Recommendation re: Task Authorization with AtkinsRealis USA, Inc. for the Design, Permitting, and Construction Phase Services for the Avelo Terminal Area Offices at Lakeland Linder International Airport

On December 18, 2023, the City Commission approved an Airline Operating Agreement, Airline Facilities Construction and Lease Agreement, and an Air Carrier Incentive Program Agreement with Avelo Airlines, Inc. (Avelo) to commence commercial passenger service at Lakeland Linder International Airport (LLIA). To date, Avelo has announced plans to offer 16 arrivals/departures per week to eight destinations from LLIA including Atlanta, Boston/Manchester, Charlotte/Concord, Hartford, New Haven, Philadelphia/Wilmington, Rochester, and San Juan.

As required by the Airline Facilities Construction and Lease Agreement, Avelo has provided written notice of their need for their temporary exclusive use facilities which includes, a Maintenance Storage Facility, Maintenance Office, and Operations Office, as further defined in Section 2.2 of the Agreement. To fulfill its obligations under this agreement, Staff requests approval to enter into a Task Authorization with AtkinsRealis USA, Inc. (Atkins) according to the terms and conditions of the City's Continuing Contract for Professional Municipal Engineering Services pursuant to Request for Qualifications (RFQ) No. 1189 from qualified firms under the guidelines set forth in the Consultants Competitive Negotiations Act (CCNA).

Attached is the proposed Task Authorization for the Avelo Terminal Area Offices project for the Design, Permitting, and Construction Phase Services. Staff intends to design and construct the facility using a two-phase approach consisting of two design and construction packages.

Package 1 will include an airline office, maintenance office, maintenance building, employee parking lot, ground service equipment ramp area, and associated site/civil improvements to accommodate all buildings. The airline and maintenance office buildings will be prefabricated modular buildings while the maintenance building will be a Pre-Engineered Metal Building.

Package 2 elements are still being confirmed between the airport and Avelo, but is expected to include a new temporary hold room, covered walkways, an enclosed connection to the existing terminal, and site preparation for a future second hold room. The costs for Package 2 including design, permitting, and construction phase services are not included in this Task Authorization. However, siting of these elements will be included in Package 1 to ensure there are no future conflicts between the new facilities. Preliminary graphics showing Package 1 and Package 2 are shown in Exhibit A and Exhibit B, respectively.

The total cost of this Task Authorization is $159,610.00. The City will select a general contractor to construct the facility according to the terms and conditions of the City's Request for Qualifications 2024-RFQ-289 Construction Trade Professionals for Continuing Contract, which closes on September 17, 2024. Funding for this project is

included in the City of Lakeland, Florida Revenue Note, Series 2024 (AMT) that was approved by City Commission on September 3, 2024.

Under the terms of the Airline Facilities Construction and Lease Agreement, Avelo would pay a monthly lease rate for the exclusive use facilities based on the number of average quarterly enplanements. However, at this time, Avelo is operating under their Air Carrier Incentive Program Agreement which waives all fees for the first two years of their operation.

Staff recommends the City Commission approve this Task Authorization with AtkinsRealis USA, Inc in the amount of $159,610.00 to complete the Design, Permitting, and Construction Phase Services for the Avelo Terminal Area Offices project at LLIA and authorize the appropriate City officials to execute all corresponding documents on behalf of the City.

