

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

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Meeting Date: July 11, 2023                       Consent                       Regular  
     Workshop                       Public Hearing

Submitted By: Department of Airports

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:**

**(A)** Amendment No. 1 to the Professional Services Agreement with HDR Engineering, Inc. (HDR) in the amount of \$2,255,641.56 for the continued performance of professional services related to construction – phase services for the Central Airfield Improvements (CAI) project at Palm Beach International Airport (PBI); and

**(B)** A Budget Transfer of \$2,255,642 in the Airport's Improvement and Development Fund.

**Summary:** The Professional Services Agreement with HDR for professional airfield design and engineering services was approved by the Board on April 4, 2017 (R: 2017-0409) in the amount of \$1,229,026.38. Consultant Services Authorizations (CSA) 1 through 4 in the amount of \$204,939.97 were approved under the delegated authority detailed in PPM CW-F-050. Approval of Amendment No. 1 in the amount of \$2,255,641.56 will provide funds necessary for the construction-phase services associated with the CAI project and will bring the total cumulative contract value to \$3,689,607.91. HDR is headquartered in Omaha, Nebraska; however, the work will be lead from their West Palm Beach office, in conjunction with several Palm Beach County subconsultants and firms. This project includes reconstruction/rehabilitation of Taxiway B, reconstruction/rehabilitation of Runway 14-32 shoulder pavement north of Taxiway C; electrical and pavement marking south of Taxiway C, and grading within the Runway 14-32 safety area and removal of non-standard markings on Taxiway L to comply with current Federal Aviation Administration (FAA) standards. The professional design services of this project was partially funded with a state grant. As such, the proposed fee for construction services has been verified by use of an Independent Fee Analysis conducted by a neutral third party firm (AVCON). A Disadvantaged Business Enterprise (DBE) goal of 16% was set for this contract. HDR has committed to 26%. DBE participation for this Amendment is 48%. The participation to date including this Amendment is 35%. Pursuant to changes to Chapter 332, Florida Statutes, effective July 1, 2023, a governing body of a medium hub commercial service airport may not approve purchases of contractual services in excess of \$1,000,000 on a consent agenda. This Amendment exceeds the threshold amount and must be approved on the regular agenda. **Countywide (AH)**

**Background and Policy Issues:** The Department of Airports has initiated a major pavement rehabilitation and reconstruction project aimed at improving the airfield operating surfaces in the central portion of the airfield including reconstruction/rehabilitation of Taxiway B, reconstruction/rehabilitation of Runway 14-32 shoulder pavement north of Taxiway C; electrical and pavement marking south of Taxiway C, and grading within the Runway 14-32 safety area and removal of non-standard markings on Taxiway L to comply with current FAA standards. In addition to the improvements to the pavement sections, this project will also provide improvements to the geometry of the Taxiway B1 based on current FAA design standards and guidelines. This Amendment will provide for the construction-phase services necessary to ensure the project is completed as designed.

**Attachments:**

1. Amendment No. 1 with HDR Engineering, Inc. – 3 Originals
2. Budget Transfer

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Recommended By:                       6-14-23  
    Department Director                      Date

Approved By:                       6/24/23  
    County Administrator                      Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$ 2,255,642	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues (Grants)	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<b>\$ 2,255,642</b>	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes \_\_\_\_\_ No X  
 Does this item include the use of federal funds? Yes \_\_\_\_\_ No X

Budget Account No: Fund 4111 Department 121 Unit A456-503 Object 6504  
 Reporting Category \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

Approval of this item provides budget for the HDR contract in the amount of \$2,255,642 of Local funds from Reserves.

C. Departmental Fiscal Review: Webb Duncanson 6/14/23

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

ASD 6/15/23  
 OFMB 9A 6/15  
 6-15-23

John J. Jacobson 6/22/23  
 Contract Dev. and Control  
 TML 6/20/23

**B. Legal Sufficiency:**

Anne Helgent 6/23/23  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

REVISED 11/17

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

**CERTIFICATE**

The undersigned hereby certifies that she is the Assistant Secretary of HDR Engineering, Inc., a Nebraska corporation (the "Corporation"), and that, as such, has custody of the minute books of the Corporation, and that, by Consent and Agreement of the Board of Directors, the following resolution was unanimously adopted:

1. **"RESOLVED**, that effective immediately, and until termination of said individual from the Corporation, or until rescission by the Corporation's Board of Directors, whichever occurs first, the following individuals are hereby granted the nondelegable authority to execute or approve on behalf of the Corporation, contracts, amendments or change orders for engineering services and architectural services incidental to engineering services to be rendered by the Corporation, . . . , or releases of claim or lien in connection with such services, such contracts, amendments, change orders or releases so executed or approved shall be binding upon the Corporation:

- . . . Jennifer E. Hunt – Senior Vice President . . .
- . . . Harold E. Lewis, Jr. – Senior Vice President . . .
- . . . L. Kevin Mosteller – Senior Vice President . . .
- . . . Melanie E. Fowler – Vice President . . .
- . . . George W. McGregor – Vice President . . .
- . . . Erki Suarez – Vice President . . .
- . . . Katie E. Duty – Vice President . . .
- . . . John E. Wimberly – Vice President . . .
- . . . Jeffrey B. Arms – Associate Vice President . . .
- . . . Matt D. Bell – Authorized Representative . . ."

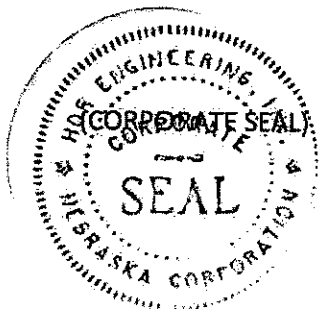
2. **"RESOLVED**, that the following are elected officers of the Corporation until their successors are elected and qualified:

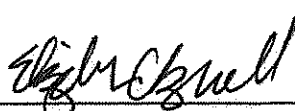
- . . . Stephen J. Ferrell – Senior Vice President . . .
- . . . Jennifer E. Hunt – Senior Vice President . . .
- . . . Chance V. Lauderdale – Senior Vice President . . .
- . . . Andrew E. Lauzier – Senior Vice President . . .
- . . . Harold E. Lewis, Jr. – Senior Vice President . . .
- . . . Kent L. McWaters – Senior Vice President . . .
- . . . L. Kevin Mosteller – Senior Vice President . . .
- . . . Jay C. Nagle – Senior Vice President . . .
- . . . Guillermo J. Suero – Senior Vice President . . .
- . . . Brenda Van Ravenswaay – Senior Vice President . . .
- . . . Brian A. Blanchard – Vice President . . .
- . . . Samuel D. Cobb – Vice President . . .
- . . . Stephen W. Dortch – Vice President . . .
- . . . Katie E. Duty – Vice President . . .
- . . . Melanie E. Fowler – Vice President . . .

... John M. Hansen – Vice President ...  
... Lew R. Herrington – Vice President ...  
... Donald R. Holcomb – Vice President ...  
... John B. Hyre – Vice President ...  
... Carlos C. Lopez-Paniagua – Vice President ...  
... George W. McGregor – Vice President ...  
... Kristina M. Price – Vice President ...  
... Thomas A. Quinn – Vice President ...  
... Marlin A. Register II – Vice President ...  
... Mark G. Roberts – Vice President ...  
... Santanu Roy – Vice President ...  
... Steven J. Schnell – Vice President ...  
... Erki Suarez – Vice President ...  
... John E. Wimberly – Vice President ...  
... Jeffrey B. Arms – Associate Vice President ...  
... W.D. D. Baldwin – Associate Vice President ...  
... Lisa C. Bell – Associate Vice President ...  
... Jonathon D. Burchfield – Associate Vice President ...  
... Brad B. Collins – Associate Vice President ...  
... Raphael C. Costa – Associate Vice President ...  
... Ted E. Davidson – Associate Vice President ...  
... Mark E. Hall – Associate Vice President ...  
... Keith A. Howard – Associate Vice President ...  
... Warren F. Jenik – Associate Vice President ...  
... Javier Manso – Associate Vice President ...  
... Daniel S. Suarez – Associate Vice President ...  
... Leonel A. Zapata – Associate Vice President ...  
... Elizabeth C. Buell – Assistant Secretary ...  
... Laurie S. Vik – Assistant Secretary ...”

The undersigned further certifies that the foregoing resolution has been spread in full upon the minute books of the Corporation and is in full force and effect.

DATED August 19, 2022.

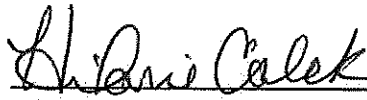


  
Elizabeth C. Buell, Assistant Secretary

STATE OF NEBRASKA  
COUNTY OF DOUGLAS

On this 19<sup>th</sup> day of August, 2022, before me personally appeared Elizabeth C. Buell, known to me to be the person who executed the within instrument as Assistant Secretary of and on behalf of the corporation therein named and acknowledged to me that the corporation executed it.

(NOTARY SEAL)



Hilarie Calek, Notary Public

State of Nebraska - General Notary  
HILARIE CALEK  
My Commission Expires  
March 25, 2023

**AMENDMENT NO. 1 TO CONTRACT  
BETWEEN  
PALM BEACH COUNTY DEPARTMENT OF AIRPORTS  
AND  
HDR ENGINEERING, INC.  
FOR  
CONSULTING / PROFESSIONAL SERVICES AT  
PALM BEACH COUNTY AIRPORTS**

This Amendment No. 1 to the Contract is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between **Palm Beach County**, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the **COUNTY**, and **HDR Engineering, Inc.**, [ ] an individual, [ ] partnership, [X] a corporation authorized to do business in the State of Florida, hereinafter referred to as the **CONSULTANT**, whose Federal Tax I.D. number is 470680568.

**WITNESSETH**

WHEREAS, on April 4, 2017, the COUNTY entered into an Agreement (R-2017-0409) with the CONSULTANT for the CONSULTANT to provide Consulting / Professional Services for the Palm Beach County Department of Airports at Palm Beach County Airports (PBI, F45, LNA, & PHK); and

WHEREAS, on September 2, 2020, the COUNTY approved Consultant Services Authorization 1-HDR-2020-PBIA to Agreement (R-2017-0409) with the CONSULTANT; and

WHEREAS, on April 9, 2021, the COUNTY approved Consultant Services Authorization 2-HDR-2021-PBIA to Agreement (R-2017-0409) with the CONSULTANT; and

WHEREAS, on November 16, 2022, the COUNTY approved Consultant Services Authorization 3-HDR-2022-PBIA to Agreement (R-2017-0409) with the CONSULTANT; and

WHEREAS, on May 31, 2023, the COUNTY approved Consultant Services Authorization 4-HDR-2023-PBIA to Agreement (R-2017-0409) with the CONSULTANT; and

WHEREAS, Article 25 of the Contract requires an amendment when the parties are able to define additional services and the parties have now defined those services;

NOW THEREFORE, in consideration of the mutual covenants herein contained, and such other good and valuable consideration, the receipt of which the parties hereby acknowledge, the parties agree to the following terms and conditions:

1. The parties hereby agree to amend the Contract to include the Scope of Services and Fees as outlined in Exhibit A. The total amount to be paid by the COUNTY to the CONSULTANT for professional services, including any out of pocket expenses, shall not exceed Two Million Two Hundred Fifty-Five Thousand, Six Hundred Forty-One Dollars and 56 Cents (\$2,255,641.56) for the services in Amendment No. 1 to the original contract.
2. Except as specifically amended herein, all other terms and conditions of the Contract shall remain in full force and effect.

HDR ENGINEERING, INC.  
JUNE 2023

AMENDMENT 1 TO R-2017-0409  
CONTRACT FOR CONSULTING SERVICES

IN WITNESS WHEREOF, the parties have caused the First Amendment to the Contract to be signed by the Mayor of the Board of County Commissioners and the Seal of said Board to be fixed hereto and attested by the Clerk of said board, and the CONSULTANT, HDR Engineering, Inc., has caused these presents to be signed in its corporate name by its duly authorized officer Katie E. Duty, Vice President, acting on behalf of said CONSULTANT, and the Seal of said CONSULTANT to be affixed hereto and attested by the Secretary of said CONSULTANT, the day and year first written above.

**ATTEST:**  
**JOSEPH ABRUZZO**  
**CLERK OF THE CIRCUIT COURT**  
**& COMPTROLLER**


**PALM BEACH COUNTY, FLORIDA**  
**BOARD OF COUNTY COMMISSIONERS:**

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Gregg Weiss, Mayor

**WITNESS:**  
  
\_\_\_\_\_  
SIGNATURE

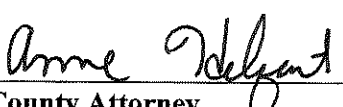
**CONSULTANT:**  
**HDR Engineering Inc.**  
\_\_\_\_\_  
COMPANY NAME

  
\_\_\_\_\_  
Name (type or print)

  
\_\_\_\_\_  
Signature

**APPROVED AS TO FORM**  
**AND LEGAL SUFFICIENCY**

Katie E. Duty  
\_\_\_\_\_  
Name (type of print)

By:   
County Attorney

Vice President  
\_\_\_\_\_  
Title

**APPROVED AS TO TERMS**  
**AND CONDITIONS**

(Corporate Seal)

By:   
Director of Airports

# AMENDMENT NO. 1 INDEX

## **CERTIFICATE OF INSURANCE**

### **EXHIBIT A: AMENDMENT NO. 1**

EXHIBIT A-1 – Task 5-HDR-2023-PBIA: Central Airfield Improvements Construction Services

### **EXHIBIT B: DETAILED FEES, EXPENSES AND PAYMENTS**

EXHIBIT B-I: Summary of Fees

EXHIBIT B-II: Schedule of Payments

### **EXHIBIT C – PROPOSED SCHEDULES**

### **EXHIBIT D – DISADVANTAGED BUSINESS ENTERPRISE COMPLIANCE**



**CERTIFICATE OF INSURANCE**



**Palm Beach County  
Compliance Summary Report**

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00000768	HDR Engineering, Inc.	Modified	Compliant with Minor/Expiring Deficiencies					R-2017-0409	Airfield Design & Engineering Services
		Ap , XV	Liberty Mutual Fire Insurance Company	AS2641444950043	6/1/2023	6/1/2024	Auto Liability		
		Ap , XV	Ohio Casualty Insurance Company	ECO2457919363	6/1/2023	6/1/2024	Excess Liability		
		Ap , XV	Liberty Mutual Fire Insurance Company	TB2641444950033	6/1/2023	6/1/2024	General Liability		
		A , XV	Lloyds Underwriters (Canada Branch)	P001412300	6/1/2023	6/1/2024	Professional Liability		
		Ar , XV	Liberty Insurance Corporation	WA764D444950013	6/1/2023	6/1/2024	Workers Comp		

**Risk Profile :** Standard - General Services-AOA  
**Required Additional Insured :** Palm Beach County Board of County Commissioners  
**Ownership Entity :**

**EXHIBIT A: AMENDMENT NO. 1**

This Amendment No. 1 is in accordance with the Contract for Consulting/Professional Services (Agreement R-2017-0409) between Palm Beach County (COUNTY) and HDR Engineering, Inc. (CONSULTANT) dated April 4, 2017.

