

**CONTRACT FOR PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES  
FOR THE  
CONSOLIDATED RENTAL CAR FACILITY (CONRAC) PROJECT  
BETWEEN  
THE SARASOTA MANATEE AIRPORT AUTHORITY  
AND  
PGAL**

This Contract is made and entered into this 18 day of February, 2021 by and between the Sarasota Manatee Airport Authority, a political subdivision of the State of Florida, (hereinafter referred to as the "Authority"), and PGAL (hereinafter, referred to as "the Consultant", 1425 Ellsworth Industrial Blvd., Suite 15, Atlanta, GA, 30318). The Contract is effective on the date of execution by the Authority.

WITNESSETH:

The parties hereto agree that the services to be performed by the Consultant under this Contract, the objectives and conditions of the Contract, the fees to be paid for such services, and the time of performance of this Contract shall be as described below:

**Item 1 - Scope of Services**

Except as modified by this Contract, the Consultant shall perform the services identified within the scope of services received on December 23, 2020 attached hereto (Exhibit "A"), and incorporated by reference into this Contract.

**Item 2 - General Conditions**

- A. Basic Data Provided by Authority - The Authority shall make available to the Consultant such appropriate data and information as are available to the Authority and under its control.
- B. Coordination - Continuing coordination shall be maintained with the Authority to assure applicability of the findings with respect to specific local conditions and compatibility with the Authority's general policies and goals.
- C. Representatives - To expedite the undertaking of services performed under this Contract and to permit the coordination of materials, commitments and correspondence, the Authority hereby designates the President, CEO, or designee as its representative, and the Consultant hereby designates Jeffrey A. Weiner as its representative to whom all correspondence, materials, requests for conferences and other similar data shall be directed. Any and all changes that will affect this Contract shall be approved in writing by the Authority prior to proceeding.
- D. Time of Performance - The Consultant shall commence as soon as practicable, but not before the execution of this Contract. Work is anticipated to begin February 1, 2021 and projected to end May 1, 2022 unless extended. Any extension of the Contract term shall be in the sole discretion of the Authority.
- E. Compensation - The Authority agrees to pay the Consultant according to the attached fee schedule: a total lump sum price of \$1,649,334.00, plus not-to-exceed expenses of \$49,480.00, for a total contract price of \$1,698,814.00.

F. Method of Payment - The Authority shall pay the Consultant for services detailed in Scope of Services, in accordance with statements to be submitted by the Consultant to the Authority. Such statements shall be submitted monthly and shall cover services performed during the preceding month.

G. Availability of Records -

1) Books and Records:

During the period of this Contract and for three years thereafter, the Consultant shall keep any and all information, materials, and data of every kind and character including without limitation records, books, papers, and documents in accordance with generally accepted accounting principles that may in the Authority's judgment pertain to any matters or obligations covered by the Contract. Such records shall also include, but not be limited to those records necessary to evaluate and verify direct and indirect costs (including overhead allocations). Such records shall include (hard copy, as well as computer readable data if it can be made available), written policies and procedures, time sheets, payroll registers, cancelled checks, original estimates, estimating work sheets, correspondence, change order file, back charge logs and supporting documentation, general ledger entries detailing cash and trade discounts earned, insurance rebates and dividends to the extent necessary to adequately permit evaluation and verification of:

- a) Consultant's compliance with Contract Requirements, and
- b) Compliance with provisions for pricing change orders, invoices or claims submitted by the Consultant or any of its payees.

The Consultant shall require all payees (i.e. subconsultants/suppliers) to comply with the provisions of this article by insertion of the requirements in any Contract between the Consultant and the payee; such requirements to include flow-down right of the audit provision to all payees.

2) Access to Records and Reports:

The Consultant shall provide, at its sole cost and expense the books of account and records requested by the Authority for audit within sixty (60) calendar days of receiving a written request. If the books of account and records are kept at locations other than the Airport, the Consultant shall arrange for them to be brought to a location convenient to the auditors for the Authority, or the Consultant may at its option transport the Authority audit team to the Consultant's headquarters for purposes of undertaking said audit. In such event, the Consultant shall pay reasonable costs of transportation, food and lodging for the Authority's audit team. There may be no limitation in the scope of the examination that would hinder the Authority or its authorized representative in testing the accuracy of the claims submitted.

An audit report will be issued by the Authority or its representative and made available to the Consultant. Consultant shall have thirty (30) calendar days to comment in writing on the audit report. Failure of Consultant to submit written comments shall constitute acceptance of the audit report as issued.

Any adjustments and/or payment which must be made as a result of any such audit or inspections of the Consultant's invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from presentation of the Authority's findings to the Consultant.

If an audit inspection or examination in accordance with this article, discloses overpricing or overcharges (of any nature) by the Consultant to the Authority in excess of one-half of one percent (.5%) of the total Contract billings, the reasonable actual cost of the Authority's audit shall be reimbursed to the Authority by the Consultant.

H. Public Records Law, Confidentiality - Consultant should be aware that all submittals provided are subject to public disclosure and will not be afforded confidentiality. All proposal documents or other materials submitted will be open for inspection by any person and in accordance with Chapter 119, Public Records Law, and as amended, Florida Statutes. The Consultant shall agree to comply with public records laws, and shall, specifically:

- 1) Keep and maintain public records that ordinarily and necessarily would be required by the Authority in order to perform the services;
- 2) Provide the public with access to public records on the same term as and conditions as the Authority would provide the records and at a cost that does not exceed the cost provided in Ch. 119 or as otherwise provided by law;
- 3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law;
- 4) Meet all requirements for retaining public records and transfer, at no cost, to the Authority all public records in possession of the Vendor upon termination of the Contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically shall be provided to the Authority in a format that is compatible with the information technology systems of the Authority.

I. Termination for Convenience - The Authority may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Authority, the Consultant must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Authority all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Authority agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice, costs incurred by the Consultant in connection with the services to the date of termination, costs necessary to terminate commitments for the services made by the consultant prior to the date of termination, and costs and expenses of the Consultant's demobilization. Compensation will not include anticipated profit on non-performed services.

Authority further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

J. Termination for Default - Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach. The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights

and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

1) Termination by Owner: The Owner may terminate this Agreement in whole or in part, for the failure of the Consultant to:

- a) Perform the services within the time specified in this contract or by Owner approved extension;
- b) Make adequate progress so as to endanger satisfactory performance of the Project;
- c) Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services. Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause. If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

2) Termination by Consultant: The Consultant may terminate this Agreement in whole or in part if the Owner:

- a) Defaults on its obligations under this Agreement;
- b) Fails to make payment to the Consultant in accordance with the terms of this Agreement;
- c) Suspends the Project for more than [180] days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract. In the event of termination due to Owner breach, the Engineer is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

K. Insurance – The Consultant shall obtain and maintain throughout the term of this Contract, comprehensive public liability and property damage insurance in limits of not less than \$1,000,000. The Consultant shall furnish automobile liability insurance, and proof of Workers Compensation or Employers' Liability Insurance as required by the Laws of the State of Florida, covering all persons employed by the Consultant in the performance of the duties described herein. Prior to proceeding with the services hereunder, the Consultant shall furnish an original Certificate of Insurance to the Purchasing Department evidencing the

existence of such insurance coverage. The Authority shall be named as an additional insured on the liability policies.

*PROFESSIONAL LIABILITY:* The awarded firm(s) shall procure and maintain Professional Liability Insurance for the life of this contract/agreement, plus two years after completion. This insurance shall provide coverage against such liability resulting from this contract. The minimum limits of coverage shall be \$5,000,000 with a deductible not to exceed \$150,000. The deductible shall be the responsibility of the Consultant.

This policy must be continued or tail coverage provided for two years after completion of the project, specifically, issuance of substantial completion to Contractor.

- L. Assignability – The Consultant shall not assign any interest in this Contract and shall not transfer any interest in this Contract without the prior written consent of the Authority.
- M. Interest of the Consultant – The Consultant covenants that he/she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services under this Contract. No person having such interest shall be employed by the Consultant.
- N. Title VI Assurance – The Consultant agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance. This provision binds the Consultant and sub tier Consultants from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "Consultant") agrees as follows:

1) Compliance with Regulations: The Consultant (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2) Non-discrimination: The Consultant, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subconsultants, including procurements of materials and leases of equipment. The Consultant will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subconsultants or supplier will be notified by the Consultant of the Consultant's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.

4) Information and Reports: The Consultant will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a Consultant is in the exclusive

possession of another who fails or refuses to furnish the information, the Consultant will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

5) Sanctions for Noncompliance: In the event of a Consultant's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

- a) Withholding payments to the Consultant under the contract until the Consultant complies; and/or
- b) Cancelling, terminating, or suspending a contract, in whole or in part.

6) Incorporation of Provisions: The Consultant will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Consultant will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with litigation by a subconsultants, or supplier because of such direction, the Consultant may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "Consultant") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- b) 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- c) The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- d) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- e) The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- f) Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- g) The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and Consultants, whether such programs or activities are Federally funded or not);
- h) Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and

certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;

- i) The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
  - j) Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
  - k) Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
  - l) Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).
- 7.) To include the provisions of paragraph N.1 through N.6 above in every subcontract, including Contracts for the procurement of materials and leases of equipment.

- O. Disadvantaged Business Enterprises – Contract Assurance (26.13); The Consultant or subconsultants shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (26.29); The prime Consultant agrees to pay each sub consultant under this prime contract for satisfactory performance of its contract no later than 10 days from the receipt of each payment the prime Consultant receives from Sarasota Manatee Airport Authority. The prime Consultant agrees further to return retainage payments to each sub consultant within 10 days after the sub consultant's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the {Name of Recipient}. This clause applies to both DBE and non-DBE subconsultants.

The requirements of 49 CFR part 26 apply to this contract. It is the policy of the Sarasota Manatee Airport Authority to practice nondiscrimination based on race, color, sex or national origin in the award or performance of this contract. The Authority encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

The DBE goal for this Project is 5.0%. If changes in the scope of the project or the Consultant's services as directed by Authority affect the DBE percentages, Consultant will make a good faith effort to achieve the DBE Goal.

- P. Federal Fair Labor Standards Act - All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers. The consultant has full responsibility to monitor compliance to

the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

- Q. Occupational Safety and Health Act of 1970 - All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Consultant must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Consultant retains full responsibility to monitor its compliance and their subconsultants' compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Consultant must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.
- R. Licenses and Permits – The Consultant shall at all times maintain and comply with all licensing and permitting requirements of state and local authorities. Prior to proceeding with the services hereunder, the Consultant shall furnish a copy of its licensure and the permit to the Authority evidencing the existence of such permit.
- S. Badging Safety and Security (as applicable) - Consultant, invitees, employees, suppliers, and agents must abide by all applicable security regulations of the Authority and the Transportation Security Administration (TSA).

Any of persons who require unescorted access to any areas of the Airport where access is controlled for security reasons must make application for, and wear, Airport security badges. Those individuals must submit personal data for a Security Threat Assessment conducted by the FBI as required by Part 1542 of Federal Transportation Regulations and attend a security training session conducted by the Authority's Operations Department.

At the time the application is made, the Consultant is responsible for payment of the then current fee for fingerprinting and the fee for issuance of an initial security badge for any persons to whom this provision applies. The current fees are \$10 per badge and \$29 per threat assessment. Any badge not returned upon completion of the work contemplated by this solicitation is subject to a \$500 fee.

Any persons who will be required to drive inside secured Airport areas must attend and successfully pass an Airport approved driver training program. No vehicle shall be driven on the Airport without the driver possessing a valid State issued operator's license. No vehicle shall be driven on the Airport without proper identification (company logo or airport decal), proper safety marking (amber beacon or orange checkered flag) and proper insurance coverage. All drivers must comply with Section 3 of the Sarasota Bradenton International Airport Operating Rules & Regulations handbook.

No person who is authorized to drive inside secured Airport areas shall enter, cross or be present on any runway or taxiway pavement or safety areas without an approved airport escort. Any violation of this clause is subject to immediate suspension of the offender's airport access and a fine of up to \$10,000.

Details and form are available on the airport's website at [www.srq-airport.com](http://www.srq-airport.com), then "Airport Business", then "Badging".

- T. Equal Opportunity Clause - During the performance of this contract, the Consultant agrees as follows:
- 1) The Consultant will not discriminate against any employee or applicant for



employment because of race, color, religion, sex, or national origin. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identify or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

2) The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

3) The Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Consultant's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

4) The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

5) The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

6) In the event of the Consultant's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

7) The Consultant will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub consultant or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Consultant becomes involved in, or is threatened with, litigation with a sub consultant or vendor as a result of such direction by the administering agency the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

**Item 3 – Miscellaneous**

- A. Notices - Any notice hereunder shall be deemed sufficiently given by one party to the other if in writing and if and when delivered or tendered either in person, or by telegram or telex, or by the deposit of it in the United States mail, registered or certified, postage prepaid, addressed to the party to whom such notice is being given at such party's address provided below:

To the Authority:                      Sarasota Manatee Airport Authority  
Attn: Kent D. Bontrager, CM, PE  
6000 Airport Circle  
Sarasota, FL 34243

To the Consultant:                      PGAL  
Attn: Jeffrey A. Weiner, AIA  
1425 Ellsworth Industrial Blvd., Suite 15  
Atlanta, GA 30318

Any notice not given as above shall, if it is in writing, be deemed given if and when actually received by the party to whom it is required or permitted to be given.

- B. Governing Law - This Contract shall be governed by and construed in accordance with Florida law. Venue for any action brought pursuant to this Contract shall be in the Twelfth Judicial Circuit Court, Sarasota County, Florida.
- C. Captions - The captions to the sections, subsections, and paragraphs in this Contract are inserted for convenience only and shall not affect the construction or interpretation of this Contract.
- D. Counterparts and Duplicate Originals - This Contract and all amendments hereto may be executed in several counterparts and each counterpart shall constitute a duplicate original of the same instrument.
- E. Entire Contract - This Contract, together with the attachments hereto, constitutes the entire Contract between the parties hereto pertaining to the subject matter hereof and supersedes all prior and contemporaneous Contracts and understandings of the parties in connection herewith. No supplement, modification, or amendment of this Contract or discharge of any of the obligations hereunder, shall be binding unless executed in writing by the parties hereto.
- F. Severability - Any provision hereof prohibited by or unlawful or unenforceable under any applicable law shall be ineffective without affecting any other provision of this Contract. To the full extent, however, that the provisions of such applicable law may be waived, they are hereby waived to the end that this Contract shall be deemed to be a valid and binding agreement in accordance with its terms.
- G. Attorney's Fees - In the event of any action to enforce or construe the provisions of this Contract, the prevailing party in such action (including in any bankruptcy proceeding) shall be awarded costs and reasonable attorney's fees in the defense or prosecution thereof as part of the judgment eventuating in such action.
- H. Immigration Reform and Control Act – Consultant acknowledges, and without exception or stipulation, Consultant shall be fully responsible for complying with the provisions of the Immigration Reform and Control Act of 1986 as located at 8 U.S.C. 1324, et seq. and regulations relating thereto, as either may be amended. Failure by the Consultant to comply with the laws referenced herein shall constitute a breach of the Contract and the Authority

shall have the discretion to unilaterally terminate said Contract immediately.

- I. Third Parties - Nothing in this Contract, whether express or implied, is intended to confer any rights or remedies under or by reason of this Contract on any persons other than the parties to it and their respective successors and permitted assigns, nor is anything in this Contract intended to relieve or discharge the obligation or liability of any third persons to any party to this Contract, nor shall any provision give any third person any right of subrogation or action over or against any party to this Contract.
- J. Remedies; Waiver - The rights and remedies set forth herein shall be cumulative and in addition to any other remedies which may be available at law or in equity. The exercise of any remedy by either party shall not be deemed an election of remedies. No waiver of any of the provisions of this Contract shall be deemed, or shall constitute, a waiver of any other provision hereof or right hereunder (whether or not similar), nor shall such waiver constitute a continuing waiver, and no waiver shall be binding unless executed in writing by the party making the waiver.
- K. Indemnity and Hold Harmless Requirements - Consultant shall indemnify and hold harmless the Authority, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of this Contract.
- L. Ownership of Work – At the time of the completion of the work, the Consultant shall deliver to the Authority all results and proceeds of the services performed under this agreement of any nature whatsoever and in whatever form (paper documents, electronic files, or otherwise) that are created, prepared, produced, authored, edited, or modified in the course of performing the Consultant's services under this agreement, including, without limitation, all tracings, plans, specifications, maps, reports, schematics, renderings, drawings, elevations, sections, and designs (collectively, the "Works"). To the fullest extent under the law, the Consultant acknowledges and agrees that the Authority is and shall be the sole and exclusive owner of all right, title, and interest throughout the world in and to all Works, including all confidential, proprietary, intellectual property, and other rights therein. The Authority shall have the unrestricted right (but not any obligation), in its sole and absolute discretion, to use any Work, and no royalty or other consideration shall be due or owing to the Consultant or any individual or entity as a result of such activities; provided that any reuse of a Work other than for the specific purpose intended hereunder will be at Client's sole risk and without liability or legal exposure to the Consultant or its subcontractors. Without limiting the generality of the foregoing, the Consultant specifically agrees that, to the extent permitted by law, each Work consisting of copyrightable subject matter is "work made for hire" as defined in the Copyright Act of 1976 (17 U.S.C. § 101), and such copyrights are therefore owned by the Authority. In the event that, for any reason, all or any portion of any of the Works is not found to be owned by the Authority or otherwise does not constitute, or fails to be, a "work made for hire," the Consultant hereby irrevocably assigns to the Authority, without additional consideration, all right, title, and interest the Consultant may have or acquire in and to such Works throughout the world, including all intellectual property rights therein (including, for the avoidance of doubt, the right to sue, counterclaim, and recover for all past, present, and future infringement, misappropriation, or dilution thereof, and all rights corresponding to the foregoing throughout the world). To the extent any copyrights are assigned under this Section, the Consultant hereby irrevocably waives, to the extent permitted by applicable law, any and all claims it may now or hereafter have in any jurisdiction to all rights of paternity or attribution, integrity, disclosure, and withdrawal and any other rights that may be known as "moral rights" or *droit moral* in relation to all works of authorship to which the assigned

copyrights apply. The Consultant will require each of its employees and contractors to execute written agreements containing obligations consistent with the provisions of this Section prior to such employee or contractor providing any services under this agreement. Nothing contained in this Agreement shall be construed to reduce or limit the Authority's right, title, or interest in any Work or any rights therein so as to be less in any respect than the Authority would have had in the absence of this Agreement.

- M. Further Assurances – Each of the parties hereto shall, from time to time at the request of the other party, furnish to the other party such further information or assurances; execute and deliver such additional documents, instruments, and conveyances; and take such other actions and do such other things, in each case as may be reasonably necessary or desirable to carry out the provisions of this agreement and give effect to the transactions contemplated hereby. This provision will survive termination of this agreement.

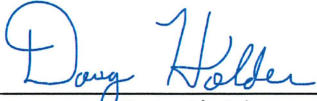
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**IN WITNESS WHEREOF**, this Agreement for Professional Services has been executed in duplicate, by the respective parties hereto. A facsimile or electronic (including "pdf") copy of this Contract, and any amendments thereto, and any signatures thereon, shall be considered for all purposes as an original. Alternatively, such documents may be executed by electronic signatures, as determined by Florida's Electronic Signature Act and other applicable laws.

Warranty of Authority: Each person signing this Contract warrants that he or she is duly authorized to do so and to bind the respective party.

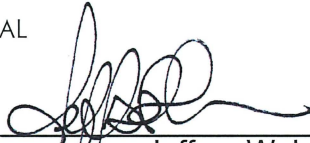
**AUTHORITY:**

SARASOTA MANATEE AIRPORT AUTHORITY

BY:   
Printed Name: Doug Holder  
Title: Chairman  
OR  
Title: President, CEO Fredrick J. Piccolo, A.A.E.



**CONSULTANT:**

PGAL

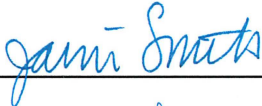

BY:   
Printed Name: Jeffrey Weiner  
Title: Executive Vice President

Digitally signed by  
Jeffrey A. Weiner, AIA  
DN: C=US,  
E=jweiner@pgal.com,  
O="PGAL, Inc.",  
CN="Jeffrey A. Weiner,  
AIA"  
Date: 2021.02.02  
08:48:22-0600'

**WITNESSES as to Authority:**

1.   
2. 

**WITNESSES as to Consultant:**

1.   
2. 



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/2/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> USI Southwest 9811 Katy Freeway, Suite 500 Houston TX 77024	<b>CONTACT NAME:</b> Shelly Brandman/Michelle Weweh	
	<b>PHONE (A/C, No, Ext):</b> 713-490-4600	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b> shelly.brandman@usi.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A :</b> Continental Insurance Company		35289
<b>INSURER B :</b> Valley Forge Insurance Company		20508
<b>INSURER C :</b> Berkley Insurance Company		32603
<b>INSURER D :</b> Transportation Insurance Company		20494
<b>INSURER E :</b> Continental Casualty Company		20443
<b>INSURER F :</b>		

**COVERAGES** **CERTIFICATE NUMBER:** 1597009478 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL/INSR	SUBR/ WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
E	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			6043241358	8/12/2020	8/12/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6043241330	8/12/2020	8/12/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6043241361	8/12/2020	8/12/2021	EACH OCCURRENCE \$ 14,000,000 AGGREGATE \$ 14,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	643241344	8/12/2020	8/12/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C D	Professional Liability Work Comp - CA			AEC903876906 643241358	8/12/2020 8/12/2020	8/12/2021 8/12/2021	\$5,000,000 \$5,000,000 See Description Per Claim Annl Aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Job Name: Sarasota ConRAC  
 Job #: 1005297  
 California Workers Compensation:  
 Each Accident Limit: \$1,000,000  
 Policy Limit: \$1,000,000  
 Each Employee Limit: \$1,000,000

All policies listed (except for Work Comp and Professional Liab) include an automatic Additional Insured  
 See Attached...

