

## WORK AUTHORIZATION - TASK ORDER NO. 2026-1

### DESIGN AND BID PHASE SERVICES

#### PERIMETER FENCING PROJECT

AT

ASHE COUNTY AIRPORT

JEFFERSON, NC

WBS #: TBD

Describing a specific agreement between Ashe County (OWNER) and AVCON, INC. (CONSULTANT), in accordance with the terms of the Master Agreement for Continuing Professional Services dated February 27, 2026.

#### **IDENTIFICATION OF PROJECT:**

The Perimeter Fencing Project at the Ashe County Airport consists of the installation of approximately 6,650 linear feet of new perimeter fencing, two (2) new gates around airport property as shown on the exhibit (Phase 1 and 2) attached to this task order. The installation of the perimeter fence is at the recommendation of the USDA – Wildlife Services and supported by the NC Division of Aviation (NCDOA). While the design does only include phase 1 and 3, it is the airports intention to install the fencing as part of Phase 3 and 4 as part of ongoing or future projects.

#### **SPECIFIC SCOPE OF SERVICES:**

The CONSULTANT will provide design and bidding services for the Perimeter Fencing Project at Ashe County Airport. The design efforts and tasks will include items such as the layout of the proposed fencing along the property line, the layout of new gates, fencing and gate details, minor grading and drainage adjustments, and appropriate technical specifications. Other elements of the project will include coordinating, attending and participating in two project review meetings with the OWNER and funding agencies, communicate during the design phase with potential contractors regarding the anticipated project execution, schedule, concerns and constraints, implementation logistics, production capacities and capabilities, meeting with the OWNER to review project requirements and constraints during construction, developing construction phasing, sequencing and scheduling plans, preparing and developing safety plans, details and notes, and other similar and related project design elements necessary to construct the project.

#### **Design Phase – Perimeter Fencing Project**

- A. After acceptance by the OWNER of this Task Order (TO #2026-1), and indication of any specific modifications or changes in the scope, extent, character, or design requirements of the project desired by the OWNER, NCDOA (and/or FAA) and upon written authorization from the OWNER, CONSULTANT shall proceed with the Design Phase Services.

B. CONSULTANT, under the Design Phase, shall:

1. Provide project development, formulation and grant administrative support to the OWNER; arrange and conduct a project review meeting with the OWNER and conduct a site visit and field reviews. Two review meetings are expected during design with one meeting including a site/field visit.
2. Prepare 90% and 100%/Final design and construction drawings for the Perimeter Fencing Project, indicating the scope, extent, and character of the work to be constructed under this project. Specifications will be prepared in general conformance with FAA requirements and standards, and as necessary, NCDOT format.
3. Provide technical criteria, written descriptions, and design data for OWNER's use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve the final design of the Project and assist OWNER in consultations with appropriate authorities.
4. Prepare opinion of probable construction costs for the 90% and 100%/Final submittal milestones. It is anticipated the construction cost estimates prepared for the 90% submittal will be used by NCDOA to develop appropriate MBE/WBE and/or DBE project goals as required.
5. Perform or provide, in general, the following Design Phase tasks:

Associated drawings and specifications necessary to define limits of the Perimeter Fencing Project, including fence layout, fence and gate details, demolition plans, details, and limits, develop safety plans, construction phasing and sequencing to minimize airport operational impacts, and other similar documentation.
6. Prepare and submit construction plans, specs, engineer's report, and cost estimates for 90% and 100%/Final level of completion (2 sets to the OWNER (hard copies) and 1 set to NCDOA (PDF), along with PDF files of same and AutoCad files for 100% only); conduct project plans review meeting (2) with OWNER and/or NCDOA.
7. Conduct project design meetings (2) with the OWNER, NCDOA, and others as required. Working and coordinating with the OWNER, attempt to schedule project meetings such that involved agencies and groups could attend.
8. Prepare and furnish Bidding Documents for review and approval by OWNER and assist OWNER in the preparation of other related documents.
9. Submit 2 final copies of the Bidding Documents and opinion of probable construction cost to OWNER.
10. CONSULTANT's services under the Design Phase will be considered complete on the date when the final Bid Documents for the Project have been delivered to OWNER.

11. Deliverables:

- 90%/100%/Final Design submittals.
- Released for Construction Documents.
- Technical specifications with 90% and 100% submittals.
- Detailed cost estimates for each submittal.
- CSPP checklist submitted with CSPP.
- FAA form 7460 submittal.
- Sealed Engineer's Design Report.

The Design Phase will be considered complete upon the submittal of the Final documents to the OWNER and all items listed in the Deliverables section listed above.

**Bid Phase – Perimeter Fencing Project**

A. The CONSULTANT shall provide Bid Phase services as set forth below:

1. CONSULTANT will informally solicit a minimum of three bidders. CONSULTANT will contact prequalified contractors per the NCDOT prequalification list.
2. A Pre-Bid meeting will not be held for this project. Contractors will be allowed to visit the site on a predetermined day and submit questions in writing. CONSULTANT shall issue addenda as appropriate to answer questions presented to the CONSULTANT, clarify, correct, or revise the Bidding Documents.
3. Preparation of Addenda – CONSULTANT shall assist the OWNER with preparation of all required technical related addenda to revise plans and specifications and/or respond to questions in order to provide necessary clarification or to correct discrepancies. The CONSULTANT shall issue all addenda to the prospective Bidders.
4. Bid Opening - Attend and conduct (1) Bid Opening.
5. Bid Tabulation and Recommendation of Award – CONSULTANT shall develop a tabulation of all bids received and conduct an evaluation, which will check for correctness of the bid schedule and identify the low bidder. Upon completion of the evaluation process, CONSULTANT shall make a written recommendation of award to the OWNER.
6. Preparation of Conformed Documents – CONSULTANT shall incorporate all addendum information into the plans and technical specifications to prepare a conformed set of documents. PDF copies of both the plan drawings (11" x 17") and technical specifications will be provided to the OWNER for incorporation into the final Conformed Documents set.

