections and Tests: CONSULTANT shall have authority, as GNV's representative, to require special inspection or testing of the work, and shall receive and review all certificates of inspections, tests and approvals required by laws, rules, regulations, ordinances, codes, orders or the Contract Documents (but only to determine generally that their content complies with the requirements of, and the results certified indicate compliance with, the Contract Documents).
- 3.10 Disputes between GNV and Contractor: CONSULTANT shall act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder and make decisions on all claims of GNV and Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. CONSULTANT shall not be liable for the results of any such interpretations or decisions rendered in good faith.
- 3.11 Applications for Payment: Based on CONSULTANT's on-site observations as an experienced and qualified design professional, on information provided by the Resident Project Representative and on review of applications for payment and the accompanying data and schedules:
 - CONSULTANT shall determine the amounts owing to Contractor(s) and recommend in writing payments to Contractor(s) in such amounts. Such recommendations of payment will constitute a representation to GNV, based on such observations and review, that the work has progressed to the point indicated, and that, to the best of CONSULTANT's knowledge, information and belief, the quality of such work is generally in accordance with the Contract Documents (subject to an evaluation of such work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract

Documents and to any other qualifications stated in the recommendation). In the case of unit price work, CONSULTANT's recommendations of payment will include determinations of quantities and classifications of such work (subject to any subsequent adjustments allowed by the Contract Documents).

- By recommending any payment, CONSULTANT will not thereby be deemed to have represented that exhaustive, continuous or detailed reviews or examinations have been made by CONSULTANT to check the quality or quantity of Contractor(s)'s work as it is furnished and performed beyond the responsibilities specifically assigned to CONSULTANT in this AGREEMENT and the Contract Documents. CONSULTANT's review of Contractor(s)' work for the purposes of recommending payments will not impose on CONSULTANT responsibility to supervise, direct or control such work or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto or Contractor(s) compliance with laws, rules, regulations, ordinances, codes or orders applicable to their furnishing and performing the work. It will also not impose responsibility on CONSULTANT to make any examination to ascertain how or for what purposes any Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any of the work, materials or equipment has passed to GNV free and clear of any lien, claims, security interests or encumbrances, or that there may not be other matters at issue between GNV and Contractor that might affect the amount that should be paid.

- 3.12 Contractor(s)' Completion Documents: CONSULTANT shall receive and review maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection, tests and approvals which are to be assembled by Contractor(s) in accordance with the Contract Documents (but such review will only be to determine that their content complies with the requirements of, and in the case of certificates of inspection, tests and approvals the results certified indicate compliance with, the Contract Documents); along with Engineer's Certifications of Completion, and shall transmit them to GNV with written comments.
- 3.13 Inspections: CONSULTANT shall conduct an inspection to determine if the work is substantially complete and a final inspection to determine if the completed work is acceptable to GNV, FAA and other governing agencies so that CONSULTANT may recommend, in writing, final payment to Contractor(s) and may give written notice to GNV and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed). For estimating purposes, the PM, Airside Engineer of Record (EOR), Landside EOR, Architect of Record, Mechanical/Plumbing/Fire Protection EOR, Building Electrical EOR, Airside Electrical EOR, Landscape Architect and Fueling System Engineer will make both substantial and final completion inspections.
- 3.14 Quality Assurance (Q/A) Testing: The CONSULTANT's subconsultant (Cal-Tech Testing, Inc.) will perform Q/A testing during construction to insure proper construction of any drainage structures, subgrade preparation, foundations, building slabs, pavement base and surface course. CONSULTANT shall review testing results for conformance with the construction documents.
- 3.15 Record Drawings: The CONSULTANT shall compile a final set of construction documents that reflect the final as-built conditions of the project. This will include incorporation of a final asbuilt survey by the contractor as well as other change orders, field order or construction directives that were issued.