**CERTIFICATE HOLDER** **CANCELLATION**

Sarasota Manatee Airport Authority 6000 Airport Circle Sarasota FL 34243	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	---

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**ADDITIONAL REMARKS SCHEDULE**

AGENCY USI Southwest		NAMED INSURED Pierce Goodwin Alexander & Linville, Inc. PGAL, Inc.; PGAL, LLC 3131 Briarpark Drive, Suite 200 Houston TX 77042	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

endorsement that provides Additional Insured status to the Certificate Holder only when there is a written contract that requires such status, and only regarding work performed on behalf of the named insured.

Coverage provided on the General Liability is primary and non-contributory if required by written contract executed prior to a loss.

All policies listed provide a Blanket Waiver of Subrogation as required by written contract executed prior to a loss, except as prohibited by law.

All policies listed include an endorsement providing that 30 days notice of cancellation for reasons other than nonpayment of premium and 10 days notice of cancellation for non-payment of premium will be given to the Certificate Holder by the Insurance Carrier, if required by written contract.

The Umbrella Liability policy follows form to the underlying General and Automobile Liability, and Workers Compensation policies.

Insured does not own any autos.

Revised – December 23, 2020

Mr. Kent Bontrager, C.M., P.E.  
Sarasota Manatee Airport Authority  
Work: 941-359-2770. Ext 4271  
Email: [kent.bontrager@srq-airport.com](mailto:kent.bontrager@srq-airport.com)

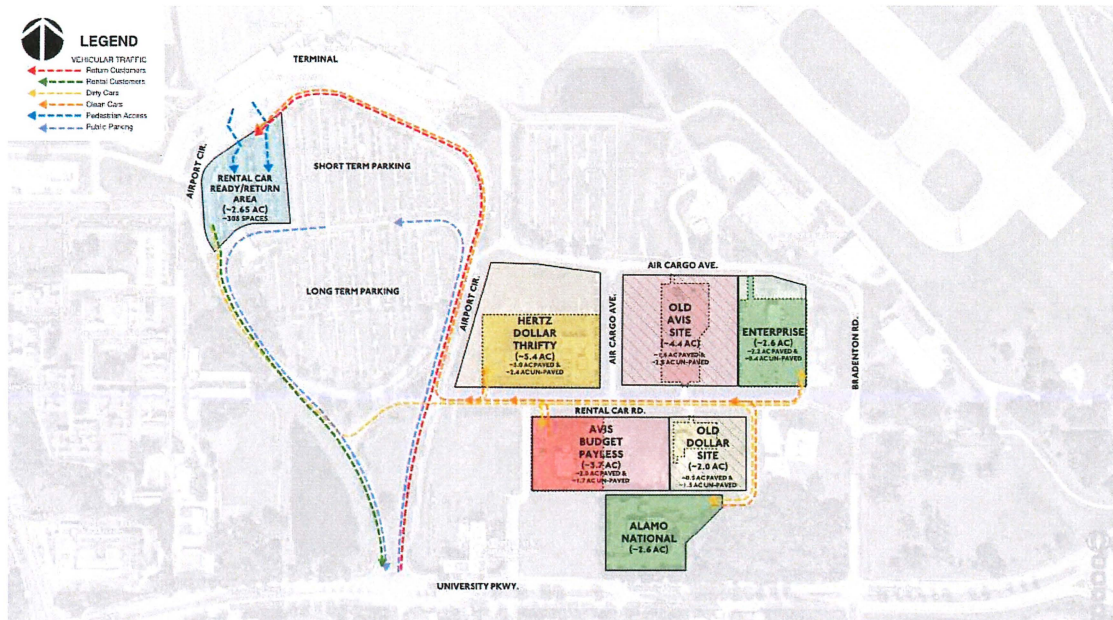
ALEXANDRIA  
ATLANTA  
AUSTIN  
BOCA RATON  
CHICAGO  
DALLAS  
HOBOKEN  
HOUSTON  
LAS VEGAS  
LOS ANGELES

**RE: Proposal and Scope of Work for Architectural and Engineering Design Services Sarasota Bradenton International Airport, Rental Car Quick Turnaround and Maintenance Facilities**

Dear Mr. Bontrager:

PGAL is honored to have been selected by the Sarasota Manatee Airport Authority (SMAA) for the development of rental car service facilities at the Sarasota Bradenton International Airport (SRQ). This scope of work outlines our understanding of the required professional architecture and engineering consulting services for the planned relocation, development and operational improvements of the rental car quick turnaround areas (QTA) at SRQ. The proposed scope of work is outlined and defined below and is based on what we have presented to the SMAA during our development of our proposal response (RFQ), inclusive of our interview with the SMAA Board of Trustees, and finally our scoping meeting with the Rental Car Industry (RAC) in September.

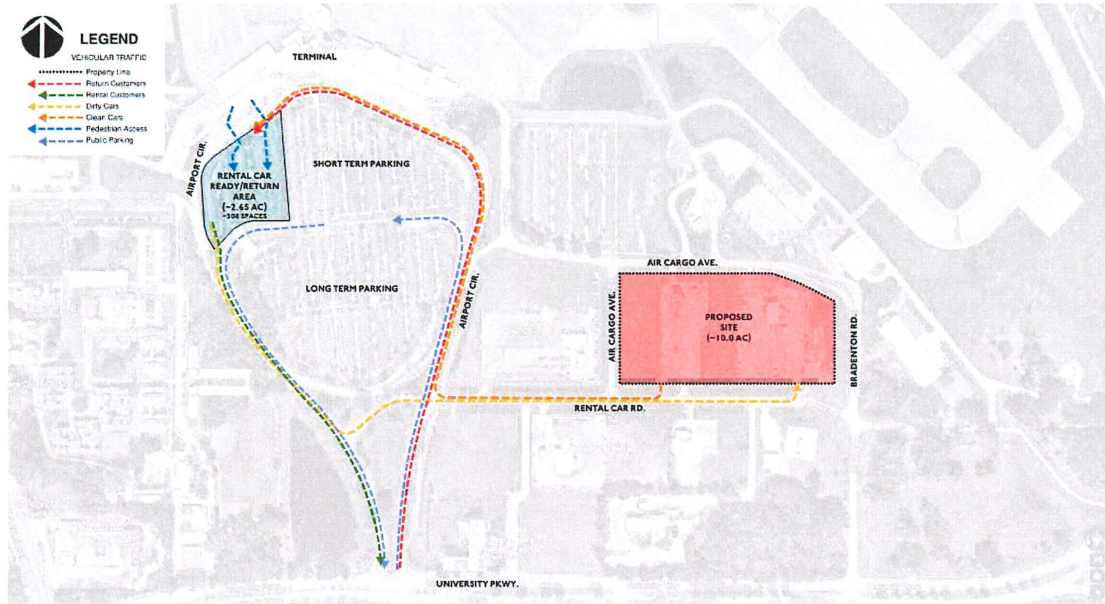
The proposed development will allow the rental car operators to consolidated operations and meet their current and future needs at SRQ while providing operational efficiencies, more sustainable and environmental operations and allow for future airport development within the current rental car zone and properties. PGAL planning and conceptual design has identified the following project components as our basis for the required scope of work and this proposal:



**EXHIBIT I – EXISTING CONDITIONS AT SRQ**



- Consolidation and replacement of existing airport rental car maintenance facilities to an alternate yet adjacent location as identified in the airports planning documents. The site proposed is approximately 10-acres+ bounded by Air Cargo Avenue, Rental Car Road and Bradenton Road and currently is occupied by rental car operations for Enterprise, the airport cell phone lot and a trailer storage lot (formally the Avis site). The proposed site and the access to and from the rental car ready and return areas are as shown below:



**EXHIBIT 2 – PROPOSED PROJECT SITE**

- Relocation of the cell phone lot and the RV and boat storage lot has been identified and is now included in the overall scope of work. The location of the cell phone lot and overflow parking is proposed to be relocated to the existing Hertz lot where the site will be fully developed while portions of the existing structures will be maintained/renovated for future use. The RV and boat storage lot is proposed to be relocated to an existing site northeast of the proposed QTA facility just east of Runway 32.
- The remaining rental car sites south of rental car road are not currently included in the overall scope of work.
- Site redevelopment including adjacent roads, stormwater retention, all utilities connecting to the site, paving, landscaping, site fencing, entrance/exit areas, etc.

The redevelopment of this site for the new rental car maintenance facilities is being programmed by PGAL and the RAC Industry, through the collection of data from transaction and facility surveys distributed to the industry in September. This information will be used to validate the SRQ rental car market, benchmark current and future rental car needs and utilize previous years (pre-Covid 19) to develop a facility program based on a planning horizon of 20-years, all the while balancing the overall project development against a budget that is financially affordable and will allow the SMAA and the RAC Industry to successfully negotiate a concessions agreement and an appropriate level of customer facility charges (CFC) to support the financing of the new facility.

PGAL has developed proposed layouts for this new facility based on experience and understanding of the rental car and SRQ markets. Those layouts, shown below, have been presented to both SMAA and the RAC Industry to establish planning criteria and project scope. Two options have been identified, 1) a semi-secured operation utilizing common areas and equipment, and 2) a secured

operation providing exclusive-use areas for each rental car company (3 in total). A preferred option will be reviewed and selected during the initial phase of the project by project stakeholders.

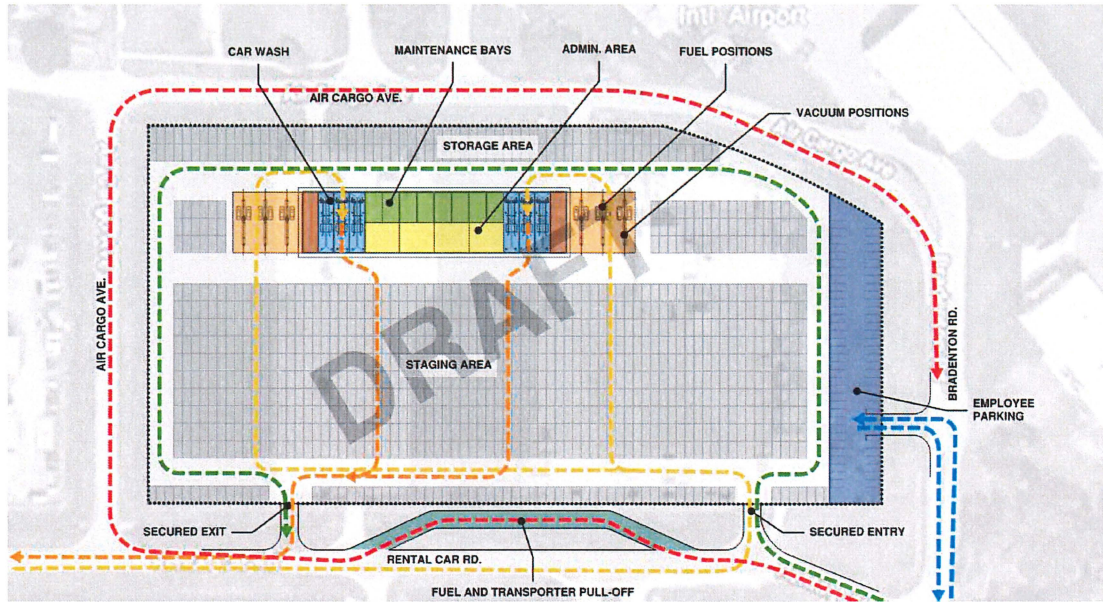


EXHIBIT 3 - PROPOSED QTA OPERATIONS - SEMI-SECURED

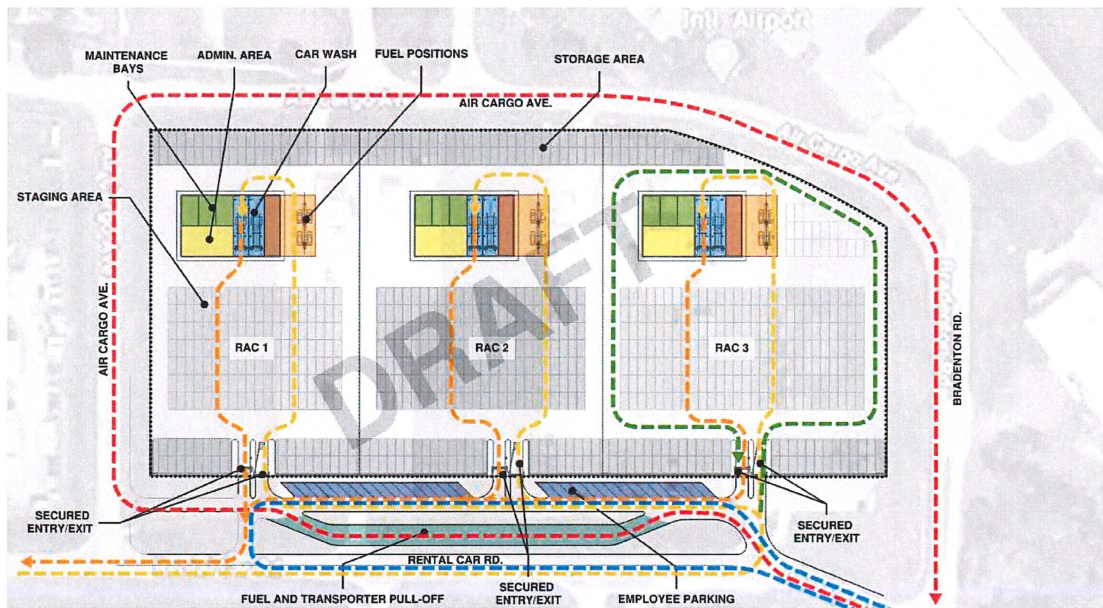


EXHIBIT 4 - PROPOSED QTA OPERATIONS - SECURED

- Included in this work is the development of the overall site and surrounding roadways, drainage, utilities, lighting, and signage.
- Demolition of the existing QTA sites (Hertz, Enterprise and Storage Lot), including all vertical facilities, buildings, fuel tanks, and any site improvements, to be returned to a rough graded site. Environmental site investigation, asbestos and soils testing is included and provided by the Design Team. Any site or building remediation, if needed, will be by others.

- No work is anticipated within the terminal or at the rental car counters; at the current rental car ready / return areas or on the arriving and departing roadways. The jockey circulation to and from the new consolidated QTA site will be similar to the current circulation (to be confirmed by traffic study).

The new consolidated new quick turnaround facility will replace the existing sites and facilities and will consist of the following programmed areas:

- common or individual buildings/facilities (depending on planning direction from project stakeholders)
- 12-16 fueling positions (6-8 4 fueling dispensers) with an assumed underground fuel storage tank, 2-12,000 gallons tanks (anticipated)
- 6-8 car wash tunnels with automatic wash equipment, including prewash and blowers
- 8-10 maintenance bays with maintenance equipment (or can be considered as a part of tenant improvements by rental car companies)
- equipment, fluid storage and building storage areas
- administrative office and employee areas (individual) for three (3) RAC operators
- storage parking, with controlled access from rental / return areas along existing airport roads, into to ensure a secured QTA site area
- site development will include existing facility demolition, grading and drainage, pavement, the installation of oil water separators and other water quality management devices, utility extensions (storm, sanitary, gas, water, electrical, IT), perimeter fencing and landscaping, lighting, security cameras and signage.

PGAL has put together a team of local and specialty consultants to support this project and the overall design process, as follows:

- Project Lead and Management – PGAL
- Rental Car Consultant – PGAL
- Architect and Project Designer – PGAL
- Civil Engineer and Local Site Development Liaison – Atkins AN
- Structural Engineer – Master Consulting Engineering
- Mechanical, Electrical, Plumbing, Fire Protection, Data and Special Systems Engineer – TLC Engineering Solutions
- Fueling and Vehicle Maintenance Equipment Engineer – Stantec
- Landscape Architect – Atkins NA
- Surveying – Atkins NA
- Geotechnical Engineering – Tierra
- Environmental Engineering and Permitting – Atkins NA and Tierra

PGAL, along with engineering consultant team will provide full architectural and engineering services for the design of all project elements identified above and for the following scope of services as a part of this agreement to include:

- program management
- rental car planning and coordination
- architecture and interior design
- structural, mechanical, electrical, plumbing, fire protection and low voltage systems (fire alarm and communications) engineering
- civil engineering
- land survey
- geotechnical site investigations
- landscape (hardscape and softscape) architecture and irrigation design

Mr. Kent Bontrager, C.M., P.E.  
Sarasota Manatee Airport Authority  
Consolidated Rental Car Quick Turnaround and Maintenance Facilities at SRQ  
Revised - December 23, 2020  
Page 5 of 5

- environmental site investigation and reporting
- traffic analysis (as needed)
- fueling and equipment engineering
- program confirmation with both SMAA and the RAC Industry
- pre-design and planning
- final design
- documentation (plans and specifications)
- signage and graphics
- cost estimating (as needed)
- project scheduling (as needed)
- permitting
- quality assurance/quality control at all phases of the project
- construction phase tasks (submittal reviews, response to RFI's, site visits, punch list) – FUTURE PHASE
- preparation of as-built drawings and close-out documents – FUTURE PHASE


PGAL and Atkins will collaborate on this project and will lead the overall permitting process with the SMAA, City and County of Sarasota, including all site development permits required and approvals of the local fire marshal and building departments for a project of this scope and magnitude, and the bidding process to ensure a competitive bid process of the local general contracting community.

Based on our understanding of the project scope and requirements as identified above and per our discussions, PGAL has outlined a Design Team fee proposal for SMAA's consideration, see Exhibit C.

PGAL and our design team members are prepared to begin this work immediately, and we have the resources available to meet your project's schedule goals.

Thank you again for this opportunity and for being selected as your design consultant, and please let me know if you have any comments or questions regarding this proposal. We truly look forward to working with you and your team on this very exciting project!

Sincerely,



Jeffrey A. Weiner, AIA  
Executive Vice President

CC: Payal Harrell, Accounting – PGAL

**Exhibit A: General Scope of Design Professional Services**

**Consolidated Rental Car Facility  
Quick Turnaround and Maintenance Facilities**



**Revised December 23, 2020**

**Prepared for Sarasota Manatee Airport Authority**

**Prepared by:**



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**General Project Description**

The SRQ Consolidated Quick Turnaround and Maintenance Facility consists of the development of a remote consolidated vehicle maintenance and storage facility to support the Rental Car Industry at the Sarasota Bradenton International Airport. A site has been determined and is located on an airport owned property outside of the main terminal area currently occupied by rental car agencies. The facility will support the vehicle maintenance and service needs of the Rental Car Industry. Two (2) site alternatives will be studied during the Programming / Pre-Design Phase to determine the most appropriate operational plan. Once a plan / site has been selected, that option will be developed beginning with Schematic Design. Proposed services for this contract extend through Bid and Permitting Phase. The total construction cost for the planned improvements is yet defined or confirmed but is estimated to be in the range of \$12,000,000 - \$20,000,000 for all project components.

**0.0 PROGRAM SERVICES****0.1 Project Definition**

PGAL will be the prime consultant leading a team of sub consultants (together referred to as the “Designer”) to complete this scope of services. The Designer will be supported by PGAL as our lead subconsultant and rental car specialist. The Designer will prepare for, arrange and conduct a series of kick-off meetings with the Sarasota Manatee Airport Authority (the “Owner”) staff to refine the project definition. The Designer will prepare the agenda and develop meeting minutes to be distributed to each of the meeting attendees.

**Deliverables**

- PDF version of the meeting minutes to each attendee.

**0.2 Design Schedule**

The Designer will develop a detailed project schedule identifying required resources based upon the tasks identified in this scope of services. The schedule will be reviewed and approved by the Owner and become the baseline schedule used for this project. The Designer will coordinate with the Owner and monitor the schedule. Occasionally, and with the Owner’s approval, the baseline schedule may be adjusted as Project milestones change as a result of constraints outside of the Designer’s control. The Designer will provide the schedule to the Owner and submit updates if the project milestones change.

**Deliverables**

- Baseline Project Schedule and any subsequent updates in electronic PDF format to the Owner.

**0.3 Project Administration**

The Designer’s Project Manager will complete the following Project Administration efforts:

- Prepare a final Project work plan consisting of the contract scope of services, terms and conditions, schedule, organizational chart, communication protocol, and AutoCAD/Revit standards.
- Prepare agendas and sign-in sheets for and lead Design Meetings.
- Review documents prepared by the project team for compliance with project scope.
- Review team status reports and provide information to owner about project needs.
- Review deliverables for compliance with scope of services and Owner’s needs.

- Keep Owner aware of:
  - Project status
  - Action items
  - Pending decisions
  - Contract modifications
  - Need for members of design team to be on the airfield
  - Meetings to be held with outside agencies
- Provide administration of day-to-day project team activities

**Deliverables**

- Final work plan in PDF format to the Owner.

**0.4 *Design Status Meetings***

The Designer will conduct, as needed and as required, approximately twelve (12) web-based owner optional workshop/progress meetings and six (6) in person workshop/presentation meetings at a location to be provided by the Owner.

**Deliverables**

- Sign-in sheets, agendas and meeting minutes will be distributed to the attendees in PDF format.

**0.5 *Agency/Tenant Coordination Meetings***

The Designer will conduct, as needed and as required, approximately two (2) meetings with the local agencies (City of Sarasota, Fire Marshal, and other Authorities Having Jurisdiction) and airport tenants to discuss the progress of the project and to gain information related to the project impacts on airport operations. The meetings will take place at the office of the agency or at a location to be provided by the Owner. The Designer will prepare sign-in sheets and agendas, and distribute meeting minutes to the attendees.

**Deliverables**

- Sign-in sheets, agendas and meeting minutes will be distributed to the attendees in PDF format.

**0.6 *Sub-Consultant Coordination***

The Designer will review and coordinate team activities, scheduling, project communications and deliverables.

**Deliverables**

- The Designer will inform the owner of sub-consultant coordination items as needed.

**0.7 *Invoicing***

The Designer will submit to the Owner an invoice in electronic PDF format for the effort completed in the previous month. A copy of a sample invoice will be provided for Owner review and comment prior to Project Definition meeting (Task 0.1). The monthly invoice shall contain a DBE status report and a project status report in PDF format.



**Deliverables**

- Monthly invoices, electronically submitted in PDF format to the Owner.