EXHIBIT A
Package 1 Improvements

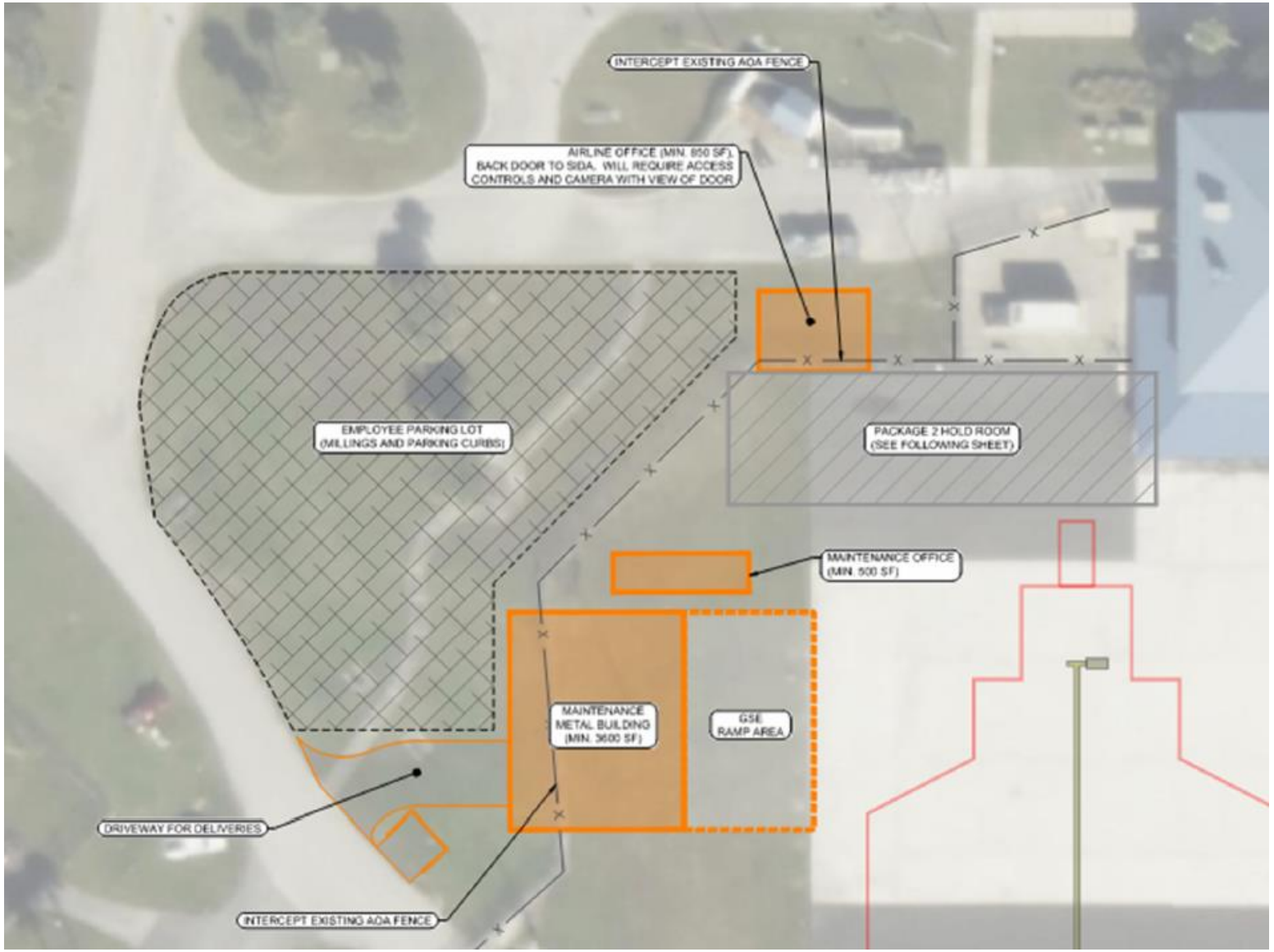
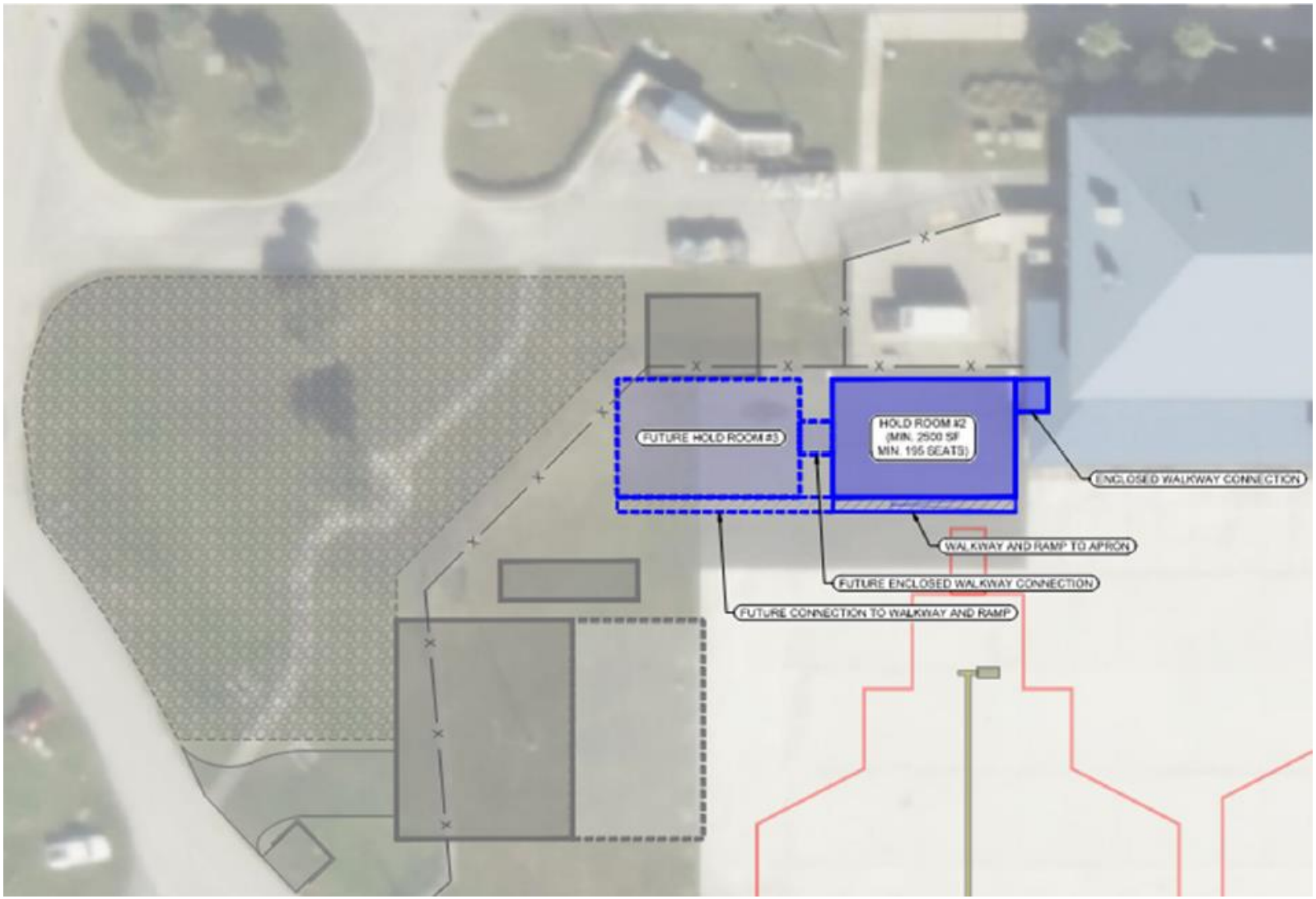