- 3.16 Limitation of Responsibilities: CONSULTANT shall not be responsible for the act or omissions of any Contractor, or of any subcontractor or supplier, or any of the Contractor(s)' or subcontractor's or supplier's agents or employees or any other persons (except CONSULTANT's own employees and agents) at the site or otherwise furnishing or performing any of the Contractor(s)' work; however, nothing contained in paragraphs 11.1 through 11.15 inclusive, shall be construed to release CONSULTANT from liability for failure to properly perform duties and responsibilities assumed by CONSULTANT in the Contract Documents.

Deliverables: Deliverables for Phase 3 will include the Preconstruction Conference Minutes, Submittals/Shop Drawings, Change Orders, Pay Applications, Site Visit Reports, Record Drawings, Certificate of Substantial Completion, Certificate of Final Completion and Grant Closeout Packages.

4.0 Resident Inspection

CONSULTANT shall perform Resident Project Representative services in accordance with the following:

- 4.1 General: The CONSULTANT shall provide one (1) part-time Resident Project Representative (RPR) engaged onsite for an average of 20-hours per week for 52 weeks. RPR will be CONSULTANT's agent at the site, will act as directed by and under the supervision of CONSULTANT, and will confer with CONSULTANT regarding construction activities. RPR's dealings in matters pertaining to the onsite work shall, in general, be with the CONSULTANT and Contractor, and dealings with subcontractors shall only be through or with the full knowledge of Contractor. Written communication with GNV will be only through or as directed by CONSULTANT.

- 4.2 Duties and Responsibilities of RPR shall be as follows:

- Schedules: Review the progress schedule, schedule of shop drawing submissions, and schedule of values prepared by Contractor and consult with the CONSULTANT concerning acceptability.
- Conferences and Meetings: Attend meetings with Contractor such as preconstruction conferences, weekly progress meetings and other conferences as required in consultation with CONSULTANT and notify those expected to attend in advance. Prepare and circulate copies of minutes thereof.
- Liaison:
 - 4.2.1 Serve as the CONSULTANT's liaison with Contractor, working principally with Contractor's superintendent and assist him in understanding the intent of the contract documents. Assist the CONSULTANT in serving as GNV's liaison with the Contractor when the Contractor's operations affect GNV's onsite operations.
 - 4.2.2 As requested by the CONSULTANT, assist in obtaining from GNV additional details or information, when required at the job site for proper execution of the work.
- Shop Drawings and Samples:
 - 4.2.3 Collect, distribute and record the date of receipt of shop drawings and samples, receive samples which are furnished at the site by Contractor, and notify the CONSULTANT of their availability for examination.

- 4.2.4 Track the status of submittals against construction activities and advise the CONSULTANT and Contractor or its superintendent immediately of the commencement of any work requiring a shop drawing or sample submission if the submission has not been approved by the CONSULTANT.
- Review of Work, Rejection of Defective Work, Inspection and Tests:
 - 4.2.5 Conduct onsite observations of the work in progress to assist CONSULTANT in determining if the work is proceeding in accordance with the contract documents and that completed work will conform to the contract documents.
 - 4.2.6 Report to the CONSULTANT whenever RPR believes that any work is unsatisfactory, faulty, or defective or does not conform to the contract documents or does not meet the requirements of any inspections, tests, or approval required to be made or has been damaged prior to final payment, and advise the CONSULTANT when he believes work should be corrected or rejected or should be uncovered for observation or requires special testing, inspection, or approval.
 - 4.2.7 Verify that tests, equipment, and systems startups and operating and maintenance training are conducted as required by the contract documents and in presence of the appropriate personnel, and that Contractor maintains adequate records thereof; observe, record, and report to the CONSULTANT appropriate details relative to test procedures and startups.
 - 4.2.8 Accompany visiting inspectors representing public or other agencies having jurisdiction over the PROJECT, record the results of these inspections, and report to CONSULTANT.
 - Interpretation of Contract Documents: Collect, record and transmit to CONSULTANT requests for clarification and/or interpretation of the contract documents from the Contractor. Track, record and distribute responses to Contractor the CONSULTANT's clarifications and interpretations of the contract documents.
 - Modifications: Consider and evaluate Contractor's suggestions for modifications in drawings or specifications and report them with RPR's recommendations to CONSULTANT. Transmit to Contractor decisions as issued by CONSULTANT.
 - Quality Assurance (QA) Testing: Coordinate and schedule independent QA material testing activities and track that all required QA Testing is being performed in a timely manner.
 - Records:
 - 4.2.9 Maintain at the job site orderly files for correspondence, reports of job conferences, shop drawings and samples submissions, reproductions of original contract documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the contract, CONSULTANT's clarifications and interpretations of the contract documents, progress reports and other project related documents.
 - 4.2.10 RPR Daily Reports: Keep a diary or log book, recording hours on the job site, construction activities and locations, weather conditions, data relative to Contractor's