**1.0 PROGRAMMING / PRE-DESIGN SERVICES – 10%**

The determination and documentation of quantitative and qualitative expectations and basis of design for the project beyond that which has occurred to date and to be used as a baseline in subsequent schematic and design development.

**Meetings**

The Designer will conduct, as needed and as required, approximately four (4) web-based owner optional workshop/progress meetings and one (1) in person workshop/presentation meeting.

**Deliverables**

- Summary of Project Design Criteria in electronic PDF format to the Owner.
- Report on the Qualitative/Performance based “program” for primary components (sizing goals and planning parameters) in electronic PDF format to the Owner.
- Summary of findings defining the scope of the project, conceptual approach and an opinion of probable construction cost in electronic PDF format to the Owner.
- Printed copies, if requested by Owner.

**1.1 Architectural Design**

- Project Definition:
  - Scope and project definition
  - Define project elements for budgeting, scheduling & reporting
  - Obtain/review airport plans, reports & existing data
  - Initial review of overall code issues and assumptions
- Design Concept Validation and Project Baseline. Review and establish with Owner project design criteria, forecasts to be used, project relationship to masterplan and current/future projects, desired performance objectives relative to efficiency, sustainability, operations and maintenance.
- Existing Site Conditions Verification and Documentation. Conduct reviews of Owner provided documents and existing reports of selected sites.

**1.2 Engineering Design, all Disciplines**

- Project Definition:
  - Scope and project definition
  - Define project elements for budgeting, scheduling & reporting
  - Obtain/review airport plans, reports & existing data
  - Initial review of overall code issues and assumptions
- Design Concept Validation and Project Baseline. Review and establish with Owner all engineering and system design criteria and strategies. Conduct reviews of Owner documents, record drawings and existing reports.
- Initial review of overall code issues and assumptions. Discuss alternative procurement methods for equipment and systems.

**1.3 Cost Estimating & Scheduling**

- Project Definition:
  - Define project elements for budgeting, scheduling & reporting
- Prepare opinion of probable construction cost for all new site and building work.

**1.4 Site Development and Re-Platting**

- Preparation of land survey, geotechnical and environmental analysis of the proposed site(s), once the developable area has been defined in the planning / pre-design phase, and the re-platting of sites for a continuous project site for development.
- Provide electronic and printed copies of all site and investigation materials.

**2.0 SCHEMATIC DESIGN – 20%**

Planning, coordination, field work, preliminary studies and schematic plan development necessary to evaluate, align and expand previous planning work relative to Pre-Design findings with a focus on the primary aspects in common to each of the project construction phase areas.

**Meetings**

The Designer will conduct, as needed and as required, approximately six (6) web-based owner optional workshop/progress meetings and two (2) in person workshop/presentation meetings.

**Deliverables**

- Drawings/exhibits including overall site plans, building floor plans, building elevations and sections, enlarged drawings of key areas, high quality colored renderings, and digital images of possible conceptual/preliminary materials and finishes for primary project components and overall vision in electronic PDF format to the Owner.
- Signed and sealed survey (along with CAD file).
- Report on the Order of Magnitude Opinion of Probable Construction Cost in electronic PDF format to the Owner.
- Geotechnical Report.
- Environmental Phase II Report.
- Summary of overall identified code issues and assumptions in electronic PDF format to the Owner.
- Printed copies, if requested by Owner.

**2.1 Architectural Design**

- Prepare and submit for approval schematic design documents illustrating the scale and relationship of the primary project components, both site and buildings.
- Prepare and submit for approval overall exterior architectural design vision including refined conceptual renderings and preliminary materials and finishes.
- Develop preliminary phasing and schedule alternatives and coordinate with the Owner.
- Continue development of base drawings and CAD / Revit model of all project areas, site and buildings. The required CAD / Revit deliverable will be agreed upon by the Owner and the Designer at the commencement of Design Development, along with a confirmation on what will be required of the Contractor.

## 2.2 *Engineering Design*

- Prepare and submit for approval schematic design documents illustrating the scale and relationship of the primary project engineering components in common between each of the project construction phases.
- Prepare and submit for approval preliminary options for all engineering disciplines, including Civil, Structural, Mechanical, Electrical, Plumbing, Fire Protection, IT/Data systems, Fueling and Equipment, and Landscape design.
- Develop preliminary phasing and schedule alternatives and coordinate with the Owner.
- Continue development of base drawings and CAD / Revit model of all project areas, site and buildings.

## 2.3 *Cost Estimating & Scheduling*

- Develop preliminary phasing and schedule alternatives and coordinate with the Owner.
- Develop an Order of Magnitude Opinion of Probable Construction Cost for the project based on area calculations.
- Cost Management through establishment of realistic capital costs of construction. Analyze and develop the best course of action in regard to cost estimation and cost control.
- Conduct a cost and schedule review meeting with Owner to agree on costs prior to moving into the Design Development phase.

## 3.0 **DESIGN DEVELOPMENT – 40%**

Develop design based on the approved Schematic Design, Owner authorization of any adjustments in the project requirements and budget for the cost of the work for project construction based on Schematic Design. The 40% Design documents shall illustrate and describe the refinement of the design of the project to establish the scope, relationships, functionality, forms, size and performance of the project by means of plans, sections, typical construction details and equipment layouts.

The 40% Design documents shall consist of drawings and other documents, including specifications, to fix and describe the size and character and establish their quality level of the project scope of work. The documents shall demonstrate the coordination of the site and building design amongst architectural, civil, landscape, structural, mechanical, electrical, plumbing, fire protection, specialty systems, fueling and equipment, as well as other work that may be required for construction of the project.

### Meetings

The Designer will conduct, as needed and as required, approximately six (6) web-based owner optional workshop/progress meetings and two (2) in person workshop/presentation meetings.

### Deliverables

- 40% DD drawings consisting of 1/8" plans, sections, elevations, enlarged floor plans, design details, preliminary schedules, single line diagrams, outline material specifications, written scope of work narrative, draft project phasing plans, draft engineering reports, draft construction material sample boards for finishes and code required drawings in electronic PDF format to the Owner.
- Report on the 40% design construction cost estimate in electronic PDF format to the Owner.
- Printed copies, if requested by Owner.

**Review Meeting**

- After submittal of 40% DD drawings a review meeting will be conducted with the Owner at which time the Designer will incorporate requested modifications into the next phase of design. Understanding and agreement of the 40% design construction cost estimate will be required between the Designer and the Owner prior to beginning the next task. Owner review times may impact expected design completion whereas remaining schedule will be modified.

**3.1 Architectural Design**

- Prepare and submit for approval 40% design documents.
- Prepare and submit for approval exterior and interior architectural design vision including refined conceptual renderings, materials and finishes.
- Program confirmation as it relates to the architectural portion of the design.
- Coordinate with Owner with respect to the budget, schedule, phasing and constructability aspects of the design.
- Review potential impacts of the Project and coordinate with Owner on acceptable methods of facility construction.
- Coordinate with Owner proposed Construction Operations and Safety Plan, the contractor's access route(s) and staging areas.
- Review the 40% DD drawings with local and state code officials, the fire marshal, TSA and FAA and incorporate required modifications as a result of the design review.
- Provide assistance to SMAA for the preparation and submission of FAA Form 7460-1, to include temporary crane, heights and coordinates of structures, and construction durations. SMAA will formally submit this information to the FAA.

**3.2 Engineering Design**

- Prepare and submit for approval 40% design documents.
- Prepare and submit for approval refined options for all engineering disciplines.
- Design of all new utilities servicing the site and distribution systems.
- Work with the Designer in the selection of all fixtures and equipment for aesthetic requirements.
- Coordinate with Owner with respect to the budget, schedule, phasing and constructability aspects of the design.
- Review the 40% DD drawings with local and state code officials, the fire marshal, TSA and FAA and incorporate required modifications as a result of the design review.
- Provide reports on all engineering calculations.

**3.3 Cost Estimating & Scheduling**

- Coordinate with Owner with respect to the budget, schedule, phasing and constructability aspects of the design.
- Review potential impacts of the Project on existing facilities and coordinate with Owner on acceptable methods of facility protection or relocation.
- Prepare 40% design construction cost estimate for each construction phase and aggregate based on 40% design documents.
- Review the 40% DD drawings and cost estimate with the Owner and incorporate requested modifications into the design.

- Cost Management through establishment of realistic capital costs of construction. Analyze and develop the best course of action in regard to cost estimation and cost control.

#### 4.0 CONSTRUCTION DOCUMENTS – 60%, 95% AND 100%

Based on the approval of the Design Development Documents, Owner authorization of any adjustments in the project requirements and the budget for the cost of the work, prepare Construction Documents for project construction phase and coordinate to be bid as one project. The Construction Documents shall illustrate and describe the further development of the approved Design Development documents and shall consist of drawings and specifications setting forth in detail the specific materials, procedures, systems and other requirements for the construction of the work.

##### Meetings

The Designer will conduct, as needed and as required, approximately six (6) web-based owner optional workshop/progress meetings and two (2) in person workshop/presentation meetings.

##### Deliverables

- 60% and 95% CD drawings consisting of plans, sections, elevations, enlarged floor plans, design details, schedules, single line diagrams, material specifications, written scope of work narrative, construction operations safety plan, project phasing plans, final engineering reports, construction material sample boards for finishes and code required drawings in electronic PDF format to the Owner.
- Report on the 60% and 95% design construction cost estimate in electronic PDF format to the Owner.
- 100% Issued for Bid drawings and specifications in electronic PDF format to the Owner.
- 100% Issued for Bid drawings in full size physical sets for Code Review Submittal and code review fee.
- Printed copies, if requested by Owner.

##### Review Meeting

- After submittal of 60% and 95% CD drawings a review meeting will be conducted with the Owner at which time the Designer will incorporate requested modifications into the next phase of design. Understanding and agreement of the design construction cost estimate will be required between the Designer and the Owner prior to beginning the next task. Owner review times may impact expected design completion whereas remaining schedule will be modified.

#### 4.1 *Architectural Design*

- Prepare and submit for approval 60% and 95% design documents.
- Verify inclusion of all the Owner's architectural program requirements.
- Coordinate with Owner with respect to the budget, schedule, phasing and constructability aspects of the design.
- Coordinate with Owner proposed Construction Operations and Safety Plan, the contractor's access route(s) and staging areas.
- Review the 60% and 95% CD drawings with local and state code officials, the fire marshal, TSA and FAA and incorporate required modifications as a result of the design review.

- Review the 60% and 95% CD drawings and cost estimate with the Owner and incorporate requested modifications into the design.
- Prepare and submit 100% Issued for Bid documents.

#### **4.2 Engineering Design**

- Prepare and submit for approval 60% and 95% design documents.
- Prepare and submit for approval final options for all engineering disciplines and systems.
- Verify inclusion of all the Owner's engineering program requirements.
- Coordinate with Owner with respect to the budget, schedule, phasing and constructability aspects of the design.
- Review the 60% and 95% CD drawings with local and state code officials, the fire marshal, TSA and FAA and incorporate required modifications as a result of the design review.
- Review the 60% and 95% CD drawings and cost estimate with the Owner and incorporate requested modifications into the design.
- Prepare and submit 100% Issued for Bid documents.

#### **4.3 Cost Estimating & Scheduling**

- Coordinate with Owner with respect to the budget, schedule, phasing and constructability aspects of the design.
- Finalize resolutions to impacts of the Project on existing facilities and coordinate with Owner on acceptable methods of facility protection or relocation.
- Prepare 60% and 95% design construction cost estimate for each construction phase and aggregate based on 95% design documents.
- Review the 60% and 95% DD drawings and cost estimate with the Owner and incorporate requested modifications into the design.
- Cost Management through establishment of realistic capital costs of construction. Analyze and develop the best course of action in regard to cost estimation, cost control and profitability of the project.

#### **4.4 Revit Model – Final Development & Delivery**

Design Technology: The project design and construction documents will be completed with Autodesk Revit and will be used for design purposes and Owner utilization. Upon completion of Task 4 - Construction Documents, the deliverable transmitted to SMAA will include the as-designed Revit model of the project in its entirety.

### **5.0 BID PHASE SERVICES**

#### **5.1 All Design Disciplines**

- Attend pre-bid meeting.
- Provide written responses to design questions during the bid period by providing clarifications and interpretations of the bidding documents through the issuance of addenda as required.
- Prepare a tabulation of bids and bidder submittal items. The recommendation letter will comment on the responsiveness and regularity of the bidders' submittal items, and either recommend award to the low responsive and responsible bidder or rejection of bids if none are acceptable.

Deliverables:

- Certified Bid Tabulation
- Evaluation of responsiveness
- Recommendation letter for award or if no bids are acceptable, for rejection.

**6.0 SUPPLEMENTAL SERVICES & ALLOWANCES****6.1 *Reimbursable Expenses (printing & travel)***

Project printing and travel expenses will be reimbursed when submitted with appropriate documentation and approval from the Owner.

- Travel expenses will be a Not-to-Exceed cost. Expenses should follow the following criteria:
  - Air travel shall be based upon economy/coach class fares. It is expected that a good faith effort will be used to schedule timely flights to avoid unnecessary costs.
  - The SMAA uses GSA per diem rates for meals and lodging analysis (attached rates for the 34243 have been provided and included in overall scope detail). If unable to find nearby lodging at these prices, PGAL (and others) will inform Engineering prior to trip for approval.

**7.0 CONSTRUCTION PHASE SUPPORT SERVICES (FUTURE PHASE AND CONTRACT NEGOTIATION)**

## EXHIBIT B

### DESIGN DELIVERABLES

#### I. CONCEPTUAL DESIGN LIST OF DELIVERABLES

- a. Development, collection, analysis and presentation of survey data for transactions (overall and days) and facilities to confirm the overall project program and business model for the airport.
- b. Present and revise, as needed, site integrated massing and architectural design concepts based on the completed Project Program. Airport and the Rental Car Industry will verify conformance with the Project Program.

Design Concepts include:

- Sketches
- Massing Models
- Character Sketches
- Diagrams
- Images
- In consultation with the Airport and the Rental Car Industry, choose Final Design Concepts for advancement to Schematic Design Alternatives

- c. Conceptual Cost Estimate:
  - Present a conceptual cost estimate
  - Provide comparison unit rate pricing on varying construction materials/systems as required

#### II. DESIGN DELIVERABLE LIST (SCHEMATIC DESIGN AND DESIGN DEVELOPMENT)

Fully developed schematic design and design development shall consist of the following:

- Site and utility plans
- Building floor plans, elevations and sections
- Basis of Design Report (BDR)

Narrative and Drawings that capture all aspects of the project including descriptions of engineering systems, building, site and utility design; structural, mechanical, electrical, water and wastewater analysis; energy analysis; and materials analysis.

#### DESIGN DRAWINGS AND REPORTS

##### A. CIVIL SITE PLAN:

- a. Site plan of the project showing location of all buildings, roads, parking and landscape elements



- b. Site demolition and enabling plan
  - c. Clear delineation of the project limit lines
  - d. Preliminary spot elevations
  - e. Existing utilities as noted
  - f. Proposed utilities as noted
  - g. Site-drainage, storm water removal or detention noted
  - h. Identify the number of parking spaces and code/zoning requirements
  - i. Provisions for trash disposal and removal
  - j. Conformance to zoning restrictions for easements and setbacks, etc.
  - k. Results of preliminary soils and boring surveys
  - l. Prepare and submit land development permit (required per SMAA)
  - m. If needed, environmental impact study (as an additional service)
  - n. Site disturbance permit for erosion control (if needed)
- B. ARCHITECTURAL BUILDING FLOOR PLANS:
- a. Plans of all floors showing structural grid, door and window locations and floor elevations
  - b. Key dimensions, bay sizes and overall dimensions
  - c. Plan indication major extent of materials and any special conditions or equipment
  - d. Room names
  - e. Preliminary finish schedule for typical areas
  - f. Area summary
- C. ARCHITECTURAL ROOF PLANS:
- a. Structural grid
  - b. Roof material
- D. ARCHITECTURAL BUILDING SECTIONS:
- a. Major sections through building to show relevant conditions
  - b. Structural grid
  - c. Building to grade relationship
  - d. Floor to roof and floor to ceiling height
  - e. Material designations
- E. ARCHITECTURAL BUILDING ELEVATIONS:
- a. Major elevations with extent of glazing and mullion spacing indicated
  - b. Major materials identified
  - c. Floor lines, roof line and top of parapets indicated with dimensions
  - d. Finish grades clearly shown

F. CODE ANALYSIS:

- a. Land use restrictions
- b. Code footprint
  - i. Identify building area limitations, construction classification, occupancy use, including multiple and special usage's, occupancy load, and egress capacity
  - ii. Means of egress
  - iii. Site (ADA) accessibility routes
- c. Identify seismic, flooding and hurricane requirements for project location

G. STRUCTURAL:

- a. Design criteria narrative
- b. Structural system description including alternates considered
- c. Single line floor and roof framing plans
- d. Typical bay and member sizes noted
- e. Description of foundation system, compared with geotechnical report

H. MECHANICAL/ELECTRICAL/PLUMBING:

- a. Preliminary HVAC system description to include major support and service rooms, duct chases, single lines showing major duct runs
- b. Design criteria for HVAC narrative including: "U" factors, temperature range, air changes, humidity controls, etc.
- c. Energy sources identified, entrances noted on architectural drawings
- d. Mechanical rooms sized and located on architectural drawings
- e. Vertical shafts and riser spaces sized and indicated on architectural drawings
- f. Special features noted (UPS, generators, etc.)
- g. Plumbing fixture count complies with code/program (drinking fountains, lavatories, urinals, water closets, etc.)
- h. Location of mechanical equipment and rooms, electrical equipment rooms shown on elevations, roof and/or site plans
- i. Fire protection codes and standards narrative in the form of a Fire Safety Plan to address the unique fire and safety issues
- j. General description of fire suppression (if required)
- k. Power requirements stated
- l. Transformers and switchgear room sized and located on plans
- m. Gas, water, sewer, data, etc., service points
- n. Data, telephone and electrical room requirements shown on plan
- o. Lighting outlined on the plan
- p. Design criteria for electrical services, including voltage, number of feeders and whether feeders are overhead or underground. Provide a specific

description of items to be served by emergency power and describe consideration for special areas

- I. SPECIALTY CONSULTANTS:
  - a. Design criteria defined for QTA Fueling and other required systems (vacuum, fluids, etc.)
  - b. One line plans as appropriate (fuel, fluids, vacuum, etc.)
  - c. Provide narrative and plan layout on project wayfinding requirements
  - d. Provide narrative and one-line for telecommunications/data systems
  - e. Provide narrative and one-line for security and access control systems
  
- J. LANDSCAPING:
  - a. Functional analysis of site program
  
- K. OUTLINE SPECIFICATIONS:
  - a. Identify specification sections and major building material systems and finishes
  
- L. ENERGY REPORT:
  - a. Life cycle cost analysis of energy conservation measures
  - b. Annual energy consumption/SF of building space
  - c. Energy analysis:
    - i. Comparison of energy source alternatives, including renewable energy
    - ii. Life cycle costing for value analysis of mechanical system alternatives
    - iii. Preliminary mechanical system sizing
    - iv. Energy budgeting for proposed facilities
  
- M. GEOTECHNICAL REPORT:
  - a. Provide a draft copy of the geotechnical report
  
- N. ESTIMATES:
  - a. Major component cost estimate, verify inclusion of elements by cross checking against outline specification for omissions and compare with budget
  - b. Identify escalation factors to mid-point of construction
  - c. Estimate construction period, identify any phased work and any long lead time for special items
  - d. Sole source items identified and justified
  - e. Area tabulation gross SF to net SF

O. PROJECT SCHEDULE:

- a. Present a Microsoft Project schedule outlining Design Milestones and Major design and construction activities

**III. CONSTRUCTION DOCUMENTS DELIVERABLE LIST – BID AND PERMIT DOCUMENTS**

The Construction Documents Design phase should provide definite design conclusions based on approved Schematic Design and Design Development framework. The construction documents should clearly identify the developed civil, architectural, structural, mechanical, electrical, plumbing, specialty and fire protection design solutions to a 100% complete level. These documents will be used to bid the project, Competitive Design-Bid-Build, and permit the project through the agencies having jurisdiction (AHJ).