**CERTIFICATE OF INSURANCE**

**EXHIBIT A: AMENDMENT NO. 1**

EXHIBIT A-1 – Task 5-HDR-2023-PBIA: Central Airfield Improvements Construction Services

**EXHIBIT B: DETAILED FEES, EXPENSES AND PAYMENTS**

EXHIBIT B-I: Summary of Fees  
EXHIBIT B-II: Schedule of Payments

**EXHIBIT C – PROPOSED SCHEDULES**

**EXHIBIT D – DISADVANTAGED BUSINESS ENTERPRISE COMPLIANCE**

**EXHIBIT A-1 – Task 5-HDR-2023-PBIA: Central Airfield Improvements Construction Services**

# Palm Beach County Department of Airports



## Professional Airfield Design and Engineering Services for the Airfield Pavement Rehabilitation and Reconstruction Improvements

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**Task Authorization No. 5-HDR-2023-PBIA**

**Palm Beach International Airport (PBI)**

**Construction Phase Services**



1475 Centrepark Boulevard, Suite 230  
West Palm Beach, FL 33401

June 2023



## EXHIBIT 'A'

### SCOPE OF SERVICES

Description of the services outlined below in Section 0.0 - General is intended to be general in nature and should not be construed to be a complete description of the services or a limitation on the Scope of Services to be provided. Refer to Sections 1 through 8 for the definition of specific scope items to be performed by CONSULTANT.

#### 0. GENERAL

##### 0.1 THE PROJECT

The Palm Beach County (COUNTY) Department of Airports' (PBCDOA) Palm Beach International Airport (PBI) is designated as a medium hub primary commercial service airport and serves helicopters, reciprocating engine aircraft, and jet aircraft.

After completion of design and bid phase services for the project, known as the 'Central Airfield Improvements', the PBCDOA wishes for the CONSULTANT to provide supplemental design for the RSA grading corrections and southside maintenance alternative. The PBCDOA wishes for the CONSULTANT to provide construction phase services for the base bid, Alternate 2, RSA grading correction, and single runway recovery plan work.

##### PROJECT DESCRIPTION AND GENERAL SCOPE

The project consists of rehabilitation, reconstruction, and relocation of airfield pavements. The services consist of the following scope items:

- Construction administration
  - Generally described as information review and processing, such as submittal review, RFIs, pay app review, evaluation of substitutions, certification, etc. This work is typically performed under the supervision of the Engineer of Record (EOR).
- Quality assurance
  - Generally described as the procedures performed on behalf of the PBCDOA to fulfill the PBCDOA's responsibility to assure that construction work completed complies with specifications for payment.
- Resident Project Representative (RPR)
  - Generally described as the firm(s) duly authorized by the PBCDOA to be responsible for inspections, observations, tests, and/or observations of tests of the contract work performed or being performed, or of the materials furnished by the Contractor, and acting directly or through an authorized representative.
  - Full-time on site RPR during construction
  - Part-time as needed on site RPR prior to mobilization and after substantial completion
- Project Southside Maintenance Alternative
  - Provide construction documents for the maintenance of the project southside full strength pavements, as an alternative to the full rehabilitation proposed in the original design documents.
- RSA Grading Corrections
  - Provide construction documents for grading corrections adjacent to Runway 14-32 requested by the FAA.
- Single Runway Recovery Plan
  - Provide a document detailing mitigation efforts required if primary Runway 10L-28R must be closed during project work on Runway 14-32.

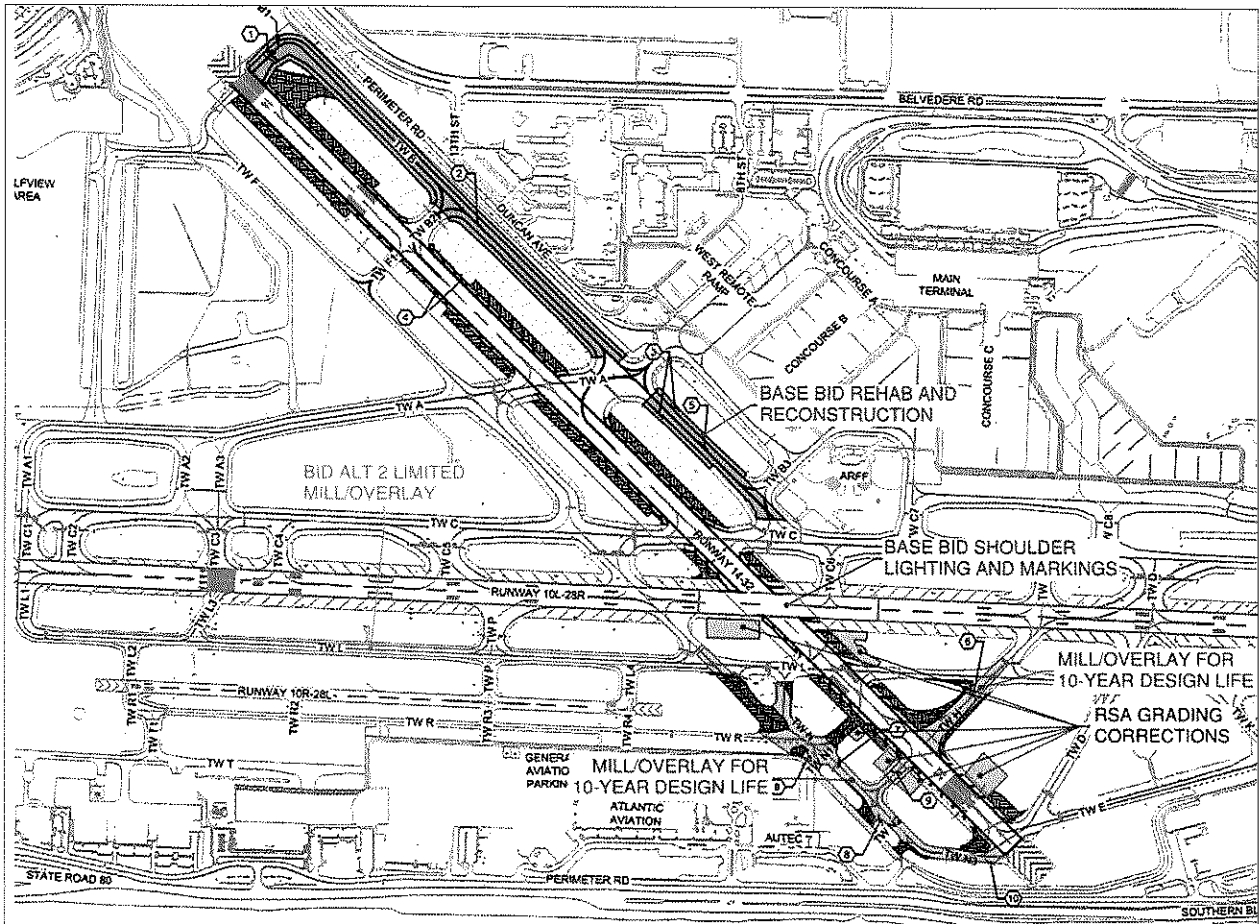


Figure 1 Project Scope Exhibit

1. **Phase 1A: Planning and Programming**
  - 1.1. Not a part of this work.
2. **Phase 1B: Schematic Design**
  - 1.1. Not a part of this work.
3. **Phase 2: Design Development**
  - 1.1. Not a part of this work.
4. **Phase 3A: 60% Construction Documents**
  - 4.1. Not a part of this work.
5. **Phase 3B: 90% Construction Documents**
  - 5.1. Not a part of this work.
6. **Phase 3C: 100% Construction Documents**
  - 6.1. Not a part of this work.
7. **Phase 4: Bidding and Award**
  - 7.1. Not a part of this work.



**8. Phase 5: Construction**

**Task 1 Resident Project Representative and Quality Assurance Testing (Time and Materials, Not to Exceed)**

The following scope is based the project schedule provided herein, and on total hours specified within.

- Resident Project Representative (RPR). CONSULTANT will provide the services of an RPR at the Site to provide observation of Contractor’s work. CONSULTANT will provide the services of a senior RPR to oversee written communications, lead meetings, and issue minutes and others records of decision. The CONSULTANT shall provide daily observation reports to the PBCDOA.
  - The CONSULTANT shall provide RPR services for an average of 50 hours per week for 53 weeks starting at on-site mobilization through substantial completion.
  - Runway Intersection Closure Support. CONSULTANT shall provide an on-site engineer to observe work during the 10-day, night-time runway intersection closure and to provide engineering supplemental instructions if required. Work hours are 2230-0530 Monday Night through Friday Morning, weekly.
  - The CONSULTANT shall provide RPR services for an average of 20 hours per week for 13 weeks starting at substantial completion through final completion.

**Table 1 RPR Hours by Phase**

Firm	Construction RPR	Runway Intersection Closure	Post-Construction RPR
<b>Nova</b>	1 x 50 hrs/wk (53 weeks) 1 x 24 hrs/wk (13 weeks)	Included with Construction RPR	1 x 20 hrs/wk
<b>CMA</b>	1 x 4 hrs/wk (40 weeks)	--	--
<b>QEE</b>	1 x 40 hrs/wk (14 weeks) 1 x 20 hrs/wk (39 weeks)	Included with Construction RPR	1 x 5 hrs/wk
<b>HDR</b>	--	40 hrs/wk (2.5 weeks)	--

- The CONSULTANT shall lead up to 70 weekly construction progress meetings. The CONSULTANT will develop the agenda and issue minutes.
- Contract documents. Maintain the current record version of the contract documents throughout the construction phase.
- Schedule. CONSULTANT shall review the contractor’s weekly two-week look ahead schedule for the duration of active construction.
- Change Proposals and Claims: CONSULTANT will review and respond to up to 10 Change Proposals. CONSULTANT will review each duly submitted Change Proposal from Contractor and recommend either denying the Change Proposal in whole, recommend approving it in whole, or recommend denying it in part and approving it in part. CONSULTANT shall maintain a tracking log of change proposal status.
- The CONSULTANT shall review the following technical specification submittals for compliance with the contract documents as a supplement to the EOR’s review.
  - Contractor Quality Control Plan
  - Safety Plan Compliance Document
  - Asphalt Job Mix Formula
  - Asphalt Laydown/Lighting Plan
- Inspections and Tests
  - Schedule, perform, and review PBCDOA’s quality assurance inspection and testing as described in the technical specifications. Performance of tests and inspections work to be performed by SUBCONSULTANT TSF.
  - Through subconsultant TSF, perform geotechnical investigations for unforeseen field conditions during construction
    - 10 asphalt pavement cores, including through the base course





- 5 SPT borings to 10-ft depth
- 5 soil sieve analyses
- 5 organic content tests
- Receive and review certificates of inspections, tests, and approvals required by the Construction Contract Documents. CONSULTANT's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Construction Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Construction Contract Documents. RPR shall be entitled to rely on the results of such inspections and tests.
- The CONSULTANT will review up to 15 contractor pay applications and recommend either rejection, approval, or partial approval to the PBCDOA.
- The CONSULTANT will provide up to 12 monthly DBE status monitoring reports.
- After notice from Contractor that Contractor considers the entire work ready for its intended use, in company with PBCDOA, EOR, and Contractor, visit the site to review the work and determine the status of completion. The CONSULTANT shall perform a substantial completion site visit review and provide a punch list of open items for the contractor to address for each phase of work and at the end of the construction phases. CONSULTANT will incorporate the PBCDOA's and EOR's punch list items into the master punch list. CONSULTANT will recommend to the PBCDOA on what date the substantial completion notice should be recorded.
- The CONSULTANT shall perform a final completion site visit to observe the contractor's work to address the punch list. CONSULTANT will recommend to the PBCDOA on what date the final completion notice should be recorded.
- Subconsultants shall provide specific RPR duties in accordance with Table 1.
  - QEE shall provide a Senior RPR to support project startup and onboarding of the full-time RPR. QEE shall also provide a part-time RPR for electrical work.
  - Nova Consulting shall provide a Senior RPR and the daily on site RPR.
  - CMA shall provide RPR for work involving stormwater conveyances.
- Environmental Services
  - Consultant will conduct 2 burrowing owl surveys. It will permit, if needed, and collapse up to 40 potentially occupied, inactive Burrowing Owl burrows. This work is performed by subconsultant CECOS.

**Task 2 Construction Administration (Lump Sum)**

- The CONSULTANT shall attend up to 70 weekly construction progress meetings. The CONSULTANT will review the RPR's agenda and notes and respond if requested.
- Stakeholder Coordination
  - CONSULTANT shall prepare up to 2 exhibits depicting upcoming airfield closures and renaming of taxiways for PBCDOA's use when meeting with stakeholders, such as Air Traffic Control (ATC)
- Schedule. CONSULTANT shall review the contractor's weekly two-week look ahead schedule for the duration of active construction.
- Clarifications and Interpretations: Accept from Contractor and PBCDOA submittal of matters concerning the requirements of the Construction Contract Documents (sometimes referred to as requests for information—RFIs), or relating to the acceptability of the Work under the Construction Contract Documents. Within 2 weeks, render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents for up to 30 RFIs. CONSULTANT shall maintain a tracking log of RFI status.



