|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| DOTLOGO2 | | | | | | | | **Construction Phase Engineering**  **Amendment Application** | | | | | | | |
| **I. Project Information** | | | | | | | | | | | | | | | |
| Airport: |  | | | | | | | | Date: | | | |  | |  |
|  | | | | | | | | | | | | | | | |
| IL Project No.: | |  | | | AIP Project No.: | |  | | |
| Project Description: | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| **II. Consultant Information** | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| Consulting Firm: | | | |  | | | | | |  | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| Prepared by: | | |  | | |  | | | | | Date: |  | |  | |
|  | | | Signature | | | Printed Name | | | | |  | | | | |

|  |  |  |
| --- | --- | --- |
| **III. Amendment Reason Summary** | | |
|  | | |
| List the reasons for the proposed Construction Phase Engineering Amendment | | |
|  | | |
| 1. |  | |
|  |  | |
|  |  | |
|  | | |
| 2. |  | |
|  |  | |
|  |  | |
|  | | |
| 3. |  | |
|  |  | |
|  |  | |
|  | | |
| 4. |  | |
|  |  | |
|  |  | |
|  | | |
| 5. |  | |
|  |  | |
|  |  | |
|  | | |
| 6. | |  |
|  | |  |
|  | |  |

|  |  |
| --- | --- |
| 7. |  |
|  |
|  |

|  |  |
| --- | --- |
| 8. |  |
|  |
|  |

|  |
| --- |
| **IV. General Project Information** |

|  |  |
| --- | --- |
| Date of Original Construction Phase Engineering Agreement: |  |

|  |  |
| --- | --- |
| Original Agreement Approved Overhead & Burden Rate: |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Original per Agreement  1 | | Final or Requested  2 | | Difference  (2-1) | |
| Cost of Contractor’s Construction Contract: |  |  |  |  | $0.00 |  |
|  |  | |  | |  | |
| Cost of Construction Engineering (Not to Exceed Amount): |  |  |  |  | $0.00 |  |
|  |  | |  | |  | |
| Engineering Cost as a Percent of Construction Cost: |  |  |  |  |  | |
|  |  | |  | |  | |
| Number of Contractor Calendar Days: |  |  |  |  | 0.00 |  |
|  |  | |  | |  | |
| Number of Work Days Contractor Worked on Site: |  |  |  |  |  | |
|  |  | |  | |  | |
| Number of Work Days Consultant Worked on Site: |  |  |  |  |  | |
|  |  | |  | |  | |
| Construction Engineering Cost per Contractor Work Day: |  |  |  |  |  | |
|  |  | |  | |  | |

**V. Approved Change Authorization Extra Work**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Description | IDA Approval  Date | | Estimated Additional  Engineering Cost | |
|  |  |  |  |  |
|  |  |  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  |  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  |  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  |  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  |  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  | |
|  |  | |  | |
|  |  |  |  |  |
|  |  | |

|  |
| --- |
| **VI. Consultant Agreement: Personnel & Task Analysis** |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Original Agreement Data** | | | | | | **Engineering Amendment Data** | | | | |
| Task  # | Task  Description | Personnel  Classification | Proposed  Hours | Rate  $/hour | 1  Cost | Actual  Personnel  Classification | Actual  Hours | Rate  $/hour | 2  Actual  Cost | Difference  (2 – 1) |
|  |  |  |  |  |  |  |  |  |  |  |
| 1 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 2 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 3 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 4 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 5 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 6 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 7 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 8 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 9 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 10 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 11 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 12 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 13 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Original Agreement Data** | | | | | | **Engineering Amendment Data** | | | | |
| Task  # | Task  Description | Personnel  Classification | Proposed  Hours | Rate  $/hour | 1  Cost | Actual  Personnel  Classification | Actual  Hours | Rate  $/hour | 2  Actual  Cost | Difference  (2 – 1) |
|  |  |  |  |  |  |  |  |  |  |  |
| 14 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 15 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 16 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 17 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 18 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 19 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 20 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 21 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 22 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 23 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 24 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 25 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |
| 26 |  |  |  |  | 0.00 |  |  |  | 0.00 | 0.00 |

|  |
| --- |
| **VII. Task Change Analysis** |

|  |
| --- |
| Provide a detailed explanation for the difference in cost for each task listed on the Consultant Agreement Task Analysis. |

|  |  |
| --- | --- |
| Task # | Explanation for Difference |

|  |  |
| --- | --- |
| 1. |  |
|  |  |
| 2. |  |
|  |  |
| 3. |  |
|  |  |
| 4. |  |
|  |  |
| 5. |  |
|  |  |
| 6. |  |
|  |  |
| 7. |  |
|  |  |
| 8. |  |
|  |  |
| 9. |  |
|  |  |
| 10. |  |