**CONSTRUCTION DOCUMENT DESIGN DRAWINGS AND REPORTS**

A. CIVIL:

- a. Site Plans:
  - i. Building location plan – building tied down dimensionally with pertinent adjacencies permanent bench mark, street lines, property lines, required setbacks, easements, rights of way, manholes, sewers, hydrants, light standards, interface with survey
  - ii. Site and building demolition and enabling plans – indicating structures to be removed, utility relocations, etc. as necessary to prepare the site for the new purpose
  - iii. Grading and paving plans, include contours, critical spot elevations. (Main level datum elevation):
    1. Include sidewalks, ramps, stairs, driveways, parking areas including layout geometry
    2. Site drainage and retention areas
  - iv. Utility Plans:
    1. Identify existing and new utilities to the building (electrical, water, gas, sanitary, storm, telephone and cable)
    2. Identify existing and new Data/Fiber Duct Systems to the building
- b. Site Sections:
  - i. Include typical driveway, parking area, sidewalk cross sections.
- c. Typical Design Details:
  - i. Railing, stairs, ramps, walkway paving types and patterns, benches, site lighting, other significant structures

B. ARCHITECTURAL:

a. Floor Plans:

- i. Dimensioned structural bay system
- ii. Internal partitions drawn, located and dimensioned
- iii. All casework and other equipment called out on plans
- iv. Major mechanical/electrical systems determined and their requirements reflected and indicated on the plans including, louvers, areaways and utility entrances
- v. Locate all plumbing fixtures in restrooms
- vi. All rooms named and numbered
- vii. Locate exterior and interior doors and windows
- viii. Locate typical and fire rated partition types
- ix. All keyed references: match lines, building sections, enlarged plans, keyed notes, etc.
- x. Finish floor elevations noted
- xi. Expansion joints indicated (if needed)
- xii. Toilet cores drawn to larger scale (+/- 1/4"), dimensioned and keyed to larger plans
- xiii. Plan and elevations of featured areas drawn to a larger scale (+/- 1/4") with all surfaces shown and called out and keyed to larger plans
- xiv. Traffic topping/coating plans indicating limits

b. Reflected Ceiling Plans:

Provide a reflected ceiling plan for all finished spaces which includes:

- i. Located lighting fixtures
- ii. Located ceiling mounted grilles/registers
- iii. Located any remaining ceiling mounted devices
- iv. Soffits/bulkheads, skylights
- v. Identify major ceiling materials
- vi. Identify all areas with exposed structure

c. Building Elevations:

- i. Building elevations including roof structures and foundations
- ii. Identify and locate all exterior windows and doors
- iii. Identify floor and roof levels, vertical dimensions and overall building heights
- iv. Column center lines
- v. Locate expansion joints and major panel joints
- vi. All materials noted with demarcation of materials shown
- vii. Detailed elevations at a larger scale (+/- 1/4") as necessary to explain design intent (entrances, special metal panels or masonry, building canopy, etc.)
- viii. Major keyed references: match lines, building sections, wall sections

d. Building and Wall Sections:

- i. Include major building sections, identify column lines, openings and relationships between floor, ceilings, roof structure and mechanical systems
        - ii. Vertical dimensions including floor to roof and ceiling heights
        - iii. Finished grades around the building
        - iv. Typical and major wall sections or assembly details
      - e. Details:
        - i. Large scale typical details of exterior wall assemblies, parapets to foundation
        - ii. Large scale typical details of major foundation and perimeter treatment
        - iii. Typical window and door details (i.e.: head, jamb and sill conditions)
        - iv. Typical interior and exterior columns details
        - v. Key enlarged plans (+/- 1/4")
        - vi. Major casework elevations and profiles
        - vii. Partition types
      - f. Interior Elevations:
        - i. Elevations of significant interior spaces
      - g. Schedules:
        - i. Interior finish schedule
        - ii. Door and frame schedules
        - iii. Door hardware schedule
        - iv. Window and glazing schedule
- C. CODE ANALYSIS:
  - a. Code footprint:
    - i. Include all fire rated partitions
  - b. Life safety plans
- D. STRUCTURAL:
  - a. Structural Plans:
    - i. Fully dimensioned foundation plan including interior and perimeter foundations, footings, wall beams and grade beams
    - ii. Fully dimensioned framing plans for all floors and roofs including major member sizes noted or scheduled, typical and maximum column sizes
    - iii. Locate columns, beams, purlins and joists, etc.
  - b. Structural sections and details:
    - i. Location of any in-floor electrical or IT systems
    - ii. Major penetrations (i.e. slab openings, pits, trench drains, located on drawings
    - iii. Expansion joints located

- iv. Typical edge of slab details for cladding attachment
- v. Special construction conditions noted (if needed)
- vi. Provide wind, seismic, dead and live loads design information
- vii. Provide accommodation for seasonal systems design - information as necessary to define construction
- viii. Footing, beam, column and connection details
- ix. Building elevations for architectural precast construction

E. MECHANICAL:

a. Floor plans

- i. Size and locate utility risers, shafts, chases and equipment coordinated with architectural plans
- ii. Heating and cooling load criteria for each space and major duct or pipe runs sized to interface with structural and architectural building components
- iii. Mechanical room equipment layouts
- iv. Locate major equipment such as air handling units, heat pumps, exhaust fans, unit heaters, etc.
- v. Locate intake and exhaust louvers
- vi. Locate and indicate air curtains and/or seasonal systems
- vii. Indicate typical layouts of all ceiling devices
- viii. Consider access and replacement requirements with all equipment room layouts
- ix. Coordinate ceiling plenum space with architectural, plumbing, fire protection, electrical and structural
- x. Air and water flow diagrams showing CFM and GPM respectively
- xi. Show electrical requirements such as panel size, location, voltage and current requirements or mechanical equipment

b. Sections:

- i. Critical mechanical room cross sections
- ii. Corridor sections including duct clearances

c. Catalog Cuts:

- i. Grilles and diffusers
- ii. Special equipment
- iii. Controls/Building Management Control System (BMCS)

F. PLUMBING/FIRE PROTECTION:

a. Floor plans:

- i. Size and location of utility risers, shafts, chases and equipment

b. Detail plans:

- i. Locate all toilets, urinals, lavatories, mop sinks, floor drains and drinking fountains

- ii. Locate under slab sanitary and supply lines
  - iii. Locate maintenance hose bibs in toilet rooms and on exterior of building
  - iv. Include roof drainage system (quantity and location of roof drains, internal and external downspouts)
  - v. Locate, specify, and indicate any seasonal systems and design accommodations
  - vi. Coordinate fixture sizes and mounting heights (for accessibility)
  - vii. Coordinate plumbing chases with architectural
  - viii. Consider installation and replacement requirements within all room layouts
  - ix. Coordinate plenum ceiling space with architectural, fire protection, mechanical, electrical, structural systems
  - x. Coordinate piping size and flows for sprinklers (if applicable)
  - xi. Make arrangements with the water company to have a hydrant flow test made to identify water pressure to site and include the flow test report
- c. Catalog Cuts:
- i. Plumbing fixtures
  - ii. Sprinkler heads and fire suppression systems (as required)
  - iii. Special equipment

G. ELECTRICAL:

- a. Floor Plans:
- i. Size and locate utility equipment on architectural plans
  - ii. Major electrical equipment (switch gear, distribution panels, emergency generator, transfer switches, UPS system, etc.) dimensioned and drawn to scale into the space allocated, to include riser diagrams or one-line diagrams
  - iii. Finalize service amperage and voltage requirements
  - iv. Locate size of conduit runs, cable trays, risers, shafts, chases, etc.
  - v. Locate site electrical equipment including transformers, underground service, entrance details, etc.
  - vi. Identify feature lighting fixtures: ceiling and wall types reflective ceiling plan
  - vii. Locate and identify service controls and equipment for seasonal systems
  - viii. Locate and Identify entry/exit circulation and/or perimeter seasonal systems, service connections and controls as necessary
  - ix. Locate and identify service connection, controls and equipment associated with air curtains, area heating, radiant heating (if required)



- x. Identify electrical and telephone panel room locations
  - xi. Locate electrical devices for typical areas including power receptacles, computer, telephone, TV Light switches, closed circuit TV, fire alarm, security, A/V and intercom devices
  - xii. Locate exit and emergency lighting and fire alarm devices (consider ADA requirements)
  - xiii. Consider access and replacement requirements with all utility room layouts
  - xiv. Coordinate ceiling plenum space with architectural, plumbing, fire protection, mechanical, structural and specialty systems
  - xv. Update design calculations to include power consuming equipment and load characteristics
  - xvi. Site lighting, locate and identify all lighting fixtures
- b. Catalog Cuts:
- i. Light fixtures
  - ii. Fire alarm devices
  - iii. Special equipment
- H. OTHER REQUIREMENTS:
- a. Specialty consultants:  
All specialty consultants should provide the same level of information which is required for MEP disciplines, including the following specialty consultants: fueling and equipment, security (access control and CCTV), A/V, signage / wayfinding
- b. Specifications:
- i. Final specifications
  - ii. Front end documents (Division 0 and 1) to be provided by airport, modified by consultant and coordinated with technical specifications
  - iii. When product is specified, three manufacturers must be listed as acceptable or the airport will agree if circumstances require a product to be sole sourced
- I. LANDSCAPING:
- a. Tree and vegetation protection and construction limits
  - b. Site grading plan with existing and proposed grading including contours and spot elevations
  - c. Consideration is to be given to the topographic information for drainage
  - d. Typical site sections thru exterior walls
  - e. Site plan indicating lawn and plantings
  - f. Irrigation plan including typical details and proposed tie-in points.

- J. ENERGY:
  - a. Updated energy report
  
- K. GENERAL:
  - a. As documents develop, confer with regulatory agencies such as:
    - i. Fire Marshal (state and local)
    - ii. Department of Health
    - iii. City and County of Sarasota
    - iv. Local zoning commission
    - v. Local planning commission
    - vi. Local permitting commission
  - b. Identify all documents with project number and date
  - c. Finalize the building design program, scope of work and verify compliance through the project quality assurance / quality control program
  - d. Actions for the civil, mechanical and electrical engineers:
    - i. Contact utility companies and public authorities for all services and initiate approval process as needed for connection to their systems
    - ii. Investigate and report on their review of all applicable local, public and utility regulations
  
- L. GEOTECHNICAL REPORT:
  - a. Provide a final copy of the project geotechnical report
  
- M. ESTIMATES:
  - a. Major line items costs for all building components, verify inclusion of all elements by cross checking against specification for omissions
  - b. Identify escalation to mid-point of construction
  - c. Update cost estimate of construction and compare it to the allowable for construction
  - d. Estimate the construction period, identify any phased work and any long-lead time for special item
  - e. Sole source items identified as approved
  
- N. PROJECT SCHEDULE:
  - a. Present Microsoft Project Schedule outlining Design Milestones and Major Construction activities

**SRQ Rental Car Quick Turnaround Area and Surrounding Projects**  
**Sarasota Bradenton International Airport**



**Exhibit C - Fee Proposal - Team Synopsis - REVISED V3**

1/12/2021

Firms and Disciplines	Project Phases						Other Services	Subtotals	% of Overall Fee
	10% Design	30% SD	60% DD	95% CD	100% CD Bid/Permit	CA			
<b>PGAL</b>									
Project Management	\$ 13,000	\$ 16,250	\$ 9,750	\$ 13,000	\$ 13,000	na		\$ 65,000	3.83%
Rental Car Planning	\$ 22,000	\$ 16,500	\$ 11,000	\$ 5,500	\$ -	na		\$ 55,000	3.24%
Architecture and Interiors	\$ 44,500	\$ 89,000	\$ 133,500	\$ 133,500	\$ 44,500	na		\$ 445,000	26.19%
<b>Masters Consulting Engineers</b>									
Structural Engineering	\$ 7,000	\$ 16,000	\$ 30,000	\$ 35,000	\$ 8,000	na		\$ 96,000	5.65%
<b>Stantec</b>									
Fueling and Systems Engineering	\$ 12,200	\$ 24,400	\$ 24,400	\$ 48,800	\$ 12,200	na		\$ 106,000	6.24%
<b>Atkins North America</b>									
Civil Engineering	\$ 34,305	\$ 110,755	\$ 159,075	\$ 182,845	\$ 28,310	na		\$ 515,290	30.33%
Site Topographic SUE and Survey						na	\$ 90,145	\$ 90,145	5.31%
Landscape Architecture	\$ 620	\$ 9,750	\$ 12,825	\$ 25,805	\$ 4,000	na		\$ 53,000	3.12%
ESA - Phases 1 and 2 ( to be provided as needed as a contract amendment)								\$ -	0.00%
<b>TLC Engineering Solutions</b>									
Mechanical	\$ 6,860	\$ 11,624	\$ 19,294	\$ 18,136	\$ 4,080	na		\$ 59,994	3.53%
Electrical	\$ 3,893	\$ 11,927	\$ 24,028	\$ 14,180	\$ 1,884	na		\$ 55,912	3.29%
Plumbing	\$ 408	\$ 4,996	\$ 7,137	\$ 3,875	\$ 1,224	na		\$ 17,640	1.04%
Fire Protection	\$ 494	\$ 3,336	\$ 4,695	\$ 4,226	\$ 741	na		\$ 13,492	0.79%
Technology	\$ 5,254	\$ 9,776	\$ 18,212	\$ 11,780	\$ 2,277	na		\$ 47,299	2.78%
<b>Tierra</b>									
Asbestos Demolition Survey and Screening (to be completed by separate contractor, per discussions with SMAA)								\$ -	0.00%
Geotechnical Engineering							\$ 29,562	\$ 29,562	1.74%
<b>National Environmental Technology</b>									
Monitoring Wells - Drilling and Reporting (to be provided by separate contractor, per discussions with SMAA)								\$ -	0.00%
<b>Reimbursable Expenses</b>									
Estimate, based on approximately 3.0% of overall fee								\$ 49,480	2.91%
<b>Totals</b>	<b>\$ 150,534</b>	<b>\$ 324,314</b>	<b>\$ 453,916</b>	<b>\$ 496,647</b>	<b>\$ 120,216</b>	<b>\$ -</b>	<b>\$ 119,707</b>	<b>\$ 1,698,814</b>	<b>100.00%</b>

**Notes:**

1 Fee proposal includes full design services as outlined in the detailed scope of work and design deliverables

	Construction Costs	Fee %
\$	12,000,000	13.74%
\$	15,000,000	11.00%
\$	18,000,000	9.16%

# EXHIBIT D - CONSULTANT SCOPE OF WORK AND FEE PROPOSALS



Sarasota Bradenton International Airport									
ConRAC - QTA									
PGAL									
Phase 1									
Schematic / Design Development									
Task No.	Task Description	Principal Hours	Sr Struc. Eng. Hours	Struc. Eng. Hours	Sr. CAD /BIM Hours	CAD /BIM Hours	Accounting Hours	Admin Hours	Total
1.01	Kick off meeting	2							2
1.02	Design data compilation	1	2						3
1.03	Prepare narrative	1	4						0
1.04	Structural systems	4	36		68				108
1.05	Preliminary framing	4	36		56				96
1.06	Preliminary foundations	4	22		40				66
1.07									0
1.08									0
									0
Subtotal Hours		16	100	0	164	0	0	0	
Direct Labor (Raw Billing Rate)		\$196.82	\$119.51	\$87.03	\$79.85	\$58.91	\$80.76	\$74.44	
Subtotal Direct Labor		\$ 3,149.12	\$ 11,951.00	\$ -	\$ 13,095.40	\$ -	\$ -	\$ -	\$ 28,195.52
Phase 2									
Construction Documents / Bid / Permit									
Task No.	Task Description	Principal Hours	Sr Struc. Eng. Hours	Struc. Eng. Hours	Sr. CAD /BIM Hours	CAD /BIM Hours	Accounting Hours	Admin Hours	Total
2.01	Meetings / Coordination	8	8						16
2.02	Foundation system design	4	24		32				60
2.03	Structural framing design	4	48	120	88	80			340
2.04	Document production	2	16	80	68	64			230
2.05	Specifications	1	8					2	11
2.06	Prepare deliverable documents	2	8	16	24	12			62
2.07	QA/QC of deliverables	2	6	16	16				40
2.08			12						12
									0
Subtotal Hours		23	130	232	228	156	0	2	
Direct Labor (Raw Billing Rate)		\$196.82	\$119.51	\$87.03	\$79.85	\$58.91	\$80.76	\$74.44	
Subtotal Direct Labor		\$ 4,526.86	\$ 15,536.30	\$ 20,190.96	\$ 18,205.80	\$ 9,189.96	\$ -	\$ 148.88	\$ 67,798.76
Total Hours		39	230	232	392	156	0	2	
Total Direct Labor		\$ 7,675.98	\$ 27,487.30	\$ 20,190.96	\$ 31,301.20	\$ 9,189.96	\$ -	\$ 148.88	\$ 95,994.28

Structural Engineering | Threshold Inspections | Forensic Engineering

MCE Basic Scope of Service for this project is estimated as follow:

The project scope will be consist of three phases, schematic/ design development phase and a construction document phase.

Schematic / Design Development phase will include:

- a) Kick-off meeting to go over project goals, owner's expectation, schedule
- b) Determine the load requirements for the design of the building structure.
- c) We will provide wind loads design pressures to be used by windows, doors manufacturer.
- d) Preliminary layout of the building structure, including foundations/slab requirements for car wash equipment.
- e) Preliminary structural framing.
- f) Preliminary foundation sizes.
- g) Prepare narrative/preliminary drawings for deliverables.

The Construction Documents phase will include:

- a) Attend approximately 4 coordination meetings during the CD phase, meetings may be via the web.
- b) Finalize the foundation design with coordination for the required underground utilities.
- c) Slab on grade design, include details as needed for the car wash areas.
- d) Complete structural framing of the building
- e) Roof framing including roof slope for drainage.
- f) Production of the construction documents.
- g) QA/QC of deliverables.

Project Fee Proposal - T.T.C. Engineering Solutions  
Sarasota Bradenton Airport  
Rental Car Facility Quick Turn Around and Maintenance Area  
12/17/2020

Design Phases	Director	Project Manager	Sr. Mech Eng	Mech Eng II	Mech Eng I	FP Eng	Plumbing Eng	Sr. Elect Eng	Elect Eng II	Elect Eng I	Sr. Technology	Tech Designer	Administrative	Total
Task 1 - Programming (20%)														
1		12	2	4		4	4	2	4		2	4		38
2			4					4				8	8	24
3			8		4			8		4	8	4		36
4	1	4												5
5														
6														
Task 1 - Subtotal Hours														
Subtotal Direct Labor \$ 1.00 \$ 16.00 \$ 14.00 \$ 4.00 \$ 4.00 \$ 4.00 \$ 4.00 \$ 14.00 \$ 4.00 \$ 18.00 \$ 16.00 \$ - \$ - \$ 103														
Task 2 - Schematic Design (40%) (8 weeks)														
7		12						12			12			36
8		4						4			4			12
9				8		6		8			4			26
10			4	4	8	24	12	12				4		56
11			4	16	4	16	16	16			14			70
12			2	2	2	2	2	2			2			10
13			2	2	4	4	2	2			4	6		22
14			4		1	1	1	1			1			9
15			2		2	2	2	2			2			10
16														9
17	1	8												0
18														260
Task 2 - Subtotal Hours														
Subtotal Direct Labor \$ 210.19 \$ 5,560.52 \$ 1,985.90 \$ 4,077.48 \$ - \$ 3,336.12 \$ 4,996.04 \$ 11,716.81 \$ - \$ - \$ 8,793.50 \$ 982.90 \$ - \$ - \$ 41,659.46														
Task 3 - Design Development (60%) (12 weeks)														
19		8	4	8				3	8		4	8		43
20														0
21			8	16	4	16	4	10	8	8	8	8		90
22			4	8	40	20	40	8	16	40	8	32		216
23			4	12	8	8	8	8			8		4	52
24			4	4	2	2	2	4			4			20
25			2	2	2	2	2	2	2	2	2	2	2	24
26			2	2	2	2	2	2	2	2	2	2	2	10
27														5
28	1	4												84
29								12	40		8	24		
30														
Task 3 - Subtotal Hours														
Subtotal Direct Labor \$ 210.19 \$ 3,574.62 \$ 4,368.98 \$ 5,436.64 \$ 5,913.68 \$ 4,448.16 \$ 4,078.40 \$ 5,163.34 \$ 5,930.88 \$ 3,466.64 \$ 7,362.00 \$ 4,521.34 \$ 516.66 \$ 70,790.16														
Task 4 - Construction Documents (90%) (8 weeks)														
31		8	4	8				4	8		4	8		44
32														0
33			8	8	4	8	4	8	8	8	8	8		66
34			4	16	24	24	24	8	24	24	14	26		188
35			2	4	4	4	4	4			4		4	26
36			2	8	24			4	4		4			16
37			2	2	2	2	2	2	2	2	2	2	2	10
38														5
39														10
40														2
41	1	4												5
42														
Task 4 - Subtotal Hours														
Subtotal Direct Labor \$ 210.19 \$ 3,574.62 \$ 4,368.98 \$ 5,436.64 \$ 5,913.68 \$ 4,448.16 \$ 4,078.40 \$ 5,163.34 \$ 5,930.88 \$ 3,466.64 \$ 7,362.00 \$ 4,521.34 \$ 516.66 \$ 70,790.16														
Task 5 - Bid and Permit Documents (100%) (6 weeks)														
43		4	4	8		2	8	4			4		8	42
44			2	2		2	2	2	2			4		16
45			1	2		2	2	1	2		1		2	15
46														0
47														
Task 5 - Subtotal Hours														
Subtotal Direct Labor \$ - \$ 6.00 \$ 7.00 \$ 12.00 \$ - \$ 6.00 \$ 12.00 \$ 7.00 \$ 4.00 \$ - \$ 5.00 \$ 4.00 \$ 10.00 \$ 73														
Subtotal Hours \$ 4.00 \$ 85.00 \$ 69.00 \$ 145.00 \$ 120.00 \$ 111.00 \$ 175.00 \$ 147.00 \$ 134.00 \$ 88.00 \$ 144.00 \$ 152.00 \$ 22.00 \$ 0														
Billing Rate \$ 210.19 \$ 198.59 \$ 198.59 \$ 123.56 \$ 101.96 \$ 123.56 \$ 101.96 \$ 198.59 \$ 123.56 \$ 101.96 \$ 204.50 \$ 98.29 \$ 86.11														
Subtotal Direct Labor \$ 840.76 \$ 17,078.74 \$ 13,702.71 \$ 17,916.20 \$ 12,235.20 \$ 13,715.16 \$ 17,843.00 \$ 29,192.73 \$ 16,557.04 \$ 8,972.48 \$ 29,448.00 \$ 14,940.08 \$ 1,894.42 \$ 194,336.52														
														TOTAL FEE \$ 194,336.52

## ATTACHMENT J DESIGN PARAMETERS

TLC's scope of services for the QTA design includes the following:

### Electrical

1. **General Electrical Requirements:** The Rental Car Quick Turn Around Facility will be served by a separate electrical service provided by Florida Power and Light Company (FPL). The service at main electrical room will be derived from site FPL pad mount transformer. The pad mounted transformers will provide 480/277 volt, 3 phase, 4 wire service into the Rental Car Quick Turn Around main switchboard. The preliminary load estimate for this building is 2,373 KVA. The new electrical service will have a utility meter.
2. **Main Service Switchboard:** The main service switchboard for the building will be a 3000 ampere, 480/277V, 3 phase switchboard with multiple sections. The main breakers will have electronic LSIG trip units. The distribution sections will feed distribution panels feeding service bays. The switchboard will be rated at 65,000 AIC. The main switchgear will be located in an electrical room at ground level. All switchboards and panelboards will be Arc Flash labeled.
3. **Tenant Metering:** Electrical distribution will be configured to sub-meter specific service bays per tenant spaces of the Rental Car Quick Turn Around.
4. **Electrical Distribution:** Large electrical loads associated with the Rental Car Quick Turn Around will be served from distribution switchboards. Distribution switchboards will be located in in the main and branch electrical rooms. Equipment to be served is as follows:
  - a. Car wash systems including wash racks, reclaim water pumping stations, reverse osmosis systems, reclaim water transfer pumps, rinse pumps and other miscellaneous equipment.
  - b. Compressed air systems
  - c. Vacuum Systems
  - d. Fueling systems
5. **Branch circuit panels for lighting, receptacle and miscellaneous equipment** associated with the Rental Car Quick Turn Around will be located in electrical room. The lighting and miscellaneous mechanical equipment will be served from 480/277 volt branch circuit panels. These panels will also serve 120/208 volt branch circuit panels through dry type transformers. The 120/208 volt panels will serve loads associated with Quick Turn Around miscellaneous equipment. All conduit serving loads shall be electrical metallic tubing concealed in walls or ceilings in finished areas. Conduit concealed in concrete shall be schedule 40 PVC. Conduits at car wash areas will be as recommended by car wash system manufacturer. All conduit runs in unfinished areas shall be installed as tight to structure as possible, routed parallel and perpendicular to the structure. All home runs shall be 1" diameter minimum back to panelboards.