- Change Proposals and Claims: CONSULTANT will review and respond to up to 10 Change Proposals. CONSULTANT will review each duly submitted Change Proposal from Contractor and recommend either denying the Change Proposal in whole, recommend approving it in whole, or recommend denying it in part and approving it in part.
- The CONSULTANT shall review project technical specification submittals for compliance with the contract documents.
- The CONSULTANT will evaluate and respond to up to 5 contractor requests for substitution.
- Inspections and Tests
  - Review PBCDOA's quality assurance inspection and testing as described in the technical specifications for compliance with the contract documents.
- The CONSULTANT will review up to 15 contractor pay applications and recommend either rejection, approval, or partial approval to the PBCDOA.
- Subconsultant TY Lin shall provide CA services related to pavement construction and geometry.
- After notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with PBCDOA, the RPR, and Contractor, visit the Site to review the Work and determine the status of completion. The CONSULTANT shall perform a substantial completion site visit review and provide a punch list of open items for the contractor to address for each phase of work and at the end of the construction phases. CONSULTANT will rely on the RPR to incorporate the EOR's comments and create a master punch list.
- The CONSULTANT shall perform a final completion site visit to observe the contractor's work to address the punch list. CONSULTANT will advise on the disposition of punch list items to the RPR.
- Maintenance Guidance. Upon issuance of the substantial completion notice, CONSULTANT shall provide maintenance checklists and schedules for materials and equipment installed under the project.
- Contractor's Completion Documents. CONSULTANT will receive from Contractor, review, and transmit to PBCDOA maintenance and operating instructions, schedules, guarantees, certificates of inspection, tests and approvals. CONSULTANT will receive from Contractor, review, and transmit to PBCDOA the annotated record documents which are to be assembled by Contractor in accordance with the Construction Contract Documents to obtain final payment. The extent of CONSULTANT's review of record documents shall be to check that Contractor has submitted the required information and identify if the information provided is incomplete.
- Certifications. The CONSULTANT shall provide the EOR's certification to the following:
  - Funding agencies FDOT and FAA, if requested.
  - South Florida Water Management District Environmental Resource Permit Notice of Construction
  - Form 7460-2 'Notice of Actual Construction'

### **Task 3 Southside Maintenance Alternative and RSA Corrections (Lump Sum)**

The purpose of this task is to develop construction documents to provide RSA grading corrections adjacent to Runway 14-32 and pavement maintenance, primarily consisting of mill and overlay, of Taxiways F, H, and F2 south of Runway 10L-28R, as shown in Figure 1. Proposed work generally consists of:

- Stripping of vegetation and organics
- Grading
- Sodding
- Asphalt pavement mill and overlay
- Localized pavement repair
- Replacement and adjustment of existing in-pavement lights



- Replacement of sign panels
- Pavement markings

The Consultant will produce the work products shown below. Consultant shall package the additional design documents for implementation into the on-going construction of the Central Airfield Improvements project.

- Consultant shall perform 1 site visit to assess the pavement condition visually and identify areas of localized pavement repair
- Drawings
  - Drawing Index
  - Signature Sheet
  - Summary of Quantities
  - Phasing Plan
  - Demolition Plans
  - Grading Plans
  - Geometry Plans
  - Typical Sections and Paving Details
  - Pavement Elevation Plans
  - Pavement Marking Plans
  - Electrical lighting and signage layout plans
  - Electrical details
- Amended Construction Safety and Phasing Plan (CSPP)
- Construction schedule in Microsoft Project format

The consultant will submit the draft design documents to the PBCDOA for review and comment. Consultant will address DOA comments and provide a comment response letter detailing how each comment was addressed. Consultant will submit updated construction documents to the PBCDOA.

#### **Task 4 Single Runway Recovery Plan (Lump Sum)**

As part of this project, Runway 14-32 will be closed for construction for a long duration. During that time, Runway 10L-28R will be the sole runway capable of serving jet aircraft at PBI. If an event were to happen that would cause the closure of Runway 10L-28R for an extended period, the PBCDOA would need to rapidly demobilize construction and re-open Runway 14-32. The Consultant shall develop a working document, known as the 'Single Runway Recovery Plan', to provide a framework for assessing the construction condition of Runway 14-32, defining demobilization activities, and estimating re-opening timeframes. The document shall consist of the following sections:

- Description of project phases, work activities, and durations
- Define various construction conditions, extents, and quantities
- Propose mitigation activity required for the various construction conditions
- Estimate time required to perform the mitigating activity
- Propose contingency efforts associated with each phase and type of work
- Propose workflows, responsibilities, and communication policies

The working document will provide suggested language in sections requiring PBCDOA input, such as those requiring coordination with tenants, vendors, operations, and the maintenance department. Consultant shall host 1 in-person meeting with PBCDOA Operations to coordinate items requiring Operations input. Consultant shall not be responsible for stakeholder outreach or other 3<sup>rd</sup> party coordination.

#### **9. Project Schedule**

The schedule of CONSULTANT'S services shall follow the construction schedule.



**Tasks 1 and 2 RPR and Construction Administration**

The anticipated construction schedule is as follows:

- 60 calendar days / 9 weeks / 2 months mobilization period from NTP to start of field work
  - Services in this phase are not part of this contract
- 366 calendar days / 53 weeks / 12 months from start of field work to substantial completion
  - RPR and CA services are based on this duration
- 90 calendar days / 13 weeks / 3 months from substantial completion to final completion
  - RPR and CA services are based on this duration
  - Substantial completion and final completion services are based on this duration
- 516 days / 74 weeks / 17 months from NTP to final completion

**Base Bid Construction Phasing**

Construction Phase	Duration (Calendar Days)	Work Hours
<b>Pre-Construction (not part of this work)</b>	60	
Mobilization	60	N/A
<b>Construction</b>	366*	
Phase 1-A	90	7am – 5pm, M-F
Sub-Phase 1-A.1	40	7am – 5pm, M-F. Concurrent with 1-A.
Phase 1-B	30	7am – 5pm, M-F
Phase 1-C	14	7am – 5pm, M-F
Phase 1-D	14	7am – 5pm, M-F
Phase 1-E	36	7am – 5pm, M-F
Phase 1-F	26	7am – 5pm, M-F
Phase 2-A	56	7am – 5pm, M-F
Phase 2-B	23	7am – 5pm, M-F
Phase 2-C	33	7am – 5pm, M-F
Phase 2-D	12	7am – 5pm, M-F
Phase 2-E	18	7am – 5pm, M-F. Concurrent with 2-A thru 2-D
Phase 2-E.1	3	Window: 9/5/23-10/31/23, 10:30pm – 5:30am Monday Night – Friday Moring
<b>Post-Construction</b>	90	
Substantial Completion	90	N/A
<b>Total</b>	516	

\*Phase durations do not add up to the total construction duration due to phase overlaps.

**Task 3 ‘Southside Maintenance Alternative and RSA Corrections’**

- Draft deliverables to be provided within 3 months of NTP
- Final deliverables to be provided within 3 weeks of receipt of PBCDOA comments

**Task 4 Single Runway Recovery Plan**

- Draft deliverables to be provided within 1 month of NTP
- Final deliverables to be provided within 3 weeks of receipt of PBCDOA comments



Table 2. Deliverables by Phase

Task	Deliverables
<b>Task 1 Construction RPR</b>	<ul style="list-style-type: none"> <li>• Daily RPR Reports</li> <li>• Quality assurance inspections and test reports</li> <li>• Meeting minutes</li> <li>• Change Order recommendations and log</li> <li>• Pay Application recommendations</li> <li>• Recommendation of substantial completion and punchlist</li> <li>• Recommendation of final completion</li> <li>• Contractor's completion documents</li> <li>• All submittals in PDF format unless noted</li> </ul>
<b>Task 2 Construction Administration</b>	<ul style="list-style-type: none"> <li>• Environmental memo</li> <li>• Airfield status exhibits</li> <li>• RFI responses</li> <li>• Submittal responses</li> <li>• Change Order recommendations</li> <li>• Pay Application recommendations</li> <li>• Recommendation of substantial completion and punchlist</li> <li>• Recommendation of final completion</li> <li>• Engineer's certification to funding agencies</li> <li>• All submittals in PDF format unless noted</li> </ul>
<b>Task 3 Southside Maintenance Alternative and RSA Corrections</b>	<ul style="list-style-type: none"> <li>• Plans (1 hard copy 11x17 if requested, PDF, AutoCAD 2018.dwg)</li> <li>• Revised CSPP</li> <li>• Construction schedule</li> <li>• Updates to Summary of Quantities</li> <li>• Review and incorporation of DOA comments</li> <li>• All submittals in PDF format unless noted</li> </ul>
<b>Task 4 Single Runway Recovery Plan</b>	<ul style="list-style-type: none"> <li>• Single Runway Recovery Plan in Microsoft Word format</li> </ul>

**Team Roles**

Firm	Description
<b>HDR</b>	<ul style="list-style-type: none"> <li>• Project management</li> <li>• Construction administration</li> </ul>
<b>CECOS</b>	<ul style="list-style-type: none"> <li>• Wildlife permitting and mitigation</li> </ul>
<b>Chen Moore and Associates</b>	<ul style="list-style-type: none"> <li>• RPR</li> </ul>
<b>Nova</b>	<ul style="list-style-type: none"> <li>• RPR</li> <li>• Construction administration</li> </ul>
<b>Quantum Electrical Engineering*</b>	<ul style="list-style-type: none"> <li>• RPR</li> <li>• Construction administration</li> </ul>
<b>Tierra South Florida*</b>	<ul style="list-style-type: none"> <li>• Construction materials testing</li> </ul>
<b>TY Lin</b>	<ul style="list-style-type: none"> <li>• Construction administration</li> </ul>

\*DBE Firm

**ASSUMPTIONS**

- If construction extends beyond the timeframe stated in this Task Order, additional services may be required.
- Coordination with Federal Aviation Administration (FAA) to identify FAA underground facilities will be conducted by PBCDOA.
- A 10-year design life will be used for the southside pavement maintenance design



- Opinions of probable project cost or probable construction cost provided by Consultant are made on the basis of information available to Consultant and on the basis of Consultant's experience and qualifications and represents its judgment as an experienced and qualified professional engineer. However, since Consultant has no control over the cost of labor, materials, equipment or services furnished by others, or over the construction contractor(s)' methods of determining prices, or over competitive bidding or market conditions, Consultant does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost Consultant prepares.
- Consultant's observation or monitoring portions of the work performed under construction contracts shall not relieve construction contractor(s) from responsibility for performing work in accordance with applicable contract documents. Consultant shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. Consultant shall not be responsible for the acts or omissions of construction contractor(s) or other parties on the project.

**EXCLUSIONS**

- Design of pavement geometry updates
- Construction administration, quality assurance, and RPR for the Southside Maintenance Alternative work

**Exhibit B**  
**Work Break Down Fee Schedule**  
**Additional Services for R-2017-0409 FBl Central Airfield Improvements 'Construction Services'**

LABOR TASKS	Sr. Project Manager	Project Manager	Sr. Engineer	Staff Engineer	Senior Inspector	Engineer Intern	Designer	Sr. Admin Assistant	LABOR SUBTOTALS	Task Total
<b>Contract Rate</b>	\$275.00	\$250.00	\$235.00	\$200.00	\$180.00	\$140.00	\$120.00	\$130.00		
<b>Task 1 Resident Project Representative (RPR) Not to Exceed</b>										
RPR		120	80			40			220	
Environmental Services Coordination		2	2			4			8	
									0	
<b>1 - Subtotal Hours</b>	0	122	82	0	0	44	0	0	228	
<b>1 - Subtotal Estimated Labor Cost</b>	\$0.00	\$30,500.00	\$14,570.00	\$0.00	\$0.00	\$6,160.00	\$0.00	\$0.00	\$51,230.00	\$51,230.00
<b>Task 2 Construction Administration (CA) Lump Sum</b>										
PM and sub admin (15 hr setup + 2 hr/mo *18 mo + 8 hr closeout)		60	60					60	180	
Construction progress meeting (70)		140	195			70			315	
Stakeholder Coordination		5	10			40			55	
Maintain contract documents			53			110	60		223	
Construction schedule review (74)		15	40						55	
Clarification and Interpretations (RFIs) (30)	100	300	600			450			1,450	
Review change proposals (10)	10	50	40			40			140	
Front End and Tech Spec submittal review	15	30	110			80			235	
Substitution Request evaluation (5)	5	10	40			8			63	
Review/document QA inspections and tests		4	53			40			97	
Review contractor pay applications (15)		8	15			35			58	
DBE monitoring		4				10			14	
Phase and Substantial Completion site visit and punch list		65	75			90			230	
Final completion site visit and recommendation		8	30			8			46	
Maintenance checklist and schedule		20				40			60	
Review contractor's completion documents		10	40						50	
EOR Certifications			25			10			35	
									0	
<b>2 - Subtotal Hours</b>	130	729	1296	0	0	1031	60	60	3,206	
<b>2 - Subtotal Estimated Labor Cost</b>	\$35,750.00	\$182,250.00	\$304,560.00	\$0.00	\$0.00	\$144,340.00	\$7,200.00	\$7,800.00	\$581,900.00	\$681,900.00
<b>Task 3 Southside Maintenance Alternative and RSA Grading</b>										
Southside Maintenance Alternative	5	60	85	30		160		10	360	
RSA Grading		15	40			60		5	120	
									0	
									0	
<b>3 - Subtotal Hours</b>	5	75	135	30	0	220	0	15	480	
<b>3 - Subtotal Estimated Labor Cost</b>	\$1,375.00	\$18,750.00	\$31,725.00	\$6,000.00	\$0.00	\$30,800.00	\$0.00	\$1,950.00	\$90,600.00	\$90,600.00
<b>Task 4 Single Runway Recovery Plan</b>										
Single Runway Recovery Plan	90	60	30			40		10	140	
<b>4 - Subtotal Hours</b>	90	60	30	0	0	40	0	10	220	
<b>4 - Subtotal Estimated Labor Cost</b>	\$24,750.00	\$15,000.00	\$7,050.00	\$0.00	\$0.00	\$5,600.00	\$0.00	\$1,300.00	\$53,700.00	\$53,700.00
<b>Total Hours</b>	225	986	1523	30	0	1335	60	65	4,244	
<b>Billable Hourly Rate</b>	\$275.00	\$250.00	\$235.00	\$200.00	\$180.00	\$140.00	\$120.00	\$130.00		
<b>Total HDR Labor Effort</b>	\$61,875	\$246,500	\$357,805	\$6,000	\$0	\$186,900	\$7,200	\$11,050	\$577,430.00	\$677,430.00

**Subconsultants**

TASK	DESCRIPTION	QUANTITY	DBE	ITEM	UNIT COST	AMOUNT
	Expenses					
	CECOS, Inc.	1	1		\$84,368.62	\$84,368.62
	Chen Moore	1			\$64,200.00	\$64,200.00
	Nova Consulting	1	1		\$586,677.94	\$586,677.94
	Quantum Electrical Engineering	1	1		\$319,970.00	\$319,970.00
	Tierra South Florida	1	1		\$96,555.00	\$96,555.00
	TY Lin	1			\$103,310.00	\$103,310.00
					<b>TOTAL EXPENSES</b>	<b>\$1,255,081.56</b>
					<b>DBE PARTICIPATION</b>	<b>48%</b>