- B. The Bidding Phase services shall be considered complete upon CONSULTANT's issuance of the conformed documents to the OWNER to award a construction contract.

### **Grant Administration Support**

The CONSULTANT will assist and support the OWNER in the preparation of required and mandated grant related applications and forms (in accordance with current DoA checklists), documents and documentation, such as developing, updating and maintain project schedules and cash flow, progress reports, requests for interim payments and other related documents, submissions, and grant processes required in accordance with current OWNER rules and procedures for compliance with grant requirements.

### **Environmental Considerations**

A CATEX will be the form of environmental documentation and approval for this project.

### **SCHEDULE**

The tentative schedule for this Perimeter Fence Project is to have the task order project scope and fee developed for execution by the OWNER in February 2026, , with the Bid documents completed within 60 Days (not including Owner review time) after receipt of a Notice to Proceed. The intent is to advertise and bid this project before May 2026.

### **DELIVERABLES**

**(All deliverables for design and bidding will meet the requirements of AV100 Checklist dated October 2020.)**

- A. Prepare and submit construction plans, specifications, and cost estimates at 90%, and 100% levels of completion for each submission (1 set of plans for each submission to the OWNER (hard copy) and NCDOA (digital).
- B. Prepare and submit to OWNER and NCDOA for review and comments, the Construction Safety and Phasing Plan (CSPP) and 7460 Form. CONSULTANT to provide NCDOA the NRA number after submitting so they can inform the ADO the case has been submitted and ready for review. A copy of a completed CSPP Checklist will be submitted for review, with NCDOA comments uploaded with the plans into OE/AAA for FAA review and comments.
- C. Submit 1 final hard copy of the Final Documents to the OWNER and opinion of probable construction cost to OWNER. Submit a PDF of the Final Documents to NCDOA.
- D. Submit final Released for Construction documents for use during construction.

## **ASSUMPTIONS**

- A. The Perimeter Fencing Project will generally include the installation of perimeter fencing located 10-20' inside the property line of the airport. The perimeter fence will be 10' tall, to match existing fence previously installed and include barbed wire.
- B. Construction Phase Services are not included in this task order. Once construction funding for the project is determined and available, construction phase services will be added under a separate contract task order.
- C. Boundary survey to be utilized for this project was completed under previous project. Topography from previous projects or aerial imagery depicting existing trees and utilities will be utilized for the minor grading and drainage needs for the project. No additional survey services are anticipated for this project.
- D. Any permitting fees associated with the project, will be paid separately by Ashe County.
- E. The engineer's opinion of probable construction cost will be provided to the OWNER as part of the Engineer's Design Report accompanying each interim submittal.
- F. A CATEX will be the form of environmental documentation and approval for this project. It is understood that the CATEX can be done through AVCON by a third-party environmental firm.
- G. Meetings will be as follows:
  - 1. Kick Office Meeting and Site Visit (1)
  - 2. Project Design Meeting (2)
- H. Construction plans will be prepared assuming one prime construction contractor. The timing for construction will be closely coordinated with the OWNER and NCDOA and funding agencies.

## **Method of Compensation**

CONSULTANT shall be compensated based on the worked completed as outlined above and the information presented in the fee spreadsheet workups. Progress payments shall be made monthly. The total fee for the Perimeter Fence Project, including grant administration and documentation support shall be \$65,937.00 based on the attached manhour and fee spreadsheet.

## **Times of Payments**

CONSULTANT shall submit monthly statements for services rendered and for reimbursable expenses incurred as appropriate. The statements will be based upon CONSULTANT's estimate of the proportion of the total services actually completed at the time of billing.

CONSULTANT CONTACT PERSON:  
Office: (704) 954-9008

James M. Moose, P.E.  
[jmoose@avconinc.com](mailto:jmoose@avconinc.com)

ACCEPTED:

**ASHE COUNTY**

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

ITS: \_\_\_\_\_

ATTEST: \_\_\_\_\_

DATE: \_\_\_\_\_

**AVCON, INC.**

BY: *James M. Moose*

ITS: President

ATTEST: *James M. Moose*

DATE: 2/26/26



AVCON, INC.  
 1000 W. WILSON ROAD  
 SUITE 200  
 WILSON, NC 27597  
 (919) 241-1100  
 www.avcon.com