6. Emergency Power Requirements: A separate emergency power system will be provided to serve life safety and optional stand by loads. The generator will be exterior in a sound weatherproof enclosure at exterior location and on diesel fuel tank.
7. Lightning Protection System: The Rental Car Quick Turn Around will be protected by a lightning protection system installed in accordance with NFPA 780. The lightning protection system shall consist air terminals, main conductors, down conductors and ground rods. All material for the lightning protection system will be copper. Air terminals shall be spaced along the structure at a maximum interval of 20'-0" on center. The terminals shall be 12" and mounted to the structure using appropriate mounting hardware. The terminals shall be connected using main conductors. Down conductors connected to the system shall be spaced at intervals not more than 100'-0".
8. Lighting: direct lighting shall be used to provide the required foot-candles within the space:
  - a. Provide an average horizontal lighting level of 10-15 foot-candles at the floor level in the stacking area.
  - b. Area lighting is located directly over the islands and at the center of the drive lanes and shall maintain a minimum of 30 foot-candles @ 1'-0" above finished floor.
  - c. Waterproof light fixtures, wall-mounted along each side of the car wash bays should provide a minimum of 10 foot-candles @ 1'-0" above finished floor.
  - d. Provide an average horizontal lighting level of 50-60 foot-candles at the floor level in the maintenance bays (if applicable).
  - e. Proposed light fixtures should require minimal maintenance and be easy to maintain when required.
  - f. Lamp technology shall be LED.
  - g. General lighting shall provide appropriate color rendition for surveillance cameras.
  - h. Proposed light fixture installation shall meet requirements of the ASHRAE 90.1-10 and IECC 2012.
  - i. Conduits shall be embedded where possible.
9. Lighting Control: Provide lighting controls to limit energy use and with software system compliant with mechanical systems.
10. Emergency Lighting: Provide emergency and exit lighting as required for code



conformance via emergency generator.

11. Fire Alarm: Initiation devices will consist of emergency power off (EPO) as it relates to the fuel system, manual pull stations, heat detectors, smoke detectors, duct-mounted smoke detectors, flow switches, tamper switches and flame detection system. Notification appliances will consist of horn/strobes. A central EPO shall be provided at the main entrance of the facility as dictated by the Fire Marshal for entire shutdown of fuel system.

### Technology

1. Telecommunications Needs: The rental car quick turn around area (QTA) is predominantly a RAC staff only area with different telecommunication requirements from other areas previously described. The RACs will require their own voice/data communications in the work areas, connecting to all other areas where they operate. SMAA will require connectivity for STS, BMS, the fuel management system, security and work areas for SMAA employees.
2. Telecommunications Room Placement: One or more telecom rooms will be required in this building to service SMAA infrastructure. Similar to other areas, the coverage of each telecom room will be defined by a radius of 200'. Each IDF location will have separate rooms for SMAA and RAC communications equipment. The two rooms will be connected by raceway where the RAC will connect to the SMAA fiber optic backbone for network connectivity. An outside service provider entrance will be made available for entrance of local exchange carriers in case a RAC does not want to use STS.
3. Telecommunications Backbone Cabling: Once rooms are defined, fiber optic cabling will be required to tie these rooms into the SMAA network. One room inside the building will be selected as MDFs.
4. Horizontal Cabling: The horizontal cabling servicing all IT devices surrounding each of the telecommunications rooms will consist of 4-pair category cables. Based on the SMAA projects with this scope completed since the SMAA Telecommunications Design Manual was updated, CAT6 cabling will be specified for use.
5. Telecommunications Raceways: A telecommunications raceway system will be required to run backbone and horizontal cabling. These raceways will be composed of conduits and cable trays. Cable trays will be installed in areas where multiple communication cables will be bundled together and in areas where these cable trays can be made accessible or aesthetics are not a concern to have them exposed. Conduits will be used in all other areas where ceilings are not accessible, not aesthetically acceptable, or in areas where very few cables are required. At no point will SMAA cabling be installed in j-hooks or free wiring. Diverse, disparate pathways will be provided for conduits and cable tray (protected by inner duct) containing SMAA fiber optic backbone cabling.
6. Telecommunications Grounding: A telecommunications grounding system will be required for the telecom rooms. This system will be composed of telecommunications

bonding backbones (TBB), bonding conductors (BC) and telecommunications grounding busbars (TGB). TBBs will be run to the main grounding point in nearby electrical rooms. BC and TGBs will be installed inside each telecom room.

#### Mechanical

1. Anticipated HVAC Per Space Type: This portion of the facility has many areas that require mechanical ventilation and a few spaces that should include cooling. Listed below is a summary of spaces and systems anticipated to serve them:
  - a. *Fueling Station Areas: Will **NOT** require mechanical ventilation at each island – one on each end - near the floor to remove vehicle emissions because it is not indoors, with accordance with Florida Mechanical Code and NFPA 30A.*
  - b. *Car Wash Areas: Mechanical air circulation may be provided. As the design is developed, it may be beneficial to provide circulation fans hung from the structure – similar high volume low velocity fans in warehouses – to improve the working conditions between the car wash and fueling areas.*
  - c. *QTA Support Rooms: Mechanical ventilation shall be provided for the various spaces including storage and equipment rooms. Cooling is anticipated in the air compressor and vacuum system equipment rooms to assure the large motors on these systems do not overheat. Spaces with fuel or other combustible storage will include explosion-proof fans. Ventilation fans and cooling systems are anticipated to be connected to the building control system.*
  - d. *Electrical and Communications/Security Equipment Rooms: A variable refrigerant flow (VRF) system with a cooling unit in each space and one or two condensing units at the top of the garage is anticipated for each vertical group of these type spaces. This solution offers solid energy performance with low maintenance impact. Controls for these units are anticipated to be connected the building control system for monitoring.*
  - e. *RAC Admin and QTA Support Spaces: These spaces will be served by constant volume DX rooftop unit, one for each tenant. This system type allows individual temperature control for the various tenants, and will be reviewed for the use of VAV Terminals should the need arise for greater flexibility. The space will have a fully designed supply and return ductwork and air distribution in coordination with the tenant's requirements. No cooking is anticipated in these spaces.*

#### Plumbing

1. Plumbing: The facility will be provided with the following systems:
  - a. Sanitary and vent system.
  - b. Domestic water system.
  - c. Condensate drainage system.
  - d. Storm drainage system.
  - e. Fueling system.

- f. Compressed air system
  - g. Cleaning / Vacuum.
  - h. Carwash reclaim water system.
2. Sanitary and Vent System: The facility will be provided with sanitary waste service for the drainage of male and female toilet rooms, sinks, showers, floor drains and floor sinks drainage, HVAC purpose, carwash bays and equipment drainage, maintenance bays drainage, fueling island perimeter drainage, fuel piping transition sump room drainage and compressed air system condensate drainage at each level as required. The waste drainage is expected to be a 6" inch pipe at each level.
  3. Domestic Water System: The facility will be provided with domestic water for male and female toilet, sinks, showers, domestic water heating, HVAC, hose bibbs for facility's maintenance and cleaning purposes as required, carwash system fresh water makeup, maintenance bays usage, fueling island perimeter usage at each level, hose bibb at fuel piping transition sump room and compressed air system water supply. The domestic water supply line is expected to be 3" at each level.
  4. Condensate Drainage system: The facility will be provided with a condensate drainage system at each level for HVAC purposes, with tie-in into the storm system within the building as required and in compliance with local codes.
  5. Storm Drainage System: The facility will be provided with the storm system for the drainage of the parking spaces at each level as required, with tie-ins with drop downs within the space in coordination with architect.
  6. Fueling System: The fueling system, piping and equipment (by others). Refer to sanitary and domestic water systems for requirements.
  7. Compressed Air System: The compressed air system, piping and equipment (by others). Refer to sanitary and domestic water systems for requirements.
  8. Cleaning / Vacuum System: The vacuum system, piping and equipment (by others). Refer to sanitary and domestic water systems for requirements.
  9. Carwash Reclaim Water System: The carwash will be a pre-engineered, automated system. Coordinated by plumbing system and carwash system contractors. The discharge water from each wash bay will be reclaimed and stored in underground oil water separator (aprox. 10,000 gal capacity), each oil separator will act as both: treatment and storage. Each floor will drain to its respective oil water separator, pump it up to three common holding tanks (aprox. 2,000 gal cap ea. By others). Refer to Sanitary and Domestic Water systems for requirements.

Fire Protection **Note: fire protection not anticipated**

1. Fire Protection Service: A service line will be connected at the street water main. The service will be routed directly across the street to an above grade double detection backflow preventer, then routed underground into the building.
2. Flow Test: a flow test will be conducted to determine that the city water pressure is sufficient, and not require a fire pump.
3. Fire service location: A mechanical space with 5'x5' room is required for the service riser. Optimally this room would be located on an exterior wall that faces the service street for an exterior door, and a location for a wall mounted fire department connection. Additionally, zone control valves servicing the wet sprinkler system should be co-located here.
4. Sprinkler Piping:
  - a. Wet System: Provide seamless black steel piping with malleable fittings above grade. Schedule 40 threaded - 1" and smaller. Schedule 40 roll grooved – 2-1/2" and larger.
  - b. Pre-Action: galvanized Schedule 40 piping for drainage of piping system.
5. Sprinklers (Office Areas): The rental car offices and back of house spaces.
  - a. Sprinkler system design criteria for this area shall be:

Occupancy Classification	Light Hazard
Density	0.1 GPM/Sq.Ft.
Hydraulic Remote Area	1500 Sq.Ft.
Maximum Coverage per Sprinkler	400 sq.ft.
Sprinkler Type (all ceilings)	Concealed
6. Sprinklers (Mechanical Areas and Storage Rooms):
  - a. Sprinkler system design criteria for this area shall be:

Occupancy Classification	Ordinary Hazard, Group 2
Density	0.2 GPM/Sq.Ft.
Hydraulic Remote Area	1500 Sq.Ft.
Maximum Coverage per Sprinkler	225 sq.ft.
Sprinkler Type	Upright or Pendent

## SRQ New Consolidated RAC Quick turnaround Area Services Atkins North America

PGAL desires to engage the Atkins North America, Inc. (d/b/a Atkins) (Consultant) for the site civil design services related to the new Consolidated Rent-A-Car (ConRAC) Facility at the Sarasota Bradenton International Airport (SRQ) for the Sarasota Manatee Airport Authority (SMAA).

### I. Description

The Airport's current rental car fueling, cleaning, maintenance and other operations are housed within separate, aging facilities within the confines of the Airport. Consolidation of these facilities into a new single site will add efficiencies in the rental car operations, add needed environmental benefits and allow for more beneficial development of the existing facilities that will enhance the Airports development plans. The existing sites are undersized, outdated, and environmentally susceptible. The Airport has performed studies to plan for future airside and landside expansion, including parking and rental car operations. The proposed site for a new ConRAC facility will be made available with the relocation of the cell phone lot and the demolition of existing rental car QTA/maintenance and fueling facilities (see **Figure 1**). This opportunity will allow for an improved back-of-house experience, much improved vehicular processing, circulation, and parking, and significant reduction in water and electrical power use through efficiently designed systems.

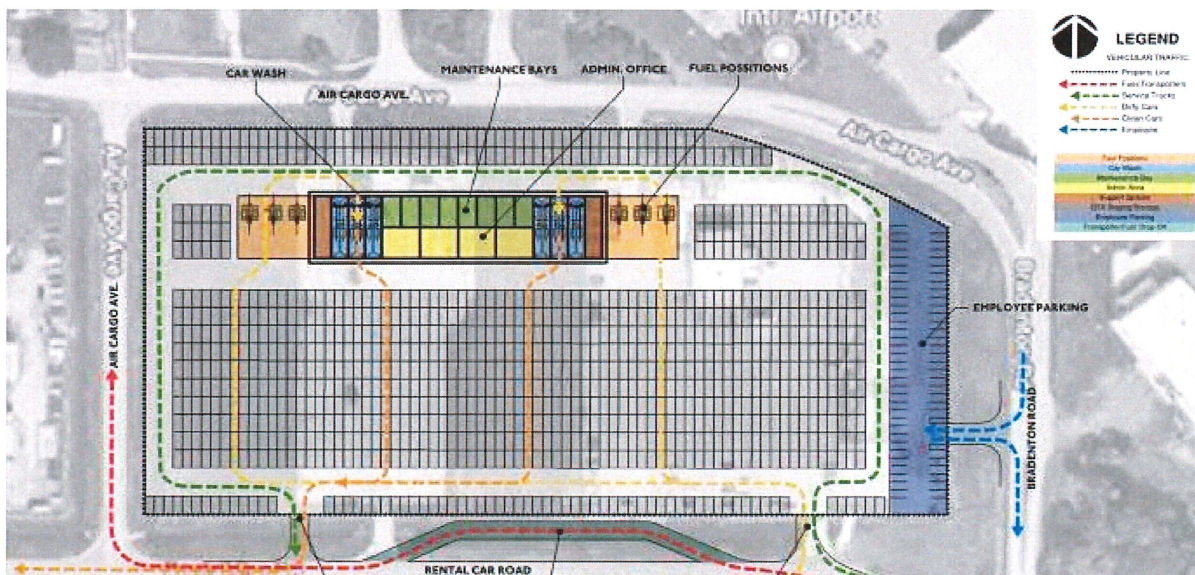


Figure 1 – Project Concept Plan

The project will also include the relocation of the existing cell phone lot to the property west of the proposed rental car facility. This scope includes civil water and sanitary design for potential restroom facility. Additional overflow parking will also be designed adjacent to the new cell phone lot in order to allow additional surface parking for long term parking (see **Figure 2**). This will require an Environmental Site Assessment (ESA), decommissioning, and demolition of Hertz/Dollar/Thrifty facility.

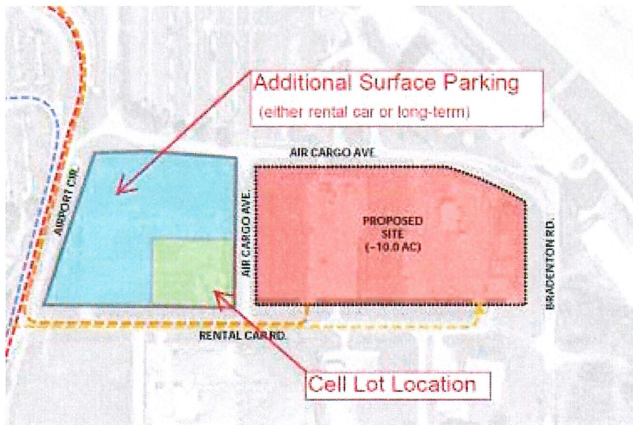


Figure 2 – Overflow parking and Cell Lot Relocation

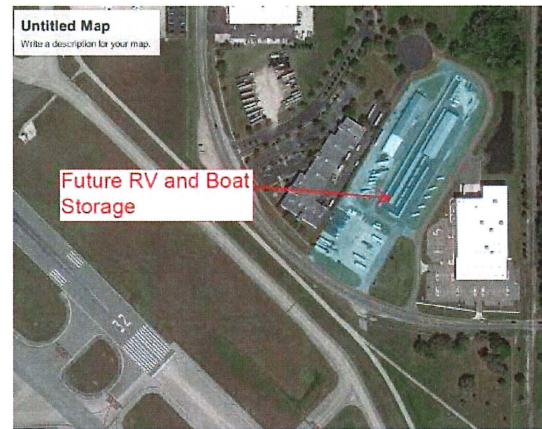


Figure 3 – Future RV and Boat Storage

The project will also include the relocation of the existing RV & boat storage facility to the northeast of the proposed rental car facility just east of Runway 32 (see **Figure 3**). This will require an Environmental Site Assessment (ESA), decommissioning, and demolition of the existing facility at this location. This scope includes civil water and sanitary design for potential restroom / admin building on the relocated site.

## II. Basic Services

For the purposes of scope definition and Consultant fee development, the work has been divided into the following tasks. Modifications and/or revisions to these tasks will constitute a change in the project scope and may require a revision to the compensation to be paid to the Consultant. These tasks will begin once PGAL provides the Consultant with a written Notice to Proceed.

### 1. Project Management and Coordination

- The Consultant will provide project management tasks including bookkeeping, billing, and coordination with project stakeholders. The Project Manager (PM) will be available to the project team and PGAL to oversee necessary project related elements. The PM will keep PGAL advised of the work progress, schedule, and anticipated review dates. The PM will be the Consultant's main point of contact and will be responsible for ensuring that the project's goals and objectives are met within the agreed upon schedule.

### 2. Programming / Pre-Design Services (10%)

- Under this task the Consultant will determine and document of quantitative and qualitative expectations and basis of design for the project beyond that which has occurred to date and to be used as a baseline in subsequent schematic and design development.
- The Consultant's PM and/or appropriate technical leads will prepare for and attend approximately four (4) web-based owner optional workshop/ progress meetings and one (1) in person workshop/presentation meeting.
- Design Concept Validation and Project Baseline. Review and establish with Owner all engineering and system design criteria and strategies. Conduct reviews of Owner documents, record drawings and existing reports.

- Initial review of overall code issues and assumptions. Discuss alternative procurement methods for equipment and systems.
- Preparation of land survey and geotechnical and environmental analysis of the proposed site(s), once the developable area has been defined in the planning / pre-design phase, and the re-platting of sites for a continuous project site for development. Environmental analysis, Phases 1 and 2, asbestos testing and reporting, monitoring well, drilling and reporting, will be included as an additional service, as needed.

Deliverables:

- i. Summary of Site/Civil Project Design Criteria
- ii. Report on the Qualitative/Performance based “program” for primary components (sizing goals and planning parameters)
- iii. Summary of findings defining the scope of the project, conceptual approach and an opinion of probable construction cost

3. Schematic Design (30%)

- Under this task the Consultant will perform planning, coordination, field work, preliminary studies and schematic plan development necessary to evaluate, align and expand previous planning work relative to Pre-Design findings with a focus on the primary aspects in common to each of the project construction phase areas. At this phase, the design will include enough of the project design components to reflect the project goals and objectives while still allowing for modifications. This phase of the design will include the development of base drawings and CAD/Civil 3D models of civil / site design. AutoCAD 2018 or newer shall be used for civil designs. The Schematic Design submittal will include the following:
  1. Cover Sheet
  2. Index of Drawings
  3. General Notes
  4. Site Plan
  5. Preliminary Phasing
  6. Clearing and Grubbing / Demolition Plan
  7. Demolition/Site Closeout Plans of Existing Facilities
  8. Typical Sections including Pavement Design
  9. Paving and Geometry Plan
  10. Grading and Drainage Analysis and Plan (including Stormwater Modeling)
  11. Pavement Marking and Signage Plan
  12. Water & Sewer Utility Plan
  13. Landscape Plan
  14. Remediation Plans
  15. Fencing Plan
- The Consultant’s PM and/or appropriate technical leads will prepare for and attend approximately six (6) web-based owner optional workshop/ progress meetings and two (2) in person workshop/presentation meeting.
- Perform topographical survey of the proposed site.
- Perform underground survey utilities of the proposed site.

- The Consultant will provide quantities in order for a third-party estimator to prepare a preliminary rough order of magnitude cost estimate for the site/civil design to be included in the design report.
- The Consultant shall conduct an in-house quality control review of the Schematic Design plans and design narrative prior to submittal to PGAL in accordance with the Consultant QC Plan.

Deliverables:

- i. Drawings/exhibits including overall site/civil plans
- ii. Schematic Design (30%) Site/Civil Design Report
- iii. Topographic/SUE Survey
- iv. Report on the Order of Magnitude Opinion of Probable Construction Cost for site/civil elements.
- v. Summary of overall identified code issues and assumptions

4. Design Development (60%)

- This task includes the development of drawings and specifications necessary and appropriate for a Design Development level of design as determined by the Consultant. The Design Development drawings are intended to include major design items and provide enough information to define the scope of the Project. Major project elements will be set and considered essentially final, but detailed design items may not be included in this submission.
- The Engineer shall review the comments received from SMAA from the Schematic Design submittal review and incorporate applicable comments into plans, specifications, and design narrative. The Engineer shall provide a written response to each comment stating how it will be incorporated into the documents or why it was not applicable.
- The Consultant's PM and/or appropriate technical leads will prepare for and attend approximately six (6) web-based owner optional workshop/ progress meetings and two (2) in person workshop/presentation meeting.
- The Consultant's PM and/or appropriate technical leads shall schedule, prepare calculations, exhibits, and other supporting documents required for application submittals to the City of Sarasota and the SWFWMD. FDEP Water and Wastewater permit application will be submitted upon approval of the utility plans approval from Manatee County Utilities for Water & Wastewater and the City of Sarasota Utility Department for Reclaim Water. The Consultant's PM and/or appropriate technical leads shall prepare and submit the following permit applications to the respective agencies:
  - i. **Environmental Resource Permit & Consumptive Water Use (if required for reclaim water)** – Southwest Florida Water Management District (SWFWMD)
  - ii. **Site Plan Approval** – City of Sarasota Development Review
  - iii. **Utility Plan Approval** – Manatee County Utilities (Water & Wastewater) City of Sarasota Utility Department (Reclaim Water)
- The Consultant will develop a Design Report for the basis of design.
- The Consultant will develop draft technical specifications for the Project based on the FDOT or CSI MasterFormat standards as appropriate. If standard technical



specifications are not available for a construction item, the Consultant will create the necessary technical specification.