questions or extras or deductions, quantities of materials installed on the PROJECT, list of visiting officials and representatives of manufacturers, fabricators, suppliers, and distributors, daily activities, decisions, observations in general and specific observations in more detail as in the case of the observing test procedures. Send copies to the CONSULTANT and GNV.

4.2.11 Record all contractors, subcontractors, and major suppliers of materials and equipment present on site each day.

- Reports:

4.2.12 Furnish to CONSULTANT, GNV, and the Federal Aviation Administration periodic reports as required of the progress of the work and Contractor's compliance with the approved progress schedule and schedule of shop drawing submissions.

4.2.13 Consult with the CONSULTANT in advance of scheduled major tests, inspections, or start of important phases of the work.

4.2.14 Report immediately to the CONSULTANT upon the occurrence of any accident.

4.2.15 Review and certify Contractor's payroll submittals for compliance with Federal law pertaining to classification and wage rates, and certify compliance in writing ending September 30 of each year project is active.

- Payment Requests: Review applications for payment with Contractor for with the established procedure for their submission (i.e. quantity verification, format, etc.) and forward them with recommendations to the CONSULTANT, noting particularly their relation to the schedule of values, work completed, and material and equipment delivered at the site but not incorporated in the work.

- Certificates, Maintenance and Operation Manuals: During the course of the work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by Contractor are applicable to the items actually installed; and deliver this material to the CONSULTANT for his review and forwarding to GNV prior to final acceptance of the work.

- Completion:

4.2.16 Before the CONSULTANT issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction.

4.2.17 Conduct final inspection in the company of CONSULTANT, GNV, and Contractor and prepare a final list of items to be completed or corrected.

4.2.18 Verify that all items on final list have been completed or corrected and make recommendations to the CONSULTANT concerning acceptance.

4.2.19 Project Closeout: Collect and deliver to CONSULTANT for compilation into the Contractor(s)' Completion Documents in paragraph 11.12, the as-built survey, Release of Lien waivers/affidavits, QA Testing Reports, RPR Daily Logs and Final Pay Requests.

4.3 Limitation of Resident Project Representative's Authority:

Except upon written instruction of the CONSULTANT, RPR:

- Shall not authorize any deviation from the contract documents or approve any substitute materials or equipment.
- Shall not exceed limitations of the CONSULTANT's authority as set forth in the contract documents.
- Shall not undertake any of the responsibilities of Contractor, subcontractors, or Contractor's superintendent, or expedite the work.
- Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences, or procedures of construction unless such is specifically called for in the contract documents.
- Shall not issue directions as to Contractor's safety programs in connection with the work.
- Shall not accept Shop Drawing or sample submittals from anyone other than Contractor.
- Shall not authorize GNV to occupy or utilize the PROJECT in whole or in part, without the approval of CONSULTANT.
- Shall not participate in specialized field or laboratory tests, or inspections conducted by others except as specifically authorized by CONSULTANT.

Deliverables: Deliverables for Phase 4 will include the Inspector's Daily Reports, Q/A Testing Reports, and Contractor Closeout Documents (One (1) hardcopy and electronic (pdf) format of each).