EXHIBIT B
Package 2 Improvements



AtkinsRéalis

Task Authorization 14

Task Authorization No.	14	**Atkins Project No.**	TBD
Date:	September 5, 2024	**Client P.O. No.**	TBD
Owner:	City of Lakeland 228 S. Massachusetts Ave. Lakeland, FL 32801-5086	**Engineer:**	AtkinsRéalis USA, Inc. 4030 W Boy Scout Blvd, Suite 700 Tampa, FL 33607

The vendor, AtkinsRéalis USA, Inc. (Atkins), is a corporation licensed to do business in the state of Florida with offices located at the address listed above, among others. As such, this task authorization is prepared in accordance with the terms and conditions of the master agreement *Continuing Contract and Agreement of Professional Municipal Engineering Services* executed between Atkins and the City of Lakeland on November 1, 2021. As part of this task authorization, Atkins will provide the following professional services:

1. Objective

The City of Lakeland (Sponsor), located in Lakeland, Florida, owns and operates the Lakeland Linder International Airport (LAL). At the request of the Sponsor, AtkinsRéalis USA, Inc. (CONSULTANT) has drafted this scope of services to define the effort necessary to accomplish Design, Permitting, and Construction Phase Services for the Avelo Terminal Area Offices (Project).

2. Scope of Services

The scope of services for this project are further defined in **Attachment A**, Scope of Services.

3. Scope Clarifications and Assumptions

Assumptions for this project are further defined in **Attachment A**, Scope of Services.