**Exhibit B**  
**Work Break Down Fee Schedule**  
**Additional Services for R-2017-0409 PBI Central Airfield Improvements 'Construction Services'**

LABOR TASKS	Sr. Project Manager	Project Manager	Sr. Engineer	Staff Engineer	Senior Inspector	Engineer Intern	Designer	Sr. Admin Assistant	LABOR SUBTOTALS	Task Total
Contract Rate	\$275.00	\$250.00	\$235.00	\$200.00	\$180.00	\$140.00	\$120.00	\$130.00		
<b>Reimbursables (T&amp;E)</b>										
<b>Reproduction</b>	# Drawings @	# Pages @	# Sets							
	\$ 3.00	\$ 0.50								
Conformed for construction drawings	375		10						\$ 11,250.00	
Meeting Exhibits	15		10						\$ 450.00	
Project Manual		650	10						\$ 3,250.00	
										Total Reproduction \$ 14,950.00
<b>Postage/Delivery</b>	# Packages @	# Packages @								
	\$ -	\$ -								
Conformed for construction documents	0	0							\$ -	
										Total Postage/Delivery \$ -
<b>Travel</b>	# People	# Days	Airfare @	Rental Car @	Lodging @	Meals @	Const. Vehicle			
	\$ -	\$ -	\$ 300.00	\$ 100.00	\$ 250.00	\$ 40.00	\$ 200.00			
PM site visits (18 mo * 4.5 weeks * 1 visit)							\$ 81.00	\$ 15,200.00		
EOR and Support Visits (2 visit per month for 17 month construction)	1	34	0	34	34	102	0	\$ 15,980.00		
										Total Travel \$ 22,180.00
<b>Permitting</b>	# Burrows	Cost								
	\$ -									
Burrow Collapse	40	\$ 1,900.00						\$ 76,000.00		
								\$ -		
									Total Permitting \$ 76,000.00	
									Reimbursables (Not to Exceed)	\$123,130.00
<b>Total Amendment 1 Contract Value Additional Services for PBI Central Airfield Rehab R-2017-0409</b>										<b>\$2,255,641.56</b>





**Subconsultant Contract**

**CECOS**

## *Subconsultant's Services*

### **Task 1 – Burrowing Owl Survey, Video Scope, and Collapse**

#### **1.1 Burrow Presence/Absence Survey**

Not part of this work

#### **1.2 Burrow Pre-Construction Surveys**

CECOS will perform one (1) daytime pre-construction survey for burrowing owls to assess the number of burrows that fall within the entire construction area including Phases 1 and 2. The surveys will be conducted in accordance with FWC *Species Conservation Measures and Permitting Guidelines for the Florida Burrowing Owl (February 2018)*. CECOS will document the location, number of potentially occupied burrows and abandoned burrows, and number of burrowing owls observed. Digital photography and GPS waypoints will be used to record observations and onsite locations. HDR will provide the TSA and RSA zones in digital format (i.e., dgn and/or shapefile) to CECOS prior to this field effort and/or will be clearly marked in the field. It is anticipated that the survey effort will take up to four (4) days.

In coordination with HDR, CECOS will identify and map those burrows that fall within the TRA/TSA. Since these burrows will fall under the USFWS Depredation permit scoping and collapsing can occur without additional permitting (see Task 1.3.1)

#### **1.3 Burrow Video Scoping and Collapse**

Burrow scoping and collapsing procedures will be consistent with protocols established by FWC. If possible, it is recommended to conduct burrow collapsing effort following or prior to the breeding season, February 15 - July 10, to reduce the chances of encountering chicks/eggs within the burrows.

##### **1.3.1 Burrows Within RSA/TSA**

It is assumed the burrows falling within airport safety zones (RSA/TSA), and therefore under the existing USFWS depredation permit will not require a FWC permit and can be scoped and collapsed immediately. Burrows will be scoped and then collapsed, unless determined to be active. The purpose of video-scoping is to determine if eggs or flightless young are present prior to burrow collapse. If eggs or flightless young are not present (an inactive burrow), then the burrow will be collapsed by CECOS and it is the responsibility of the HDR/Contractor to fill the collapsed burrow cavity utilizing appropriate material (note, FWC specifications recommend pea rock, thick sod, gravel, or other similar resistant substrate over exposed fill). If burrows are determined to contain eggs or flightless young (active burrow), they shall not be collapsed and must remain undisturbed until the young have fledged and a 33-foot 'no entry' buffer staked around the burrow during that time. If the video scope cannot detect eggs or flightless young due to burrow configuration (i.e., meandering, obstruction), and eggs and flightless young are revealed during the burrow collapse effort, the burrow will be re-constructed immediately by CECOS following FWC protocols. CECOS will provide material for burrow reconstruction.

It is estimated that this effort includes scoping/collapsing up to twenty (20) burrows. It is anticipated that this effort will take up to four (4) days. Should more owls occupy the safety areas following this collapsing effort, scoping/collapsing of additional burrows will be considered additional services (see Task 3). It is assumed HDR will escort CECOS staff to the safety areas. The burrow collapsing effort should occur approximately 48 hours prior to construction activities starting. If additional time is required due to inclement weather and/or interruptions in the collapsing effort due to airport traffic, additional services will apply.

CECOS will prepare one summary memo documenting the results of the pre-construction survey, video scoping, and collapsing effort for all burrows within and outside of the RSA/TSA. This summary will include a GIS map depicting the locations of the documented burrows and their status (i.e., active/inactive, collapsed/remaining, eggs/young observed).

### 1.3.2 Burrows Outside RSA/TSA

Burrows outside of the RSA/TSA will require an FWC Migratory Bird Nest Removal permit. Once the permit is approved, burrows will be scoped and then collapsed, unless determined to be active. The purpose of video-scoping is to determine if eggs or flightless young are present prior to burrow collapse. If eggs or flightless young are not present (an inactive burrow), then the burrow will be collapsed by CECOS and it is the responsibility of the HDR/Contractor to fill the collapsed burrow cavity utilizing appropriate material (note, FWC specifications recommend pea rock, thick sod, gravel, or other similar resistant substrate over exposed fill). If burrows are determined to contain eggs or flightless young (active burrow), they shall not be collapsed and must remain undisturbed until the young have fledged and a 33-foot 'no entry' buffer staked around the burrow during that time. If the video scope cannot detect eggs or flightless young due to burrow configuration (i.e., meandering, obstruction), and eggs and flightless young are revealed during the burrow collapse effort, the burrow will be re-constructed immediately by CECOS/Client following FWC protocols. CECOS will provide material for burrow reconstruction.

It is estimated that this effort includes scoping/collapsing up to a maximum of twenty (20) burrows. It is anticipated that this survey effort will take up to four (4) days. Should more owls occupy the safety areas following this collapsing effort, scoping/collapsing of additional burrows will be considered additional services (see Task 3). It is assumed the HDR will escort CECOS staff to the safety areas. The burrow collapsing effort should occur approximately 48 hours prior to construction activities starting. If additional time is required due to inclement weather and/or interruptions in the collapsing effort due to airport traffic, additional services will apply.

CECOS will prepare one summary memo documenting the results of the pre-construction survey, video scoping, and collapsing effort for all burrows within and outside of the RSA/TSA. This summary will include a GIS map depicting the locations of the documented burrows and their status (i.e., active/inactive, collapsed/remaining, eggs/young observed).

### **Task 2 – FWC Migratory Bird Nest Removal Permit**

For burrows located outside the RSA/TSA, a FWC Migratory Bird Nest Removal Permit is required for disturbances (i.e., scoping, construction, or staging activities) within 10 feet of a potentially occupied burrow (i.e., active or inactive) at any time of the year, and for disturbances within 33 feet of a potentially occupied burrow during the breeding season (February 15-July 10). CECOS will prepare a FWC Migratory Bird Nest Removal Permit application to request authorization to collapse burrows impacted by construction. In coordination with the Client, the application will consist of support documents that include the pre-construction survey results, burrow location map, and table listing coordinates and status, ground level photos, avoidance and minimization measures, as applicable, and design plans to justify burrow removal, as well as compensatory mitigation to offset burrow impacts. The application and support documents will be submitted electronically through the FWC Online Permit System. Preparation of one response to an FWC Request for Additional Information (RAI) and attendance at one onsite regulatory meeting are included in this task, if necessary. This task also includes telephone and email correspondence with Client and DOA to prepare the FWC application, and to schedule and obtain airport airfield access in the event FWC requires a site visit.

### **Task 3 – Additional Surveys, Permitting, Scoping and Collapsing**

CECOS will conduct up to two (2) additional burrowing owl surveys, as needed, for one (1) day each survey to determine if any additional burrows are present within the construction area. If additional burrows are identified and they are located outside of the RSA/TSA, an amendment to the existing FWC permit will be completed. Up to two (2) permit amendments are included in this effort. Two (2) scoping and collapsing efforts will occur for up to one (1) day for each effort. Protocol for this additional effort will follow the FWC Guidelines.

**Task 4 – Meeting/Coordination**

CECOS will attend up to two (2) meetings (one in person and one virtual) at the request of the Client. We will prepare a summary of environmental topics discussed. Miscellaneous coordination with the Client/PBC DOA is included in this task as well as coordination with HDR and PBC DOA to schedule and obtain airport airfield escort/access for the activities proposed in this scope of services.

The scope of services described in this proposal are contingent upon the assumptions listed below. Should conditions contrary to those assumptions occur, additional services will be required.

- Client will provide any required project files of airport safety zones (i.e., shapefiles/dgn files).
- Client will provide CECOS with airfield access and escorting services, as required.
- Burrowing owl survey, scoping, and collapsing effort will occur during daylight hours. A minimum of eight (8)-hour continuous time blocks during daylight hours should be available to complete the pre-construction survey, and burrow scoping/collapsing, respectively. Up to two (2) days is estimated to conduct the preconstruction survey and eight (8) days is estimated to video scope and collapse up to 40 burrows. More than 40 burrows will be considered additional services.
- It is assumed PBC DOA possesses a valid USFWS Depredation permit authorizing take, temporary possession, and transportation of migratory birds within these areas.
- Client will assist with collapsing and filling excavated inactive burrows (thick sod, gravel, pea rock or similar resistant substrate) by providing fill material and operator/laborer.
- Client shall pay additional compensation associated with efforts not specified in this proposal, if required. CECOS will notify Client, and work must be approved prior to being performed.
- This scope of work is prepared per our coordination with Client and may be adjusted according to the requirements and project's progress as well as any additional effort required.
- Mitigation fees to be paid by others.
- CECOS will not be responsible for any damage and/or negative impact that could be caused during construction and Best Management Practice (BMP) implementation by Client and/or Subcontractors.

**Exhibit B Fee Breakdown**

Time & Material (T&M) fee for the proposed scope of services (labor) is shown below. This fee is subject to modification depending on additional information provided by Client, and/or other pertinent information. If field work is stopped due to safety concerns, access limitations or inclement weather, additional fees may apply.

<b>Fee Breakdown- CECOS</b>	
Labor	\$79,930.00
Expenses	\$4,438.62
<b>Total Fee</b>	<b>\$84,368.32</b>

**Project Name:** PBLA Burrowing Owl Survey, Permitting , Scoping & Collapsing  
**Prepared By:** CECOS, Inc.  
**Date Prepared:** 3/29/2023  
**Revised:** 4/3/2023  
**Project Type:** Burrowing-owl Survey

ENVIRONMENTAL SERVICES SUMMARY					Environmental Hours Summary					EXPENSES SUMMARY		
					\$265.00	\$175.00	\$135.00	\$105.00	\$105.00			
					Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total		
Task	Description			Task Totals	28.0	-	303.0	228.0	73.0	632.0	Indirect & Direct Expenses	\$ 4,438.62
Task 1.1	Presence&Ab Survey			\$ -	-	-	-	-	-	-	Task 1.1 Presence&Ab Survey	\$ -
Task 1.2	Pre-Con Survey			\$ 13,000.30	2.0	-	46.0	49.0	9.0	106.0	Task 1.2 Pre-Con Survey	\$ 170.30
1.3.1	Scope & collapse in RSA			\$ 14,920.30	2.0	-	46.0	48.0	14.0	110.0	1.3.1 Scope & collapse in RSA	\$ 1,670.30
1.3.2	Scope & collapse out RSA			\$ 14,920.30	2.0	-	46.0	48.0	14.0	110.0	1.3.2 Scope & collapse out RSA	\$ 1,670.30
Task 2	FWC Permit App			\$ 6,565.00	4.0	-	33.0	6.0	4.0	47.0	Task 2 FWC Permit App	\$ -
Task 3	Add Survey & Permit			\$ 31,360.15	10.0	-	126.0	73.0	30.0	239.0	Task 3 Add Survey & Permit	\$ 885.15
Task 4	Mtgs, Coord			\$ 3,602.57	8.0	-	6.0	4.0	2.0	20.0	Task 4 Mtgs, Coord	\$ 42.57
Add Srvcs #1				\$ -	-	-	-	-	-	-	Add Srvcs #1	\$ -
Add Srvcs #2				\$ -	-	-	-	-	-	-	Add Srvcs #2	\$ -
				Cost Per Employee (\$\$)	\$7,420.00	\$0.00	\$40,905.00	\$23,940.00	\$7,665.00			

**FEE TOTAL** **\$84,368.62** Does not include Additional Services

Project Name: PBIA Burrowing Owl Survey, Permitting, Scoping & Collapsing  
 Prepared By: CECOS, Inc.  
 Date Prepared: 3/29/2023  
 Revised: 4/3/2023  
 Phase: Burrowing-owl Survey

Task 1.1 Presence&Ab Survey		Environmental - Hours						DIRECT EXPENSES				
NOTE: Use COPY / INSERT COPIED LINE to insert additional tasks. This is the only way the formulas will be added correctly.		Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total	Expenses Item	Qty 1*	# of Units	Unit Cost	Totals
Task	Description (Additional Lines can be unhidden)											
1.1, 1.2	Coord w HDR/DOA on project and info needs (digital files, site access, escort etc.)						-	Mileage			\$ 0.655	\$ -
	Prep for field						-					\$ -
	Field survey inc data download, photos, notes						-					\$ -
	Prepare Memo & map						-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
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	↓ INSERT COPIED LINES BELOW THIS LINE											
	↑ INSERT COPIED LINES ABOVE THIS LINE											
	Check	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-					
	Cost by Employee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$ -

Labor SubTotal	\$0.00
Indirect Expenses	\$0.00
Direct Expenses	\$0.00
<b>Total</b>	<b>\$0.00</b>

Notes:

Qty 1 = How many times this expense items is to be calculated. For example how many trips or days, at least one.  
 # of Units = How many units will be used for each occurrence, for example number of miles, pieces of equipment or number of staff used for each occurrence, at least one.