5.0 Grant Closeout Package

As part of a grant closeout package, the CONSULTANT will prepare a Final Construction Report in accordance with FAA grant closeout requirements. This Report shall consist of the following elements and appendices:

Part A – Project Overview

1. Work Accomplished
2. Project Photographs
3. Summary of Key Dates
4. Construction Contract Time
5. QA Materials Testing Summary
6. Final Inspection and Punch List

Part B – Project Costs

7. Administrative Costs
8. Preliminary Costs
9. Architectural/Engineering Basic Fees
10. Project Inspection Fees
11. Sponsor Force Account
12. Construction Costs
13. Miscellaneous Costs
14. FAA Ineligible Costs

Part C – Compliance and Certification

- 15. Buy American Provisions
- 16. DBE Provisions
- 17. Labor Provisions
- 18. Environmental Requirement

Appendix A

- Summary of Key Dates
- Summary of Contract Time and Liquidated Damages
- Project Photographs
- Final Inspection Report/Walk Through Minutes
- Punch List Items Tracking/Completion Document
- Engineer's Statement of Completion

Appendix B

- Final Project Costs Summary
- Statement of Distribution of Project Costs
- Invoices for Administrative Costs
- Invoices for Preliminary Costs
- Final Invoice for Design/Bidding
- Final Invoice for Construction Admin/Observation, QA Materials Testing
- Sponsor Force Account Documentation
- Executed Construction Change Orders
- Executed Contractor's Final Payment Application/Request

Appendix C

- Shop Drawings Submittals Log (includes Buy American Compliance)
- DBE Participation Summary
- DBE Subcontractor(s) "Receipt of Final Payment" Statement
- Contractor Lien Waivers/Release

6.0 Direct Expenses

- 6.1 Direct expenses shall be for project related expenses (such as reproduction, travel, permit fees etc.). A Not-To-Exceed amount will be established in the contract except for a lump sum amount shall be provided for Task 5.0, Grant Closeout Package.

7.0 Schedule

The following task durations are the basis for the manhour fee estimate. Some tasks below will be performed concurrently.

TASK	DURATION (Calendar Days)
Construction Administration	360
Resident Inspection	360

Submit final invoice to GNV within 30 calendar days of punch list completion	30
Submit Final Construction Report to GNV and FAA within 90 calendar days of the final payment to the Contractor	90

8.0 Assumptions and Exclusions

- 8.1 RPR Field Office shall be provided in the Construction Contract documents to be provided by the Contractor and are not included in this scope of work.

III GACRAA RESPONSIBILITIES

- The GNV will prepare and submit any FAA Grant Close-out documentation.
- The GNV will provide access to the site and all information pertinent to this Project, including access to drawings and documents on existing conditions with the Project limits.
- The GNV will provide access to pertinent information regarding airport property, boundary, easement, right-of-way, obstruction survey, and other information necessary for the design and permitting of the Project.

IV DESIGNATION OF STAFF

Michael Baker International, Inc. hereby designates the following staff to this project. Any changes to staff that may be required due to staff loss or unforeseen circumstances shall occur only after consultation with and approval from GACRAA staff.

Project Principal - Brian Russell, P.E.
Project Manager – Matthew Collado, P.E.

B. PAYMENT

Total NTE amount of \$621,652.10 as described in Exhibit B.

Invoices for payment shall be submitted monthly and shall include an executed progress report and a monthly/cumulative DBE report on the forms attached to this Task Order.

C. EFFECTIVE DATE

This Task Order No. 13 is effective as of _____.

D. SPECIAL TERMS & CONDITIONS:

Assumption & Exclusions

- GNV may negotiate additional contract(s) with Michael Baker for services beyond the scope of this project for PROJECT related services not specifically identified above.
- The FDEP-NPDES Permit will be obtained by the Contractor prior to construction.