PRELIMINARY  
 NOT RELEASED FOR  
 CONSTRUCTION

ASHE COUNTY AIRPORT  
 JEFFERSON, NORTH  
 CAROLINA



KEY PLAN

PROPOSED  
 PERIMETER FENCE

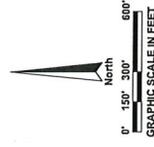
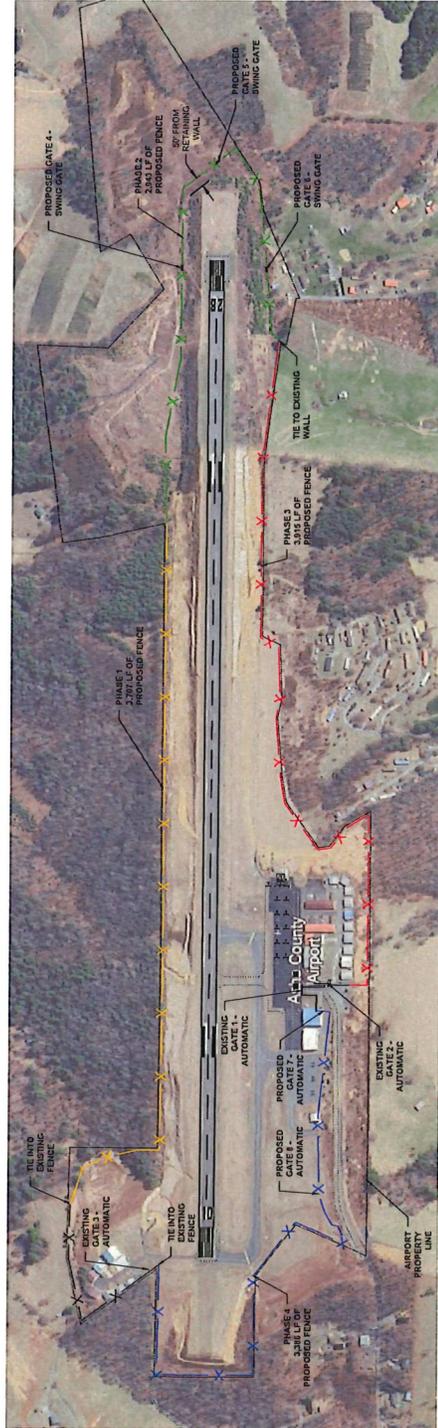
SCALE: AS NOTED

REVISIONS:	
NO.	DATE BY DESCRIPTION

DESIGNED BY: A.M.T.  
 DRAWN BY: A.M.T.  
 CHECKED BY: J.M.M.  
 APPROVED BY: J.M.M.  
 DATE: OCTOBER 2025

STATE LICENSE # N.C. C-2460  
 PROJECT NO. 2024.0126.02

SHEET NUMBER  
**EX-01**



**PROFESSIONAL FEE SUMMARY  
FOR  
PERIMETER FENCING PROJECT  
DESIGN AND BIDDING PHASE SERVICES**

**ASHE COUNTY AIRPORT  
JEFFERSON, NORTH CAROLINA**

AVCON Project Number

2026.0126.01

2/20/2026

<u>Item Description</u>	<u>Amount</u>	<u>Method</u>	<u>NCDOA Code</u>
<b>Task 1 <u>Design Phase Services</u></b>			
Direct Labor Costs	\$38,632.56		
Direct Expenses	\$760.55		
Design Subtotal	\$39,393.11	LS	A104
<b>Use</b>	<b>\$39,394.00</b>	<b>LS</b>	
 <b>Task 2 <u>Bid Phase Services</u></b>			
Direct Labor Costs	\$10,962.73		
Direct Expenses	\$304.50		
Bid Phase Services Subtotal	\$11,267.23		A104
<b>Use</b>	<b>\$11,268.00</b>	<b>LS</b>	
 <b>Task 3 <u>Grant Administration Services</u></b>			
Direct Labor Costs	\$6,187.59		
Direct Expenses	\$0.00		
Grant Administration Services Subtotal	\$6,187.59		A104
<b>Use</b>	<b>\$6,188.00</b>	<b>LS</b>	
 <b>Task 4 <u>Environmental Considerations</u></b>			
Direct Labor Costs	\$1,386.74		
Direct Expenses	\$0.00		
Subs	\$7,700.00		
Enviromental Considerations Subtotal	\$9,086.74		A104
<b>Use</b>	<b>\$9,087.00</b>	<b>LS</b>	
<b>Project Total:</b>			
	<b>\$65,937.00</b>	<b>LS</b>	<b>A104</b>





ENGINEERING FEE COMPUTATION FOR ASHE COUNTY AIRPORT

PERIMETER FENCING PROJECT  
TASK: GRANT ADMINISTRATION

ITEMS OF WORK	No. Mgs/ frequency	Hrs/mg or visit and # staff	Trips	Principal	Sr. Project Manager	Engineer / Planner	Engineer / Planner	Designer/CAD Tech	Admin / Clerical	TOTAL HOURS
<b>Grants Administration Services</b>										
Grant Applications (RFA), Forms and Support Documents					4				4	8
Project Schedule and Cash Flow					1				1	2
OSR Progress Reports					2				2	4
Interim Reimbursements					3				9	12
Grant Closeout					2				4	6
Coordination with GEV and NCDQA for grant					4				4	8
Total Manhours By Category				0	16	0	0	0	24	40
Hourly Salary Rate				\$115.38	\$91.35	\$54.81	\$48.08	\$46.39	\$29.50	
Payroll Burden				\$0.00	\$1,461.54	\$0.00	\$0.00	\$0.00	\$706.00	
Total Payroll Burden										
General Overhead	155.16%	\$2,169.54								
Subtotal		\$3,366.26								
Profit	11.00%	\$5,535.79								
Facilities Cost of Capital	1.9753%	\$608.94								
Total		\$42.85								
Direct Expenses (see below)		\$6,187.59								
Total - Grants Administration Services		\$0.00								
Use		\$6,187.59								
		\$6,188.00								

DIRECT COSTS

TRIPS/TRAVEL (round trip: Huntersville - GEV (210 miles/trip avg.))