|  |
| --- |
| **VIII. Construction Observation Hours Analysis: Calendar Day Study** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Engineering Employee Classification | Engineering  Hours | Engineering  O.T. Hours | Contractor  Hours | Workable Day  (Y/N) | Calendar  Day Total |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Engineering Employee Classification | Engineering  Hours | Engineering  O.T. Hours | Contractor  Hours | Workable Day  (Y/N) | Calendar  Day Total |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Engineering Employee Classification | Engineering  Hours | Engineering  O.T. Hours | Contractor  Hours | Workable Day  (Y/N) | Calendar  Day Total |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**IX. Estimate of Cost vs. Actual Cost**

|  |  |  |
| --- | --- | --- |
| **Category** | **Estimated Amount**  (Attachment C per Engineering Agreement) | **Actual Amount** |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Direct Salary Costs | |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | |  | | |  | |  | |
| Overhead on Labor | | Rate % |  |  |  |  |  |  |
|  | |  | | |  | |  | |
|  | |  | | |  | |  | |
| General & Administrative Overhead | | Rate % |  |  |  |  |  |  |
|  | |  | | |  | |  | |
|  | |  | | |  | |  | |
| Direct Non-Salary Expenses | |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Lodging |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Meals / Per Diem |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Materials & Supplies |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Transportation |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Printing |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Testing |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | CADD Time |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Other Costs (Outside Services) |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | Other Costs (Excluding Outside Services) |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | |  | | |  | |  | |
|  | |  | | |  | |  | |
| Fixed Payment | |  | | |  |  |  |  |
|  | |  | | |  | |  | |
| Outside Services | |  | | |  |  |  |  |
|  | |  | | |  | |  | |
|  | |  | | |  | |  | |
|  | | **Total Costs** | | |  |  |  |  |

|  |
| --- |
| **Explain Differences between Estimated Amount and Actual Amount in Part IX.** |

|  |
| --- |
|  |

|  |
| --- |
| **XI. Amendment Questionnaire** |

|  |  |  |
| --- | --- | --- |
| 1. | Was the Material Certification completed at or before the report of substantial completion (request for final inspection) | Yes  No |
|  |  |

|  |  |
| --- | --- |
| If no, why? |  |

|  |  |
| --- | --- |
| What was the engineering cost associated with obtaining and/or completing the materials certification after the report of substantial completion (request for final inspection)? |  |

|  |  |  |
| --- | --- | --- |
| 2. | Was there a change in the contractor’s project scope? | Yes  No |

|  |  |
| --- | --- |
| If yes, what? |  |

|  |  |  |
| --- | --- | --- |
| 3. | Was there an overrun in calendar days? | Yes  No |

|  |  |
| --- | --- |
| If yes, are liquidated damages being sought? | Yes  No |

|  |  |
| --- | --- |
| Why or why not? |  |

|  |  |  |
| --- | --- | --- |
| 4. | Did you submit the time line reports at each billing cycle after 50% Consultant Fee per the Contract Agreement, Part II, Sec. C.? | Yes  No |

|  |  |  |
| --- | --- | --- |
| 5. | If so, what was the 50% estimated cost to completion? |  |

|  |
| --- |
| **X**I**I. Consultant Certification** |

|  |
| --- |
| I have reviewed this request and determined that it represents AIP allowable costs incurred to provide construction engineering services according to the requirements of the original signed construction engineering agreement. I certify that I am a principal with my firm and this request does not include any non-allowable costs, such as those attributed to errors and omission. I also understand that Federal and/or State participation in any approved amendment amount is subject to funds availability. |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Company Principal | Printed Name | Date |

|  |
| --- |
| **XIII. Airport Project Sponsor Certification** |

|  |
| --- |
| I have reviewed this request and determined that it represents AIP allowable costs incurred to provide construction engineering services according to the requirements of the original signed construction engineering agreement. I certify that this request does not include any non-allowable costs, such as those attributed to errors and omission. I also understand that Federal and/or State participation in any approved amendment amount is subject to funds availability. I hereby recommend the Division of Aeronautics approve the amounts requested by the airport’s consultant. |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Sponsor Representative | Printed Name | Date |

|  |
| --- |
| **XIV. Instructions** |

|  |
| --- |
| * Both consultant and sponsor signatures are required * The sponsor shall submit the completed and signed construction engineering amendment request to:   *IDOT/Division of Aeronautics/Bureau of Airport Engineering*  *Attn: Michael Wilhelm, P.E.* |