4. Cost and Schedule

Consultant services for this project will be performed on a **lump sum basis** for a fee of **$159,610**. Services for this task will be performed as stated herein and under the *Continuing Contract and Agreement of Professional Municipal Engineering Services* executed between Atkins and the City of Lakeland on November 1, 2021. The CONSULTANT'S Estimate of Compensation is further outlined in **Attachment B**.

Work will commence on the date of the Notice to Proceed (NTP). Due to Tenant requirements the project is anticipated to have construction substantially complete by November 2024. This will be highly contingent on the CMAR schedule.

Client Concurrence:

CITY OF LAKELAND

By: _____
Authorized Signature

_____
Printed Name

_____
Title

_____
Date

Vendor Concurrence:

ATKINSRÉALIS USA, INC.

By: 
Authorized Signature

Thomas E. Roda
Printed Name

Sr. Division Manager
Title

September 5, 2024
Date

ATTACHMENT A

SCOPE OF SERVICES
FOR
DESIGN, PERMITTING, and CONSTRUCTION PHASE SERVICES
FOR THE
AVELO TERMINAL AREA OFFICES
AT THE
LAKELAND LINDER INTERNATIONAL AIRPORT

I. BACKGROUND INFORMATION

The Lakeland Linder International Airport (LAL or "Airport") is a public airport located in Lakeland, Florida that is owned and operated by the City of Lakeland (CITY). The Airport wishes to develop temporary facilities adjacent to the existing terminal to accommodate Avelo Airlines growing commercial airline service.

At the request of LAL, AtkinsRéalis (CONSULTANT) has developed this scope of services to define the effort necessary to accomplish Design, Permitting and Construction Phase Services for the *Avelo Terminal Area Offices* (the "Project") at LAL. The airport intends to design and construct the facility with a two-phase approach. Package 1 will include an airline office, maintenance office, maintenance building, employee parking lot, ground service equipment (GSE) ramp area, and associated site/civil improvements to accommodate all buildings. The airline and maintenance office buildings will be prefabricated modular buildings while the maintenance building will be a Pre-Engineered Metal Building (PEMB). The airline and maintenance offices will not require access control system, punch code door locks only, while the maintenance building will need to be access control connected to the airports existing control system. The employee parking lot will include approximately 35 stalls and will not require any fencing, gates, or other access control systems.

Package 2 elements are still being confirmed between the airport and airline, but is expected to include a new hold room, covered walkways, enclosed connection to existing terminal and site preparation for a future second hold room. Preliminary graphics showing Package 1 and Package 2 are shown in Figure 1 and Figure 2, respectively.

The first phase of design will include validation and conceptual refinement for both Package 1 and Package 2. While refinement of Package 2 concept will remain preliminary until components are finalized by airport and airline, the concepts will work to reserve adequate space and maximize flexibility to accommodate final direction. Following the acceptance of the concept refinement from LAL, the CONSULTANT will progress to the next phase of design.

Detailed design and construction documents is included for Package 1 only. Building design for the PEMB will include performance specifications for all engineering components including

Structural, Architecture, Mechanical, Electrical, Plumbing, and Fire Protection. Design to include coordination with LAL's Tenant within requirements set by LAL. The CITY is contracting separately with a contractor that will function as Construction Manager/General Contractor (CM/GC) for the project and will provide support during the design and bidding phase.

Following the completion of design and bidding phase, AtkinsRéalis will provide construction phases services support.