PER DIEM

LODGING

PRINTING/REPRODUCTIONS - SEE DETAILED REPRODUCTION EXPENSES BACKUP SHEET

POSTAGE/OVERNIGHT DELIVERIES

UNIT	QUANTITY	MILES	UNIT COST	TOTAL
Trips	0	210	\$0.725	\$0.00
Each	0		\$49.00	\$0.00
Each	0		\$100.00	\$0.00
LS	1		\$0.00	\$0.00
LS	0		\$0.00	\$0.00
SUBTOTAL DIRECT COSTS				\$0.00

ENGINEERING FEE COMPUTATION FOR ASHE COUNTY AIRPORT

PERIMETER FENCING PROJECT  
 TASK: ENVIRONMENTAL CONSIDERATIONS

ITEMS OF WORK	No. Mtgs/ frequency	Hrs/mtg or visit and # staff	Trips	Principal	Sr. Project Manager	Engineer / Planner	Engineer / Planner	Designer/CAD Tech	Admin / Clerical	TOTAL HOURS
Environmental Considerations Coordination, Invoices with Sub					2				1	3
Draft CATEX Review, Comments					2					2
CATEX Submittal, Approval					1					1
			Total Trips							
			0							
Total Manhours By Category				0	5	0	0	0	1	6
Hourly Salary Rate				\$115.38	\$91.35	\$54.81	\$46.39	\$29.50		
Payroll Burden				\$0.00	\$456.73	\$0.00	\$0.00	\$0.00		
Total Payroll Burden				\$486.23						
General Overhead	155.16%			\$754.44						
Subtotal				\$1,240.67						
Profit	11.00%			\$136.47						
Facilities Cost of Capital	1.9753%			\$9.60						
Total				\$1,386.74						
Direct Expenses (see below)				\$0.00						
CATEX - S&ME				\$7,700.00						
Total - Environmental Considerations				\$9,086.74						
Use				\$9,087.00						

UNIT	QUANTITY	MILES	UNIT COST	TOTAL
Trips	0	210	\$0.725	\$0.00
Each	0		\$49.00	\$0.00
Each	0		\$100.00	\$0.00
LS	1		\$0.00	\$0.00
LS	0		\$0.00	\$0.00
SUBTOTAL DIRECT COSTS				\$0.00

DIRECT COSTS  
 TRIPS/TRAVEL (round trip: Huntersville - GEV (210 miles/trip avg.))  
 PER DIEM  
 LODGING  
 PRINTING/REPRODUCTIONS - SEE DETAILED REPRODUCTION EXPENSES BACKUP SHEET  
 POSTAGE/OVERNIGHT DELIVERIES

**Reproductions**

<b>DESIGN</b>	No. of	No. of	No. of	No. of	No. of	No. of	Covers	Bindings	Submittal Sets	Total Cost
	Dwgs.	Dwgs.	Pages	Pages	Pages	Pages				
	(6 sf ea)	(6 sf ea)	8.5 x 11	8.5 x 11	11 x 17	11 x 17				
	B&W	Color	B&W	Color	B&W	Color				
	\$2.22	\$7.88	\$0.14	\$0.83	\$0.34	\$1.66	\$0.50	\$0.50		
Meeting Agendas and Notes			2			2			6	\$21.60
90% Plans (11"x17")					30				2	\$20.40
100%/Final Plans (11"x17")					30				2	\$20.40
General Provisions and Tech Specs			400						2	\$112.00
Engineer's Report			100	25			1	1	2	\$71.50
CSPP			25		10		1	1	1	\$7.90
<b>Total</b>										<b>\$253.80</b>

<b>Grants Administrative Support Services</b>	No. of	No. of	No. of	No. of	No. of	No. of	Covers	Bindings	Submittal Sets	Total Cost
	Dwgs.	Dwgs.	Pages	Pages	Pages	Pages				
	(6 sf ea)	(6 sf ea)	8.5 x 11	8.5 x 11	11 x 17	11 x 17				
	B&W	Color	B&W	Color	B&W	Color				
	\$2.22	\$7.88	\$0.14	\$0.83	\$0.34	\$1.66	\$0.50	\$0.50		
Assist Client with Grants Administration:										\$0.00
<b>Total</b>										<b>\$0.00</b>

<b>Bid Phase Services</b>	No. of	No. of	No. of	No. of	No. of	No. of	Covers	Bindings	Submittal Sets	Total Cost
	Dwgs.	Dwgs.	Pages	Pages	Pages	Pages				
	(6 sf ea)	(6 sf ea)	8.5 x 11	8.5 x 11	11 x 17	11 x 17				
	B&W	Color	B&W	Color	B&W	Color				
	\$2.22	\$7.88	\$0.14	\$0.83	\$0.34	\$1.66	\$0.50	\$0.50		
Released for Construction Documents										\$0.00
<b>Total</b>										<b>\$0.00</b>