E. CIVIL RIGHTS

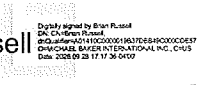
Michael Baker International, Inc., warrants no person or business, on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise

subjected to discrimination in the provision of awarded services under this task order, 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

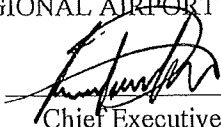
F. ACCEPTANCE

By signature, the parties hereto accept the provision of this Task Order No. 13.

ENGINEER:
MICHAEL BAKER INTERNATIONAL, INC.

By:  Brian Russell, P.E.

OWNER:
GAINESVILLE-ALACHUA COUNTY
REGIONAL AIRPORT AUTHORITY

By:  Chief Executive Officer

Date: 09.29.26

Date: 29 SEP 26

Federal Aviation Authority:

Brian Tompkins, P.E.

By: _____

Date: _____

MONTHLY PROGRESS REPORT GA TERMINAL CONSTRUCTION SERVICES 2026

Progress reports must be submitted with each consulting invoice and are required for payment. These reports are submitted to the FAA and FDOT as part of required quarterly reports, reimbursement requests,

and closeout documentation. Invoices received without progress reports are considered incomplete and will be rejected. The following information is required on all progress reports as applicable.

Progress Report #: TO# 13-____
Work Through Date: _____
Submitted By: Michael Baker International
Project/Task Order # GA Terminal Construction Services. TO#13
Funding: FDOT: FAA ELIGIBLE 438739-3. FDOT FAA INELIGIBLE 438739-4
AIP: 3-12-0028-____-____ (pending)
Purchase Order # 9845-99

% of completion of tasks itemized in Agreement and shown on purchase order.

TASK	DESCRIPTION	%COMPLETE
Task 1	Construction Administration	
Task 2	Resident Inspection	

PROGRESS REPORT NUMBER: TO# 13-____

Report number should match invoice #, example TO#13-1 would be the first invoice submitted under TO# 13. This is the GNV invoice number assigned to these reports regardless of the number generated internally by the engineering firm. Engineering firm job and invoice numbers are for the firm's internal use only. If the invoice is the final invoice on the specified task order it should be so indicated.

WORK-THROUGH DATE:

Reporting period must match Work Through period on invoice, starting with the day after the closing date of the previous invoice.

REPORT PREPARED BY: John D. Engineer, Project Manager, ABC Corporation.
Name, relationship to project and firm.

Signature: _____

PART A. GENERAL DESCRIPTION OF WORK PERFORMED DURING THE REPORTING PERIOD

All services itemized in Task Order #1, and claimed on the invoice should be covered. Percentage of work completed shall be determined by the total dollar amount allocated in the task order for each service. Totals for itemized services must match entries in Part G "Total Task Order Percent Complete".

PART B. UNUSUAL CIRCUMSTANCES ENCOUNTERED:

PART C. INPUT/COMMENT/APPROVAL ACTIONS REQUIRED:

PART D. DELAYS IN PROSECUTING WORK:

PART E. POTENTIAL EXTRA WORK ITEMS:

PART F. COMMENTS AND RECOMMENDATIONS:

If the percentage of task order funds expended is substantially different from the percentage of work completed, information entered in Parts B through F should explain this difference.

PART G. TOTAL % of TASK ORDER COMPLETION:

DBE MONTHLY REPORT

DATE: _____ GNV Invoice #: _____ WORK THROUGH DATE: _____

PROJECT: GA TERMINAL CONSTRUCTION SERVICES

Total Contract Value: \$ _____

DBE Goal (2.5%): \$ _____

Name of DBE Subcontractor	Address	Type of Work	Earned this Month	Earned to Date
(Use Additional Sheets as Necessary)			Subtotal All DBE	
DBE % of Total Contract Earned to Date			DBE % of Total DBE Goal Earned To Date	
			% of Overall Contract Complete	

The undersigned hereby affirms and declares that the firms listed above were actually employed in the performance of work/services under this contract and that each such firm earned and has been paid the amount stated above for this work.

Signature: _____

Title: _____