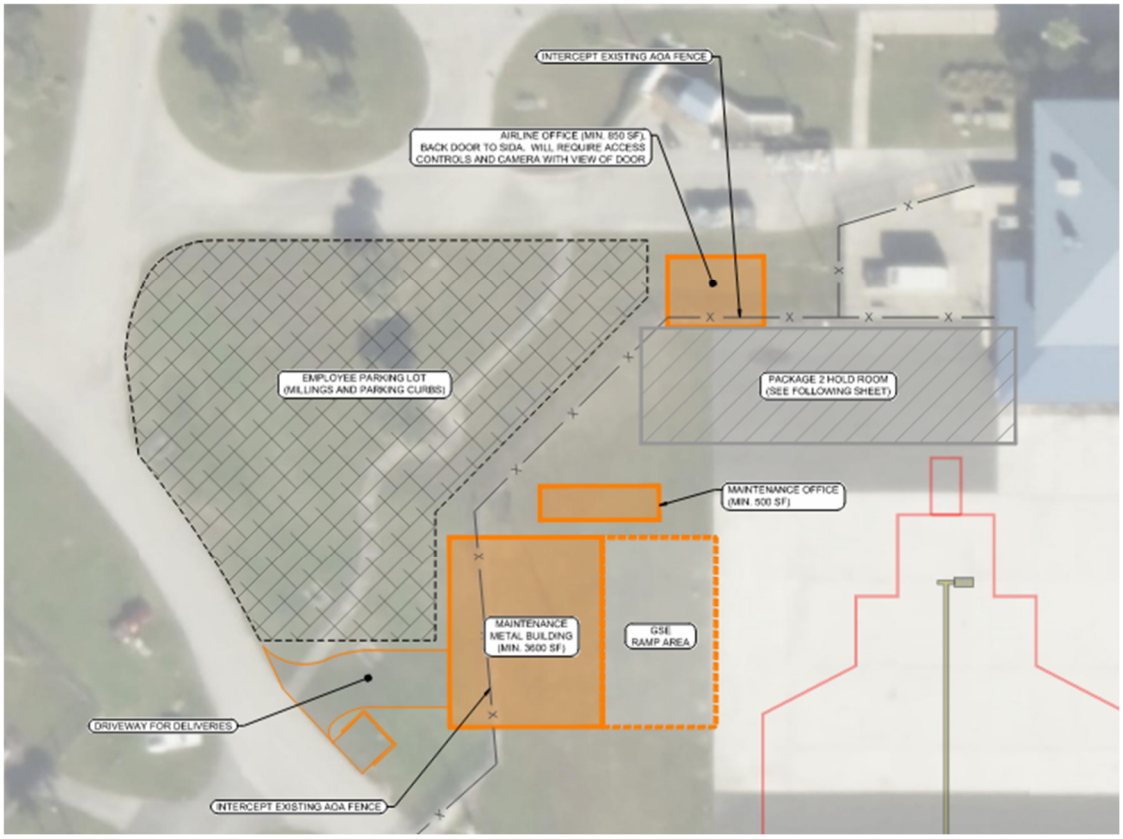


Figure 1: Package 1 Improvements

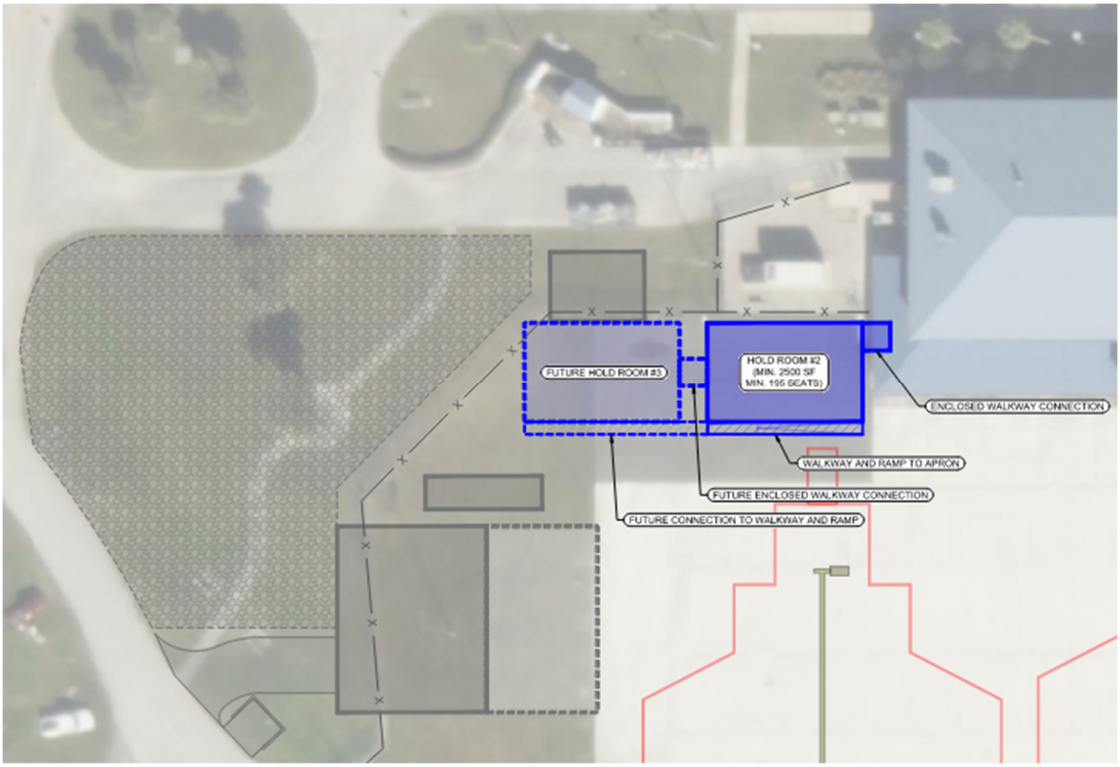


Figure 2: Package 2 Improvements

II. SCOPE OF SERVICES

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

A. BASIC SERVICES

The Basic Services for this Project include the following design and permitting services by the CONSULTANT:

Task 1: Project Management and Coordination

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

Task 2: Quality Control Program

The CONSULTANT will prepare a quality control (QC) plan for the Project in accordance with the CONSULTANT's quality and technical assurance manual (QTAM). The CONSULTANT will assign an independent quality manager to oversee the application of the plan. The plan will require project deliverables to be reviewed by a qualified technical expert who is independent of the design team. The plan will address how the QC process will be incorporated into the various design phase submittals.

Task 3: Data Collection

The CONSULTANT, with assistance from the Airport, will collect appropriate existing record drawings, project records, aerial photographs, etc. related to the proposed project site. The Airport Layout Plan (ALP), GIS, and other appropriate information will also be collected. The CONSULTANT will review this data to form a basis for design. An AutoCAD base file of the existing project area will be created for use on project drawings and CAD standards and templates will be established. A topographic survey and geotechnical investigation will be conducted for the project as defined under Special Services.

Task 4: Validation and Preliminary Design

The CONSULTANT will review the previous concepts prepared by another consultant. AtkinsRéalis will work with LAL to refine the concepts and validate that all necessary needs are properly accounted for. This will include development of parking layout, access drives, repositioning of buildings if necessary, reviewing code requirements for Package 1 and Package 2 buildings, and identifying utility corridors and connections.

The CONSULTANT will prepare new site plans for Package 1 and Package 2 that will serve to confirm scope and basis of design before moving into detailed design. The updated site plans will be provided to the CM/GC to develop cost estimate.