**\$253.80**

**ASHE COUNTY AIRPORT  
PERIMETER FENCING PROJECT**

**Preparation of Construction Drawings**

List of Drawings/Plans Sheets	Total	Submittals		Senior Project Manager	Project Manager	Engineer / Planner	Designer/CAD Tech	Admin / Clerical	Total MHs
		90%	100%						
Cover Sheet	1	1	1			1	2		3
Index of Drawings, Bid Schedules and/or Summary of Quantities	1	1	1			1	2		3
Legend and Abbreviations, General Notes	1	1	1			1	2		3
Access Control Plan/Staging Area/Haul Routes/Notes	1	1	1			1	2		3
Safety and Security Notes	1	1	1			1	2		3
Safety Plans, Notes & Details	1	1	1			1	2		3
Construction Phasing Plan Overview	1	1	1			2	2		4
Existing Conditions Plans	6	6	6			6	12		18
Demolition Plans	6	6	6			6	12		18
Fence Layout Plans	6	6	6			6	12		18
Fencing Details	2	2	2			2	4		6
Gate Details	2	2	2			2	4		6
Misc. Details	1	1	1			2	2		4
<b>TOTAL PLAN SHEETS</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>32</b>	<b>60</b>	<b>0</b>	<b>92</b>
90% Design Submittal (rounded) - 80% effort				0	0	26	48	0	74
100% / Final Submittal (rounded) - 20% effort				0	0	6	12	0	18

ASHE COUNTY AIRPORT

PERIMETER FENCING PROJECT

LIST OF PLAN SHEETS

Sheet Name	Total	90%	100%/Bid	RFC
Cover Sheet	1	1	1	1
Index of Drawings, Bid Schedules and/or Summary of Quantities	1	1	1	1
Legend and Abbreviations, General Notes	1	1	1	1
Access Control Plan/Staging Area/Haul Routes/Notes	1	1	1	1
Safety and Security Notes	1	1	1	1
Safety Plans, Notes & Details	1	1	1	1
Construction Phasing Plan Overview	1	1	1	1
Existing Conditions Plans	6	6	6	6
Demolition Plans	6	6	6	6
Fence Layout Plans	6	6	6	6
Fencing Details	2	2	2	2
Gate Details	2	2	2	2
Misc. Details	1	1	1	1
CSPP Document	X	X	X	X
Engineer's Report	X	X	X	
Contract Documents	X	X	X	X
Specifications	X	X	X	X
<b>Total Plan Sheets</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>



February 20, 2026

AVCON, Inc.  
13801 Reese Boulevard, Suite 160  
Huntersville, North Carolina 28078

Attention: Mr. James Moose, P.E.

Reference: **Proposal for Environmental Consulting Services  
Ashe County Airport – Phase 1 and 2 Perimeter Fence**  
Jefferson, Ashe County, North Carolina  
S&ME Proposal No. 26350199

Dear Mr. Moose:

S&ME, Inc. (S&ME) is pleased to submit this revised proposal for environmental consulting services related to the Ashe County Airport Phase 1 and 2 Perimeter Fence project. This proposal describes our understanding of the project, discusses the intended scope of services, outlines the project schedule, and presents the associated compensation for our services. S&ME will perform these services under the terms and conditions of the Master Agreement for Continuing Professional Services between AVCON and S&ME dated May 1, 2017. We anticipate a task order will be issued for the proposed services.

## ◆ Background Information

Project information was provided via email correspondence between Mr. James Moose with AVCON to Mr. Patrick Laatsch and Mr. Dave Homans with S&ME on February 16, 2026. Included in the email was the attached Ashe County Proposed Perimeter Fence figure. Based on the information provided, we understand that there are four phases of perimeter fence installation proposed at the airport. This includes approximately 3,707 linear feet (LF) along the northern portion of the runway (Phase 1), and approximately 2,943 LF at the eastern end of the runway (Phase 2) which are part of the currently proposed project.

The proposed project is expected to qualify as a Federal Aviation Administration (FAA) categorical exclusion (CatEx) pursuant to compliance with the National Environmental Policy Act (NEPA). Specific FAA actions subject to NEPA review include, but are not limited to, grants, loans, contracts, leases, construction and installation actions, procedural actions, research activities, rulemaking and regulatory actions, certifications, licensing, permits, plans requiring approval, and legislation proposed by the FAA. CatEx refers to a category of actions that do not individually or cumulatively have a significant effect on the environment. A CatEx is a level of NEPA review, not an exemption or waiver of NEPA review.

This project's FAA CatEx will require completion of the form provided in FAA document Office of the Associate Administrator for Airports (ARP) Standard Operating Procedures (SOP) 5.10 – *CATEX Determinations* to document findings. Supplemental information must also be presented to support the findings discussed in the form.



## **Revised Proposal for Environmental Consulting Services Ashe County Airport – Phase 1 and Phase 2 Perimeter Fence**

Jefferson, Ashe County, North Carolina  
S&ME Proposal No. 26350199

### **◆ Scope of Services**

S&ME Natural Resources professionals will visit the project area to document site conditions and perform the assessments outlined below. For purposes of this proposal, S&ME will consider the project area to be an approximately 40-foot-wide corridor centered on the proposed Phase 1 and Phase 2 fence alignment.

### **Protected Species Assessment**

To address potential concerns related to federally listed species which are protected under the Endangered Species Act (ESA) of 1973 (16 USA 1531-1543), as amended, S&ME will perform a protected species assessment of the project area. This task will begin with review of the U.S. Fish and Wildlife Service (USFWS) current list of protected species in the vicinity of the project area. S&ME personnel will incorporate the results of this review with the project area site visit to locate potential habitat or the presence of protected terrestrial species (plants or animals occurring on land) that were identified through the records review. The results of the field review for protected species will be summarized in the environmental documentation.

Please note that positive identification of certain protected plant species requires assessment during its flowering period, which may not be practicable given the timing of this proposed assessment. In such an event, this assessment will serve only to determine if current site conditions are suitable for those threatened, endangered or candidate terrestrial species whose presence may have been currently or historically recorded. If protected species or potential protected species are identified during field review, a separate proposal may be necessary for additional fieldwork or agency coordination associated with the identified protected species.