- The Consultant will provide quantities in order for a third-party estimator to prepare a preliminary rough order of magnitude cost estimate for the site/civil design to be included in the design report.
- The Consultant will prepare a 7460 for the temporary construction and proposed site plan for the Project in accordance with FAA requirements. The Consultant will solicit input from the Airport regarding necessary safety and phasing requirements for the construction of the Project.
- The Consultant shall conduct an in-house quality control review of the Design Development (60%) Plans and Design Report prior to submittal to PGAL in accordance with the Consultant QC Plan.

#### 4. Construction Documents (95%)

- Under this task, the Consultant will review the comments received from SMAA on the Design Development submittal review and incorporate applicable comments into plans, specifications, and design narrative. Then the Consultant will continue to progress the plans, specifications, and drawings to a Construction Document (95%) design level. At the Construction Document design level, the Project elements and details will be essentially complete and ready for final review. When the Construction Documents are submitted to PGAL, they shall be considered final design documents pending only SMAA review, comments, and approval to proceed with bidding.
- The Consultant will assist PGAL in developing a project manual for use during the bidding and construction of this project in accordance with Federal, State, and Local requirements.
- The Consultant's PM and/or appropriate technical leads will prepare for and attend approximately three (3) web-based owner optional workshop/ progress meetings and one (1) in person workshop/presentation meeting.
- The Consultant's PM and/or appropriate technical leads shall schedule, prepare responses to requests for additional information requested from City of Sarasota and/or the SFWMD relative to the information provided in the initial development application submittals. FDEP Water and Wastewater permit application will be submitted upon approval. The Consultant's PM and/or appropriate technical leads shall prepare and submit the following permit applications to the respective agencies:
  - i. **Building Officials, including Fire Inspector (to be prepared by Architect)**
  - ii. **Environmental Resource Permit & Consumptive Water Use (if required for reclaim water)** – Southwest Florida Water Management District (SWFWMD)
  - iii. **Site Plan Approval** – City of Sarasota Development Review
  - iv. **Utility Plan Approval** – City of Sarasota Utility Department
  - v. **General Permit to Construct a Public Water System (PWS) Distribution System (FDEP Water Permit)** – Florida Department of Environmental Protection
  - vi. **Notification/Application for Constructing A Domestic Wastewater Collection/Transmission System (FDEP Wastewater & Reclaim Water Permit)** – Florida Department of Environmental Protection

- The Consultant will update the site/civil Design Report to document additional design progress.
  - The Consultant will provide quantities in order for a third-party estimator to prepare a preliminary rough order of magnitude cost estimate for the site/civil design to be included in the design report.
  - The Consultant shall conduct an in-house quality control review of the Construction Document Plans and Design Report prior to submittal to PGAL in accordance with the Consultant QC Plan.
5. Bid Documents (100%)
- Utilizing comments from SMAA, SWFWMD, and other Authorities Having Jurisdiction, the Consultant will complete the plans and specifications to a level necessary for bidding. This will include finalizing necessary calculations, detailing, planning, etc. to complete the design process. Civil Documents will be updated to include bidding dates and requirements as provided by SMAA and provided to PGAL for inclusion in final bid documents.
  - It is anticipated that there will be one (1) progress review meeting with SMAA for this phase of the Project.
  - The Consultant will provide quantities in order for a third-party estimator to prepare a preliminary rough order of magnitude cost estimate for the site/civil design to be included in the design report.
  - The Consultant shall conduct an in-house quality control review of the Bid Document Plans and Design Report prior to submittal to SMAA in accordance with the Consultant QC Plan.
6. Permitting and Bidding Phase Services
- This task includes assistance to PGAL during the bidding phase of the Project. The Consultant will prepare for and attend the Pre-Bid Conference and address technical questions. The Consultant will also respond to written technical questions from prospective bidders which are submitted to SMAA with respect to the documents prepared under this scope of services. The Consultant will prepare addenda relating to the design as necessary to interpret or clarify the Bidding Documents for construction.
  - The Consultant's PM and/or appropriate technical leads shall prepare and submit the following permit applications to the respective agencies:
    - **Generic Permit for Stormwater Discharge from Large and Small Construction Activities (NPDES NOI)** – Provide technical assistance to the Contractor for submittal to Florida Department of Environmental Protection
    - **Right of Way Utilization Permit** – Provide technical assistance to the Contractor for submittal to City of Sarasota Public Works.
7. Exclusions:
- It is assumed the terminal's storm water management, utility systems, and central plant have the existing capacity for this expansion. New lift station design is not included with this scope. This assumption will be reviewed; however, design for improvements to these systems are excluded, as our task does not involve storm water and environmental permit reviews, engineering design, nor calculations.

- It is assumed that there are no wellhead protection areas or other restrictions that would restrict the siting of the petroleum underground or aboveground storage tanks within the proposed project site.
- All fuel dispensing, fuel islands, and fuel storage designed by others
- All site lighting (roadway, parking lot, high mast) designed by others
- All car wash and vacuum systems designed by others
- All site power (primary, secondary, transformers, duct banks) designed by others
- All site telecommunication, low voltage, and access control, including gates requiring card reader access, designed by others
- All architecture / structural design by others
- MEP Design designed by others. All utilities within five feet of building are responsibility of architect / MEP designer.
- Traffic Impact Analysis is not included with this scope
- Natural gas design / coordination is not included in this scope.
- Endangered and Protected species survey and assessments not included with this scope
- Conformed Documents are not included with this scope
- All permitting fees shall be paid directly by SMAA
- Preparing applications for or securing fire code variances, code modifications, or FDEP alternate procedures are not included in the scope.
- Life cycle cost analysis is excluded.
- Phase III ESA is excluded. This can be provided as an optional service to SMAA if deemed necessary by the findings of Phase I & II of the ESA.
- NEPA permitting including CatEx and/or Environmental Assessment is not included in the scope.

The following Additional Services will be provided after execution of this Agreement, as part of an established Allowance identified below. Consultant shall charge the cost against their Allowance as mutually agreed upon by Consultant and SMAA prior to execution of the work.

- A. This work will consist of implementing a Phase I, Phase II, and Phase III ESA based upon the findings in Phase I & II. This work will include, but is not limited to:
  - i. Identifying the extent of the environmental contaminants found in each of the various phases.
  - ii. Determining the amount of soil and groundwater impacted by the environmental contaminants.
  - iii. Completing a Site Notification Report to notify regulatory bodies of site contamination.
  - iv. Develop a Remedial Action Plan (RAP) to remove environmental contaminants from the property.
  - v. Assessing options available for parties involved, including costs and timelines of remediation.
  - vi. Remediation/cleanup of limited areas determined not to be the responsibility of the tenants. This may include soil removal and pumping of contaminated groundwater, but not a major project.

- B. It is assumed that Cell Lot & Future RV & Boat Storage sites will be included on the same permit applications as the CONRAC for any given permitting agency as listed in the above sections. If separate applications are for each site this can be done as additional service. The basic scope includes up to two (2) resubmittals for any given permit application during the permit review and approval process.

### III. Deliverables

- Programming / Pre-Design (10%) Submittal
  - One (1) electronic copy (Adobe .pdf), transmitted electronically
- Schematic Design (30%) Submittal
  - One (1) electronic copy (Adobe .pdf), transmitted electronically
  - DWG/C3D design files
- Design Development (60%) Submittal
  - One (1) electronic copy (Adobe .pdf), transmitted electronically
  - DWG/C3D design files
- Construction Document (95%) Submittal
  - One (1) electronic copy (Adobe .pdf), transmitted electronically
  - DWG/C3D design files
- 100% Construction Documents and Bid / Permit Documents Submittal
  - One (1) electronic copy (Adobe .pdf), transmitted electronically
  - One (1) digitally signed & sealed plan set for permit submittals
  - DWG/C3D design files

### IV. Schedule

- The Programming / Pre-Design Documents (10%) will be completed within twelve (12) weeks of the Notice to Proceed (NTP).
- The Schematic Design Documents (30%) will be completed within ten (10) weeks of the Programming / Pre-Design Submittal.
- The Design Development Documents (60%) will be completed within twelve (12) weeks of the Schematic Design Submittal.
- The Construction Documents (95%) will be completed within twelve (12) weeks of the Design Development Submittal.
- The Bid Documents will be completed within eight (8) weeks of the Construction Documents Submittal.
- The Bidding Phase Services will be completed within four (4) weeks of the Bids being advertised by SMAA CM/GC.

**V. Fees**

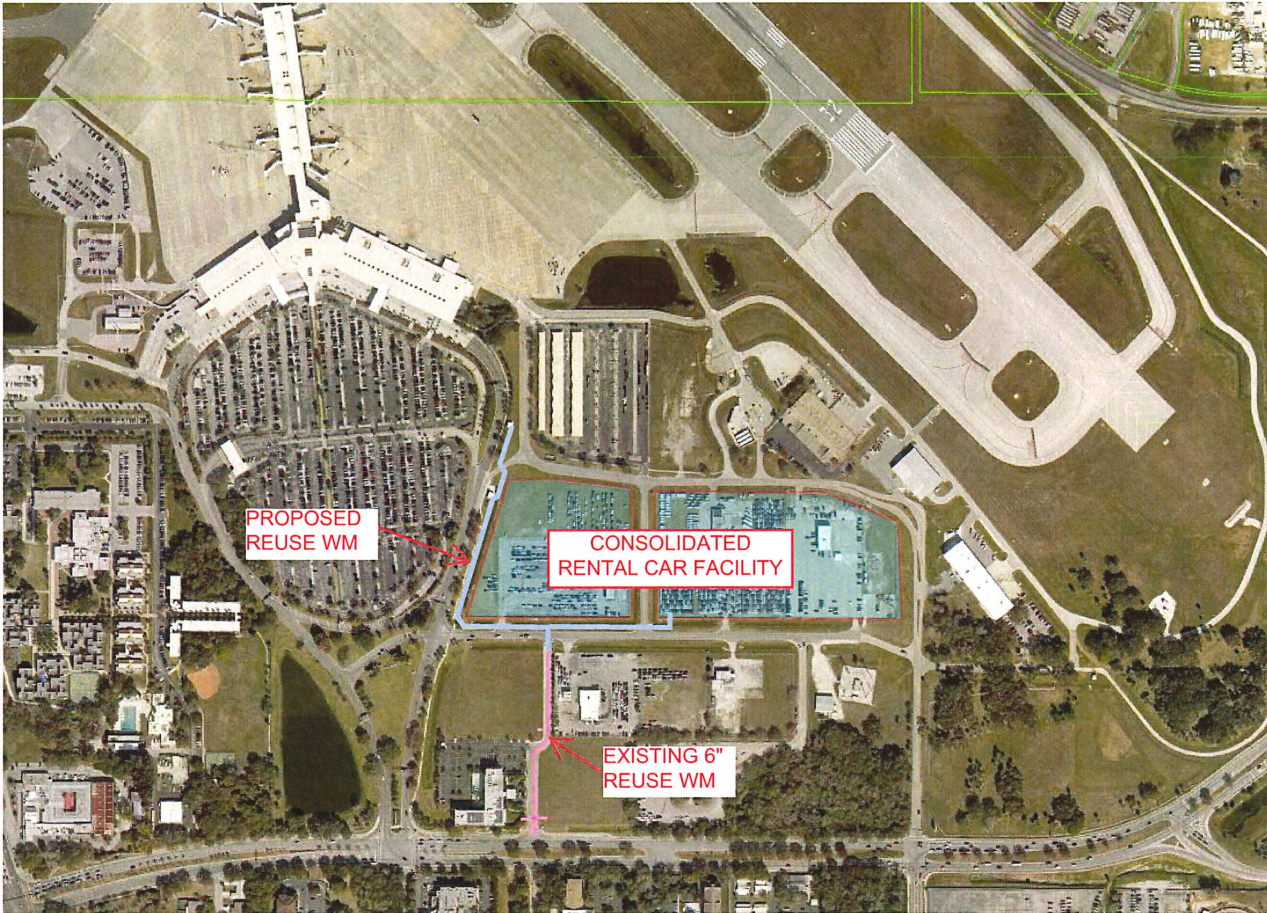
The fee for this task is a lump sum amount. The fees also include, but are not limited to, reimbursement for trips, direct expenses, delivery, computer plots and work printing for client use.

<b>Subtotal Civil</b>	<b>\$515,290</b>
<b>Subtotal ESA</b>	<b>See Below</b>
<b>Subtotal Landscape Architecture</b>	<b>\$52,990</b>
<b>Subtotal SUE-Topographic Survey</b>	<b>\$90,145</b>
<b>TASK TOTAL LUMP SUM</b>	<b>\$658,425</b>

**Allowances for Additional Services listed above:**

A.	Phase I and Phase II ESA	\$54,700
B.	Phase III ESA (Estimate)	\$200,000
	<b>Total Lump Sum of Allowances</b>	<b>\$254,700</b>

# Manatee County GIS Map



2017 Aerials

Private Main Line, Reclaimed >1:9k

Reclaimed Water

Parcels

County Hydrant, Reclaimed  
Has Sheet



Parcels



No Sheet



County Meter, Reclaimed



County Lateral Line, Reclaimed



County Main Line, Reclaimed <1:5k



County Main Line, Reclaimed >1:9k



Private Hydrant, Reclaimed



Private Meter, Reclaimed



Private Lateral Line, Reclaimed



Private Main Line, Reclaimed <1:5k



PROJECT/TASK: SRQ CONRAC FACILITY DESIGN SITE/CIVIL DESIGN SERVICES

CONSULTANT FEE STRUCTURE

1/11/2021

\$515,290.00

CIVIL									TOTAL HRS
Sr. Project Director	Sr. Project Manager	Civil Sr Engineer III	Civil Sr Engineer I	Civil Engineer II	Sr. Planner III	Planner II	CAD Technician III		
Hourly Rate	\$ 265.00	\$ 200.00	\$ 185.00	\$ 135.00	\$ 115.00	\$ 170.00	\$ 100.00	\$ 110.00	
<b>Task 1 - Programming / Pre-Design Services (10%)</b>									
<b>1.1 Project Initiation (RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>									
Project Management	6	43	-	-	-	-	-	-	49 \$ 10,190.00
Meetings - Four (4) Virtual, One (1) in person workshop	-	12	12	-	6	-	-	-	30 \$ 5,310.00
Data Collection and Existing Documentation Review	-	-	14	9	9	-	-	-	32 \$ 4,840.00
Design Concept Validation and Project Baseline	-	1	16	9	5	-	-	-	31 \$ 4,950.00
Initial Review of AHJ Codes	-	2	14	9	5	-	-	-	30 \$ 4,780.00
Preparation of Land Survey, Geotechnical, and Environmental Analysis	-	1	4	3	-	-	-	-	8 \$ 1,245.00
Peer Review / Quality Control	-	1	4	3	-	-	-	-	8 \$ 1,345.00
Rough Order of Magnitude Site/Civil Quantity Take-off	-	-	2	3	5	-	-	-	10 \$ 1,350.00
<b>Total Hours per Position</b>	<b>6</b>	<b>60</b>	<b>64</b>	<b>38</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>198 \$ 34,010.00</b>
<b>Subtotal Hours per Position - Task 1</b>	<b>6</b>	<b>60</b>	<b>64</b>	<b>38</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>198</b>
<b>Subtotal \$ per Position - Task 1</b>	<b>\$ 1,590.00</b>	<b>\$ 12,000.00</b>	<b>\$ 11,840.00</b>	<b>\$ 5,130.00</b>	<b>\$ 3,450.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 34,010.00</b>
<b>1.2 Other Direct Costs</b>									
Meeting Costs	\$ 125	\$ 500	\$ 250	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ 1,075.00
Printing/Copying	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ 200.00
<b>Subtotal ODCs</b>	<b>\$ 125</b>	<b>\$ 500</b>	<b>\$ 250</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,275.00</b>
<b>Total Task 1 per Position</b>	<b>\$ 1,715</b>	<b>\$ 12,500</b>	<b>\$ 12,090</b>	<b>\$ 5,330</b>	<b>\$ 3,650</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,285.00</b>
<b>Task 2 - Schematic (30%) Design</b>									
<b>2.1 Schematic Design Plans - Civil (RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>									
Cover Sheet	-	-	0	0	2	0	0	0	2 \$ 230.00
Index of Drawings	-	-	0	0	2	0	0	0	2 \$ 230.00
General Notes	-	-	2	2	0	0	0	0	4 \$ 640.00
Site Plan	-	-	3	3	5	0	0	0	11 \$ 1,535.00
Preliminary Phasing Plans	-	2	5	9	9	0	0	0	25 \$ 3,575.00
Clearing and Grubbing / Demolition Plans	-	-	3	5	9	0	0	0	17 \$ 2,255.00
Demolition/Site Closeout Plans of Existing Facilities	-	-	3	5	9	0	0	0	17 \$ 2,255.00
Typical Section including Pavement Design	-	-	3	5	3	0	0	0	11 \$ 1,575.00
Paving and Geometry Plans	-	-	6	9	17	0	0	0	32 \$ 4,280.00
Stormwater Modeling	-	-	20	0	39	0	0	0	59 \$ 8,185.00
Grading and Drainage Analysis	-	-	20	0	39	0	0	0	59 \$ 8,185.00
Grading and Drainage Plans	-	-	0	17	24	0	0	0	41 \$ 5,055.00
Pavement Marking and Signage Plan	-	-	6	9	9	0	0	0	24 \$ 3,360.00
Water & Sewer Utility Plan	-	-	39	0	20	0	0	0	59 \$ 9,515.00
Landscape Plan	-	-	2	2	2	0	0	0	6 \$ 870.00
Remediation Plans	-	-	2	2	2	0	0	0	6 \$ 870.00
Fencing Plan	-	-	3	3	9	0	0	0	15 \$ 1,995.00
<b>Total Hours per Position</b>	<b>-</b>	<b>2</b>	<b>117</b>	<b>71</b>	<b>200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>390 \$ 54,630.00</b>
<b>2.2 Schematic Design Documents (RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>									
Project Management	8	33	-	-	-	-	-	-	41 \$ 8,720.00
Meetings - Six (6) Virtual, Two (2) in person workshop	-	20	20	-	11	-	-	-	51 \$ 9,965.00
30% Deliverable Documents Prep and Submission	-	-	10	5	9	-	-	-	24 \$ 3,560.00
Modeling/Renderings	-	-	-	-	9	-	-	-	9 \$ 1,035.00
Building Code Review Update	-	-	2	3	-	-	-	-	5 \$ 775.00
Design Report Criteria/Analysis	-	-	17	0	17	-	-	-	34 \$ 4,180.00
Design Report Calculations	-	-	17	-	17	-	-	-	34 \$ 5,100.00
Design Outline Specifications	-	-	10	7	3	-	-	-	20 \$ 3,140.00
Phase I ESA Regulatory Review	-	-	2	3	-	-	-	-	5 \$ 775.00
Phase I ESA Site Reconnaissance	-	-	2	9	9	-	-	-	18 \$ 2,250.00
Phase I ESA Report	-	1	2	3	-	-	-	-	4 \$ 755.00
Building Assessment of Existing Rental Car Facilities	-	-	2	3	-	-	-	-	5 \$ 775.00
Site Topographic SUE	-	-	5	-	5	-	-	-	10 \$ 1,500.00
Site Topographic Survey	-	-	5	-	5	-	-	-	10 \$ 1,500.00
Peer Review / Quality Control	-	3	23	23	9	-	-	-	49 \$ 7,960.00
Site/Civil Quantity Take-off	-	-	5	5	8	-	-	-	18 \$ 2,635.00
<b>Total Hours per Position</b>	<b>8</b>	<b>57</b>	<b>121</b>	<b>58</b>	<b>86</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>330 \$ 53,825.00</b>
<b>Subtotal Hours per Position - Task 2</b>	<b>8</b>	<b>59</b>	<b>238</b>	<b>129</b>	<b>286</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>720</b>
<b>Subtotal \$ per Position - Task 2</b>	<b>\$ 2,120.00</b>	<b>\$ 11,800.00</b>	<b>\$ 44,030.00</b>	<b>\$ 17,415.00</b>	<b>\$ 32,890.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 108,255.00</b>
<b>2.3 Other Direct Costs</b>									
Direct Field Costs for Phase I ESA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00
Direct Field Costs for SUE/TOPO	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00
Meeting Costs	\$ 250	\$ 500	\$ 500	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 1,750.00
Printing/Copying	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 250.00
<b>Subtotal ODCs</b>	<b>\$ 250</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 250</b>	<b>\$ 500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000.00</b>
<b>Total Task 2 per Position</b>	<b>\$ 2,370</b>	<b>\$ 12,300</b>	<b>\$ 44,530</b>	<b>\$ 17,665</b>	<b>\$ 33,390</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 110,255.00</b>
<b>Task 3 - Design Development (60%)</b>									
<b>3.1 Design Development Plans - Civil (RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>									
Cover Sheet	-	-	0	0	2	0	0	0	2 \$ 230.00
Index of Drawings	-	-	0	0	2	0	0	0	2 \$ 230.00
General Notes	-	-	2	3	0	0	0	0	5 \$ 775.00
Site Plan	-	-	2	2	5	0	0	0	9 \$ 1,215.00
Phasing / MOT Plans	-	2	10	17	17	0	0	0	46 \$ 6,500.00
Clearing and Grubbing / Demolition Plans	-	-	5	9	17	0	0	0	31 \$ 4,095.00
Demolition/Site Closeout Plans of Existing Facilities	-	-	5	9	17	0	0	0	31 \$ 4,095.00
Erosion Control Plan	-	-	5	9	17	0	0	0	31 \$ 4,095.00
Stormwater Pollution Prevention Plan (SWPPP)	-	-	11	0	11	0	0	0	22 \$ 3,300.00
Typical Section including Pavement Design	-	-	3	5	3	0	0	0	11 \$ 1,575.00
Paving and Geometry Plans	-	-	5	9	17	0	0	0	31 \$ 4,095.00
Paving Details	-	-	3	3	5	0	0	0	11 \$ 1,535.00
Stormwater Modeling	-	-	20	0	11	0	0	0	31 \$ 4,965.00
Grading and Drainage Analysis	-	-	20	0	11	0	0	0	31 \$ 4,965.00
Grading and Drainage Plans	-	-	0	17	23	0	0	0	40 \$ 4,940.00
Pavement Marking and Signage Plan	-	-	5	17	17	0	0	0	39 \$ 5,175.00
Water & Sewer Utility Plan	-	-	11	0	19	0	0	0	30 \$ 4,230.00
Landscape and Irrigation Plan	-	-	2	2	2	-	-	-	6 \$ 870.00
Remediation Plans	-	-	2	2	2	0	0	0	6 \$ 870.00
Fencing Plan	-	-	3	3	9	-	-	-	15 \$ 1,995.00
<b>Total Hours per Position</b>	<b>-</b>	<b>2</b>	<b>114</b>	<b>107</b>	<b>207</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>430 \$ 69,740.00</b>
<b>3.2 Design Development Design Documents (RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>									
Project Management	9	38	-	-	-	-	-	-	47 \$ 9,985.00
Meetings - Six (6) Virtual, Two (2) in person workshop	-	20	20	-	11	-	-	-	51 \$ 9,965.00
Modeling/Renderings	-	-	0	0	9	-	-	-	9 \$ 1,035.00
60% Deliverable Documents Prep and Submission	-	-	9	5	9	-	-	-	23 \$ 3,375.00
Building Code Review Update	-	-	2	3	0	-	-	-	5 \$ 775.00
Design Report Criteria/Analysis	-	-	10	9	9	-	-	-	28 \$ 4,100.00
Design Report Calculations	-	-	11	0	11	-	-	-	22 \$ 3,300.00
Design Development Report	-	-	11	0	11	-	-	-	22 \$ 3,300.00
Design Report Calculations for Evaluation of Airport Master LRT Station (includes stand alone review and meeting with Airport and Utilities Dept.)	-	-	19	0	11	-	-	-	30 \$ 4,780.00
Design Report Water & Sewer Utility Analysis	-	-	20	0	11	-	-	-	31 \$ 4,965.00
Design Report Storm Coll Sys Anal (Pond Routing Analysis (Modelling) excluded)	-	-	20	0	19	-	-	-	39 \$ 5,885.00





(RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)											
Scaled Deliverable Documents Prep and Submission	-	2	6	3	6	-	-	-	-	17	\$ 2,605.00
Meeting to Secure Permitting	-	2	2	-	2	-	-	-	-	6	\$ 1,000.00
Generic Permit for Stormwater Discharge (NPDES NOI)	-	-	2	3	-	-	-	-	-	5	\$ 775.00
Right of Way Utilization Permit	-	-	2	3	6	-	-	-	-	11	\$ 1,465.00
RFI's	-	-	3	3	6	-	-	-	-	12	\$ 1,650.00
Attend Pre-bid meeting	-	2	6	-	-	-	-	-	-	8	\$ 1,510.00
Issue Addenda	-	1	6	-	16	-	-	-	-	29	\$ 3,950.00
Assist SMAA in review of pricing	-	1	3	3	2	-	-	-	-	9	\$ 1,390.00
Reconcile pricing with estimate	-	1	2	2	-	-	-	-	-	5	\$ 840.00
<b>Total Hours per Position</b>	-	<b>9</b>	<b>32</b>	<b>23</b>	<b>38</b>	-	-	-	-	<b>102</b>	<b>\$ 15,195.00</b>
<b>Subtotal Hours per Position - Task 6</b>	-	<b>9</b>	<b>32</b>	<b>23</b>	<b>38</b>	-	-	-	-	<b>102</b>	
<b>Subtotal \$ per Position - Task 6</b>	\$ -	\$ 1,800	\$ 6,320	\$ 3,105	\$ 4,370	\$ -	\$ -	\$ -	\$ -		\$ 15,195
<b>6.2 Other Direct Costs</b>											
Meeting Costs	\$ -	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 500
Printing/Copying	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 500
Subtotal ODCs	\$ -	\$ 250	\$ 250	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,000
<b>Total Task 6 per Position</b>	\$ -	\$ 2,050	\$ 6,170	\$ 3,605	\$ 4,370	\$ -	\$ -	\$ -	\$ -		\$ 16,195
<b>SUBTOTAL HOURS PER POSITION</b>	<b>38</b>	<b>281</b>	<b>1,192</b>	<b>538</b>	<b>1,269</b>	<b>3</b>	<b>4</b>	<b>-</b>	<b>-</b>		<b>3,325</b>
<b>SUBTOTAL LABOR \$ PER POSITION</b>	<b>10,070</b>	<b>56,200</b>	<b>220,520</b>	<b>72,630</b>	<b>145,935</b>	<b>510</b>	<b>400</b>	<b>-</b>	<b>-</b>		<b>\$ 506,265</b>
<b>SUBTOTAL ODCs \$ PER POSITION</b>	<b>\$ 875</b>	<b>\$ 2,250</b>	<b>\$ 2,000</b>	<b>\$ 2,200</b>	<b>\$ 1,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 9,025</b>
<b>TOTAL \$ PER POSITION</b>	<b>\$ 10,945</b>	<b>\$ 58,450</b>	<b>\$ 222,520</b>	<b>\$ 74,830</b>	<b>\$ 147,635</b>	<b>\$ 510</b>	<b>\$ 400</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 515,290</b>
										Sub Coordination Cost	
										<b>GRAND TOTAL</b>	<b>\$515,290.00</b>

Task 1	\$ 35,285.00
Task 2	\$ 110,255.00
Task 3	\$ 156,000.00
Task 4	\$ 154,495.00
Task 5	\$ 43,060.00
Task 6	\$ 15,195.00
<b>SUBTOTAL CIVIL</b>	<b>\$ 515,290.00</b>
<b>SUBTOTAL ESA</b>	<b>\$ 54,700.00</b>
<b>SUBTOTAL LANDSCAPE ARCHITECTURE</b>	<b>\$ 52,990.00</b>
<b>SUBTOTAL SUE-TOPO</b>	<b>\$ 90,145.00</b>
<b>ATKINS TOTAL</b>	<b>\$ 713,125.00</b>

PROJECT/TASK: SRQ CONRAC FACILITY DESIGN SITE/CIVIL DESIGN SERVICES

CONSULTANT FEE STRUCTURE

1/11/2021

\$52,990.00

		LANDSCAPE ARCHITECTURE				
		Sr. Landscape Architect III	Irrigation Designer	CAD Technician II	TOTAL HRS	
Hourly Rate		\$ 185.00	\$ 125.00	\$ 95.00		
<b>Task 1 - Programming / Pre-Design Services (10%)</b>						
1.1 Project Initiation (RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)						
	Project Management				-	\$ -
	Meetings - Four (4) Virtual, One (1) in person workshop				-	\$ -
	Data Collection and Existing Documentation Review				-	\$ -
	Design Concept Validation and Project Baseline				-	\$ -
	Initial Review of AHJ Codes				-	\$ -
	Preparation of Land Survey, Geotechnical, and Environmental Analysis	2	2		4	\$ 620.00
	Peer Review / Quality Control				-	\$ -
	Rough Order of Magnitude Site/Civil Quantity Take-off				-	\$ -
	<b>Total Hours per Position</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>4</b>	<b>\$ 620.00</b>
	<b>Subtotal Hours per Position - Task 1</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>4</b>	
	<b>Subtotal \$ per Position - Task 1</b>	<b>\$ 370</b>	<b>\$ 250</b>	<b>\$ -</b>		<b>\$ 620.00</b>
1.2 Other Direct Costs						
	Meeting Costs	\$ -	\$ -	\$ -		\$ 0.00
	Printing/Copying	\$ -	\$ -	\$ -		\$ 0.00
	<b>Subtotal ODCs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 0.00</b>
	<b>Total Task 1 per Position</b>	<b>370</b>	<b>250</b>	<b>-</b>		<b>\$ 620.00</b>
<b>Task 2 - Schematic (30%) Design</b>						
2.1. Schematic Design Plans - Civil (RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)						
	Cover Sheet				-	\$ -
	Index of Drawings				-	\$ -
	General Notes				-	\$ -
	Site Plan				-	\$ -
	Preliminary Phasing Plans				-	\$ -
	Clearing and Grubbing / Demolition Plans				-	\$ -
	Demolition/Site Closeout Plans of Existing Facilities				-	\$ -
	Typical Section including Pavement Design				-	\$ -
	Paving and Geometry Plans				-	\$ -
	Stormwater Modeling				-	\$ -
	Grading and Drainage Analysis				-	\$ -
	Grading and Drainage Plans				-	\$ -
	Pavement Marking and Signage Plan				-	\$ -
	Water & Sewer Utility Plan				-	\$ -
	Landscape Plan	6	18	24	48	\$ 5,640.00
	Remediation Plans				-	\$ -
	Fencing Plan				-	\$ -
	<b>Total Hours per Position</b>	<b>6</b>	<b>18</b>	<b>24</b>	<b>48</b>	<b>\$ 5,640.00</b>
2.2 Schematic Design Documents (RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)						
	Project Management				-	\$ -
	Meetings - Six (6) Virtual, Two (2) in person workshop				-	\$ -
	30% Deliverable Documents Prep and Submission		6	6	12	\$ 1,320.00
	Modeling/Renderings				-	\$ -
	Building Code Review Update				-	\$ -
	Design Report Criteria/Analysis				-	\$ -
	Design Report Calculations				-	\$ -
	Design Outline Specifications				-	\$ -
	Phase I ESA Regulatory Review				-	\$ -
	Phase I ESA Site Reconnaissance				-	\$ -
	Phase I ESA Report				-	\$ -
	Building Assessment of Existing Rental Car Facilities				-	\$ -
	Site Topographic SUE				-	\$ -
	Site Topographic Survey				-	\$ -
	Peer Review / Quality Control	6			6	\$ 1,110.00
	Site/Civil Quantity Take-off		4	4	8	\$ 880.00
	<b>Total Hours per Position</b>	<b>6</b>	<b>10</b>	<b>10</b>	<b>26</b>	<b>\$ 3,310.00</b>
	<b>Subtotal Hours per Position - Task 2</b>	<b>12</b>	<b>28</b>	<b>34</b>	<b>74</b>	
	<b>Subtotal \$ per Position - Task 2</b>	<b>\$ 2,220.00</b>	<b>\$ 3,500.00</b>	<b>\$ 3,230.00</b>		<b>\$ 8,950.00</b>
2.3 Other Direct Costs						
	Direct Field Costs for Phase I ESA	\$ -	\$ -	\$ -		\$ 0.00
	Direct Field Costs for SUE/TOPO	\$ -	\$ -	\$ -		\$ 0.00
	Meeting Costs	\$ -	\$ -	\$ -		\$ 0.00
	Printing/Copying	\$ -	\$ -	\$ -		\$ 0.00
	<b>Subtotal ODCs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 0.00</b>
	<b>Total Task 2 per Position</b>	<b>\$ 2,220</b>	<b>\$ 3,500</b>	<b>\$ 3,230</b>		<b>\$ 8,950.00</b>
<b>Task 3 - Design Development (60%)</b>						
3.1 Design Development Plans - Civil (RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)						
	Cover Sheet				-	\$ -
	Index of Drawings				-	\$ -
	General Notes				-	\$ -
	Site Plan				-	\$ -
	Phasing / MOT Plans				-	\$ -
	Clearing and Grubbing / Demolition Plans				-	\$ -
	Demolition/Site Closeout Plans of Existing Facilities				-	\$ -
	Erosion Control Plan				-	\$ -
	Stormwater Pollution Prevention Plan (SWPPP)				-	\$ -
	Typical Section including Pavement Design				-	\$ -

Paving and Geometry Plans				-	\$	-
Paving Details				-	\$	-
Stormwater Modeling				-	\$	-
Grading and Drainage Analysis				-	\$	-
Grading and Drainage Plans				-	\$	-
Pavement Marking and Signage Plan				-	\$	-
Water & Sewer Utility Plan				-	\$	-
Landscape and Irrigation Plan	10	30	30	70	\$	8,450.00
Remdiation Plans				-	\$	-
Fencing Plan				-	\$	-
<b>Total Hours per Position</b>	<b>10</b>	<b>30</b>	<b>30</b>	<b>70</b>	<b>\$</b>	<b>8,450.00</b>
<b>3.2 Design Development Design Documents</b>						
<b>(RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>						
Project Management				-	\$	-
Meetings - Six (6) Virtual, Two (2) in person workshop				-	\$	-
Modeling/Renderings				-	\$	-
60% Deliverable Documents Prep and Submission		6	6	12	\$	1,320.00
Building Code Review Update				-	\$	-
Design Report Criteria/Analysis				-	\$	-
Design Report Calculations				-	\$	-
Design Development Report		3		3	\$	375.00
Design Report Calculations for Evaluation of Airport Master Lift Station (includes stand alone review and meeting with Airport and Utilities Dept.)				-	\$	-
Design Report Water & Sewer Utility Analysis				-	\$	-
Design Report Storm Coll Sys Anal (Pond Routing Analysis (Modelling) excluded)				-	\$	-
Design Development Draft Technical Specifications				-	\$	-
Phase II Environmental Site Assessment (ESA)				-	\$	-
Environmental Resource Permit & Water Consumption Permit (Reclaim)				-	\$	-
Site Plan Permit				-	\$	-
Utility Plan County Coordination & Permitting				-	\$	-
FDEP Water Permit Preparation				-	\$	-
FDEP Wastewater Permit Preparation				-	\$	-
Building Permit Code Review Meeting with AHJ				-	\$	-
Peer Review / Quality Control	6			6	\$	1,110.00
Site/Civil Quantity Take-off			8	8	\$	760.00
Preparation of 7460				-	\$	-
<b>Total Hours per Position</b>	<b>6</b>	<b>9</b>	<b>14</b>	<b>29</b>	<b>\$</b>	<b>3,565.00</b>
<b>Subtotal Hours per Position - Task 3</b>	<b>16</b>	<b>39</b>	<b>44</b>	<b>99</b>		
<b>Subtotal \$ per Position - Task 3</b>	<b>\$ 2,960</b>	<b>\$ 4,875</b>	<b>\$ 4,180</b>			<b>\$12,015.00</b>
<b>3.3 Other Direct Costs</b>						
ESA Field Testing and Sampling	\$ -	\$ -	\$ -			\$0.00
Meeting Costs	\$ -	\$ -	\$ -			\$0.00
Printing/Copying	\$ -	\$ -	\$ -			\$0.00
<b>Subtotal ODCs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			<b>\$0.00</b>
<b>Total Task 3 per Position</b>	<b>\$ 2,960</b>	<b>\$ 4,875</b>	<b>\$ 4,180</b>			<b>\$12,015.00</b>
<b>Task 4 - Construction Document (95%)</b>						
<b>4.1 Construction Document (95%) Plans - Civil</b>						
<b>(RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>						
Cover Sheet				-	\$	-
Index of Drawings				-	\$	-
General Notes				-	\$	-
Site Plan				-	\$	-
Phasing / MOT Plans				-	\$	-
Clearing and Grubbing / Demolition Plans				-	\$	-
Demolition/Site Closeout Plans of Existing Facilities				-	\$	-
Erosion Control Plan				-	\$	-
Stormwater Pollution Prevention Plan (SWPPP)				-	\$	-
Typical Section including Pavement Design				-	\$	-
Paving and Geometry Plans				-	\$	-
Stormwater Modeling				-	\$	-
Grading and Drainage Analysis				-	\$	-
Grading and Drainage Plans				-	\$	-
Grading and Drainage Details				-	\$	-
Pavement Marking and Signage Plan				-	\$	-
Pavement Marking and Signage Details				-	\$	-
Water & Sewer Utility Plan				-	\$	-
Water & Sewer Utility Details				-	\$	-
Landscape and Irrigation Plan	19	43	35	97	\$	12,215.00
Remdiation Plans				-	\$	-
Fencing Plan				-	\$	-
<b>Total Hours per Position</b>	<b>19</b>	<b>43</b>	<b>35</b>	<b>97</b>	<b>\$</b>	<b>12,215.00</b>
<b>4.2 Construction Document (95%) Design Documents</b>						
Project Management				-	\$	-
Meetings - Three (3) Virtual, One (1) in person workshop				-	\$	-
Modeling/Renderings				-	\$	-
95% Deliverable Documents Prep and Submission		6	6	12	\$	1,320.00
Building Code Review Update				-	\$	-
Design Report Criteria/Analysis				-	\$	-
Design Report Calculations				-	\$	-
Construction Document Design Report		3		3	\$	375.00
Design Report Calculations for Evaluation of Airport Master Lift Station (includes stand alone review and meeting with Airport and Utilities Dept.)				-	\$	-
Design Report Water & Sewer Utility Analysis				-	\$	-
Design Report Storm Coll Sys Anal (Pond Routing Analysis (Modelling) excluded)				-	\$	-
Construction Document Technical Specifications				-	\$	-
Environmental Resource Permit & Water Consumption Permit (Reclaim)				-	\$	-
Site Plan Permit				-	\$	-
Utility Plan County Coordination & Permitting				-	\$	-
FDEP Water Permit Preparation				-	\$	-
FDEP Wastewater Permit Preparation				-	\$	-
Building Permit Code Review Meeting with AHJ				-	\$	-
Peer Review / Quality Control	6			6	\$	1,110.00
Site/Civil Quantity Take-off			8	8	\$	760.00
<b>Total Hours per Position</b>	<b>6</b>	<b>9</b>	<b>14</b>	<b>29</b>	<b>\$</b>	<b>3,565.00</b>
<b>Subtotal Hours per Position - Task 4</b>	<b>25</b>	<b>52</b>	<b>49</b>	<b>126</b>		
<b>Subtotal \$ per Position - Task 4</b>	<b>\$ 4,625</b>	<b>\$ 6,500</b>	<b>\$ 4,655</b>			<b>\$15,780.00</b>
<b>4.3 Other Direct Costs</b>						
Meeting Costs	\$ -	\$ -	\$ -			\$0.00
Printing/Copying	\$ -	\$ -	\$ -			\$0.00

	Subtotal ODCs	\$ -	\$ -	\$ -		\$0.00
	Total Task 4 per Position	\$ 4,625	\$ 6,500	\$ 4,655		\$15,780.00
<b>Task 5 - Bid Documents (100%)</b>						
5.1 Bid Document Plans - Civil (RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)						
	Cover Sheet				-	\$ -
	Index of Drawings				-	\$ -
	General Notes				-	\$ -
	Site Plan				-	\$ -
	Phasing / MOT Plans				-	\$ -
	Clearing and Grubbing / Demolition Plans				-	\$ -
	Demolition/Site Closeout Plans of Existing Facilities				-	\$ -
	Erosion Control Plan				-	\$ -
	Stormwater Pollution Prevention Plan (SWPPP)				-	\$ -
	Typical Section including Pavement Design				-	\$ -
	Paving and Geometry Plans				-	\$ -
	Grading and Drainage Plans				-	\$ -
	Grading and Drainage Details				-	\$ -
	Pavement Marking and Signage Plan				-	\$ -
	Pavement Marking and Signage Details				-	\$ -
	Water & Sewer Utility Plan				-	\$ -
	Water & Sewer Utility Details				-	\$ -
	Landscape and Irrigation Plan	19	36	36	91	\$ 11,435.00
	Remediation Plans				-	\$ -
	Fencing Plan				-	\$ -
	<b>Total Hours per Position</b>	<b>19</b>	<b>36</b>	<b>36</b>	<b>91</b>	<b>\$ 11,435.00</b>
5.2 Construction Document Design Documents (RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)						
	Project Management				-	\$ -
	Meeting - One (1) Virtual				-	\$ -
	Bid Document Deliverable Documents Prep and Submission		6	6	12	\$ 1,320.00
	Bid Document Technical Specifications				-	\$ -
	Peer Review / Quality Control	6			6	\$ 1,110.00
	Site/Civil Quantity Take-off			8	8	\$ 760.00
	<b>Total Hours per Position</b>	<b>6</b>	<b>6</b>	<b>14</b>	<b>26</b>	<b>\$ 3,190.00</b>
	<b>Subtotal Hours per Position - Task 5</b>	<b>25</b>	<b>42</b>	<b>50</b>	<b>117</b>	
	<b>Subtotal \$ per Position - Task 5</b>	<b>\$ 4,625</b>	<b>\$ 5,250</b>	<b>\$ 4,750</b>		<b>\$14,625.00</b>
Other Direct Costs						
	Meeting Costs	\$ -	\$ -	\$ -		\$0.00
	Printing/Copying	\$ -	\$ -	\$ -		\$0.00
	<b>Subtotal ODCs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$0.00</b>
	<b>Total Task 5 per Position</b>	<b>\$ 4,625</b>	<b>\$ 5,250</b>	<b>\$ 4,750</b>		<b>\$14,625.00</b>
<b>Task 6 - Permitting and Bidding</b>						
6.1 Permitting and Bidding (RAC, Overflow Parking Lot, Cell Lot, & Future RV & Boat Storage)						
	Sealed Deliverable Documents Prep and Submission				-	\$ -
	Meeting to Secure Permitting				-	\$ -
	Generic Permit for Stormwater Discharge (NPDES NOI)				-	\$ -
	Right of Way Utilization Permit				-	\$ -
	RFT's		8		8	\$ 1,000.00
	Attend Pre-bid meeting				-	\$ -
	Issue Addenda				-	\$ -
	Assist SMAA in review of pricing				-	\$ -
	Reconcile pricing with estimate				-	\$ -
	<b>Total Hours per Position</b>	<b>-</b>	<b>8</b>	<b>-</b>	<b>8</b>	<b>\$ 1,000.00</b>
	<b>Subtotal Hours per Position - Task 6</b>	<b>-</b>	<b>8</b>	<b>-</b>	<b>8</b>	
	<b>Subtotal \$ per Position - Task 6</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>		<b>\$ 1,000</b>
Other Direct Costs						
	Meeting Costs	\$ -	\$ -	\$ -		\$ -
	Printing/Copying	\$ -	\$ -	\$ -		\$ -
	<b>Subtotal ODCs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
	<b>Total Task 6 per Position</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>		<b>\$ 1,000</b>
	SUBTOTAL HOURS PER POSITION	80	171	177		428
	SUBTOTAL LABOR \$ PER POSITION	14,800	21,375	16,815		\$ 52,990
	SUBTOTAL ODCs \$ PER POSITION	\$ -	\$ -	\$ -		\$ -
	<b>TOTAL \$ PER POSITION</b>	<b>\$ 14,800</b>	<b>\$ 21,375</b>	<b>\$ 16,815</b>		<b>\$ 52,990</b>
					Sub Coordination Cost	
					<b>GRAND TOTAL</b>	<b>\$52,990.00</b>
	SUBTOTAL CIVIL	\$ 52,990				