Project Name: PBIA Burrowing Owl Survey, Permitting, Scoping & Collapsing  
 Prepared By: CECOS, Inc.  
 Date Prepared: 3/29/2023  
 Revised: 4/3/2023  
 Phase: Burrowing-owl Survey

Task 1.2 Pre-Con Survey		Environmental - Hours					DIRECT EXPENSES					
NOTE: Use COPY / INSERT COPIED LINE to insert additional tasks. This is the only way the formulas will be added correctly.		Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total	Expenses Item	Qty 1*	# of Units	Unit Cost	Totals
<b>Task</b>	<b>Description (Additional Lines can be unhidden)</b>	2.0	-	46.0	49.0	9.0	106.0					
1.1, 1.2	Coord w HDR/DOA on project and info needs (digital files, site access, escort etc.)	1	0	2	1	0	4.0	Mileage	4	65	\$ 0.655	\$ 170.30
	Prep for field	0	0	2	1	1	4.0					\$ -
	Field survey inc data download, photos, notes	0	0	36	40	2	78.0					\$ -
	Determine burrows within and outside RSA/TSA	0	0	2	1	2	5.0					\$ -
	Documentation - Tech Memo (one memo)	1	0	4	6	4	15.0					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
↓	INSERT COPIED LINES BELOW THIS LINE											
↑	INSERT COPIED LINES ABOVE THIS LINE											
	Check	\$530.00	\$0.00	\$6,210.00	\$5,145.00	\$945.00	-					
	Cost by Employee	\$530.00	\$0.00	\$6,210.00	\$5,145.00	\$945.00	\$12,830.00					\$ 170.30

Labor SubTotal	\$12,830.00
Indirect Expenses	\$0.00
Direct Expenses	\$170.30
<b>Total</b>	<b>\$13,000.30</b>

Notes:

Qty 1 = How many times this expense item is to be calculated. For example how many trips or days, at least one.  
 # of Units = How many units will be used for each occurrence, for example number of miles, pieces of equipment or number of staff used for each occurrence, at least one.

**Project Name:** PBIA Burrowing Owl Survey, Permitting, Scoping & Collapsing  
**Prepared By:** CECOS, Inc.  
**Date Prepared:** 3/29/2023  
**Revised:** 4/3/2023  
**Phase:** Burrowing-owl Survey

1.3.1 Scope & collapse in RSA		Environmental - Hours						DIRECT EXPENSES				
		Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total	Expenses Item	Qty 1*	# of Units	Unit Cost	Totals
<small>NOTE: Use COPY /INSERT COPIED LINE to insert additional tasks. This is the only way the formulas will be added correctly.</small>		2.0	-	46.0	48.0	14.0	110.0					
Task	Description (Additional Lines can be unhidden)											
1.3.1	Coord w HDR/DOA for field work & results	1	0	2	1	0	4.0	Mileage	4	65	\$ 0.655	\$ 170.30
	Prep for field (maps, video scope, order/collect materials for burrow reconstruction)	0	0	2	1	2	5.0	scope rental	4	1	\$ 350.00	\$ 1,400.00
	Field survey, video scope, collapse effort	0	0	36	36	0	72.0	burrow recon material	1	1	\$ 100.00	\$ 100.00
	download data, determine results	0	0	2	2	4	8.0				\$ -	\$ -
	Documentation - Tech Memo (one memo)	1	0	4	8	8	21.0				\$ -	\$ -
							-				\$ -	\$ -
							-				\$ -	\$ -
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							-				\$ -	\$ -
	↓ INSERT COPIED LINES BELOW THIS LINE											
	↑ INSERT COPIED LINES ABOVE THIS LINE											
	Check	\$530.00	\$0.00	\$6,210.00	\$5,040.00	\$1,470.00	-					
	<b>Cost by Employee</b>	<b>\$530.00</b>	<b>\$0.00</b>	<b>\$6,210.00</b>	<b>\$5,040.00</b>	<b>\$1,470.00</b>	<b>\$13,250.00</b>					<b>\$ 1,670.30</b>

Labor SubTotal	\$13,250.00
Indirect Expenses	\$0.00
Direct Expenses	\$1,670.30
<b>Total</b>	<b>\$14,920.30</b>

Notes:

Qty 1 = How many times this expense items is to be calculated. For example how many trips or days, at least one.  
 # of Units = How many units will be used for each occurrence, for example number of miles, pieces of equipment or number of staff used for each occurrence, at least one.



**Project Name:** PBIA Burrowing Owl Survey, Permitting , Scoping & Collapsing  
**Prepared By:** CECOS, Inc.  
**Date Prepared:** 3/29/2023  
**Revised:** 4/3/2023  
**Phase:** Burrowing-owl Survey

1.3.2 Scope & collapse out RSA		Environmental - Hours					DIRECT EXPENSES					
NOTE: Use COPY / INSERT COPIED LINE to insert additional tasks. This is the only way the formulas will be added correctly.		Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total	Expenses Item	Qty 1*	# of Units	Unit Cost	Totals
1.3.2	Coord w HDR/DOA for field work & results	1	0	2	1	0	4.0	Mileage	4	65	\$ 0.655	\$ 170.30
	Prep for field (maps, video scope, order/collect materials for burrow reconstruction)	0	0	2	1	2	5.0	scope rental	4	1	\$ 350.00	\$ 1,400.00
	Field survey, video scope, collapse effort	0	0	36	36	0	72.0	burrow recon material	1	1	\$ 100.00	\$ 100.00
	download data, determine results	0	0	2	2	4	8.0					\$ -
	Documentation - Tech Memo (one memo)	1	0	4	8	8	21.0					\$ -
							-					\$ -
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	↑ INSERT COPIED LINES ABOVE THIS LINE											
	<b>Check</b>	\$530.00	\$0.00	\$6,210.00	\$5,040.00	\$1,470.00	--					
	<b>Cost by Employee</b>	\$530.00	\$0.00	\$6,210.00	\$5,040.00	\$1,470.00	\$13,250.00					\$ 1,670.30

Labor SubTotal	\$13,250.00
Indirect Expenses	\$0.00
Direct Expenses	\$1,670.30
<b>Total</b>	<b>\$14,920.30</b>

Notes:

Qty 1 = How many times this expense items is to be calculated. For example how many trips or days, at least one.  
 # of Units = How many units will be used for each occurrence, for example number of miles, pieces of equipment or number of staff used for each occurrence, at least one.

**Project Name:** PBIA Burrowing Owl Survey, Permitting , Scoping & Collapsing  
**Prepared By:** CECOS, Inc.  
**Date Prepared:** 3/29/2023  
**Revised:** 4/3/2023  
**Phase:** Burrowing-owl Survey

Task 2 FWC Permit App		Environmental - Hours					DIRECT EXPENSES					
NOTE: Use COPY / INSERT COPIED LINE to insert additional tasks. This is the only way the formulas will be added correctly.		Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total	Expenses Item	Qty 1*	# of Units	Unit Cost	Totals
Task	Description (Additional Lines can be unhidden)	4.0	-	33.0	6.0	4.0	47.0					
2	Mapping/graphics update	1	0	1	0	4	6.0					\$ -
	Prepare Application - online	2	0	24	4	0	30.0					\$ -
	Submit & Follow up	0	0	2	0	0	2.0					\$ -
	RAI response (1)	1	0	4	2	0	7.0					\$ -
	Mitigation coordination	0	0	2	0	0	2.0					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
							-					\$ -
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	Check	\$1,060.00	\$0.00	\$4,455.00	\$630.00	\$420.00						
	<b>Cost by Employee</b>	<b>\$1,060.00</b>	<b>\$0.00</b>	<b>\$4,455.00</b>	<b>\$630.00</b>	<b>\$420.00</b>	<b>\$6,565.00</b>					\$ -

Labor SubTotal	\$6,565.00
Indirect Expenses	\$0.00
Direct Expenses	\$0.00
<b>Total</b>	<b>\$6,565.00</b>

Notes:

Qty 1 = How many times this expense items is to be calculated. For example how many trips or days, at least one.  
 # of Units = How many units will be used for each occurrence, for example number of miles, pieces of equipment or number of staff used for each occurrence, at least one.

**Project Name:** PBIA Burrowing Owl Survey, Permitting, Scoping & Collapsing  
**Prepared By:** CECOS, Inc.  
**Date Prepared:** 3/29/2023  
**Revised:** 4/3/2023  
**Phase:** Burrowing-owl Survey

Task 3 Add Survey & Permit		Environmental - Hours					DIRECT EXPENSES					
NOTE: Use COPY / INSERT COPIED LINE to insert additional tasks. This is the only way the formulas will be added correctly.		Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total	Expenses Item	Qty 1*	# of Units	Unit Cost	Totals
3	Coord w HDR/DOA on additional survey needs, permit amendment needs, findings (digital files, site access, escort etc.)	2	0	4	2	0	8.0	Mileage	2	65	\$ 0.655	\$ 85.15
	Prep for field (2 survey days & 2 scope/collapse days)	0	0	4	4	0	8.0	scope rental	2	1	\$ 350.00	\$ 700.00
	Field survey inc data download, photos, notes (2 survey)	0	0	18	20	0	38.0	burrow recon material	1	1	\$ 100.00	\$ 100.00
	Determine burrows within and outside RSA/TSA	0	0	2	1	2	5.0					\$ -
	Prepare FWC Application (2) - online incl map/graphics	4	0	48	8	8	68.0					\$ -
	RAI response (1 for each permit amendment)	2	0	8	4	0	14.0					\$ -
	Field survey, video scope, collapse effort (2)	0	0	18	18	0	36.0					\$ -
	Download data, determine results (2)	0	0	4	4	4	12.0					\$ -
	Documentation - Tech Memo (2)	2	0	20	12	16	58.0					\$ -
												\$ -
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	<b>Check</b>	\$2,650.00	\$0.00	\$17,010.00	\$7,665.00	\$3,150.00						
	<b>Cost by Employee</b>	\$2,650.00	\$0.00	\$17,010.00	\$7,665.00	\$3,150.00	\$30,475.00					\$ 885.15

Labor SubTotal	\$30,475.00
Indirect Expenses	\$0.00
Direct Expenses	\$885.15
<b>Total</b>	<b>\$31,360.15</b>

Notes:

**Qty 1** = How many times this expense items is to be calculated. For example how many trips or days, at least one.  
**# of Units** = How many units will be used for each occurrence, for example number of miles, pieces of equipment or number of staff used for each occurrence, at least one.

Project Name: *PBIA Burrowing Owl Survey, Permitting, Scoping & Collapsing*  
 Prepared By: **CECOS, Inc.**  
 Date Prepared: *3/29/2023*  
 Revised: *4/3/2023*  
 Phase: **Burrowing-owl Survey**

Task 4 Mtgs, Coord		Environmental - Hours					DIRECT EXPENSES					
NOTE: Use COPY / INSERT COPIED LINE to insert additional tasks. This is the only way the formulas will be added correctly.		Principal	Env Manager	Sr Scientist	Scientist	GIS Specialist	Sub Total					
Task	Description (Additional Lines can be unhidden)	8.0	-	6.0	4.0	2.0	20.0	Expenses Item	Qty 1*	# of Units	Unit Cost	Totals
4	<i>Meetings (2)</i>	4	0	4	2	0	10.0	mileage	1	65	\$ 0.655	\$ 42.57
	<i>Project Coord/PM</i>	4	0	2	2	2	10.0					\$ -
												\$ -
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↑ INSERT COPIED LINES ABOVE THIS LINE												
	<b>Check</b>	\$2,120.00	\$0.00	\$810.00	\$420.00	\$210.00						
	<b>Cost by Employee</b>	<b>\$2,120.00</b>	<b>\$0.00</b>	<b>\$810.00</b>	<b>\$420.00</b>	<b>\$210.00</b>	<b>\$3,560.00</b>					<b>\$ 42.57</b>

Labor SubTotal	\$3,560.00
Indirect Expenses	\$0.00
Direct Expenses	\$42.57
<b>Total</b>	<b>\$3,602.57</b>

Notes:

Qty 1 = How many times this expense items is to be calculated. For example how many trips or days, at least one.  
 # of Units = How many units will be used for each occurrence, for example number of miles, pieces of equipment or number of staff used for each occurrence, at least one.



**Subconsultant Contract**

**Chen Moore & Associates**

## Subconsultant's Services

- Subconsultant will provide the services of an RPR and Engineer During Construction to support HDR during construction of stormwater facilities by the Contractor.
- It is assumed that over the course of 40 weeks of the construction schedule there will be four (4) hours per week of engineering support by a Principal Engineer.
- Support efforts for Engineering During Construction will include responding to Requests For Information (RFIs) from the Contractor. In the case of an RFI review, the subcontractor will render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents within 2 weeks. It is assumed that up to 3 RFIs related to stormwater conveyance may arise during the course of construction.
- It is assumed that there will be up to one (1) hour per week of administrative support for the engineering and construction staff.
- It is assumed that over the course of 40 weeks of the construction schedule there will be four (4) hours per week of RPR support by a Senior Construction Specialist.
- Due to the limited hours of RPR services required, it is assumed that the Senior Construction Specialist will only be "Non-Movement" certified, and in times when site visits include work inside Movement Areas, the subconsultant staff will be escorted.
- In order to assure a Senior Construction Specialist will be available whenever needed, it is assumed that multiple staff from CMA will be certified.

### Exhibit B Fee Breakdown

Owner:		Palm Beach County Department of Airports				
Prime Consultant:		HDR				
Subconsultant:		Chen Moore and Associates, Inc.				
Project Name:		Engineering and Construction Services for PBI Airfield Improvements				
		<b>CMA</b>				
		Principal Engineer	Senior Construction Specialist	Administrative Staff	CMA Total Hours	CMA Total Costs
<b>Labor Rates</b>		<b>\$240.00</b>	<b>\$140.00</b>	<b>\$85.00</b>		
<b>Task 1</b>		<b>Engineering and Construction Inspection Support</b>				
1.1	Engineering and Construction Support for Stormwater	160	160	40	360	\$ 64,200.00
<i>Task 1 - Model Selection Technical Report</i>		<i>160</i>	<i>160</i>	<i>40</i>	<i>360</i>	<i>\$ 64,200.00</i>
<b>Labor Subtotal Hours</b>		<b>160</b>	<b>160</b>	<b>40</b>	<b>360</b>	
<b>Labor Rates</b>		<b>\$240.00</b>	<b>\$140.00</b>	<b>\$85.00</b>		
<b>Labor Sub Total</b>		<b>\$38,400.00</b>	<b>\$22,400.00</b>	<b>\$3,400.00</b>		<b>\$64,200.00</b>
<b>Total Direct Expenses</b>						
<b>Project Total</b>						<b>\$ 64,200.00</b>



**Subconsultant Contract**

**Nova Consulting**

## *Subconsultant's Services*

**Nova Consulting, Inc. (Nova)** shall provide the personnel that will work under the direction and supervision of the **HDR Project Manager (HDR-PM)** to perform the following duties for the referenced project:

- Limited Construction Administration (LCA) Services
  - Coordination and hosting of a pre-construction meeting and up to 75 weekly progress meetings, develop the agenda, and issue minutes.
  - Set-up and update a Document Control system for the project, including all tracking logs (i.e., correspondence, construction plans, Requests-for-Information (RFIs), Change Order, permit, and shop drawing logs), receive, process, and transmit all documents to stakeholders as required.
  - Review the Contractor's Baseline Schedule for compliance with the Construction Documents and recommend approval (or rejection) of the Baseline Schedule to the Owner.
  - Review the Contractor's Progress Schedule for compliance with the actual construction activities and recommend approval (or rejection) of the Progress Schedule to the Owner.
  - Review up to ten (10) Contractor Claims and assist the HDR-PM with the review and preparation of Change Order proposals.
  - Review all required project close-out documents which are to be provided by Contractor in accordance with the Construction Contract Documents to obtain final payment, including Operating and Maintenance Manuals, certified As-Built Plans, final schedules, guarantees and warranties, bonds, releases of lien, certificates or other evidence of insurance required, certificates of inspection, tests, and approvals.
  - Issue final payment recommendation to the Client.
- Resident Project Representative (RPR) Services
  - Attend weekly construction progress meetings.
  - Review construction record drawings and other pertinent Construction Documents.
  - Maintain and monitor on-site copies of the latest Construction Documents (i.e., Conformed Set of Plans plus revised plan sheets – if any, Technical Specifications, Shop Drawings, Responses to RFIs, permits, and tracking logs).
  - Observe and record daily construction operations for the duration of the project.
  - Prepare a daily construction report (including photographic record) for each day of construction (from NTP to final).
  - Prepare 12 monthly Palm Beach Department of Airports DBE Monitoring Report for submittal to the HDR-PM.
  - Address and coordinate construction activities with stakeholders.
  - Monitor adherence to construction permitting conditions.
  - Review the Contractor's weekly three-week look ahead schedule for the duration of active construction.
  - Review up to 15 contractor's monthly pay applications and recommend approval, partial approval, or rejection to the Owner.
  - Schedule and coordinate the Owner's Quality Assurance Inspection and Testing.
  - Receive and transmit certificates of inspections, tests, and approvals.
  - Review project technical specifications submittals for compliance with the following: Contractor's Quality Control Plan, Contractor's Safety Plan, Asphalt Job Mix Formula, an Asphalt laydown/lighting plan.
  - Upon receipt of the Contractor's request for substantial completion, determine the status of the work, and if appropriate, schedule and coordinate the final project walk-through. Document the list of stakeholder attendants to the final project walk-through and prepare and distribute the punch list for each work area.
  - Observe and monitor the completion of all punch list items for each work area.
  - Upon final completion of all punch list items by the Contractor, obtain formal concurrence from each applicable stakeholder for each work area.



- Upon approval of the punch list items by all stakeholders, recommend to the Owner the final project completion date.
- Coordination of all required project close-out documents which are to be assembled and provided by Contractor in accordance with the Construction Contract Documents to obtain final payment, including Operating and Maintenance Manuals, certified As-Built Plans, final schedules, guarantees and warranties, bonds, releases of lien, certificates or other evidence of insurance required, certificates of inspection, tests, and approvals.

### **Assumptions**

- An office desk for the RPR will be provided in the Contractor's trailer.
- LCA and RPR services are programmed from Mobilization to Substantial completion for up to 53-weeks as follows:
  - LCA services: up to 20 hours per week.
  - RPR services: 5 - days per week, from 7:00AM to 5:00PM, up to 50 hours per week.
    - 10 days intersection night work, Monday Night – Friday Morning, 12 AM – 5 AM
- LCA and RPR services are programmed from mobilization to substantial completion to final completion for up to 13-weeks as follows:
  - LCA services: up to 12 hours per week.
  - RPR services: 2.5 - days per week, from 7:00AM to 5:00PM, up to 20 hours per week.
- Should the assignment require additional hours more than the amount budgeted additional funds will be required.
- No engineering, specialty inspections (i.e., electrical, structural, and mechanical work), surveying, geotechnical, or structural testing investigations are included in this scope of work or fee.
- This scope of work and fee excludes support services for Commissioning.
- The RPR level of effort will be re-evaluated based on the sequence and phasing of construction as approved by PBIA. If additional RPR and CA services are required, additional funding may be necessary.

### Exhibit B - Fee Breakdown

**EXHIBIT B (1/2)**

**31-May-23**

Nova Consulting, Inc.

Multiplier:

PBI Central Airfield Improvements Project (Bid No. PB 23-3)

Home office

2.81

Limited Construction Administration and RPR Services: Man-Hour & Fee Calculations

Field

2.29

Personnel	Man-Hours per Week	No. Weeks	Total Man-Hours	Raw Rate	Multiplier	Burdened Rate	Total
<b>Phase 1 - Nova Services from NTP to Mobilization (9-weeks) [THIS PHASE SERVICES PROVIDED UNDER A SEPARATE CONTRACT]</b>							
<i>Limited Construction Administration Services</i>							
L. Lopez-Blazquez, PE, PMP, ENV SP	0	9	0	\$104.81	2.81	\$ 294.90	\$ -
R. Ferradaz, PE (*)	0	9	0	\$68.75	2.81	\$ 193.44	\$ -
V. Colmenares (*)	0	9	0	\$32.45	2.81	\$ 91.19	\$ -
	0					<b>Sub-Total =</b>	<b>\$ -</b>

<i>RPR Services</i>							
Jesus Misas (*)	0	9	0	\$ 40.87	2.81	\$ 114.84	\$ -
Rafael Lazo (*)	0	9	0	\$ 27.88	2.81	\$ 78.34	
Vehicle and cell phone (weekly)	--	0	--	\$275.00	--	--	\$ -
	0					<b>Sub-Total =</b>	<b>\$ -</b>

Travel Stipend + per Diem = \$ -

**Phase 1 Sub-Total = \$ -**

<b>Phase 2 - Nova Services from Mobilization to Substantial Completion (53-weeks)</b>							
<i>Limited Construction Administration Services</i>							
L. Lopez-Blazquez, PE, PMP, ENV SP	8	53	424	\$104.81	2.81	\$ 294.90	\$ 125,039.25
R. Ferradaz, PE (*)	4	53	212	\$68.75	2.81	\$ 193.44	\$ 41,009.68
V. Colmenares (*)	8	53	424	\$32.45	2.81	\$ 91.19	\$ 38,664.49
	20					<b>Sub-Total =</b>	<b>\$ 204,713.42</b>

<i>RPR Services</i>							
Jesus Misas (*)	40	53	2,120	\$ 40.87	2.29	\$ 93.59	\$ 198,415.68
Rafael Lazo (*)	20	53	1,060	\$ 27.88	2.81	\$ 78.45	\$ 83,152.71
Vehicle and cell phone (weekly)	--	106	--	\$275.00	--	--	\$ 29,150.00
	60					<b>Sub-Total =</b>	<b>\$ 310,718.39</b>

Travel Stipend + per Diem = \$5,929.11

**Phase 2 Sub-Total = \$ 521,360.92**

<b>Phase 3 - Nova Services from Substantial Completion to Final Completion (+ 13-weeks)</b>							
<i>Limited Construction Administration Services</i>							
L. Lopez-Blazquez, PE, PMP, ENV SP	2	13	26	\$104.81	2.81	\$ 294.90	\$ 7,667.50
R. Ferradaz, PE (*)	2	13	26	\$68.75	2.81	\$ 193.44	\$ 5,029.49
V. Colmenares (*)	8	13	104	\$32.45	2.81	\$ 91.19	\$ 9,483.74
	12					<b>Sub-Total =</b>	<b>\$ 22,180.73</b>

<i>RPR Services</i>							
Jesus Misas (*)	20	13	260	\$ 40.87	2.29	\$ 93.59	\$ 24,334.00
Rafael Lazo (*)	10	13	130	\$ 27.88	2.81	\$ 78.45	\$ 10,197.97
Vehicle and cell phone (weekly)	--	26	--	\$275.00	--	--	\$ 7,150.00
	30					<b>Sub-Total =</b>	<b>\$ 41,681.97</b>

Travel Stipend + per Diem = \$ 1,454.31

**Phase 3 Sub-Total = \$ 65,317.02**

**Total = \$ 586,677.94**

**NOTE:** Should the assignment require additional man-hours more than the amount budgeted, additional funds will be required.

(\*) = Excludes Travel Stipend / per Diem

EXHIBIT B (2/2)

31-May-23

Nova Consulting, Inc.

PBI Central Airfield Improvements Project (Bid No. PB 23-3)

Limited Construction Administration and RPR Services: Travel Stipend + per Diem

Phase:	Miles (*)	\$/mile	Personnel	Weeks	Per Diem / Meal (**)	
1. MOT to Mobilization (***)	0	\$0.655	0	0	\$11.00	\$0.00
2. Mobilization to Substantial Completion	154	\$0.655	1	53	\$11.00	\$5,929.11
3. Substantial Completion to Final Completion	154	\$0.655	1	13	\$11.00	\$1,454.31
						<b>\$7,383.42</b>

(\*) Round Trip each person: L. Lopez-Blazquez

(\*\*) Includes one meal / day / person

(\*\*\*) Included under a separate contract



**Subconsultant Contract**

**Quantum Electrical Engineering**

## *Subconsultant's Services*

### **Task 1 Resident Project Representative and Quality Assurance Testing**

- Senior Resident Project Representative (RPR). SUBCONSULTANT will provide the services of a senior RPR during project kickoff and shall oversee the work of the RPR. Senior RPR shall oversee written communications, lead meetings, and issue minutes and others records of decision. The SUBCONSULTANT shall provide observation reports to the Owner while on site conducting RPR duties.
  - The SUBCONSULTANT shall provide RPR services for an average of 40 hours per week for the first 12 weeks of construction. The SUBCONSULTANT shall provide RPR services for an average of 20 hours per week for the next 39 weeks of construction through substantial completion. Part time RPR services shall be for observation of the electrical installations only.
  - The SUBCONSULTANT shall provide RPR services for an average of 40 hours per week during the 2 weeks of the intersection work.
  - The SUBCONSULTANT shall provide RPR services for an average of 5 hours per week for 13 weeks starting at substantial completion through final completion.
- The SUBCONSULTANT shall attend up to 47 weekly construction progress meetings.
  - Meetings will be included in the Full time RPR Service and billed hourly during Part time RPR Services. During Part Time RPR Services meeting agendas, running of the meeting and meeting minutes will be by others.
- Schedule. SUBCONSULTANT shall review the contractor's weekly two-week look ahead schedule for the duration of active construction.
  - Schedule Review will be included in the full time RPR Service and billed hourly during Part time RPR Services.
- Change Proposals and Claims: SUBCONSULTANT will review and respond to up to 5 Change Proposals. SUBCONSULTANT will review each duly submitted Change Proposal from Contractor and recommend either denying the Change Proposal in whole, recommend approving it in whole, or recommend denying it in part and approving it in part. SUBCONSULTANT shall maintain a tracking log of change proposal status.
- The SUBCONSULTANT shall review the following technical specification submittals for compliance with the contract documents as a supplement to the EOR's review. Time associated with this Task is included in the Pre-Construction RPR hours.
  - Contractor Quality Control Plan
  - Safety Plan Compliance Document
  - Asphalt Job Mix Formula
  - Asphalt Laydown/Lighting Plan
- Inspections and Tests.
  - Receive and review certificates of inspections, tests, and approvals required by the Construction Contract Documents. SUBCONSULTANT's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Construction Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Construction Contract Documents. RPR shall be entitled to rely on the results of such inspections and tests. Tracking and logging of test results shall be by Others. Certificate of inspection, tests and approvals will only

be a part of Full Time RPR Services, during Part Time RPR Services this task will be by Others.

- The SUBCONSULTANT will review up to 15 contractor pay applications and recommend either rejection, approval, or partial approval to the Owner.
  - Pay application review will be included in the Full Time RPR Service and billed hourly during Part Time RPR Services.
- After notice from Contractor that Contractor considers the entire work ready for its intended use, in company with Owner, EOR, and Contractor, visit the site to review the work and determine the status of completion. The SUBCONSULTANT shall perform a substantial completion site visit review and provide a punch list of open items for the contractor to address. SUBCONSULTANT will incorporate the Owner's and EOR's punch list items into the master punch list. SUBCONSULTANT will recommend to the Owner on what date the substantial completion notice should be recorded.
- The SUBCONSULTANT shall perform a final completion site visit to observe the contractor's work to address the punch list. SUBCONSULTANT will recommend to the Owner on what date the final completion notice should be recorded.
- Contractor's Completion Documents. SUBCONSULTANT will receive from Contractor, review, and transmit to Owner maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Construction Contract Documents, certificates of inspection, tests and approvals. SUBCONSULTANT will receive from Contractor, review, and transmit to Owner the annotated record documents which are to be assembled by Contractor in accordance with the Construction Contract Documents to obtain final payment. The extent of SUBCONSULTANT's review of record documents shall be to check that Contractor has submitted all pages.

#### **Task 2 Construction Administration**

- Clarifications and Interpretations: Accept from Contractor and Owner submittal of matters concerning the requirements of the Construction Contract Documents (sometimes referred to as requests for information—RFIs), or relating to the acceptability of the Work under the Construction Contract Documents. Within 2 weeks, render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents for up to 10 RFIs.
- The SUBCONSULTANT shall attend up to 73 weekly construction progress meetings.
- The SUBCONSULTANT shall review project technical specification submittals for compliance with the contract documents.
- Inspections and Tests
  - Review owner's quality assurance inspection and testing as described in the technical specifications for compliance with the contract documents.

#### **Exhibit B Fee Breakdown**

PALM BEACH COUNTY DEPARTMENT OF AIRPORTS- Palm Beach International Airport Central Area Improvements CA/RPR Services										
QUANTUM ELECTRICAL ENGINEERING, INC.										
SCOPE FEE SUMMARY										
FEE PROPOSAL ELECTRICAL CA to HDR 06/02/23										
	Rate	\$170.00	\$150.00	\$145.00	\$85.00	\$140.00	\$48.00			
	Proj. Mgr.	Prof. Eng	Proj. Eng	CADD/Tech	Field Eng.	Clerical	Total		TOTAL	
PHASE OF WORK	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Expenses	TASK COST	
<b>TASK 1 RPR Services</b>										
Shop Drawing Review and Construction Coordination					40					\$5,600.00
Construction RPR Services										
Full Time RPR ( 12 weeks @ 40 hours)					480	96	576			\$71,808.00
Intersection Closure (2 week @ 40 hours)					80	4	84			\$11,392.00
Part Time RPR (39 weeks @ 20 hours)					780	58	838			\$111,984.00
Substantial/Final RPR Services (13 weeks @ 5 hours/week)					65		65			\$9,100.00
Weekly Progress Meetings & Prep (47 meetings @ 2 hours)					94	38	132			\$14,984.00
Schedule Review & Coordination (47 schedules @ 2 hours)					94		94			\$13,160.00
Change Order Review (5 Change Order reviews)					120		120			\$16,800.00
Pay application Review (15 pay apps @ 8 hours)					120		120			\$16,800.00
Substantial Completion					8	1	9			\$1,168.00
Final Completion					8	1	9			\$1,168.00
Review Record Drawings					8		8			\$1,120.00
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1897</b>	<b>198</b>	<b>2055</b>			<b>\$275,084.00</b>
<b>TASK 2 Construction Administration Services</b>										
On-Site Part Time Observation (4 hrs month x 12 months)		48					48			\$7,200.00
Virtual Construction Coordination Meetings (73 meetings)		73					73			\$10,950.00
Respond to Requests for Information (RFI) (10 RFIs)		40	20	20		10	90			\$11,080.00
Change Orders (5 Change Order reviews)		40	16	16		5	77			\$9,920.00
Substantial Completion		8				1	9			\$1,248.00
Final Completion		8				1	9			\$1,248.00
Prepare Record Documents		8		24			32			\$3,240.00
<b>Subtotal</b>	<b>0</b>	<b>225</b>	<b>36</b>	<b>60</b>	<b>0</b>	<b>17</b>	<b>338</b>			<b>\$44,886.00</b>
<b>Grand Total Hours</b>										
	<b>0</b>	<b>225</b>	<b>36</b>	<b>60</b>	<b>1897</b>	<b>215</b>	<b>338</b>			
<b>Grand Total Labor Cost</b>										
	<b>\$0.00</b>	<b>\$33,750.00</b>	<b>\$5,220.00</b>	<b>\$5,100.00</b>	<b>\$265,580.00</b>	<b>\$10,320.00</b>				<b>\$319,970.00</b>



**Subconsultant Contract**

**Tierra SF**



## *Subconsultant's Services*

### **Task 1 Quality Assurance Testing**

- Inspections and Tests.
  - Perform owner's quality assurance inspection and testing as described in the technical specifications.
    - P-152 – Excavation, Subgrade and Embankment: Soil Density, Proctors, LBR, soil classification testing
    - P-153 – Controlled Low-Strength Material (CLSM); Compressive strength, flow testing
    - P-154 – Subbase Course: In-place Density, Proctors, LBR, soil classification testing
    - P-211 – Limerock Base Course: : In-place Density, Proctors, LBR, soil classification testing
    - P-401 – Asphalt Mix Pavement: Plant testing including A/C content, air voids, aggregate gradation, and density
    - P-403 – Asphalt Mix Pavement Base Course: Plant testing including A/C content, air voids, aggregate gradation, and density
    - P-610 – Concrete for Miscellaneous Structures: compressive strength, slump, temperature
  - Perform geotechnical investigations for unforeseen field conditions during construction
    - 10 asphalt pavement cores, including through the base course
    - 5 SPT borings to 10-ft depth
    - 5 soil sieve analyses
    - 5 organic content tests

### Exhibit B Fee Breakdown

Labor Classification and Hours

SubTask	Duration (days)	Engineering Technician	Asphalt Plant Technican	Clerical	Principal Engineer
Phase 1-A	90	360	80	20	4
Sub-Phase 1-A.1	40	included above			
Phase 1-B	30	80	32	7	2
Phase 1-C	14	28	24	3	1
Phase 1-D	14	28	24	3	1
Phase 1-E	36	8	32	3	1
Phase 1-F	26	8	32	3	1
Phase 2-A	56	20	80	6	2
Phase 2-B	23	80	32	7	1
Phase 2-C	33	80	32	7	1
Phase 2-D	12	8	32	2	1
Phase 2-E	18	8	32	2	1
Phase 2-E.1	3	included above			
<b>Totals Base Bid</b>	<b>395</b>	<b>708</b>	<b>432</b>	<b>63</b>	<b>16</b>
Phase 2-D-ALT					
Phase 2-E-ALT					
Phase 2-F-ALT					
Phase 2-G-ALT					
Phase 2-G.1-ALT					
Phase 2-H-ALT					
Phase 3-A-ALT					
Phase 3-B-ALT					
Phase 3-B.1-ALT					
Phase 3-C-ALT					
Phase 3-D-ALT					
Phase 3-E-ALT					
Phase 3-E.1-ALT					
<b>Subtotals Alt Bid</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Personnel**

Engineering Technician	708	\$	65.00	hour	\$	46,020.00
Asphalt Plant Technician	432	\$	85.00	hour	\$	36,720.00
Clerical	63	\$	55.00	hour	\$	3,465.00
Principal Engineer	16	\$	175.00	hour	\$	2,800.00
				<b>Subtotal</b>	<b>\$</b>	<b>89,005.00</b>

**Laboratory Services**

Modified Proctor	6	\$	125.00	test	\$	750.00
LBR	2	\$	300.00	test	\$	600.00
Gradation	7	\$	75.00	test	\$	525.00
Atterberg Limits	2	\$	75.00	test	\$	150.00
Organic Content	7	\$	75.00	test	\$	525.00

Compression Testing of Concrete Cylinders- (set of 5)	5	\$ 140.00	set	\$ 700.00
			<b>Subtotal</b>	<b>\$ 3,250.00</b>
<b>Additional Services</b>				
Asphalt Cores Core Machine & Generator	10	\$ 225.00	each	\$ 2,250.00
SPT Borings	1	\$ 400.00	trip	\$ 400.00
	50	\$ 13.00	foot	\$ 650.00
Drill Rig Mobilization	1	\$ 350.00	each	\$ 350.00
Casing	50	\$ 7.00	foot	\$ 350.00
Grout	50	\$ 6.00	foot	\$ 300.00
			<b>Subtotal</b>	<b>\$ 4,300.00</b>
<b>Estimated Total</b>				<b>\$ 96,555.00</b>



**Subconsultant Contract**

**TY Lin**

## *Subconsultant's Services*

### **Task 2 Construction Administration**

- The SUBCONSULTANT shall attend up to 20 weekly construction progress meetings.
- Schedule. SUBCONSULTANT shall review the contractor's weekly two-week look ahead schedule for the duration of active construction.
- Clarifications and Interpretations: Accept from Contractor and Owner up to 10 submittal of matters concerning the requirements of the Construction Contract Documents (sometimes referred to as requests for information—RFIs), or relating to the acceptability of the Work under the Construction Contract Documents. Within 2 weeks, render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents for up to 10 RFIs.
- The SUBCONSULTANT shall review up to 20 project technical specification submittals associated with subconsultant's work for compliance with the contract documents.
- Change Proposals and Claims: SUBCONSULTANT will review and respond to up to 2 Change Proposals. SUBCONSULTANT will review each duly submitted Change Proposal from Contractor and recommend either denying the Change Proposal in whole, recommend approving it in whole, or recommend denying it in part and approving it in part. SUBCONSULTANT shall maintain a tracking log of change proposal status.
- Inspections and Tests.
  - Receive and review certificates of inspections, tests, and approvals required by the Construction Contract Documents for SUBCONSULTANT's design scope of work. SUBCONSULTANT's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Construction Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Construction Contract Documents.
- After notice from Contractor that Contractor considers the entire work ready for its intended use, in company with Owner, EOR, and Contractor, perform 1 site visit to review the work and determine the status of completion. The SUBCONSULTANT shall perform a substantial completion site visit review and provide a punch list of open items for the contractor to address.
- The SUBCONSULTANT shall perform 1 final completion site visit to observe the contractor's work to address the punch list.

### **Exhibit B Fee Breakdown**

**EXHIBIT A**

**T.Y. LIN INTERNATIONAL**

**PALM BEACH INTERNATIONAL AIRPORT - CENTRAL AIRFIELD IMPROVMENTS**

**Construction Phase Services Fee Estimate**

**March 28, 2023**

ITEM	TASK	ESTIMATED HOURS					TOTAL HOURS	TOTAL FEE PER ITEM
		Project Manager	Senior Civil Engineer	Civil Engineer	Resident Project Representative	CAD Designer		
1	Attend Mobilization Meeting	4	4				8	\$ 1,700.00
2	Attend Up to 20 Weekly Progress Meetings	80	80				160	\$ 34,000.00
3	Review Contractor's Weekly Look Ahead Schedules	10	10	20				\$ 6,950.00
4	Review and Respond to up to 10 RFI's	10	20	40		40		\$ 16,050.00
5	Review Up to 20 Shop Drawings	10	20	40				\$ 11,650.00
6	Review up to 2 Change Proposals	8	8	16				\$ 5,560.00
7	Review Inspection and Test Results	8	40	80			128	\$ 20,600.00
8	Perform 1 Substantial Completion Site Visit	8	8					\$ 3,400.00
9	Perorm 1 Final Completion Site Visit	8	8				16	\$ 3,400.00
<b>TOTAL STAFF-HOURS</b>		146	198	196	0	40	312	\$ 103,310.00

<b>TOTAL STAFF-HOURS</b>	146	198	196	0	40	312
<b>HOURLY RATES - PSA</b>	\$225.00	\$200.00	\$135.00	\$125.00	\$110.00	
<b>FEE</b>	\$ 32,850.00	\$ 39,600.00	\$ 26,460.00	\$ -	\$ 4,400.00	\$ 103,310.00

<b>LABOR</b>	<b>\$ 103,310.00</b>
<b>TOTAL</b>	<b>\$ 103,310.00</b>
<b>LUMP SUM FEE</b>	<b>\$ 103,310.00</b>



**END OF EXHIBIT A**

**EXHIBIT B: DETAILED FEES, EXPENSES AND PAYMENTS**



**EXHIBIT B-I: Summary of Fees**

This Amendment No. 1 as described herein, consists of 1 task. As summarized below, these initial efforts have an overall budget of \$2,255,641.56.

**LEVEL I TASKS:**

<b>TASK LEVEL / NO.</b>	<b>DESCRIPTION</b>	<b>LUMP SUM</b>	<b>NOT TO EXCEED (T&amp;E)</b>	<b>REIMBURSABLE EXPENSES</b>	<b>TOTAL</b>
5-HDR-2023-PBIA	Central Airfield Improvements Construction Services	\$1,201,290.15	\$919,399.36	\$134,952.04	\$2,255,641.56

<b>GRAND TOTAL (AMENDMENT NO. 1)</b>	<b>\$2,255,641.56</b>
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June 12, 2023

Ms. Cynthia Portnoy  
Palm Beach County Department of Airports  
Deputy Director of Development  
846 Palm Beach International Airport  
West Palm Beach, FL 33406-1470

Dear Ms. Portnoy:

HDR Engineering Inc. (HDR) is pleased to provide the proposed hourly billing rates associated with the Palm Beach County Department of Airports PBI Central Airfield Improvements contract for your review and approval. In accordance with Palm Beach County Policy and Procedures Manual (PPM) APD-001, HDR is pleased to provide our independently-certified overhead rate report prepared by Cherry Bekaert, LLP for the year ended December 31, 2022 for which our proposed hourly billing rates are based. HDR's audited overhead rate is 157.28% resulting in a 2.83 raw labor multiplier.

In addition, this letter is to confirm that we have reviewed the billing rates for our subconsultant firms and that, in our opinion, these rates are fair and reasonable. This letter also confirms that we are in compliance with the DOA Document PPM APD-001 dated 11-18-11 regarding subconsultant rates and HDR hereby certifies we have completed a detailed review of the following subconsultant's hourly billing and audited overhead rates:

**NON-DBE SUBCONSULTANTS**

- TY Lin, Inc.
- Chen Moore & Associates

**DBE SUBCONSULTANTS**

- Cyriacks Environmental Consulting Services, Inc.
- Nova Consulting, Inc.
- Quantum Electrical Engineering, Inc.
- Tierra South Florida, Inc.

Sincerely,  
HDR Engineering, Inc.

Cody Parham  
Project Manager

hdrinc.com

1475 Centrepark Blvd., Suite 230, West Palm Beach, FL 33401-7425  
(561) 209-6600

**EXHIBIT B-I: Amendment 1 Hourly Billing Rates**

The following is a summary of the hourly billing rates by labor category for each of the primary team members associated with the CONSULTANT Team. Overhead and profit is included in these billing rates for the CONSULTANT. The manhour salary costs by job title description may be increased at the COUNTY'S discretion.

**SCHEDULE OF HOURLY LABOR BILLING RATES**

**CONSULTANT: HDR ENGINEERING, INC.**

Description	Hourly Billing Rate
Sr. Project Manager	\$275.00
Project Manager	\$250.00
Sr. Engineer	\$235.00
Staff Engineer	\$200.00
Sr. Inspector	\$180.00
Engineer Intern	\$140.00
Designer	\$120.00
Sr. Admin Assistant	\$130.00

**CONSULTANT: CYRIACKS ENVIRONMENTAL CONSULTING SERVICES, INC.**

Description	Hourly Billing Rate
Principal	\$265.00
Environmental Manager	\$175.00
Sr. Scientist	\$135.00
Scientist	\$105.00
GIS Specialist	\$105.00

**CONSULTANT: CHEN MOORE AND ASSOCIATES, INC.**

Description	Hourly Billing Rate
Principal Engineer	\$240.00
Sr. Construction Specialist	\$140.00
Administrative Staff	\$85.00

**CONSULTANT: NOVA CONSULTING, INC.**

Description	Hourly Billing Rate
Sr. RPR	\$294.90
Sr. Scheduler	\$193.44
RPR	\$93.59
Construction Observer	\$91.19
Jr. Inspector	\$78.45
Document Control Admin	\$74.31
Jr. RPR	\$63.85

**CONSULTANT: QUANTUM ELECTRICAL ENGINEERING, INC.**

Description	Hourly Billing Rate
Project Manager	\$161.54
Professional Engineer	\$144.23
Project Engineer	\$138.46
CADD/Technician	\$80.77
Clerical	\$46.15
Field Engineer / RPR	\$132.69

**CONSULTANT: TIERRA SOUTH FLORIDA, INC.**

Description	Hourly Billing Rate
Engineering Technician	\$65.00
Asphalt Plant Technician	\$85.00
Clerical	\$55.00
Principal Engineer	\$175.00

Description	Rate	Measurement
Modified Proctor	\$125.00	test
LBR	\$300.00	test
Gradation	\$75.00	test
Atterberg Limits	\$75.00	test
Organic Content	\$75.00	test
Compression Testing of Concrete Cylinders-(set of 5)	\$140.00	set
Asphalt Cores	\$225.00	each
Core Machine & Generator	\$400.00	trip
SPT Borings	\$13.00	foot
Drill Rig Mobilization	\$350.00	each
Casing	\$7.00	foot
Grout	\$6.00	foot

**CONSULTANT: TY LIN, INC.**

Description	Hourly Billing Rate
Project Manager	\$225.00
Sr. Civil Engineer	\$200.00
Civil Engineer	\$135.00
RPR	\$1254.00
CAD Designer	\$110.00

**EXHIBIT B-II: Schedule of Payments**

The Scope of Work to be completed by CONSULTANT as defined in Exhibit "A" consist of specific completion phases which shall be clearly identified on phase-by-phase basis upon submission to the COUNTY of certain "deliverables"<sup>1</sup> as expressly indicated below. Compensation for the work tasks stated herein shall be in accordance with the following schedule of payment.

The following is a list of projects in the Work Program No.1: Amendment No. 1:

**LEVEL I TASKS:**

<b>Task 5-HDR-2023-PBIA</b>	<b>Central Airfield Improvements Construction Services</b>
Duration:	516 Calendar Days
Compensation:	\$2,255,641.56

<b>TOTAL = \$2,255,641.56</b>
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<sup>1</sup> "Deliverables" shall be defined as progress reports, prepared maps, bid documents, completed drawings, specific reports, work plans, documentation of meetings attended, assessment study reports, analysis reports, summary reports, recommendation reports and related draft reports and verifiable deliverables.

**EXHIBIT C: PROPOSED SCHEDULES**

**Task 5-HDR-2023-PBIA** **Central Airfield Improvements Construction Services**  
Duration: 516 Calendar Days

**EXHIBIT D – DISADVANTAGED BUSINESS ENTERPRISE COMPLIANCE**

**Table D-1** summarizes the estimated fee for each of our team members that are certified DBE firms for Amendment 1.

<b>Firm</b>	<b>Amendment 1 Totals</b>	<b>% of Amendment 1</b>
CECOS	\$84,368.62	4%
Nova	\$586,677.94	26%
QEE	\$319,970.00	14%
TSF	\$96,555.00	4%
<b>TOTALS</b>	<b>\$1,087,571.56</b>	<b>48%</b>

**Table D-1: DBE Firms, Scheduled Payments, Scheduled % of Fee**

THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

**Table D-2** summarizes the estimated fee for each of our team members that are certified DBE firms for the Total Contract.

Firm	Base (R2017- 0409) Totals	CSA 1-HDR- 2020-PBIA Totals	CSA 2- HDR- 2021- PBIA Totals	HEE to QEE Subconsultant Fee Transfer	CSA 3-HDR- 2022-PBIA Totals	Amendment 1 Totals	Total Fees	% of Total Contract
Tierra SF	\$43,272.37	\$10,770.80	\$0.00	\$0.00	\$0.00	\$96,555.00	\$150,598.17	4%
Brown & Phillips	\$85,135.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,135.00	2%
Quantum Electrical Engineering	\$0.00	\$0.00	\$0.00	\$7,481.18	\$23,446.00	\$319,970.00	\$350,897.18	10%
CECOS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$84,368.62	\$84,368.62	2%
Nova	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$586,677.94	\$586,677.94	16%
<b>TOTALS</b>	<b>\$128,407.37</b>	<b>\$10,770.80</b>	<b>\$0.00</b>	<b>\$7,481.18</b>	<b>\$23,446.00</b>	<b>\$1,087,571.56</b>	<b>\$1,257,676.91</b>	<b>35%</b>

**Table D-2 DBE Firms, Scheduled Payments, Scheduled % of Total Fee**



**SCHEDULE 1(A)  
LIST OF PROPOSED DBE FIRMS  
(Professional Services)**

LOI/SOQ Project Description: Airport Civil Consulting Services for Palm Beach County Department of Airports

Name of Respondent: HDR Engineering, Inc.

Change Order/Task/Amendment No. (if applicable): Amendment 1

Contact Person: Cody Parham

E-mail Address: cody.parham@hdrinc.com

Address: 1475 Centrepark Blvd, Suite 230, West Palm Beach, FL 33401

Phone No.: (561) 209-6641 Fax No: (561) 209-6606

Name, Address & Phone No. of DBE Firm	Description of Type of Work	Classification (Check applicable box)	Percentage of DBE Participation			
			Black	Hispanic	Women	Other (Please Specify)
Quantum Electrical Engineering, Inc. 2755 Vista Parkway, Suite 1-9 West Palm Beach, FL 33411 (561) 210-9224	Electrical engineering construction services	<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	_____ %	_____ %	14 %	_____ %
Cyriacks Environmental Consulting Services, Inc. 3001 SW 15th Street, Suite B Deerfield Beach, FL 33442 (954) 571-0290	Wildlife mitigation services	<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	_____ %	_____ %	4 %	_____ %
Nova Consulting, Inc. 10486 NW 31 Terrace Miami FL 33172 (305) 436-9200	Construction observation services	<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	_____ %	_____ %	26 %	_____ %
Tierra South Florida, Inc. 2765 Vista Parkway /Suite 10 West Palm Beach, FL 33411 (561) 687-8536	Construction materials testing	<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	_____ %	_____ %	_____ %	4 (asian) %

**Total Percentage of DBE Participation: 48 %**

**Notes:**

- The percentages listed on this form for each DBE Firm must be supported by the percentages included on Schedule 2(A), "Letter of Intent to Perform as a Disadvantaged Business Enterprise", in order to be counted toward attainment of the DBE goal.
- Firms identified on this form must be certified as a DBE by the State of Florida's Unified Certification Program. Certification status can be verified on the Florida Department of Transportation's Biznet website at <https://www3.dot.state.fl.us/EqualOpportunityOffice/biznet/mainmenu.asp>.
- If materials or supplies are proposed to be purchased from a DBE regular dealer, the undersigned acknowledges that only sixty percent (60%) of the proposed expenditure will be counted toward attainment of the DBE goal.

By signing this form the undersigned Respondent is committing to utilize the above referenced DBE Firms on the Project and that the Respondent will monitor the DBE Firms to ensure that the work is actually performed by the by the DBE Firms.

By: Katie E. Duty  
Signature

Date: 6/6/23

Katie E. Duty / Vice President

Print Name/Title of Person Executing on Behalf of the Respondent

**SCHEDULE 2(A)**  
**LETTER OF INTENT TO PERFORM AS A DISADVANTAGED BUSINESS ENTERPRISE**  
**(Professional Services)**

LOI/SOQ Project Description: Airport Civil Consulting Services for Palm Beach County Department of Airports

Change Order/Task /Amendment No. (if applicable): Amendment 1

Name of Prime Respondent: HDR Engineering, Inc.

Name of DBE Firm: Quantum Electrical Engineering, Inc.

The undersigned is certified as a Disadvantaged Business Enterprise by the State of Florida's Unified Certification Program. Check one or more classifications as applicable:

- Black       Hispanic       Women       Other (Please Specify) \_\_\_\_\_  
 Prime Consultant     Subcontractor     Manufacturer       Supplier

The undersigned is prepared to perform the following described work in connection with the above-referenced project (specify in detail the particular work and/or parts thereof to be performed):

Electrical Engineering Construction Services

(Additional Sheets may be used as necessary.)

Total Percentage of Participation by DBE Firm for this Project: 14 %

and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If the undersigned intends to subcontract any portion of the work described above to another subcontractor, please complete the following:

N/A      N/A %     DBE Certified  
(Name of Subcontractor)      (Percentage of work to be subcontracted)     Non-DBE

The undersigned affirms that it has the resources necessary to perform the work described above without subcontracting the work to another subcontractor, except as noted above.

Quantum Electrical Engineering, Inc.  
Printed Name of DBE Subcontractor  
By: [Signature]  
Signature  
Date: 06/05/2023

**SCHEDULE 2(A)  
LETTER OF INTENT TO PERFORM AS A DISADVANTAGED BUSINESS ENTERPRISE  
(Professional Services)**

LOI/SOQ Project Description: Airport Civil Consulting Services for Palm Beach County Department of Airports

Change Order/Task /Amendment No. (if applicable): Amendment 1

Name of Prime Respondent: HDR Engineering, Inc.

Name of DBE Firm: Cyriacks Environmental Consulting Services, Inc.

The undersigned is certified as a Disadvantaged Business Enterprise by the State of Florida's Unified Certification Program. Check one or more classifications as applicable:

- Black       Hispanic       Women       Other (Please Specify) \_\_\_\_\_  
 Prime Consultant     Subcontractor     Manufacturer       Supplier

The undersigned is prepared to perform the following described work in connection with the above-referenced project (specify in detail the particular work and/or parts thereof to be performed):

Wildlife Mitigation Services

(Additional Sheets may be used as necessary.)

**Total Percentage of Participation by DBE Firm for this Project:** 4 %

and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If the undersigned intends to subcontract any portion of the work described above to another subcontractor, please complete the following:

N/A      N/A %     DBE Certified  
(Name of Subcontractor)      (Percentage of work to be subcontracted)     Non-DBE

The undersigned affirms that it has the resources necessary to perform the work described above without subcontracting the work to another subcontractor, except as noted above.

Cyriacks Environmental Consulting Serv.

Printed Name of DBE Subcontractor

By: [Signature]  
Signature

Date: June 5, 2023

**SCHEDULE 2(A)**  
**LETTER OF INTENT TO PERFORM AS A DISADVANTAGED BUSINESS ENTERPRISE**  
**(Professional Services)**

LOI/SOQ Project Description: Airport Civil Consulting Services for Palm Beach County Department of Airports

Change Order/Task /Amendment No. (if applicable): Amendment 1

Name of Prime Respondent: HDR Engineering, Inc.

Name of DBE Firm: Nova Consulting, Inc.

The undersigned is certified as a Disadvantaged Business Enterprise by the State of Florida's Unified Certification Program. Check one or more classifications as applicable:

- Black       Hispanic       Women       Other (Please Specify) \_\_\_\_\_  
 Prime Consultant     Subcontractor     Manufacturer       Supplier

The undersigned is prepared to perform the following described work in connection with the above-referenced project (specify in detail the particular work and/or parts thereof to be performed):

Construction observation

\_\_\_\_\_

\_\_\_\_\_

(Additional Sheets may be used as necessary.)

**Total Percentage of Participation by DBE Firm for this Project:** 26 %

and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

**If the undersigned intends to subcontract any portion of the work described above to another subcontractor, please complete the following:**

N/A      N/A %     DBE Certified  
(Name of Subcontractor)      (Percentage of work to be subcontracted)     Non-DBE

**The undersigned affirms that it has the resources necessary to perform the work described above without subcontracting the work to another subcontractor, except as noted above.**

Maria J. Molina, PE

Printed Name of DBE Subcontractor \_\_\_\_\_

By: Maria J. Molina  
Signature

Date: June 8, 2023

**SCHEDULE 2(A)**  
**LETTER OF INTENT TO PERFORM AS A DISADVANTAGED BUSINESS ENTERPRISE**  
**(Professional Services)**

LOI/SOQ Project Description: Airport Civil Consulting Services for Palm Beach County Department of Airports

Change Order/Task /Amendment No. (if applicable): Amendment 1

Name of Prime Respondent: HDR Engineering, Inc.

Name of DBE Firm: Tierra South Florida, Inc.

The undersigned is certified as a Disadvantaged Business Enterprise by the State of Florida's Unified Certification Program. Check one or more classifications as applicable:

- Black       Hispanic       Women       Other (Please Specify) asian
- Prime Consultant     Subcontractor     Manufacturer       Supplier

The undersigned is prepared to perform the following described work in connection with the above-referenced project (specify in detail the particular work and/or parts thereof to be performed):

Construction materials testing

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(Additional Sheets may be used as necessary.)

**Total Percentage of Participation by DBE Firm for this Project:** \_\_\_\_\_ 4 %

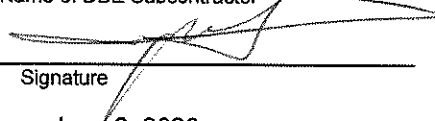
and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If the undersigned intends to subcontract any portion of the work described above to another subcontractor, please complete the following:

N/A \_\_\_\_\_ N/A %     DBE Certified  
 (Name of Subcontractor)                              (Percentage of work to be subcontracted)     Non-DBE

The undersigned affirms that it has the resources necessary to perform the work described above without subcontracting the work to another subcontractor, except as noted above.

Raj Krishnasamy, P.E./President  
 Printed Name of DBE Subcontractor

By:   
 Signature

Date: June 6, 2023

23-0745

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET TRANSFER

Advantage Document Numbers  
BGRV:  
BGEX: 121-061323\*1440

FUND 4111      Airport Improvement & Development Fund

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED As of 06/13/23	REMAINING BALANCE
<b><u>REVENUES/EXPENDITURES</u></b>								
121-A456-6504	lotb Non Infrastructure	0	20,228,017	2,255,642	0	22,483,659	20,228,017	2,255,642
121-A900-9909	Reserves Improvement Program	30,976,327	14,874,241	0	2,255,642	12,618,599	0	12,618,599
<b>Total Receipts and Balances</b>		<b>187,285,160</b>	<b>203,886,956</b>	<b>2,255,642</b>	<b>2,255,642</b>	<b>203,886,956</b>		

Signatures & Dates

By Board of County Commissioners  
At Meeting of

Tuesday, July 11, 2023

Deputy Clerk to the

Board of County Commissioners

Office of Financial Management & Budget

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

*Kenneth / Nash*

6/13/23

*Asst. Clerk*      6/15/23