### **Jurisdictional Waters Assessment**

Jurisdictional Waters of the U.S. (WOTUS) are those waters, including certain wetlands, which are subject to Section 404 of the CWA under the federal regulatory authority of the U.S. Army Corps of Engineers (USACE), as well as Section 401 of the CWA under the regulatory authority of the North Carolina Department of Environmental Quality Division of Water Resources (NCDWR).

S&ME natural resources professionals will review supporting information such as U.S. Geological Society (USGS) Topographic Maps, local soil survey data, publicly available LiDAR topography, National Wetlands Inventory (NWI) mapping, and the U.S. Department of Agriculture (USDA) Hydric Soils of the U.S. publication prior to initiating field activities. S&ME will then field review the project area and identify areas with conditions consistent with wetlands in accordance with guidance set forth in the 1987 USACE Wetland Delineation Manual as amended by the Eastern Mountains and Piedmont Region Supplement. S&ME professionals will document representative field conditions at specific locations with photographs and by using USACE Routine Wetland Determination Data Forms.

S&ME will also field review the project area for streams and other non-wetland WOTUS (tributaries, open waters, impoundments). Non-wetland waters identified during the field review will be assessed and classified as either jurisdictional or non-jurisdictional. If appropriate, S&ME will use the NCDWR Stream Classification Form (Ver. 4.11) to document characteristics of identified drainage features on the day of the assessment to assist in determining their jurisdictional status.



**Revised Proposal for Environmental Consulting Services  
Ashe County Airport – Phase 1 and Phase 2 Perimeter Fence**

Jefferson, Ashe County, North Carolina  
S&ME Proposal No. 26350199

Please note that the United States Supreme Court narrowed the definition of WOTUS under the CWA in its opinion on May 25, 2023. In its majority opinion in *Sackett v. EPA* (Environmental Protection Agency), the Supreme Court moved away from the previously used broad-based significant nexus test for determining which water bodies and wetlands qualify as WOTUS and are afforded protection under the CWA. Instead, the Supreme Court determined that the CWA is limited to relatively permanent waters (RPW), that include intermittent and perennial flowing streams, connected to traditional interstate navigable waters and wetlands that directly abut these features.

The Supreme Court also determined that for adjacent wetlands to be considered WOTUS, a continuous surface connection with a downstream WOTUS must be present. Therefore, wetlands not connected to downstream waters by a RPW may not be considered WOTUS based on the Supreme Court decision.

Generally, impoundments of jurisdictional features are considered jurisdictional WOTUS, while non-abutting wetlands and isolated open waters excavated in uplands without a discrete surface water connection to downstream waters are not considered WOTUS. As such, S&ME will assess the presence of hydrologic connections to downstream waters for impoundments and other aquatic features identified on the project area to the extent practicable.

Areas determined to be potentially jurisdictional wetlands and non-wetland WOTUS will be demarcated in the field with sequentially numbered flagging and the positions of the flags will be located using GPS receivers capable of sub-meter accuracy. S&ME will then post-process the GPS field data and incorporate the results of this task in the environmental documentation.

### **State Agency Consultation, Cultural Resources, and Tribal Resources**

Upon completion of the site visit, S&ME will prepare a scoping package that will include project information, mapping, and site photographs, and submit the scoping package to the North Carolina (NC) State Clearinghouse (SCH) for their distribution to appropriate state agencies for their comments on the proposed project. Responses received will be incorporated into the CatEx documentation, discussed below.

S&ME will review readily available online resources including the National Register of Historic Places (NRHP) and the North Carolina State Historic Preservation Office (NC SHPO) website to identify historic properties including archaeological sites and historic resources (structures) that are listed on, or eligible for listing on, the NRHP. S&ME will summarize the resource review and correspond with the NC SHPO via NC State Clearinghouse to obtain comments related to the proposed project. It is important to note that this scope of service does not include survey efforts necessary to identify undocumented resources or the assessment of NRHP-eligibility of documented resources identified during this research. NC SHPO may find that additional survey and/or evaluation efforts are necessary during their review.

S&ME will utilize the online Department of Housing and Urban Development (HUD) Tribal Directory Assessment Tool (TDAT) to identify known tribes that have an interest in the project area. Tribal Historic Preservation Offices (THPOs) will be contacted regarding potential tribal resources within the project area and vicinity. If necessary, S&ME will provide project scoping packages to the appropriate federal or state agency contact to coordinate its distribution and initiate the government-to-government consultation with tribes identified in Ashe County in TDAT for their review and comment.



## Revised Proposal for Environmental Consulting Services Ashe County Airport – Phase 1 and Phase 2 Perimeter Fence

Jefferson, Ashe County, North Carolina  
S&ME Proposal No. 26350199

### CatEx Documentation

S&ME will complete the form provided in FAA document Office of the ARP SOP 5.2 – CatEx Determinations (March 31, 2025) and will attach supplemental materials, as appropriate, to support the presumed findings that the proposed project will not result in significant adverse environmental impacts.

A deliverable for this task will include a draft copy of the FAA CatEx Form and supporting materials (environmental documentation), to be submitted to the client/airport sponsor. S&ME will make associated revisions, as necessary, and cycle the revised draft through the North Carolina Department of Transportation - Division of Aviation (DOA) for their review and comment. S&ME will then incorporate further necessary revisions into the final CatEx document. S&ME will coordinate, as necessary, with the airport sponsor and DOA to communicate findings and to receive concurrence regarding appropriate actions. This task includes time for one S&ME professional to attend up to three hours of conference call meetings.

### ◆ Limitations and Exclusions

This proposal is solely intended for the Basic Services as described in the Scope of Services. The Scope of Services may not be modified or amended, unless the changes are first agreed to in writing by the client and S&ME. Use of this revised proposal and corresponding final deliverable is limited to the above-referenced project and AVCON. No other use is authorized by S&ME.

Without attempting to be a complete list of all or potential services that are excluded from this proposal and will not be performed by S&ME, the following services are specifically excluded:

- Preparation of an Environmental Assessment (EA);
- Preparation of an Environmental Impact Statement (EIS);
- Submittal of a Jurisdictional Determination Request to the USACE.
- Preparation of CWA Section 404/401 Permitting;
- Survey for aquatic species or protected bats;
- Cultural/Archaeological Resources Assessments and Surveys;
- Preparation of a compensatory mitigation plan or stormwater management plan;
- Public involvement meetings and/or hearings;
- Environmental site assessment (i.e., the assessment of site environmental conditions or testing for the presence of contaminants in the soil, surface water or groundwater);
- Civil Surveying of existing area;
- Review of shop drawings; and
- Construction testing services.

In the event that one or more of these services is required, please notify S&ME such that we can amend our proposal or provide a change order at a later date to include the requested service.

### ◆ Client Responsibilities

We ask that the client be responsible for the following:



**Revised Proposal for Environmental Consulting Services  
Ashe County Airport – Phase 1 and Phase 2 Perimeter Fence**

Jefferson, Ashe County, North Carolina  
S&ME Proposal No. 26350199

- Provide/coordinate access to the project area.
- Provide/coordinate additional project details, as necessary.
- Provide contact information for federal and/or state project managers assigned to the project for THPO consultation, as needed.

◆ **Schedule and Compensation**

Depending on our receipt of your authorization to proceed, we can generally complete the fieldwork associated with this project within **two weeks** (10 business days) of authorization to proceed. Scoping packages should be submitted within **three weeks** (15 business days) after completion of the field work. Environmental documentation of the CatEx can generally be completed within **three weeks** (15 business days) of receipt of agency consultation responses and project information. NC SCH typically provides up to 30 days for agency comment, however, their response time is dictated by their schedule.

Based upon similar projects conducted in the past, S&ME proposes to perform the proposed scope of services for a lump sum fee of **\$7,700** (using the maximum allowable non-salary direct cost rate sheet from the North Carolina Department of Transportation for reimbursable expenses). This quotation is valid for a period of 30 days. Please note that our invoice payment terms are 30 days net, however we understand AVCON will require longer terms (60 to 90 days) due to the nature of the project funding. Unless otherwise requested, S&ME will submit progress invoices to AVCON monthly and a final invoice upon completion of the proposed services.

◆ **Authorization**

S&ME will perform these services under the terms and conditions of the Master Agreement for Continuing Professional Services between AVCON and S&ME dated May 1, 2017. We anticipate a task order will be issued for the proposed services.

◆ **Closure**

S&ME appreciates the opportunity to provide this proposal. If you have questions regarding the outlined scope of services, or if we may be of further assistance, please contact us.

Sincerely,

**S&ME, Inc.**

Handwritten signature of D. David Homans in black ink.

D. David Homans  
Natural Resources Senior Scientist  
[dhomans@smeinc.com](mailto:dhomans@smeinc.com)

Handwritten signature of Abigail Adams in black ink.

Abigail Adams  
Natural Resources Project Scientist  
[abigailadams@smeinc.com](mailto:abigailadams@smeinc.com)

Senior review by Patrick Laatsch, Services Manager II



**Revised Proposal for Environmental Consulting Services  
Ashe County Airport – Phase 1 and Phase 2 Perimeter Fence**

Jefferson, Ashe County, North Carolina

S&ME Proposal No. 26350199

Attachments:

- Proposed Perimeter Fence Exhibit
- NCDOT Rate Sheet



AVCON, INC.  
 1000 W. STATE STREET, SUITE 200  
 WILMINGTON, NC 28403  
 WWW.AVCON.COM

PRELIMINARY  
 NOT RELEASED FOR  
 CONSTRUCTION

ASHE COUNTY AIRPORT  
 JEFFERSON, NORTH  
 CAROLINA



KEY PLAN

PROPOSED  
 PERIMETER FENCE

ATTENTION:  
 THIS DOCUMENT CONTAINS PRIVILEGED AND PROPRIETARY INFORMATION. IT IS THE PROPERTY OF AVCON, INC. AND IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF AVCON, INC.

SCALE: AS NOTED

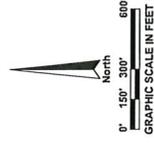
REVISIONS:	
NO.	DESCRIPTION

DESIGNED BY: A.J.M.T.  
 DRAWN BY: A.J.M.T.  
 CHECKED BY: J.M.M.  
 APPROVED BY: J.M.M.  
 DATE: OCTOBER 2025

STATE LICENSE # NC C-3460  
 PROJECT NO. 2024-012E.02

SHEET NUMBER

EX-01





STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

DANIEL JOHNSON  
SECRETARY

January 1, 2026

**MAXIMUM ALLOWABLE NON-SALARY DIRECT COSTS**

CONSULTANTS ARE LIMITED TO THE LOWER OF THEIR ACTUAL RATES OR THE RATES IMPOSED BELOW

**Reproduction:**

Copies (B&W) \$	0.14		Vellums \$	3.00	
Copies (B&W) \$	0.34	11" x 17"	Stick-ons \$	1.00	
Copies (color) \$	0.83		Covers \$	0.50	
Copies (color) \$	1.66	11" x 17"	Binding \$	0.50	
Blueprints \$	2.22		Mylars \$	7.32	
Blueprints \$	7.88	24" x 36"	Mylars \$	28.12	3' x 4'
Bond \$	0.42		Bond \$	3.50	34" x 68"

**Computer:**

CADD \$ -  
*recovered through overhead*

**Other:**

Film & Development \$ 20.00 per roll

**Mileage:**

Sedan	\$ 0.725	per mile
Carryall	\$ 0.745	per mile
Car Rental	\$ 50.00	per day
Gas for car rental	\$ 0.20	per mile

**CEI/Technician-type contracts:**

2-WD Truck	\$1,075.00	per month
4-WD Truck	\$1,146.00	per month
2-WD Truck gas reimbursement	\$ 0.18	per mile
4-WD Truck gas reimbursement	\$ 0.20	per mile

Phones, computers, iPads, Data Plans, Wi-Fi, etc.,  
*recovered through overhead*

**Subsistence:**

	<u>In-State</u>	<u>Out-State</u>
Breakfast	\$ 10.60	\$ 10.60
Lunch	\$ 14.00	\$ 14.00
Dinner	\$ 24.40	\$ 27.70
Lodging	\$ 94.10	\$ 111.10
	<u>\$ 143.10</u>	<u>\$ 163.40</u>

*Hotel reimbursement is limited to actual costs not to exceed:*

\$ 94.10 per day **plus tax** for in state  
 \$ 111.10 per day **plus tax** for out of state  
 \$ 100.00 **per day**

**for hotel will be proposed for ALL NCDOT proposals.**

- \* Subsistence is an allowance related to lodging and meals (including gratuities).
- \* Payment of sales tax, lodging tax, local tax or service fees applied to the cost of lodging is allowed in addition to the lodging rate and is to be paid as a lodging expense.
- \* Reimbursement of actual costs of overnight lodging, whether in-state or out-of-state, must be documented by a receipt of actual lodging expenses from a commercial establishment.
- \* Out of State travel status only applicable when performing contracted services for NCDOT & requires travel outside of NC. Travel status begins when employee(s) leaves the state and remains in effect until returning to the state.
- \* All subsistence rates comply with NC GS 138-6, the NC Office of State Budget & Management Budget Manual and the

NCDOT Travel Policy and Reimbursement Procedures.

**5.2.6 Meals during Overnight Travel**

An employee may be reimbursed for meals, including lunches, while on official state business when the employee is in overnight travel status. Employees may be reimbursed for meals for partial days of travel when in overnight travel status and the partial day is the day of departure or the day of return.

The following applies:

- \* Breakfast: depart duty station prior to 6:00 am.
- \* Lunch: depart duty station prior to Noon (day of departure) or return to duty station after 2:00 p.m. (day of return).
- \* Dinner: depart duty station prior to 5:00 p.m. (day of departure) or return to duty station after 8:00 p.m. (day of return).

Travel must involve a destination located at least 35 miles from employee's regularly assigned duty station or home, whichever is less.

**5.2.7 Meals during Daily Travel**

NCDOT has set an individual agency policy to allow for employee reimbursement of breakfast and dinner meals for day travel when employees are not in overnight travel status. By state statute, lunches cannot be reimbursed unless the employee is in overnight travel status or otherwise specified in G.S 138-6.

Agency policy should incorporate the following departure times and return times:

- \* Breakfast (morning): depart duty station prior to 6:00 am and extend the workday by 2 hours.
- \* Dinner (evening): return to duty station after 8:00 pm and extend the workday by 3 hours.

Travel must involve a destination located at least 35 miles from employee's regularly assigned duty station or home, whichever is less.

The **Internal Revenue Service (IRS)** considers meal reimbursement outside of overnight travel status as taxable compensation payments. If an employee receives breakfast or dinner under this section, then the payment must be treated as employee compensation for purposes of withholding federal, state, and FICA taxes.

*ALL OTHER COSTS MUST SHOW SUPPORTING DOCUMENTATION*

ADDRESS ANY QUESTIONS TO THE CONSULTANT, UTILITY, RAIL, TURNPIKE AUDIT UNIT:

John Stroud - Manager	919-707-4580	<a href="mailto:jestroud@ncdot.gov">jestroud@ncdot.gov</a>
Shanna Cofield - Lead Auditor	919-707-4579	<a href="mailto:slcofield@ncdot.gov">slcofield@ncdot.gov</a>
Geavonda Chestnut - Lead Auditor	919-707-4597	<a href="mailto:gchestnut@ncdot.gov">gchestnut@ncdot.gov</a>
Rosalyn Dobbin - Sr. Auditor	919-707-4583	<a href="mailto:rddobbin@ncdot.gov">rddobbin@ncdot.gov</a>
Julius Coulter - Sr. Auditor	919-707-4589	<a href="mailto:jacoulter@ncdot.gov">jacoulter@ncdot.gov</a>
Luke Pritsky - Sr. Auditor	919-707-4584	<a href="mailto:wlpritsky@ncdot.gov">wlpritsky@ncdot.gov</a>
Nick Askew - Sr. Auditor	919-707-4582	<a href="mailto:naskew1@ncdot.gov">naskew1@ncdot.gov</a>