	Paving and Geometry Plans							-	\$	-	
	Paving Details							-	\$	-	
	Stormwater Modeling							-	\$	-	
	Grading and Drainage Analysis							-	\$	-	
	Grading and Drainage Plans							-	\$	-	
	Pavement Marking and Signage Plan							-	\$	-	
	Water & Sewer Utility Plan							-	\$	-	
	Landscape and Irrigation Plan							-	\$	-	
	Remediation Plans							-	\$	-	
	Fencing Plan							-	\$	-	
	<b>Total Hours per Position</b>	-	-	-	-	-	-	-	\$	-	
<b>3.2 Design Development Design Documents (RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>											
	Project Management							-	\$	-	
	Meetings - Six (6) Virtual, Two (2) in person workshop							-	\$	-	
	Modeling/Renderings							-	\$	-	
	60% Deliverable Documents Prep and Submission							-	\$	-	
	Building Code Review Update							-	\$	-	
	Design Report Criteria/Analysis							-	\$	-	
	Design Report Calculations							-	\$	-	
	Design Development Report							-	\$	-	
	Design Report Calculations for Evaluation of Airport Master Lift Station (includes stand alone review and meeting with Airport and Utilities Dept.)							-	\$	-	
	Design Report Water & Sewer Utility Analysis							-	\$	-	
	Design Report Storm Coll Sys Anal (Pond Routing Analysis (Modelling) excluded)							-	\$	-	
	Design Development Draft Technical Specifications							-	\$	-	
	Phase II Environmental Site Assessment (ESA)							-	\$	-	
	Environmental Resource Permit & Water Consumption Permit (Reclaim)							-	\$	-	
	Site Plan Permit							-	\$	-	
	Utility Plan County Coordination & Permitting							-	\$	-	
	FDEP Water Permit Preparation							-	\$	-	
	FDEP Wastewater Permit Preparation							-	\$	-	
	Building Permit Code Review Meeting with AHJ							-	\$	-	
	Peer Review / Quality Control							-	\$	-	
	Site/Civil Quantity Take-off							-	\$	-	
	Preparation of 7460							-	\$	-	
	<b>Total Hours per Position</b>	-	-	-	-	-	-	-	\$	-	
	<b>Subtotal Hours per Position - Task 3</b>	-	-	-	-	-	-	-			
	<b>Subtotal \$ per Position - Task 3</b>	\$	-	\$	-	\$	-	\$	-	\$	
										<b>\$0.00</b>	
<b>3.3 Other Direct Costs</b>											
	ESA Field Testing and Sampling	\$	-	\$	-	\$	-	\$	-	\$	-
	Meeting Costs	\$	-	\$	-	\$	-	\$	-	\$	-
	Printing/Copying	\$	-	\$	-	\$	-	\$	-	\$	-
	<b>Subtotal ODCs</b>	\$	-	\$	-	\$	-	\$	-	\$	-
	<b>Total Task 3 per Position</b>	\$	-	\$	-	\$	-	\$	-	\$	-
										<b>\$0.00</b>	
<b>Task 4 - Construction Document (95%)</b>											
<b>4.1 Construction Document (95%) Plans - Civil (RAC, Overflow Parking Lot, Cell Lot, &amp; Future RV &amp; Boat Storage)</b>											
	Cover Sheet							-	\$	-	
	Index of Drawings							-	\$	-	
	General Notes							-	\$	-	
	Site Plan							-	\$	-	
	Phasing / MOT Plans							-	\$	-	
	Clearing and Grubbing / Demolition Plans							-	\$	-	
	Demolition/Site Closeout Plans of Existing Facilities							-	\$	-	
	Erosion Control Plan							-	\$	-	
	Stormwater Pollution Prevention Plan (SWPPP)							-	\$	-	
	Typical Section including Pavement Design							-	\$	-	
	Paving and Geometry Plans							-	\$	-	
	Stormwater Modeling							-	\$	-	
	Grading and Drainage Analysis							-	\$	-	
	Grading and Drainage Plans							-	\$	-	
	Grading and Drainage Details							-	\$	-	
	Pavement Marking and Signage Plan							-	\$	-	
	Pavement Marking and Signage Details							-	\$	-	
	Water & Sewer Utility Plan							-	\$	-	
	Water & Sewer Utility Details							-	\$	-	
	Landscape and Irrigation Plan							-	\$	-	
	Remediation Plans							-	\$	-	
	Fencing Plan							-	\$	-	
	<b>Total Hours per Position</b>	-	-	-	-	-	-	-	\$	-	
<b>4.2 Construction Document (95%) Design Documents</b>											
	Project Management							-	\$	-	
	Meetings - Three (3) Virtual, One (1) in person workshop							-	\$	-	
	Modeling/Renderings							-	\$	-	
	95% Deliverable Documents Prep and Submission							-	\$	-	
	Building Code Review Update							-	\$	-	
	Design Report Criteria/Analysis							-	\$	-	
	Design Report Calculations							-	\$	-	
	Construction Document Design Report							-	\$	-	
	Design Report Calculations for Evaluation of Airport Master Lift Station (includes stand alone review and meeting with Airport and Utilities Dept.)							-	\$	-	
	Design Report Water & Sewer Utility Analysis							-	\$	-	
	Design Report Storm Coll Sys Anal (Pond Routing Analysis (Modelling) excluded)							-	\$	-	
	Construction Document Technical Specifications							-	\$	-	
	Environmental Resource Permit & Water Consumption Permit (Reclaim)							-	\$	-	
	Site Plan Permit							-	\$	-	
	Utility Plan County Coordination & Permitting							-	\$	-	
	FDEP Water Permit Preparation							-	\$	-	
	FDEP Wastewater Permit Preparation							-	\$	-	
	Building Permit Code Review Meeting with AHJ							-	\$	-	
	Peer Review / Quality Control							-	\$	-	
	Site/Civil Quantity Take-off							-	\$	-	
	<b>Total Hours per Position</b>	-	-	-	-	-	-	-	\$	-	
	<b>Subtotal Hours per Position - Task 4</b>	-	-	-	-	-	-	-			
	<b>Subtotal \$ per Position - Task 4</b>	\$	-	\$	-	\$	-	\$	-	\$	
										<b>\$0.00</b>	
<b>4.3 Other Direct Costs</b>											
	Meeting Costs	\$	-	\$	-	\$	-	\$	-	\$	-
	Printing/Copying	\$	-	\$	-	\$	-	\$	-	\$	-
										<b>\$0.00</b>	





**Stantec Consulting Services Inc.**  
5 Dartmouth Drive Suite 200, Auburn NH 03032-3984

23 December 2020

File: 195681234

**Attention: Mr. Jeffrey Weiner, AIA, Executive Vice President**

Pierce, Goodwin, Alexander, and Linville, Inc.  
3131 Briarpark, Suite 200  
Houston, Texas 77042

Dear Mr. Weiner,

**Reference: Proposal for Design Services  
Fuel and QTA System Design  
Proposed Airport Rental Car Facilities  
Sarasota Bradenton International Airport (SRQ)**

Stantec Consulting Services Inc., (Stantec) is pleased to offer this proposal for design services related to the Quick Turn-Around (QTA) facilities at the proposed SRQ Rental Car facility.

### **Our Understanding of the Design Concept**

We understand that the rental car facility will include either a semi-secured/shared, or three individual exclusive use quick turn-around (QTA) facilities with a standard design and equipment package, as described below, for the three facilities. We understand that the project will be built and designed in a single phase, including the fuel islands, car washes, and maintenance bays. We understand that the proposed fueling areas will not be "in a building" rather, each will be covered only by a traditional canopy (or uncovered), and that the dispensing areas will be "at grade" or at "street level." We have assumed the QTA to be programmed as follows:

- 12-16 fueling positions (6-8 fueling dispensers) with assumed underground fuel storage tanks, 2-12,000 gallons tanks, or dedicated tanks in the case of exclusive use facilities;
- 6-8 car wash tunnels with automatic wash equipment, including prewash and blowers; and
- 8-10 maintenance bays with maintenance equipment.

### **Scope of Services**

#### ***Design Elements***

We understand that the design elements included in our scope are:

Vehicle Service Systems:

*Design with community in mind*



23 December 2020

Mr. Jeffrey Weiner, AIA, Executive Vice President

Page 2 of 4

**Reference: Proposal for Engineering Services  
Fuel and QTA System Design  
Proposed Airport Rental Car Facility  
Sarasota Bradenton International Airport**

- The vehicle fueling system, including underground fuel storage tanks, fuel piping, vapor recovery systems, and dispensing equipment;
- Concrete fueling and dispensing aprons, including dispensing area island layout;
- The electrical system to support the fuel system;
- Car wash equipment;
- Vehicle service compressed air systems;
- Motor and used oil systems;
- Windshield washer fluid system;
- Installed vacuum system; and
- Vehicle lifts.

We have assumed that the following design elements are not included in our design scope:

- Mechanical, Electrical, Plumbing building design not related to the systems outlined above;
- Architecture or building engineering;
- Structural design or the design of any structural elements, except as noted above;
- Design of pile supported slabs or foundations – we have assumed that the fuel system slabs will not be pile supported;
- Seismic anchoring or bracing;
- Civil engineered drawings (electronic AutoCAD base plans) – we assume plans for system layout will be provided by others. Additionally, we assume Stantec will be provided with final layout drawings that will not require further refinement;
- Geotechnical engineering or foundation design;
- Containment areas, dikes, or storm water treatment systems;
- Emergency generators or infrastructure;
- Any tanks not part of the systems outlined in the above scope;
- Pre-manufactured canopy coordination;
- Fire suppression, fire alarm, or life safety systems;
- BIM Coordination with the selected contractor. While we have assumed the design will be in BIM/Revit, and have included BIM coordination with the design team, we have assumed that our work in BIM will conclude at the time of bidding;
- Dispensing area or fuel delivery area drainage systems or any other oil-water separator systems; and
- Existing utility relocations.

### ***Design Scope and Deliverables***

#### ***Design***

Stantec will deliver construction documents to include:

Design with community in mind

23 December 2020

Mr. Jeffrey Weiner, AIA, Executive Vice President

Page 3 of 4

**Reference:** Proposal for Engineering Services  
Fuel and QTA System Design  
Proposed Airport Rental Car Facility  
Sarasota Bradenton International Airport

- 10% Project Design Criteria narrative related to the above in-scope design elements;
- 20% Schematic Design package to include:
  - Schematic design documents illustrating the scale and relationship of the primary project engineering components in common between each of the project construction phases.
  - Preliminary options for fueling and equipment design; and
  - Initial drawings and model completed to a 20% level of completion.
- 40% Design Development package to include:
  - 40% drawings
  - Preliminary specifications, and
  - Updated Project Design Criteria narrative.
- 60%, 95%, and 100% Construction Documents to include:
  - Drawings; and
  - Specifications completed to the appropriate level of detail.
  - We have assumed that 100% documents will be sealed by a Florida Professional Engineer and that response to up to two rounds of agency comments are included.

Included in the design phase services will be one on-site meeting or site walk, and attendance at weekly design meetings and virtual design coordination meetings.

### ***Bid Support***

Stantec will support the bid process by providing responses to bidder questions and attending bidder meetings via teleconference or virtual meeting.

### ***Construction Administration***

Stantec has assumed that construction administration services are not included at this time, but could provide a proposal for those additional services at a later date.

### ***Permitting***

Stantec has assumed that all permitting will be completed by others and has not included permitting in this scope of work.

23 December 2020  
Mr. Jeffrey Weiner, AIA, Executive Vice President  
Page 4 of 4

Reference: **Proposal for Engineering Services  
Fuel and QTA System Design  
Proposed Airport Rental Car Facility  
Sarasota Bradenton International Airport**

### Terms and Price

Stantec proposes to complete the above scope of work on a lump-sum basis for a fee as outlined below in accordance with the attached Subconsultant Agreement. Should you choose to accept this proposal, please do so by executing this attached agreement.

Task	Lump Sum Fee
Fuel and Vehicle Service System Design and Permit Support	\$105,000.00
<b>Total</b>	<b>\$105,000.00</b>

Please don't hesitate to contact me at (603) 498-6355 should you have any additional questions. We look forward to working with you on this project.

Sincerely,

**Stantec Consulting Services Inc.**



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**Ronald B. Laurence Jr., PE**  
Principal  
Phone: (603) 206-7559  
Ronald.Laurence@stantec.com

Attachment: Subconsultant Agreement

# TIERRA

October 20, 2020  
Revised: October 21, 2020  
Revised: December 21, 2020

Atkins  
1514 Broadway  
Suite 202  
Fort Myers, Florida 33901

Attn: Mr. Kevin McCauley, PE – Project Manager  
National Aviation Services

**RE: Proposal for Geotechnical Engineering Services  
Sarasota International Airport (SRQ)  
Proposed Rental Car Maintenance, Parking/Cell Phone Lot  
and RV/Boat Storage Facilities  
Sarasota County, Florida  
Tierra Proposal No. 65-20-527**

Mr. McCauley:

Tierra, Inc. appreciates the opportunity to submit the attached proposal to provide geotechnical engineering services for this project.

## **Project Information**

The proposed project, as Tierra understands it, is to provide geotechnical services for proposed new rental car, parking and storage facilities at the Sarasota International Airport in Sarasota County, Florida. The new facilities are described as follows:

- A proposed rental car maintenance facility which includes the construction of a new building structure, paved parking/storage areas and proposed stormwater management areas. The proposed facility is to be located within areas currently occupied by a trailer storage lot and the Enterprise Rental Car facility located between Air Cargo Avenue and Rental Car Row.
- A new rental car/long term parking and cell phone waiting lot is to be constructed across Air Cargo Avenue from the proposed rental car maintenance facility. It is our understanding that the proposed improvements include the construction of restroom building facilities, paved parking areas and proposed stormwater management areas.

- A future RV and boat storage facility is to be constructed on University Parkway to the east of Runway 32. It is our understanding that proposed improvements consist solely of paved parking/storage areas and proposed stormwater management areas.

The proposal/fee herein does not include time for a representative of Tierra to be badged at the airport to provide escort services to project personnel. Escort services will be provided by Atkins, if required.

Based on a review of aerial photography, it appears that the proposed project location is accessible to our standard geotechnical equipment.

### **Scope of Services**

The objective of our study will be to obtain information concerning subsurface conditions at the site in order to base engineering estimates and recommendations in each of the following areas:

1. Feasibility of utilizing the in-situ soil for support of the proposed building structures, including the use of shallow foundations.
2. Design parameters required for the proposed foundation systems, including allowable bearing pressures, foundation levels and subgrade recommendations.
3. General location and description of potentially deleterious materials discovered in the borings including existing fills or surficial organics.
4. Identification of groundwater levels and estimation of the Seasonal High Groundwater Table (SHGWT).
5. Estimate in-situ coefficient of permeability for the near surface soils in the proposed pond locations.

In order to meet the preceding objectives, we propose to provide the following services:

1. Review published soils and topographic information. This published information will be obtained from the appropriate Florida Quadrangle Map published by the United States Geological Survey (USGS), as well as the Sarasota County Soil Survey of Florida, published by the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS).
2. Execute a program of subsurface exploration consisting of the following:

- a. **STRUCTURES:** As requested, perform a total of eight (8) Standard Penetration Test (SPT) borings within the foot print of the proposed building structures to a depth of 30 feet below grade.
  - b. **PARKING AND STORAGE AREAS:** As requested, perform a total of thirty-five (35) hand auger borings to a depth of 5 feet below grade. It is anticipated that 18 of the 35 borings will be performed through existing pavement and will require a pavement core.
  - c. **PONDS:** As requested, perform four (4) field permeability tests with associated SPT borings (one per pond) to a depth of 20 feet.
3. Visually classify the samples in the laboratory using the Unified Soil Classification System (USCS). Perform laboratory classification tests to confirm the visual classifications. Identify soil conditions at each boring location.
  4. Obtain bulk soil samples and perform ten (10) California Bearing Ratio (CBR) tests on selected samples collected from within the proposed paved areas.
  5. Prepare a formal engineering report that summarizes the course of study pursued, the field and laboratory data generated, subsurface conditions encountered and our engineering recommendations in each of the pertinent topic areas.

### Service Fee

This proposal is based on the work being performed in accordance with the attached Tierra, Inc. Unit Fee Schedule. For the above scope our estimated fee is **\$29,561.26**.

The proposal is based on the following assumptions:

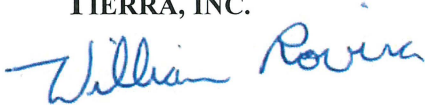
- No hazardous materials exist on-site that would impact our investigation.
- Location of existing subsurface utilities is to be performed by others prior to commencing field activities.
- The site is readily accessible and Tierra is able to perform the work within normal business hours and access will be pre-arranged.

Proposal for Geotechnical Engineering Services  
Sarasota International Airport (SRQ)  
Proposed Rental Car Maintenance, Parking/Cell Phone Lot  
and RV/Boat Storage Facilities  
Sarasota County, Florida  
Tierra Proposal No. 65-20-527  
Page 4 of 4

We will provide you with verbal results of tested conditions and immediately notify you should conditions impacting our scope, schedule, or cost of services occur.

Respectfully Submitted,

**TIERRA, INC.**



William P. Rovira IV, P.E.  
Geotechnical Engineer



Erick M. Frederick, P.E.  
Senior Geotechnical Engineer

Attachments:

Tierra Unit Fee Schedule

Item Description	Unit	Unit Price	Quantity	Total
<b>Geotechnical Field Investigation</b>				
612-Geo Mobilization Drill Rig Truck Mount	Each	\$ 350.00	2	\$ 700.00
418-Geo Drill Crew Support Vehicle	Day	\$ 160.00	4	\$ 640.00
Geo SPT Truck 0-50 Ft	LF	\$ 12.90	320	\$ 4,128.00
Geo Grout Boreholes- Truck 0-050 Ft	LF	\$ 5.25	320	\$ 1,680.00
Geo Temp Casing 3" Truck 0-050 Ft	LF	\$ 8.50	80	\$ 680.00
401-Geo Auger Borings- Hand & Truck/Mud Bug	LF	\$ 10.50	175	\$ 1,837.50
432-Geo Field Permeability 0-10 Ft (Open - End Borehole Method)	Each	\$ 290.00	4	\$ 1,160.00
209-Asphalt Pavement Coring – 4" dia with Base Depth Check	Each	\$ 125.00	18	\$ 2,250.00
606-Mobilization Concrete Coring	Each	\$ 250.00	1	\$ 250.00
<b>Geotechnical Soil Laboratory Testing</b>				
812-Soils Materials Finer than 200 Sieve (FM 1-T011)	Test	\$ 42.00	15	\$ 630.00
817-Soils Moisture Content Laboratory (AASHTO T 265)	Test	\$ 10.00	8	\$ 80.00
805-Soils Corrosion Series (FM 5-550 through 5-553)	Test	\$ 175.00	4	\$ 700.00
819-Soils Organic Content Ignition (FM 1 T-267)	Test	\$ 42.00	2	\$ 84.00
Atterberg Limit Tests (AASHTO T-89 and T-90) Combined	Test	\$ 130.00	6	\$ 780.00
810-Soils California Bearing Ratio (CBR)	Test	\$ 340.00	10	\$ 3,400.00
<b>Engineering and Technical Support Services</b>				
Senior Project Engineer	Hour	\$ 163.19	8	\$ 1,305.52
Geotechnical Engineer	Hour	\$ 137.36	24	\$ 3,296.64
Engineering Intern	Hour	\$ 95.00	32	\$ 3,040.00
Designer	Hour	\$ 96.91	8	\$ 775.28
Sr Engineering Technician	Hour	\$ 85.17	4	\$ 340.68
Geotechnical Technician	Hour	\$ 68.65	24	\$ 1,647.60
Secretary/Clerical	Hour	\$ 78.02	2	\$ 156.04
<b>Total Estimated Fee</b>				<b>\$ 29,561.26</b>





# FY 2020 Per Diem Rates for ZIP 34243

I'm interested in:

Lodging Rates

Meals & Incidentals (M&IE) Rates

## Lodging by month (excluding taxes) | October 2019 - September 2020

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

[CSV](#)

[Print](#)

Primary Destination <b>i</b>	County <b>i</b>	2019 Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Bradenton	Manatee	\$102	\$102	\$102	\$102	\$152	\$152	\$102	\$102	\$102	\$102	\$102	\$102
Sarasota	Sarasota	\$103	\$103	\$103	\$103	\$154	\$154	\$154	\$103	\$103	\$103	\$103	\$103

## Meals & Incidentals (M&IE) Breakdown <sup>?</sup>

Use this table to find the following information for federal employee travel:

**M&IE Total** - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

**Breakfast, lunch, dinner, incidentals** - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

**First & last day of travel** - amount received on the first and last day of travel and equals 75% of total M&IE.

[CSV](#)

[Print](#)

Primary Destination <sup>?</sup>	County <sup>?</sup>	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel <sup>?</sup>
Bradenton	Manatee	\$56	\$13	\$15	\$23	\$5	\$42.00
Sarasota	Sarasota	\$61	\$14	\$16	\$26	\$5	\$45.75

I'm interested in: