



Beaufort County Airports Board

Chairman

CHRIS BUTLER

Vice Chairman

JAMES STARNES

Committee Members

HOWARD ACKERMAN
MARK BAILEY
LESLIE ADLAM FLORY
NICHOLAS MESENBURG
DAVID NELEMS
RICH SELLS
THOMAS SHEAHAN
BRIAN TURRISI

Airports Director

JON REMBOLD

County Administrator

MICHAEL MOORE

Airports Senior Administrative Specialist

ROCIO REXRODE

Physical Address

Hilton Head Island Airport
120 Beach City Road
Hilton Head Is, SC 29926

Mailing Address

Airport Administration
26 Hunter Road
Hilton Head, SC 29926
(843) 255.2942
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Beaufort County Airports Board Agenda

Council Chambers – Hilton Head Island

One Town Center Court, Hilton Head, SC 29928

Thursday, January 8, 2026, at 10:00 AM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT (FOIA)
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – [NOVEMBER 13, 2025](#)
- VI. PUBLIC COMMENT (Limit comments to three minutes)
- VII. DIRECTOR'S REPORT
 1. Airport Financials – First Quarter
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS

ACTION ITEMS:

 1. GRANT ACCEPTANCE (HXD) - RECOMMENDATION TO APPROVE A RESOLUTION TO ACCEPT **SCAC** GRANT IN THE AMOUNT OF \$42,625.00 FOR AIRPORT APPROACH TREE MITIGATION – [VOTE](#)
 2. GRANT ACCEPTANCE (ARW) - RECOMMENDATION TO APPROVE A RESOLUTION TO ACCEPT **SCAC** GRANT IN THE AMOUNT OF \$46,775.00 FOR AIRPORT WEATHER OBSERVING SYSTEM (AWOS) RELOCATION – [VOTE](#)
 3. WORK AUTHORIZATION (ARW) - RECOMMENDATION TO APPROVE TALBERT, BRIGHT, AND ELLINGTON WORK AUTHORIZATION **2119-2503** FOR AIRPORT WEATHER OBSERVING SYSTEM (AWOS) RELOCATION – [VOTE](#)
- X. CHAIRMAN UPDATE
- XI. COMMITTEE REPORTS
- XII. CITIZEN COMMENT (Limit comments to three minutes)
- XIII. ADJOURNMENT

NEXT MEETING:

THURSDAY, FEBRUARY 5, 2026, AT 10:00 AM (**FIRST THURSDAY**)

LOCATION: **TBD**

MINUTES

Beaufort County Airports Board

November 13, 2025 | 10:00 am | Meeting called to order by Chairman Chris Butler
[Video and Transcript](#)

ATTENDANCE

Present: Howard Ackerman, Brian Turrisi, Mark Bailey, Rich Sells, Leslie Adlam Flory, Jim Starnes, Thomas Sheahan, and David Nelems

Absent: Chris Butler and Nick Mesenburg

County Staff: Jon Rembold, Airports Director; Stephen Parry, Deputy Airports Director; Jeremy Mathes, ARFF Chief; and Rocio Rexrode, Airports Senior Administrative Specialist.

Beaufort County Council Liaison: Tom Reitz

Hilton Head Island Town Council Liaison: Melinda Tunner

Public: Judy Elder, Talbert, Bright and Ellington, Inc.

AGENDA ADOPTION

The November 13, 2025, BCAB meeting agenda was adopted with unanimous consent.

APPROVAL OF MINUTES

Mark Bailey made a motion to approve the October 9, 2025, meeting minutes. Howard Ackerman seconded the motion. All were in favor, and the motion passed.

PUBLIC COMMENTS

Tom Reitz mentioned serving in the role of County Council Liaison for approximately three years, and working with staff to identify and interview strong candidates for the BCAB, which resulted in a solid pool of qualified individuals currently awaiting appointment. He emphasized the need to improve communication and streamline the appointment process to avoid losing candidates, noting that some have been waiting for several months. He requested collaboration with staff and leadership to clarify procedures, ensure current candidates are placed appropriately, and maintain the strong level of community engagement and interest in the board.

DIRECTOR'S REPORT

- **TERMINAL UPDATE:**

Steve Parry reported that the terminal project is approaching the two-year mark, having begun in February. He informed that substantial completion is projected for mid-March, with final completion anticipated around mid-April, subject to minor changes. He reported that exterior work is largely complete, including roof installation and siding, with remaining touch-up painting and upper-level siding underway. Interior progress includes installation of terrazzo flooring, tile, and lighting, with

colors and finishes now visible, as well as preparation for installation of exterior architectural features; overall, the project is nearing completion and progressing well.

- **PROJETS UPDATE:**

Parking Lot Signs: Steve Parry reported that parking lot improvements are being completed using airport funds, as parking facilities are not eligible for grant funding. New informational signage has been installed to consolidate and simplify wayfinding, with signs placed prominently at the entrance and throughout the traffic circle. The signage project is now complete, with a next phase planned to add interior parking lot signs for exits, no-parking areas, and additional guidance. The updated signage has significantly improved traffic flow, particularly for rental car returns, reducing confusion and incorrect routing.

Tree Removal - North Approach: Steve Parry emphasized that tree mitigation along the airfield approaches remains a major agenda item. All trees on the north end that were penetrating the approach surfaces, including one extending approximately 10–12 feet into the low approach, have been fully removed, and the north end is now fully reopened. The south end remains under a NOTAM for nighttime IFR operations while mitigation efforts continue. The Town of Hilton Head Island and airport staff are coordinating mitigation strategies for the removed trees, including monitoring certain live oaks. Although property owners are technically responsible for maintaining airspace, the airport funded the removals as a safety measure. Funding for ongoing trimming and removal will be provided by airport resources, with no cost to homeowners, as all affected properties are either commercial or public. Staff emphasized that trimming alone would require repeated maintenance, whereas removal ensures long-term safety.

Tree Removal - Parking Lot: Steve Parry reported that the terminal parking lot underwent tree maintenance, focusing on the removal of dead trees, including two tall pine trees damaged by lightning, as well as smaller dead pines and gums. The canopy was also raised to eliminate hanging limbs that could pose a hazard to parked vehicles. He stated that Craig Weber from Security coordinated the project, ensuring safety and smooth operations during the work. Staff noted the significant improvement in appearance and safety of the parking lot and indicated that ongoing maintenance will continue to enhance the area for visitors.

ARW Hangar Project Update: Steve Parry reported that site work for the hangar project is underway, with grading completed and stormwater fixtures received. He mentioned that a pre-construction meeting is scheduled for this week, after which the installation of stormwater retention structures will begin, with site work expected to be completed around February. He stated that funding for the hangars remains pending, and a committee is evaluating financing options. He added that construction has temporarily impacted the airport's weather reporting, but plans are in place to rebuild the AWOS per FAA guidance, with a mini weather station available

inside the terminal. The state continues to maintain the equipment and may install new weather systems at Beaufort Executive in the future.

DEPARTMENT UPDATE:

Tenant Appreciation Event: Steve Parry reported that a tenant appreciation event was held, with pizza provided for attendees. Airport admin staff, along with firefighters and operations personnel, participated in the event. The event is held regularly to recognize and show appreciation to tenants, airlines, and other stakeholders. Feedback from attendees indicates that they enjoyed the event.

Delta and United Appreciation Send-Off: Steve Parry highlighted that Delta and United have begun their off-season. Appreciation efforts were provided to thank the airlines and encourage continued service; however, staff noted the importance of maintaining year-round engagement to sustain airline operations. Both airlines expressed appreciation for the recognition, and staff look forward to their return.

Royal Oaks Academy Field Trip: Steve Parry reported that younger students from Royal Oaks Academy visited the airport, showing particular interest in maps displayed in the ARFF area. Despite last-minute construction adjustments, students were able to ride on the fire truck and visit the control tower, and feedback indicated they greatly enjoyed the experience.

Hilton Head Christian Academy Field Trip: Steve Parry reported that middle school students from Hilton Head Christian Academy visited the airport for an educational tour. Preparations were made in advance to ensure a smooth visit, and candid photos were taken. Staff emphasized the importance of exposing students to the many facets of airport operations—including air traffic control, ARFF, maintenance, and general operations—as part of cultivating the next generation of aviation professionals.

Government Shutdown: Steve Parry reported that the federal government shutdown ended yesterday evening after an extended period of time. During the shutdown, TSA agents were the only group at the airport who were not receiving pay.

He noted that the community showed overwhelming support, with numerous individuals—including members of the Airport Board and local businesses — contributing to assist TSA agents. As a result, lunches were provided daily, including weekends, ensuring agents knew they would have a meal upon arrival at work and helping to ease the burden during a challenging time.

He concluded by thanking all contributors and encouraged anyone who recognizes the individuals or restaurants involved to extend their appreciation.

- **AIRPORTS' BUSINESS UPDATE:**

Limiting Airport Ability to Set and Collect User Fees Amendment: Steve Parry reported on recent federal legislative activity following an aviation accident in Washington, D.C., including Senator Ted Cruz's proposed ROTO Act, which would require most aircraft to be equipped with ADS-B

technology. ADS-B allows aircraft to electronically broadcast their position, improving safety by enabling pilots to see and avoid other aircraft without relying solely on air traffic control.

He explained that a proposed privacy provision, known as the PAPA amendment and supported by AOPA, would have prohibited airports from using ADS-B data to monitor aircraft operations for assessing landing or user fees. Airports currently rely on ADS-B data to identify aircraft arrivals and departures, particularly when aircraft may otherwise avoid applicable fees. Mr. Parry reported that the amendment was withdrawn around October 21 and is not currently included in the ROTO Act. While the issue may reemerge, its removal is considered positive news at this time.

United Airlines to Expand in Chicago with 10 New Routes - including HHH: Steve Parry reported that United Airlines will be expanding service to Chicago, adding 10 new routes, including service to Hilton Head. He noted that the airline has not yet finalized the schedule or frequency of flights to Hilton Head.

He added that ongoing efforts with both Delta and United aim to encourage these airlines to maintain year-round service at the airport. This expansion represents a positive step toward strengthening connectivity and may lead to additional opportunities in the future.

Tower Rehab Status: Steve Parry reported on the ongoing rehabilitation of the airport's contract control tower. He clarified that, unlike FAA towers, the shutdown did not impact their controllers. Recent progress includes exterior painting, new flooring and tile on the first floor, painting of second-floor rooms, and installation of new countertops in the cab. Remaining work focuses on the cab at the top of the tower, which is the most extensive portion, and will be completed during nighttime hours after controllers leave. He estimated that the project will take another one to two months to complete and noted that final photos of the renovated tower are expected to be shared in January.

Flights and Fancy: Steve Parry reported that the annual **Concours d'Elegance** event was held, with a portion of the event—the "Flights of Fancy"—taking place at the airport. This year, the event was a complete success, with one scheduling change: the Flights of Fancy took place on Saturday night instead of Friday night, allowing the public to visit during the day before transitioning to the evening showcase.

He thanked BMW of Greenville for bringing three cars and providing rides to attendees, adding to the event's success. Mr. Parry concluded by noting that the event ran smoothly and without issues, marking a successful year for the airport-hosted portion.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS – ACTION ITEMS

1. GRANT ACCEPTANCE - RECOMMENDATION TO APPROVE A RESOLUTION TO ACCEPT SCAC GRANT IN THE AMOUNT OF \$18,455.00 FOR HXD TERMINAL LOT TREE REMOVAL

Leslie Flory made a motion to approve a recommendation to approve a resolution to accept a SCAC grant in the amount of \$18,455.00 for HXD Terminal Lot Tree removal. Brian Turrisi seconded the motion. All were in favor, and the motion passed.

2. HILTON HEAD ISLAND AIRPORT (HXD) – RECOMMENDATION TO APPROVE THE AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) LIST

Brian Turrisi made a motion to approve a recommendation to approve the HXD Airport Capital Improvement Program (ACIP). Leslie Flory seconded the motion. All were in favor and the motion passed.

3. BEAUFORT EXECUTIVE AIRPORT (ARW) - RECOMMENDATION TO APPROVE THE AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) LIST

Brian Turrisi made a motion to approve a recommendation to approve the ARW Airport Capital Improvement Program (ACIP). Leslie Flory seconded the motion. All were in favor and the motion passed.

CHAIRMAN UPDATE

1. Finance Committee

Members: Howard Ackerman (Chair), Chris Butler, Tom Sheahan, and Brian Turrisi.

The Committee had nothing new to report this month. They will keep the board informed of any new developments.

2. Passenger Service Committee

Members: Leslie Adlam Flory (Chair), David Nelems, Jim Starnes, and Tom Sheahan

The Committee had nothing new to report this month. They will keep the board informed of any new developments.

3. ARW Facilities Use and Improvement Committee

Members: Chris Butler (Chair), Mark Bailey, David Nelems, Jim Starnes, and Nick Mesenburg

It was mentioned that a meeting needs to be scheduled regarding hangars at ARW. Proposed dates will be circulated via email, and committee members are asked to confirm their availability so the meeting can be arranged.

4. HXD Airport Improvement Committee

Members: Brian Turrisi (Chair), Howard Ackerman, Rich Sells, and Chris Butler

The discussion focused on the recently approved Capital Improvement Plan. It was clarified that there is no plan to extend the runway and that previous misconceptions arose from misreporting in the Island Packet. Emphasis was placed on improving communication to the public that the runway

length will remain the same. It was also suggested that this clarification be included in press releases regarding airport improvement projects.

5. Government Affairs Committee

Members: Rich Sells (Chair)

The Committee had nothing new to report this month. They will keep the board informed of any new developments.

PUBLIC COMMENTS

There were no Public Comments.

ADJOURNMENT

The motion to adjourn was made at 10:44 a.m. It passed unanimously.

NEXT MEETING

January 8, 2025 | 10:00 a.m.

Town of Hilton Head Island, 1 Town Center Ct., Hilton Head Island, SC 29928



PROJECT GRANT APPLICATION

(State Aid for Development of Public Airports)

SCAC Grant No: _____
(Leave blank – For SCAC Use only)

Date 1/2/2026

PART I - PROJECT INFORMATION

Grant Type being Requested (Check one):

- ☐ 2.5% State match of 95% AIP / AIG Grant
- ☐ 5% State match of 90% AIP / AIG Grant
- ☐ 50% Terminal Building Development Grant (NTE \$500,000)
- ☐ 60% State – Local Airport Development Grant
- ☐ 75% State – Local Airport Maintenance Grant
- ☐ 85% Non-NPIAS, publicly owned, Airport Maintenance or Development Grant
- ☐ 90% NPIAS Airport Secondary Runway Redevelopment Grant
- ☒ 100% Commercial Service Airport Entitlement Funds
- ☐ 100% Commercial Service Special Allocation

The (Airport Sponsor) Hilton Head Island Airport
(herein called the "Sponsor") hereby makes application to the South Carolina Aeronautics Commission (herein designated "SCAC") for a grant of State funds pursuant to applicable statutes, regulations, and policies, for the purpose of aiding in financing a project (herein called the "Project") for the development of the Hilton Head Island Airport (herein called the "Airport") located in the County of Beaufort in the State of South Carolina.

It is proposed that the project consist of the following described airport development (Insert brief project description / title below):

On the airport approaches, runway 21 and 3, the FAA identified various tree obstructions that require mitigation. The airport surveyed the identified tree canopies and contracted with Arbournature for the South end and Kolcun for the north end tree removals.

all as more particularly described in the plans and specifications separately submitted to SCAC on December 31, 2025, which are made a part hereof by reference.

If applicable, please list numbers of all associated AIP / AIG Grant(s): None

(Note: AIP State Match Grants will not be issued in advance of their associated Federal Grant(s).)

PART II - REPRESENTATIONS

The Sponsor hereby represents and certifies as follows:

1. Legal Authority. The Sponsor has the legal power and authority:
 - (A) To do all things necessary to undertake and carryout the Project in conformity with the applicable statues, regulations, and policies;
 - (B) To accept, receive and disburse grant funds from the State of South Carolina in aid of the project on the terms and conditions stated in the applicable statutes, regulations, policies, and proposed grant agreement, and;
2. Funds. The Sponsor now has on deposit \$ \$42,625.00 for use in defraying the costs of the Project. The present status of these funds is as follows: Commercial Entitlement

The Sponsor hereby designates (insert name and job title of staff member):

Name: Brian Cronin

Title: Airport Finance Manager

to receive payments representing SCAC's share of the Project costs.

Steve Parry

Printed Name of Sponsoring Agency's Representative

Stephen J. Parry

Signature of Sponsoring Agency's Representative

Airport Deputy Director

Representative Title

Please list the full **name, title, and complete USPS mailing address** of the authorized person to whom the Grant offer and agreement should be mailed:

Name, Title: Jon Rembold, C.M., Airport Director

Address: 26 Hunter Road

Hilton Head Island, SC 29926

ATTACHMENT A

THE FOLLOWING IS A SUMMARY OF THE ACTUAL PROJECT COSTS:

ITEM	TOTAL COST	SPONSOR'S SHARE OF COST	FEDERAL SHARE OF COST	STATE SHARE OF COST
		AMOUNT	AMOUNT	AMOUNT
1. PLANNING COST	0	0	0	0
2. LAND COST	0	0	0	0
3. CONSTRUCTION COST	\$42,625.00	0	0	\$42,625.00
4. ENGINEERING COST	0	0	0	0
5. ADMINISTRATIVE COST	0	0	0	0
6. MISCELLANEOUS	0	0	0	0
7. TOTAL ALL ACTUAL PROJECT COSTS	\$42,625.00	0	0	\$42,625.00

Rules for Reimbursing Project Costs Prior to the Grant Execution Date:

Unless specifically recommended by the Executive Director and approved in advance by the Commission, all project costs must be incurred after the execution date of the Airport Development or Aviation Education grant. Exceptions to this rule include:

- ➔ Land or aviation easement acquisitions
- ➔ Airfield facility emergencies not covered by insurance
- ➔ Project exceptions identified in the relevant section of the FAA's *AIP Handbook*

This policy does not prohibit grant amendments for change orders that arise during construction, provided they are communicated with SCAC Airport Development staff in advance and approved by Commission.

ATTACHMENT B
DOCUMENTATION SUPPORT

1. Is this project a result of facility requirements determined by a Master Plan, Airport Layout Plan (ALP), the South Carolina Airport System Plan, or a revision to the ALP? _____ Yes X _____ No

If so, indicate FAA or SCAC approval date: None

2. Does this project require environmental study / documentation under the National Environmental Policy Act of 1969 (NEPA)? _____ Yes X _____ No

3. If so, please indicate the document type and its status:

- ☐ Categorical Exclusion (CatEx) N/A
- ☐ Environmental Assessment (EA) N/A
- ☐ Environmental Impact Statement (EIS) N/A

4. Have all previous projects that involved federal and / or state funds been completed?

_____ Yes X _____ No (List all Open Federal and State Grants below)

Please see attached pages for a complete list of current funding not completed.

5. If the State is unable to participate to the extent requested, what is the Sponsor's ability to fund a share greater than the State match? None

6. Name of Regional Planning Council which airport is located: Lowcountry Council of Governements

7. Has Federal Application Form 424 been submitted to the Inter-agency Council on Public Transportation (State Clearinghouse) in accordance with Section 57-3-1050?

_____ Yes X _____ No

8. The following action has been taken by the local governing body to provide steps toward protective zoning of the airspace and land surrounding the airport. Describe actions by the Sponsor and governing body related to land use planning and zoning ordinances.

N/A

9. Anticipated date construction or planning / design project is to commence:

Start Date: Novemeber 2025 Ending Date: December 2025

ATTACHMENTS

- ☒ Project information, Invoices and Current Grant Funding
- ☐ Request-for-Aid / Project Sketch
- ☐ Bid tabulation (Construction projects) or appropriate cost data
- ☐ Professional Services Work Authorization / Task Order
- ☐ Copy of signed Federal Application Form 424 (if this request is associated with an FAA AIP / AIG Grant)
- ☐ Copy of executed Federal AIRPORT INFRASTRUCTURE GRANT AGREEMENT (if this request is associated with an FAA AIP / AIG Grant)

(Revised: August 25, 2025)

20260643



Invoiced: 12/23/2025 **Due on Receipt** **Due On: 12/24/2025**
Hilton Head Island Airport

Invoice: 11028

Contact: Dan Neeson

Phone: (843) 441-7582

Email: cneeson@bcgov.net

Billing Address: 120 Beach City Road Hilton Head, SC 29926

Site: Primary Address

Address: 120 Beach City Road, Hilton Head, SC, 29926

Arborist: Stuart Barker

Phone: (843) 802-9679

Email: stuart@kolcuntreecare.com

Company address: PO Box 23122, Hilton Head Island, SC
29925

#1 Tree Removal

\$25,495.20

Priority: Permit Approved

Trees

#1187 American sweetgum, *Liquidambar styraciflua*
#1188 American sweetgum, *Liquidambar styraciflua*
#1359 American sweetgum, *Liquidambar styraciflua* 3 Trees Location: 25+20+16
#1360 American sweetgum, *Liquidambar styraciflua*
#1432 American sweetgum, *Liquidambar styraciflua*
#3191 Willow oak, *Quercus phellos*
#3193 Red maple, *Acer rubrum*
#3194 American sweetgum, *Liquidambar styraciflua*
#3195 American sweetgum, *Liquidambar styraciflua*
#3196 American sweetgum, *Liquidambar styraciflua*
#3197 Red maple, *Acer rubrum*
#3198 American sweetgum, *Liquidambar styraciflua*
#3199 American sweetgum, *Liquidambar styraciflua*
#3200 American sweetgum, *Liquidambar styraciflua*
#3505 Laurel oak, *Quercus laurifolia*
#3507 Laurel oak, *Quercus laurifolia*
#3509 Laurel oak, *Quercus laurifolia*
#3510 Water oak, *Quercus nigra*
#3511 Laurel oak, *Quercus laurifolia*
#3512 Laurel oak, *Quercus laurifolia*
#3513 Laurel oak, *Quercus laurifolia*
#3514 Water oak, *Quercus nigra*
#3515 American sweetgum, *Liquidambar styraciflua*
#3516 Water oak, *Quercus nigra*
#3517 American sweetgum, *Liquidambar styraciflua*
#3518 American sweetgum, *Liquidambar styraciflua*
#3519 American sweetgum, *Liquidambar styraciflua*
#3521 American sweetgum, *Liquidambar styraciflua* 2 Trees Location: 11+10
#3523 American sweetgum, *Liquidambar styraciflua*
#3529 American sweetgum, *Liquidambar styraciflua*
#3532 American sweetgum, *Liquidambar styraciflua*
#3533 American sweetgum, *Liquidambar styraciflua*
#3535 American sweetgum, *Liquidambar styraciflua* 3 Trees Location: 22+20+17
#3536 Red maple, *Acer rubrum* 3 Trees Location: 24+12+11
#3537 Red maple, *Acer rubrum*
#3538 Red maple, *Acer rubrum*
#3578 Laurel oak, *Quercus laurifolia*

Subtotal:\$25,495.20

Total Price:\$25,495.20

Balance:\$25,495.20

20260643



Invoiced: 12/18/2025 **Due on Receipt** **Due On: 12/19/2025**

Hilton Head Island Airport

Invoice: 11015

Contact: Dan Neeson

Phone: (843) 441-7582

Email: cneeson@bcgov.net

Billing Address: 120 Beach City Road Hilton Head, SC 29926

Site: Primary Address

Address: 120 Beach City Road, Hilton Head, SC, 29926

Arborist: Stuart Barker

Phone: (843) 802-9679

Email: stuart@kolcuntreecare.com

Company address: PO Box 23122, Hilton Head Island, SC 29925

#2 Prune	\$3,250.00
Prune Live Oak #2166 to reduce the height of the crown by 9-11ft.	
Prune Live Oak #3192 to reduce height of the crown by 17-20ft.	
Prune Live Oak #3506 to reduce the height of the crown by 5ft.	
Prune Live Oak #3520 to reduce the height of the crown by 4ft.	
Prune Live Oak #3566 to reduce the height of the crown by 6ft.	
<u>Trees</u>	
#2166 Live oak, <i>Quercus virginiana</i>	
#3192 Live oak, <i>Quercus virginiana</i>	
#3506 Live oak, <i>Quercus virginiana</i>	
#3520 Live oak, <i>Quercus virginiana</i>	
#3566 Live oak, <i>Quercus virginiana</i>	

Subtotal:\$3,250.00

Total Price:\$3,250.00

Balance:\$3,250.00



ArborNature
PO Box 22268
Hilton Head Island, SC 29925
+18436812726
Info@ArborNature.com

Invoice 2025006211

DATE
10/29/2025

PLEASE PAY
\$13,880.00

DUE DATE
10/29/2025

BILL TO

Neeson, Dan
120 Beach City Road
Hilton Head, SC 29926

20260510

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	ACTIVITY	QTY	AMOUNT
10/20/2025	Remove Tree(s) (Item #1 Trees) Remove Tree(s) North end of airport runway near Gullah school: 21 -- various size 12" to 28" Pine trees- remove (too tall for aircraft)	21	13,400.00
10/20/2025	Tree Department:Disposal Services (Logs and Debris) (Item #2 Log(s)) Disposal Services (Logs and Debris) Haul debris:North end of airport runway near Gullah school: 21 -- various size 12" to 28" Pine trees- remove (too tall for aircraft)	21	0.00
10/22/2025	Remove Tree(s) (Item #5 Trees) Remove Tree(s) FOR SCHEDULING PURPOSES ONLY:North end of airport runway near Gullah school: 21 -- various size 12" to 28" Pine trees- remove (too tall for aircraft)	1	0.00
10/22/2025	Tree Department:Disposal Services (Logs and Debris) (Item #6 Log(s)) Disposal Services (Logs and Debris) FOR SCHEDULING PURPOSES ONLY:Haul debris:North end of airport runway near Gullah school: 21 -- various size 12" to 28" Pine trees- remove (too tall for aircraft)	1	0.00
10/23/2025	Tree Department:Stump Grinding:Stump Grinding (Item #3 Stump(s)) Stump Grinding Grind stumps:North end of airport runway near Gullah school: 14 -- various size 12" to 28" Pine treesRick will show locations day of job	14	480.00
10/23/2025	Remove Tree(s) (Item #7 Trees) Remove Tree(s) FOR SCHEDULING PURPOSES ONLY:North end of airport runway near Gullah school: 21 -- various size 12" to 28" Pine trees- remove (too tall for aircraft)	1	0.00
10/29/2025	Consulting Services:Tree Permit (Item #4 Permit) Tree Permit Tree permit: Beaufort Co Deputy Airports Director shall approve permitWorksite - 120 Beach City Rd (Cirilo / Marvin w Bobcat)	1	0.00

Pay invoice

SUBTOTAL	13,880.00
TAX	0.00
TOTAL	13,880.00

TOTAL DUE	\$13,880.00
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THANK YOU.

All Grants Summary - Updated 01/02/2026

Federal Grant #	Description	Grant ID	Award Amount	Amount Invoiced	Remaining Balance
62	Taxiway F ROFA	34500300622025	\$306,022.00	-	\$306,022.00
61	Air Traffic Control Tower	34500300612025	\$300,000.00	-	\$300,000.00
60	Drainage Construction	34500300602025	\$1,390,569.00	2,375.00	\$1,388,194.00
59	SJBC Relocation EA (FAA AIP)	34500300592024	\$325,679.00	112,715.71	\$212,963.29
57	ALP Study (FAA BIL AIG)	34500300572024	825,757.00	234,786.95	590,970.05
56	ATP (BIL)	34500300562024	5,000,000.00	-	5,000,000.00
55	Taxiway F Rehab	34500300552024	2,993,834.00	2,685,387.82	308,446.18
47	Strengthen Runway 03/21 (Design)	34500300472021	1,233,622.00	1,040,361.69	193,260.31
State Grant #	Description	Grant ID	Award Amount	Amount Invoiced	Remaining Balance
N/A	SCAC SJBC Fellowship Earmark	N/A	750,000.00	-	750,000.00
N/A	SCAC SJBC Earmark	N/A	4,000,000.00	160,182.02	3,839,817.98
SCAC 23-025	SCAC 23-025-Taxiway F Strengthening	SCAC 23-025	378,044.00	276,893.19	101,150.81
SCAC 24-025	Perform Terminal Improvement	SCAC 24-025	750,000.00	-	750,000.00
FY2025 Special Allocation	SCAC Legislative Entitlement \$1m	FY2025 Special Allocation	1,000,000.00	-	1,000,000.00
SCAC 23-029	Terminal Construction Project	SCAC 23-029	12,000,000.00	4,778,370.90	7,221,629.10
SCAC 23-019	Terminal Construction Project	SCAC 23-019	3,000,000.00	2,526,607.39	473,392.61
SCAC 22-023	SCAC Entitlement 2024	SCAC 22-023	250,000.00	-	250,000.00
N/A	SCAC Entitlement 2025	N/A	250,000.00	-	250,000.00
25-029	Develop Twy F ROFA	25-029	16,106.00	-	16,106.00
25-028	Airfield Drainage (Construction)	25-028	78,607.00	-	78,607.00
25-030	Provide Concept Design for Admin Building (Design)	25-030	40,505.00	-	40,505.00
25-031	Repair Fire Suppression Systems	25-031	39,609.00	-	39,609.00



PROJECT GRANT APPLICATION

(State Aid for Development of Public Airports)

SCAC Grant No: _____
(Leave blank – For SCAC Use only)

Date 1/2/2026

PART I - PROJECT INFORMATION

Grant Type being Requested (Check one):

- ☐ 2.5% State match of 95% AIP / AIG Grant
- ☐ 5% State match of 90% AIP / AIG Grant
- ☐ 50% Terminal Building Development Grant (NTE \$500,000)
- ☒ 60% State – Local Airport Development Grant
- ☐ 75% State – Local Airport Maintenance Grant
- ☐ 85% Non-NPIAS, publicly owned, Airport Maintenance or Development Grant
- ☐ 90% NPIAS Airport Secondary Runway Redevelopment Grant
- ☐ 100% Commercial Service Airport Entitlement Funds
- ☐ 100% Commercial Service Special Allocation

The (Airport Sponsor) Beaufort Executive Airport
(herein called the "Sponsor") hereby makes application to the South Carolina Aeronautics Commission (herein designated "SCAC") for a grant of State funds pursuant to applicable statutes, regulations, and policies, for the purpose of aiding in financing a project (herein called the "Project") for the development of the (Airport Name) Beaufort Executive Airport (herein called the "Airport") located in the County of (County Name) Beaufort in the State of South Carolina.

It is proposed that the project consist of the following described airport development (Insert brief project description / title below):

Plan, design & bidding for the relocation of the AWOS weather station at ARW due to hangar site work

all as more particularly described in the plans and specifications separately submitted to SCAC on (Date), which are made a part hereof by reference.

If applicable, please list numbers of all associated AIP / AIG Grant(s): None

(Note: AIP State Match Grants will not be issued in advance of their associated Federal Grant(s).)

PART II - REPRESENTATIONS

The Sponsor hereby represents and certifies as follows:

1. Legal Authority. The Sponsor has the legal power and authority:
 - (A) To do all things necessary to undertake and carryout the Project in conformity with the applicable statues, regulations, and policies;
 - (B) To accept, receive and disburse grant funds from the State of South Carolina in aid of the project on the terms and conditions stated in the applicable statutes, regulations, policies, and proposed grant agreement, and;
2. Funds. The Sponsor now has on deposit \$_____ for use in defraying the costs of the Project. The present status of these funds is as follows: _____

The Sponsor hereby designates (insert name and job title of staff member):

Name: Brian Cronin

Title: Airport Finance Manager

to receive payments representing SCAC's share of the Project costs.

Stephen J Parry

Printed Name of Sponsoring Agency's Representative

Airport Deputy Director

Signature of Sponsoring Agency's Representative

Stephen J Parry

Representative Title

Please list the full **name, title, and complete USPS mailing address** of the authorized person to whom the Grant offer and agreement should be mailed:

Name, Title: Jon Rembold, C.M., Airport Director

Address: 26 Hunter Road

Hilton Head Island SC 29926

ATTACHMENT A

THE FOLLOWING IS A SUMMARY OF THE ACTUAL PROJECT COSTS:

ITEM	TOTAL COST	SPONSOR'S SHARE OF COST	FEDERAL SHARE OF COST	STATE SHARE OF COST
		AMOUNT	AMOUNT	AMOUNT
1. PLANNING COST	\$77,959.00	\$31,183.00	\$0	\$46,775.00
2. LAND COST				
3. CONSTRUCTION COST				
4. ENGINEERING COST				
5. ADMINISTRATIVE COST				
6. MISCELLANEOUS				
7. TOTAL ALL ACTUAL PROJECT COSTS	\$77,959.00	\$31,183.00	\$0	\$46,775.00

Rules for Reimbursing Project Costs Prior to the Grant Execution Date:

Unless specifically recommended by the Executive Director and approved in advance by the Commission, all project costs must be incurred after the execution date of the Airport Development or Aviation Education grant. Exceptions to this rule include:

- ➔ Land or aviation easement acquisitions
- ➔ Airfield facility emergencies not covered by insurance
- ➔ Project exceptions identified in the relevant section of the FAA's *AIP Handbook*

This policy does not prohibit grant amendments for change orders that arise during construction, provided they are communicated with SCAC Airport Development staff in advance and approved by Commission.

ATTACHMENT B
DOCUMENTATION SUPPORT

1. Is this project a result of facility requirements determined by a Master Plan, Airport Layout Plan (ALP), the South Carolina Airport System Plan, or a revision to the ALP? _____ Yes X No

If so, indicate FAA or SCAC approval date: _____

2. Does this project require environmental study / documentation under the National Environmental Policy Act of 1969 (NEPA)? _____ Yes X No

3. If so, please indicate the document type and its status:

☐ Categorical Exclusion (CatEx) N/A

☐ Environmental Assessment (EA) N/A

☐ Environmental Impact Statement (EIS) N/A

4. Have all previous projects that involved federal and / or state funds been completed?

_____ Yes X No (List all Open Federal and State Grants below)

 Please see attachments to this application for full Grant Funding

5. If the State is unable to participate to the extent requested, what is the Sponsor's ability to fund a share greater than the State match?

 None

6. Name of Regional Planning Council which airport is located: Lowcountry Council of Governments

7. Has Federal Application Form 424 been submitted to the Inter-agency Council on Public Transportation (State Clearinghouse) in accordance with Section 57-3-1050?

_____ Yes X No

8. The following action has been taken by the local governing body to provide steps toward protective zoning of the airspace and land surrounding the airport. Describe actions by the Sponsor and governing body related to land use planning and zoning ordinances.

 N/A

9. Anticipated date construction or planning / design project is to commence:

Start Date: February 2026 Ending Date: May 2026

ATTACHMENTS

- ☒ Project information and Justification Statement
- ☐ Request-for-Aid / Project Sketch
- ☐ Bid tabulation (Construction projects) or appropriate cost data
- ☐ Professional Services Work Authorization / Task Order
- ☐ Copy of signed Federal Application Form 424 (if this request is associated with an FAA AIP / AIG Grant)
- ☐ Copy of executed Federal AIRPORT INFRASTRUCTURE GRANT AGREEMENT (if this request is associated with an FAA AIP / AIG Grant)

(Revised: August 25, 2025)

**BEAUFORT EXECUTIVE AIRPORT
BEAUFORT, SOUTH CAROLINA
WORK AUTHORIZATION 25-03
November 25, 2025
TBE NO. 2119-2503
PROJECT NO.: 315.0000002.086**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

Description of Work: The Beaufort Executive Airport's existing Automated Weather Observing System (AWOS) is situated in an area that has been identified for aircraft hangar development on the conditionally approved Airport Layout Plan. The scope of this project is to relocate the existing AWOS to a nearby site on airport property that will be out of all proposed aircraft hangar development areas. The AWOS relocation will include relocation of all sensors (except wind sensors, which will remain mounted to the nearby airport rotating beacon) to a new location east of the existing Terminal Building and south of the proposed aircraft hangar development area.

The proposed work includes erosion control, earthwork, new underground electrical power/conduits, new communication (COM) conduits and cables, new concrete foundations/equipment supports, new stone site maintenance area around the relocated sensors/new concrete foundations, and related items of work. With minimal land disturbance below the permitting thresholds, no South Carolina Department of Environmental Services Bureau of Coastal Management (SCDES-BCM) and Beaufort County permitting have been included in this scope of work.

The proposed professional services included for this project are the design and bidding phase services in a lump sum format.

Design standards to be used in the project include, but are not limited to, the Federal Aviation Administration's Advisory Circulars and FAA Order:

- 150/5300-13B Airport Design
- 150/5340-30J Design and Installation Details for Airport Visual Aids
- 150/5370-2G Operational Safety On Airports During Construction
- 150/5370-10H Standards for Specifying Construction of Airports
- Order JO 6560.20C Siting Criteria for Automated Weather Observing Systems

TBE will assist with/prepare FAA grant funding requests and quarterly status reports for execution by the Airport staff. TBE will also assist with/prepare grant closeout documentation required by the FAA for this project.

Professional services to be provided by Talbert, Bright & Ellington, LLC (TBE) will include engineering and planning services required to accomplish the following items:

PHASE 01 – Project Formulation/Development

The preliminary design phase is intended to identify and evaluate alternatives to assure cost effective and practical solutions for the work items identified. TBE will complete its evaluation of alternatives through contacts with local authorities, field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project and ensure competitive construction bids. Bids will adhere to the purchasing and procurement policies set forth by Beaufort County/SCAC for this project scope, as well as local and state laws. Activities include:

- a. Conduct a virtual project kick-off meeting. Attendees will be Beaufort County, FAA, SCAC, TBE design team, and airport tenants.
- b. Coordinate with the following agencies for necessary permits/approvals related to the proposed improvements for this project:
 - i. FAA and SCAC
- c. Prepare a preliminary estimate of probable construction costs and schematic design for each element of the project.

PHASE 04 – Preliminary Design

- a. Layout and design of relocated AWOS site/equipment.
- b. Design of erosion and sediment control devices.
- c. Use existing topographic and planimetric survey from plans prepared by Davis & Floyd for new hangar development.
- d. Provide recommendations for construction phasing to the sponsor for review.
- e. Meet virtually with Sponsor/FAA/SCAC to review project at 90 percent completion (1 meeting).

- f. Complete estimates of probable construction costs for each review submittal and for any recommended alternatives.
- g. Solicit comments on preliminary design from airport personnel, FAA, and SCAC.

PHASE 04 – Final Design

- a. Incorporate preliminary design comments and respond as necessary to requests for additional information.
- b. Develop specifications using FAA AC 150/5370-10, "Standards for Specifying Construction of Airports," as amended, any specifications and drawings provided by SCAC, and utilize standard provisions supplied by the sponsor, as necessary.
- c. Development of construction safety and phasing plan in accordance with current edition of FAA AC 150/5370-2, "Operational Safety on Airports during Construction."
- d. Design all improvements in accordance with applicable FAA/State/Local standards and guidelines.
- e. Provide for all required design of utilities and services within the area defined in the preliminary design.
- f. Complete final quantity calculations.
- g. Provide final design drawings, specifications, and final estimate of probable construction costs and schedule for the project.
- h. Complete final engineer's report for the project. This report will detail all data utilized in the design of the project. The final design report will discuss any/all assumptions made during the design. This shall include the following: Stormwater system survey, final plans, estimates of probable construction costs, and phasing/scheduling recommendations.
- i. Solicit sponsor and FAA approval.
- j. Complete and submit 7460 application(s) through FAA OEAAA website.
- k. Assist airport with advertising and interpretation of project requirements.
- l. Assist airport with preparation of the project application to FAA.

- m. Deliverables - Engineer will provide interim design submittals at 90 percent and 100 percent design completion phases. Deliverables for the 90 percent phases will consist of plan sheets, technical specifications, and itemized construction cost estimate: PDF format. Deliverables for the 100 percent phase will consist of plan sheets, technical specifications, itemized construction cost estimate, and final Engineer's Report.

PHASE 05 – Bidding

- a. Coordinate schedule and advertisement with Sponsor and FAA.
- b. Distribute plans/specifications to bidder(s) through designated plan room (Beaufort County OpenGov website), and funding agencies.
- c. Conduct the virtual pre-bid meeting.
- d. Respond to contractor Requests for Information.
- e. Prepare addenda based off pre-bid meeting and bidders' questions.
- f. Beaufort County will conduct the online bid opening per the County's standard practices.
- g. Prepare and distribute the bid tabulation.
- h. Review bids. Coordinate with FAA Civil Rights on DBE participation, if applicable.
- i. Send recommendation of contract award to Sponsor.
- j. Assist Sponsor with grant application.
- k. Deliverables - Engineer will provide bid tabulation of bids received, and submittal of DBE participation proposed by low responsive bidder to FAA Civil Rights for review and concurrence by the FAA. Upon receipt of written approval of DBE Participation Letter from FAA Civil Rights, Engineer will provide written summary of bids received and construction contract award recommendation for consideration by the Owner.

SPECIAL SERVICES

There are no special services required for this Work Authorization.

Estimated Time Schedule: Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

Cost of Services: The method of payment shall be in accordance with Article 6 – Compensation of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$77,959.18**, which includes reimbursable expenses.

Agreed as to Scope of Services, Time Schedule, and Budget:

APPROVED:
BEAUFORT COUNTY

APPROVED:
TALBERT, BRIGHT & ELLINGTON, LLC

Title

President
Title:

Date:

Date:

Witness:

Witness:

Talbert, Bright & Ellington, LLC

Work Authorization 2119-2501

[illegible]

APPENDIX B – FEE PROPOSAL

SUMMARY OF FEES

AWOS RELOCATION - DESIGN/BIDDING

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

DESCRIPTION	ESTIMATED
BASIC ENGINEERING SERVICES	
PROJECT FORMULATION/DEVELOPMENT PHASE (01)	\$ 10,800.60
DESIGN PHASE (04)	\$ 42,219.76
BIDDING PHASE (05)	\$ 11,569.63
PLANNING PHASE - CATEGORICAL EXCLUSION (11)	\$ 11,484.18
SUBTOTAL	<u>\$ 76,074.18</u>
EXPENSES	<u>\$ 1,885.00</u>
TOTAL	<u>\$ 77,959.18</u>
SUBCONSULTANTS	<u>\$ -</u>
SUBTOTAL	<u>\$ -</u>
TOTAL	<u><u>\$ 77,959.18</u></u>

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

PROJECT FORMULATION/DEVELOPMENT PHASE (01)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
Preliminary project review w/ Owner	0	2	0	0	0	2	0	0	0	0	0	0	0
Prepare FAA/SCAC preapplication	0	0	0	0	0	2	0	0	0	0	0	0	0
Coordinate with FAA/SCAC	1	0	0	0	0	4	0	0	0	0	0	0	0
Develop project scope and contract	1	2	0	0	0	4	0	0	0	0	0	2	0
Coordinate with subconsultants	0	0	0	0	0	0	0	0	0	0	0	0	0
Project scope/contract revisions	1	2	0	0	0	0	0	0	0	0	0	1	0
Determine project approach	1	2	0	0	0	2	0	0	0	0	0	0	0
Develop preliminary estimate	0	2	0	0	0	0	0	2	0	0	2	0	0
Prepare IFE documents	0	0	0	0	0	0	0	2	0	0	0	0	0
MANHOUR TOTAL	4	10	0	0	0	14	0	4	0	0	2	3	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE		ESTIMATED MHRS	COST
Principal	PRIN	\$	106	4	\$ 424
Senior Project Manager	SPM	\$	84	10	\$ 840
Project Manager	PM	\$	70	-	\$ -
Project Manager's Assist. IV	PMA4	\$	48	-	\$ -
Project Manager's Assist. III	PMA3	\$	46	-	\$ -
Senior Planner	SP	\$	59	14	\$ 826
Engineer V	E5	\$	61	-	\$ -
Engineer III	E3	\$	51	4	\$ 204
Engineer II	E2	\$	41	-	\$ -
Engineer I	E1	\$	34	-	\$ -
Technician V	T5	\$	48	2	\$ 96
Admin. Assistant V	AD5	\$	46	3	\$ 138
Admin. Assistant III	AD3	\$	21	-	\$ -
			Total	37	
SUBTOTAL					\$ 2,528.00
Apply Multiplier of:				3.849	
Overhead Subtotal:					\$ 9,730.27
Profit:		11%			\$ 1,070.33
TOTAL					\$ 10,800.60

MANHOOR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

PROJECT FORMULATION/DEVELOPMENT PHASE (01)**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
Telephone	LS	\$ 25.00	1	\$ 25.00
Postage	LS	\$ 50.00	1	\$ 50.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 150.00	1	\$ 150.00
Travel	LS	\$ 380.00	1	\$ 380.00
<i>SUBTOTAL</i>				\$ 605.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
	LS		1	\$ -
	LS		1	\$ -
	LS		1	\$ -
<i>SUBTOTAL</i>				\$ -

TOTAL PROJECT FORMULATION/DEVELOPMENT PHASE (01): **\$ 11,405.60**

MANHOUR ESTIMATE

AWOS RELOCATION - DESIGN/BIDDING

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

DESIGN PHASE (04)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
PLANS													
Airport Layout Plan - Pen and Ink Change	0	1	0	0	0	2	0	0	0	0	2	0	0
Coordination/Meeting with Client/FAA/SCAC (Virtual)	0	2	0	0	0	2	0	0	0	0	0	0	0
Cover Sheet	0	1	0	0	0	0	0	1	0	0	2	0	0
Quantities and General Notes Plan	0	1	0	0	0	0	0	2	0	0	4	0	1
CSPP - Plan and Report	0	2	0	2	0	0	0	2	0	0	6	0	0
Demolition Plan	0	1	0	0	0	0	0	2	0	0	4	0	0
AWOS Site Development Plan	0	4	0	0	0	0	0	4	0	0	6	0	0
Electrical/COM Layout Plan	0	2	0	0	0	0	0	4	0	0	4	0	0
Electrical/COM Diagrams and Details	0	2	0	0	0	0	0	4	0	0	4	0	0
Miscellaneous Details	0	1	0	0	0	0	0	2	0	0	2	0	0
DESIGN													
FAA/SCAC/Owner coordination	0	2	0	0	0	4	0	0	0	0	0	0	0
Pre-Design Meeting With Owner/FAA/SCAC (Virtual)	0	4	0	0	0	2	0	0	0	0	0	0	0
Site visit	0	8	0	0	0	0	0	0	0	0	0	0	0
Construction Safety and Phasing Narrative	0	2	0	4	0	0	0	0	0	0	0	0	0
Electrical/COMM Design	0	4	0	0	0	0	0	0	0	0	0	1	0
Quantities and Construction Estimates	0	1	0	0	0	0	0	2	0	0	2	0	0
Specifications	0	8	0	0	0	0	0	0	0	0	0	4	0
7460 / CSPP submittals	0	1	0	0	0	0	0	2	0	0	0	0	0
Design Review Meetings (Virtual)	0	3	0	0	0	0	0	2	0	0	0	0	0
Quality assurance plan	1	4	0	0	0	0	0	0	0	0	2	0	0
Revisions	0	1	0	0	0	0	0	4	0	0	4	0	0
Design engineer's report	0	4	0	0	0	0	0	0	0	0	1	1	0
MANHOUR TOTAL	1	59	0	6	0	10	0	31	0	0	43	6	1

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

DESIGN PHASE (04)**DIRECT LABOR EXPENSES:**

CLASSIFICATION		BILL RATE	ESTIMATED	
			MHRS	COST
Principal	PRIN	\$ 106	1	\$ 106
Senior Project Manager	SPM	\$ 84	59	\$ 4,956
Project Manager	PM	\$ 70	-	\$ -
Project Manager's Assist. IV	PMA4	\$ 48	6	\$ 288
Project Manager's Assist. III	PMA3	\$ 46	-	\$ -
Senior Planner	SP	\$ 59	10	\$ 590
Engineer V	E5	\$ 61	-	\$ -
Engineer III	E3	\$ 51	31	\$ 1,581
Engineer II	E2	\$ 41	-	\$ -
Engineer I	E1	\$ 34	-	\$ -
Technician V	T5	\$ 48	43	\$ 2,064
Admin. Assistant V	AD5	\$ 46	6	\$ 276
Admin. Assistant III	AD3	\$ 21	1	\$ 21
		Total	157	
SUBTOTAL				\$ 9,882.00

Apply Multiplier of: 3.849
Overhead Subtotal: \$ 38,035.82

Profit: 11% \$ 4,183.94
TOTAL \$ 42,219.76

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
Postage / shipping documents	LS	\$ 75.00	1	\$ 75.00
SCDES/County permitting	LS	\$ -	1	\$ -
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 250.00	1	\$ 250.00
Travel	LS	\$ 380.00	1	\$ 380.00
SUBTOTAL				\$ 705.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
	LS	\$ -		\$ -
	LS	\$ -		\$ -
SUBTOTAL				\$ -

TOTAL DESIGN PHASE (04): \$ 42,924.76

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

BIDDING PHASE (05)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
Coordinate advertisement	0	0	1	0	0	0	0	0	0	0	0	1	0
Distribute bid docs to plan room	0	0	2	0	0	0	0	2	0	0	0	2	0
Prebid meeting/agenda	0	3	0	0	0	0	0	0	0	0	1	0	0
Bidder question & answers	0	4	0	0	0	0	0	4	0	0	0	0	0
Prepare addenda	0	4	0	0	0	0	0	6	0	0	4	4	0
Bid opening (County Performs Bid													
Opening), bid tabulation	0	1	0	0	0	0	0	2	0	0	0	0	0
Recommendation of Award	0	2	0	0	0	0	0	0	0	0	0	1	0
MANHOUR TOTAL	0	14	3	0	0	0	0	14	0	0	5	8	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	ESTIMATED MHRS	COST
Principal	PRIN	\$ 106	-	\$ -
Senior Project Manager	SPM	\$ 84	14	\$ 1,176
Project Manager	PM	\$ 70	3	\$ 210
Project Manager's Assist. IV	PMA4	\$ 48	-	\$ -
Project Manager's Assist. III	RPR	\$ 46	-	\$ -
Senior Planner	SP	\$ 59	-	\$ -
Engineer V	0	\$ 61	-	\$ -
Engineer III	E3	\$ 51	14	\$ 714
Engineer II	E2	\$ 41	-	\$ -
Engineer I	E1	\$ 34	-	\$ -
Technician V	T5	\$ 48	5	\$ 240
Admin. Assistant V	AD5	\$ 46	8	\$ 368
Admin. Assistant III	AD3	\$ 21	-	\$ -
	Total		44	
SUBTOTAL				\$ 2,708.00
Apply Multiplier of:			3.849	
Overhead Subtotal:				\$ 10,423.09
Profit:	11%			\$ 1,146.54
TOTAL				\$ 11,569.63

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

BIDDING PHASE (05)**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
Postage / Shipping	LS	\$ 75.00	1	\$ 75.00
Bid Advertisement	LS	\$ -	1	\$ -
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 500.00	1	\$ 500.00
Travel	LS	\$ 380.00	0	\$ -
<i>SUBTOTAL</i>				\$ 575.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
	LS	\$ -	1	\$ -
	LS	\$ -	1	\$ -
<i>SUBTOTAL</i>				\$ -

TOTAL BIDDING PHASE (05):**\$ 12,144.63**

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

PLANNING PHASE - CATEGORICAL EXCLUSION (11)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
Scoping Letter	0	0	8	0	0	0	0	0	0	0	0	0	0
Environmental Inventory,													
Evaluation Analysis, Noise Analysis	0	0	16	0	0	0	0	0	0	0	0	0	0
Draft CATX	0	1	12	0	0	0	0	0	0	0	0	0	0
Final CATX	0	1	0	0	0	0	0	0	0	0	0	0	0
MANHOUR TOTAL	0	2	36	0	0	0	0	0	0	0	0	0	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	ESTIMATED MHRS	COST
Principal	PRIN	\$ 106	-	\$ -
Senior Project Manager	SPM	\$ 84	2	\$ 168
Project Manager	PM	\$ 70	36	\$ 2,520
Project Manager's Assist. IV	PMA4	\$ 48	-	\$ -
Project Manager's Assist. III	PMA3	\$ 46	-	\$ -
Senior Planner	SP	\$ 59	-	\$ -
Engineer V	0	\$ 61	-	\$ -
Engineer III	E3	\$ 51	-	\$ -
Engineer II	E2	\$ 41	-	\$ -
Engineer I	E1	\$ 34	-	\$ -
Technician V	T5	\$ 48	-	\$ -
Admin. Assistant V	AD5	\$ 46	-	\$ -
Admin. Assistant III	AD3	\$ 21	-	\$ -
	Total		38	
SUBTOTAL				\$ 2,688.00
Apply Multiplier of:				3.849
Overhead Subtotal:				\$ 10,346.11
Profit:	11%			\$ 1,138.07
TOTAL				\$ 11,484.18

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
Telephone	LS	\$ 25.00	1	\$ 25.00
DHEC permitting	LS	\$ 1,000.00	1	\$ 1,000.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 75.00	1	\$ 75.00
Travel	LS	\$ -	1	\$ -
SUBTOTAL				\$ 1,100.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
	LS	\$ -	1	\$ -
	LS	\$ -	1	\$ -
SUBTOTAL				\$ -

TOTAL PLANNING PHASE - CATEGORICAL EXCLUSION (11): \$ 12,584.18

All ARW Grants Summary - Updated 01/02/2026

Federal Grant #	Description	Grant ID	Award Amount	Amount Invoiced	Remaining Balance
21	Extend Parallel Taxiway (1,647 ft) - Design	34500080212025	\$244,220.00	-	\$244,220.00
20	Runway 07/25 Rehabilitation Construction Administration	34500080202024	\$2,378,106.00	1,636,157.20	\$741,948.80
State Grant #	Description	Grant ID	Award Amount	Amount Invoiced	Remaining Balance
24-027	Runway 07/25 Rehabilitation Construction Administration	24-027	157,006.00	41,295.00	115,711.00
25-069	Extend Parallel Taxiway (1,647 ft) - Design	25-069	6,427.00	-	6,427.00
24-062	Develop Site for Hangar Construction	24-062	1,387,747.00	258,220.63	1,129,526.37
					-

**BEAUFORT EXECUTIVE AIRPORT
BEAUFORT, SOUTH CAROLINA
WORK AUTHORIZATION 25-03
November 25, 2025
TBE NO. 2119-2503
PROJECT NO.: 315.0000002.086**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

Description of Work: The Beaufort Executive Airport's existing Automated Weather Observing System (AWOS) is situated in an area that has been identified for aircraft hangar development on the conditionally approved Airport Layout Plan. The scope of this project is to relocate the existing AWOS to a nearby site on airport property that will be out of all proposed aircraft hangar development areas. The AWOS relocation will include relocation of all sensors (except wind sensors, which will remain mounted to the nearby airport rotating beacon) to a new location east of the existing Terminal Building and south of the proposed aircraft hangar development area.

The proposed work includes erosion control, earthwork, new underground electrical power/conduits, new communication (COM) conduits and cables, new concrete foundations/equipment supports, new stone site maintenance area around the relocated sensors/new concrete foundations, and related items of work. With minimal land disturbance below the permitting thresholds, no South Carolina Department of Environmental Services Bureau of Coastal Management (SCDES-BCM) and Beaufort County permitting have been included in this scope of work.

The proposed professional services included for this project are the design and bidding phase services in a lump sum format.

Design standards to be used in the project include, but are not limited to, the Federal Aviation Administration's Advisory Circulars and FAA Order:

- 150/5300-13B Airport Design
- 150/5340-30J Design and Installation Details for Airport Visual Aids
- 150/5370-2G Operational Safety On Airports During Construction
- 150/5370-10H Standards for Specifying Construction of Airports
- Order JO 6560.20C Siting Criteria for Automated Weather Observing Systems

TBE will assist with/prepare FAA grant funding requests and quarterly status reports for execution by the Airport staff. TBE will also assist with/prepare grant closeout documentation required by the FAA for this project.

Professional services to be provided by Talbert, Bright & Ellington, LLC (TBE) will include engineering and planning services required to accomplish the following items:

PHASE 01 – Project Formulation/Development

The preliminary design phase is intended to identify and evaluate alternatives to assure cost effective and practical solutions for the work items identified. TBE will complete its evaluation of alternatives through contacts with local authorities, field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project and ensure competitive construction bids. Bids will adhere to the purchasing and procurement policies set forth by Beaufort County/SCAC for this project scope, as well as local and state laws. Activities include:

- a. Conduct a virtual project kick-off meeting. Attendees will be Beaufort County, FAA, SCAC, TBE design team, and airport tenants.
- b. Coordinate with the following agencies for necessary permits/approvals related to the proposed improvements for this project:
 - i. FAA and SCAC
- c. Prepare a preliminary estimate of probable construction costs and schematic design for each element of the project.

PHASE 04 – Preliminary Design

- a. Layout and design of relocated AWOS site/equipment.
- b. Design of erosion and sediment control devices.
- c. Use existing topographic and planimetric survey from plans prepared by Davis & Floyd for new hangar development.
- d. Provide recommendations for construction phasing to the sponsor for review.
- e. Meet virtually with Sponsor/FAA/SCAC to review project at 90 percent completion (1 meeting).

- f. Complete estimates of probable construction costs for each review submittal and for any recommended alternatives.
- g. Solicit comments on preliminary design from airport personnel, FAA, and SCAC.

PHASE 04 – Final Design

- a. Incorporate preliminary design comments and respond as necessary to requests for additional information.
- b. Develop specifications using FAA AC 150/5370-10, "Standards for Specifying Construction of Airports," as amended, any specifications and drawings provided by SCAC, and utilize standard provisions supplied by the sponsor, as necessary.
- c. Development of construction safety and phasing plan in accordance with current edition of FAA AC 150/5370-2, "Operational Safety on Airports during Construction."
- d. Design all improvements in accordance with applicable FAA/State/Local standards and guidelines.
- e. Provide for all required design of utilities and services within the area defined in the preliminary design.
- f. Complete final quantity calculations.
- g. Provide final design drawings, specifications, and final estimate of probable construction costs and schedule for the project.
- h. Complete final engineer's report for the project. This report will detail all data utilized in the design of the project. The final design report will discuss any/all assumptions made during the design. This shall include the following: Stormwater system survey, final plans, estimates of probable construction costs, and phasing/scheduling recommendations.
- i. Solicit sponsor and FAA approval.
- j. Complete and submit 7460 application(s) through FAA OEAAA website.
- k. Assist airport with advertising and interpretation of project requirements.
- l. Assist airport with preparation of the project application to FAA.

- m. Deliverables - Engineer will provide interim design submittals at 90 percent and 100 percent design completion phases. Deliverables for the 90 percent phases will consist of plan sheets, technical specifications, and itemized construction cost estimate: PDF format. Deliverables for the 100 percent phase will consist of plan sheets, technical specifications, itemized construction cost estimate, and final Engineer's Report.

PHASE 05 – Bidding

- a. Coordinate schedule and advertisement with Sponsor and FAA.
- b. Distribute plans/specifications to bidder(s) through designated plan room (Beaufort County OpenGov website), and funding agencies.
- c. Conduct the virtual pre-bid meeting.
- d. Respond to contractor Requests for Information.
- e. Prepare addenda based off pre-bid meeting and bidders' questions.
- f. Beaufort County will conduct the online bid opening per the County's standard practices.
- g. Prepare and distribute the bid tabulation.
- h. Review bids. Coordinate with FAA Civil Rights on DBE participation, if applicable.
- i. Send recommendation of contract award to Sponsor.
- j. Assist Sponsor with grant application.
- k. Deliverables - Engineer will provide bid tabulation of bids received, and submittal of DBE participation proposed by low responsive bidder to FAA Civil Rights for review and concurrence by the FAA. Upon receipt of written approval of DBE Participation Letter from FAA Civil Rights, Engineer will provide written summary of bids received and construction contract award recommendation for consideration by the Owner.

SPECIAL SERVICES

There are no special services required for this Work Authorization.

Estimated Time Schedule: Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

Cost of Services: The method of payment shall be in accordance with Article 6 – Compensation of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$77,959.18**, which includes reimbursable expenses.

Agreed as to Scope of Services, Time Schedule, and Budget:

APPROVED:
BEAUFORT COUNTY

APPROVED:
TALBERT, BRIGHT & ELLINGTON, LLC

Title

President
Title:

Date:

Date:

Witness:

Witness:

Talbert, Bright & Ellington, LLC

Work Authorization 2119-2501

The site plan illustrates the proposed relocation of the AWOS facility. Key features include:

- AWOS Proposed Relocation Site:** Indicated by a red rectangle in the lower-left corner.
- Existing and Proposed Buildings:** Labeled as 'EXISTING BUILDING' and 'PROPOSED BUILDING'.
- Parking and Driveways:** Labeled as 'PROPOSED PARKING SPACE' and 'PROPOSED DRIVEWAY'.
- Dimensions and Bearings:** Various measurements (e.g., 100.00, 150.00, 200.00) and bearings (e.g., N 10.00° E, S 80.00° W) are provided for the site boundaries and internal features.
- North Arrow:** Located in the upper right corner, pointing towards the top of the page.

APPENDIX B – FEE PROPOSAL

SUMMARY OF FEES

AWOS RELOCATION - DESIGN/BIDDING

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

DESCRIPTION	ESTIMATED
BASIC ENGINEERING SERVICES	
PROJECT FORMULATION/DEVELOPMENT PHASE (01)	\$ 10,800.60
DESIGN PHASE (04)	\$ 42,219.76
BIDDING PHASE (05)	\$ 11,569.63
PLANNING PHASE - CATEGORICAL EXCLUSION (11)	\$ 11,484.18
SUBTOTAL	<u>\$ 76,074.18</u>
EXPENSES	<u>\$ 1,885.00</u>
TOTAL	<u>\$ 77,959.18</u>
SUBCONSULTANTS	<u>\$ -</u>
SUBTOTAL	<u>\$ -</u>
TOTAL	<u><u>\$ 77,959.18</u></u>

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

PROJECT FORMULATION/DEVELOPMENT PHASE (01)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
Preliminary project review w/ Owner	0	2	0	0	0	2	0	0	0	0	0	0	0
Prepare FAA/SCAC preapplication	0	0	0	0	0	2	0	0	0	0	0	0	0
Coordinate with FAA/SCAC	1	0	0	0	0	4	0	0	0	0	0	0	0
Develop project scope and contract	1	2	0	0	0	4	0	0	0	0	0	2	0
Coordinate with subconsultants	0	0	0	0	0	0	0	0	0	0	0	0	0
Project scope/contract revisions	1	2	0	0	0	0	0	0	0	0	0	1	0
Determine project approach	1	2	0	0	0	2	0	0	0	0	0	0	0
Develop preliminary estimate	0	2	0	0	0	0	0	2	0	0	2	0	0
Prepare IFE documents	0	0	0	0	0	0	0	2	0	0	0	0	0
MANHOUR TOTAL	4	10	0	0	0	14	0	4	0	0	2	3	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE		ESTIMATED MHRS	COST
Principal	PRIN	\$	106	4	\$ 424
Senior Project Manager	SPM	\$	84	10	\$ 840
Project Manager	PM	\$	70	-	\$ -
Project Manager's Assist. IV	PMA4	\$	48	-	\$ -
Project Manager's Assist. III	PMA3	\$	46	-	\$ -
Senior Planner	SP	\$	59	14	\$ 826
Engineer V	E5	\$	61	-	\$ -
Engineer III	E3	\$	51	4	\$ 204
Engineer II	E2	\$	41	-	\$ -
Engineer I	E1	\$	34	-	\$ -
Technician V	T5	\$	48	2	\$ 96
Admin. Assistant V	AD5	\$	46	3	\$ 138
Admin. Assistant III	AD3	\$	21	-	\$ -
			Total	37	
SUBTOTAL					\$ 2,528.00
Apply Multiplier of:				3.849	
Overhead Subtotal:					\$ 9,730.27
Profit:		11%			\$ 1,070.33
TOTAL					\$ 10,800.60

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

PROJECT FORMULATION/DEVELOPMENT PHASE (01)**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
Telephone	LS	\$ 25.00	1	\$ 25.00
Postage	LS	\$ 50.00	1	\$ 50.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 150.00	1	\$ 150.00
Travel	LS	\$ 380.00	1	\$ 380.00
<i>SUBTOTAL</i>				\$ 605.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
	LS		1	\$ -
	LS		1	\$ -
	LS		1	\$ -
<i>SUBTOTAL</i>				\$ -

TOTAL PROJECT FORMULATION/DEVELOPMENT PHASE (01): **\$ 11,405.60**

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

DESIGN PHASE (04)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
PLANS													
Airport Layout Plan - Pen and Ink Change	0	1	0	0	0	2	0	0	0	0	2	0	0
Coordination/Meeting with Client/FAA/SCAC (Virtual)	0	2	0	0	0	2	0	0	0	0	0	0	0
Cover Sheet	0	1	0	0	0	0	0	1	0	0	2	0	0
Quantities and General Notes Plan	0	1	0	0	0	0	0	2	0	0	4	0	1
CSPP - Plan and Report	0	2	0	2	0	0	0	2	0	0	6	0	0
Demolition Plan	0	1	0	0	0	0	0	2	0	0	4	0	0
AWOS Site Development Plan	0	4	0	0	0	0	0	4	0	0	6	0	0
Electrical/COM Layout Plan	0	2	0	0	0	0	0	4	0	0	4	0	0
Electrical/COM Diagrams and Details	0	2	0	0	0	0	0	4	0	0	4	0	0
Miscellaneous Details	0	1	0	0	0	0	0	2	0	0	2	0	0
DESIGN													
FAA/SCAC/Owner coordination	0	2	0	0	0	4	0	0	0	0	0	0	0
Pre-Design Meeting With Owner/FAA/SCAC (Virtual)	0	4	0	0	0	2	0	0	0	0	0	0	0
Site visit	0	8	0	0	0	0	0	0	0	0	0	0	0
Construction Safety and Phasing Narrative	0	2	0	4	0	0	0	0	0	0	0	0	0
Electrical/COMM Design	0	4	0	0	0	0	0	0	0	0	0	1	0
Quantities and Construction Estimates	0	1	0	0	0	0	0	2	0	0	2	0	0
Specifications	0	8	0	0	0	0	0	0	0	0	0	4	0
7460 / CSPP submittals	0	1	0	0	0	0	0	2	0	0	0	0	0
Design Review Meetings (Virtual)	0	3	0	0	0	0	0	2	0	0	0	0	0
Quality assurance plan	1	4	0	0	0	0	0	0	0	0	2	0	0
Revisions	0	1	0	0	0	0	0	4	0	0	4	0	0
Design engineer's report	0	4	0	0	0	0	0	0	0	0	1	1	0
MANHOUR TOTAL	1	59	0	6	0	10	0	31	0	0	43	6	1

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

DESIGN PHASE (04)**DIRECT LABOR EXPENSES:**

CLASSIFICATION		BILL RATE	ESTIMATED	
			MHRS	COST
Principal	PRIN	\$ 106	1	\$ 106
Senior Project Manager	SPM	\$ 84	59	\$ 4,956
Project Manager	PM	\$ 70	-	\$ -
Project Manager's Assist. IV	PMA4	\$ 48	6	\$ 288
Project Manager's Assist. III	PMA3	\$ 46	-	\$ -
Senior Planner	SP	\$ 59	10	\$ 590
Engineer V	E5	\$ 61	-	\$ -
Engineer III	E3	\$ 51	31	\$ 1,581
Engineer II	E2	\$ 41	-	\$ -
Engineer I	E1	\$ 34	-	\$ -
Technician V	T5	\$ 48	43	\$ 2,064
Admin. Assistant V	AD5	\$ 46	6	\$ 276
Admin. Assistant III	AD3	\$ 21	1	\$ 21
		Total	157	

SUBTOTAL \$ 9,882.00Apply Multiplier of: 3.849
Overhead Subtotal: \$ 38,035.82Profit: 11% \$ 4,183.94
TOTAL \$ 42,219.76**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
Postage / shipping documents	LS	\$ 75.00	1	\$ 75.00
SCDES/County permitting	LS	\$ -	1	\$ -
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 250.00	1	\$ 250.00
Travel	LS	\$ 380.00	1	\$ 380.00
SUBTOTAL				\$ 705.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED	
			UNITS	COST
	LS	\$ -		\$ -
	LS	\$ -		\$ -
SUBTOTAL				\$ -

TOTAL DESIGN PHASE (04): \$ 42,924.76

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

BIDDING PHASE (05)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
Coordinate advertisement	0	0	1	0	0	0	0	0	0	0	0	1	0
Distribute bid docs to plan room	0	0	2	0	0	0	0	2	0	0	0	2	0
Prebid meeting/agenda	0	3	0	0	0	0	0	0	0	0	1	0	0
Bidder question & answers	0	4	0	0	0	0	0	4	0	0	0	0	0
Prepare addenda	0	4	0	0	0	0	0	6	0	0	4	4	0
Bid opening (County Performs Bid													
Opening), bid tabulation	0	1	0	0	0	0	0	2	0	0	0	0	0
Recommendation of Award	0	2	0	0	0	0	0	0	0	0	0	1	0
MANHOUR TOTAL	0	14	3	0	0	0	0	14	0	0	5	8	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	ESTIMATED MHRS	COST
Principal	PRIN	\$ 106	-	\$ -
Senior Project Manager	SPM	\$ 84	14	\$ 1,176
Project Manager	PM	\$ 70	3	\$ 210
Project Manager's Assist. IV	PMA4	\$ 48	-	\$ -
Project Manager's Assist. III	RPR	\$ 46	-	\$ -
Senior Planner	SP	\$ 59	-	\$ -
Engineer V	0	\$ 61	-	\$ -
Engineer III	E3	\$ 51	14	\$ 714
Engineer II	E2	\$ 41	-	\$ -
Engineer I	E1	\$ 34	-	\$ -
Technician V	T5	\$ 48	5	\$ 240
Admin. Assistant V	AD5	\$ 46	8	\$ 368
Admin. Assistant III	AD3	\$ 21	-	\$ -
	Total		44	
SUBTOTAL				\$ 2,708.00
Apply Multiplier of:			3.849	
Overhead Subtotal:				\$ 10,423.09
Profit:	11%			\$ 1,146.54
TOTAL				\$ 11,569.63

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

BIDDING PHASE (05)**DIRECT EXPENSES:**

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
Postage / Shipping	LS	\$ 75.00	1	\$ 75.00
Bid Advertisement	LS	\$ -	1	\$ -
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 500.00	1	\$ 500.00
Travel	LS	\$ 380.00	0	\$ -
<i>SUBTOTAL</i>				\$ 575.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
	LS	\$ -	1	\$ -
	LS	\$ -	1	\$ -
<i>SUBTOTAL</i>				\$ -

TOTAL BIDDING PHASE (05):**\$ 12,144.63**

MANHOUR ESTIMATE**AWOS RELOCATION - DESIGN/BIDDING**

BEAUFORT EXECUTIVE AIRPORT

BEAUFORT, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2503 (315.0000002.086)

November 25, 2025

PLANNING PHASE - CATEGORICAL EXCLUSION (11)

DESCRIPTION	PRIN	SPM	PM	PMA4	PMA3	SP	E5	E3	E2	E1	T5	AD5	AD3
Scoping Letter	0	0	8	0	0	0	0	0	0	0	0	0	0
Environmental Inventory,													
Evaluation Analysis, Noise Analysis	0	0	16	0	0	0	0	0	0	0	0	0	0
Draft CATX	0	1	12	0	0	0	0	0	0	0	0	0	0
Final CATX	0	1	0	0	0	0	0	0	0	0	0	0	0
MANHOUR TOTAL	0	2	36	0	0	0	0	0	0	0	0	0	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	ESTIMATED MHRS	COST
Principal	PRIN	\$ 106	-	\$ -
Senior Project Manager	SPM	\$ 84	2	\$ 168
Project Manager	PM	\$ 70	36	\$ 2,520
Project Manager's Assist. IV	PMA4	\$ 48	-	\$ -
Project Manager's Assist. III	PMA3	\$ 46	-	\$ -
Senior Planner	SP	\$ 59	-	\$ -
Engineer V	0	\$ 61	-	\$ -
Engineer III	E3	\$ 51	-	\$ -
Engineer II	E2	\$ 41	-	\$ -
Engineer I	E1	\$ 34	-	\$ -
Technician V	T5	\$ 48	-	\$ -
Admin. Assistant V	AD5	\$ 46	-	\$ -
Admin. Assistant III	AD3	\$ 21	-	\$ -
	Total		38	
SUBTOTAL				\$ 2,688.00
Apply Multiplier of:				3.849
Overhead Subtotal:				\$ 10,346.11
Profit:	11%			\$ 1,138.07
TOTAL				\$ 11,484.18

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
Telephone	LS	\$ 25.00	1	\$ 25.00
DHEC permitting	LS	\$ 1,000.00	1	\$ 1,000.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 75.00	1	\$ 75.00
Travel	LS	\$ -	1	\$ -
SUBTOTAL				\$ 1,100.00

SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	COST
	LS	\$ -	1	\$ -
	LS	\$ -	1	\$ -
SUBTOTAL				\$ -

TOTAL PLANNING PHASE - CATEGORICAL EXCLUSION (11): **\$ 12,584.18**