The CONSULTANT will conduct a pre-application meeting with the Southwest Florida Water Management District (SWFWMD, City of Lakeland Development Review Department, City of Lakeland Utilities Department, and Florida Department of Environmental Protection (FDEP) to introduce the project and discuss permitting requirements and implications for the project.

The CONSULTANT shall compile, submit, and distribute PDF copies of the revised site plans to the Airport for review and comment. Documents will be provided via electronic copies (PDF), no hard copies will be provided.

The CONSULTANT's PM and/or appropriate technical leads will prepare for and attend various Project meetings during this phase. It is anticipated that there will be one (1) coordination meetings and one (1) document review meeting with the Airport.

Task 5: Construction Documents (75% Design) for Package 1

This task includes the development of drawings necessary and appropriate for a 75% level of design as determined by the CONSULTANT. The 75% Design drawings are intended to

include major design elements and provide enough information to define the scope of the Project. Major project items will be set and considered essentially final, but detailed design items may not be included in this submission.

The CONSULTANT will develop draft technical specifications for the Project based on the FAA, FDOT, or CSI standards as appropriate. If standard technical specifications are not available for a particular construction item, the CONSULTANT will create the necessary technical specification.

The CONSULTANT will create a design narrative to document design progress. This report will include a summary of site investigation data, design analysis, design calculations, and applicable standards.

The CONSULTANT will provide the CM/GC the 75% documents to update their cost estimate.

The CONSULTANT will finalize and submit the Environmental Resource Permit (ERP) application for the stormwater components of the project to Southwest Florida Water Management District (SWFWMD). This includes agency coordination, ERP application, submittal of project plans and supporting documents for drainage components, and responses to agency requests for additional information (max. two requests for additional information are assumed). Any changes due to permitting will be incorporated into the Bid Documents. Wetland components of the project will be coordinated with the Airport's environmental consultant for necessary FDEP and SWFWMD permits. A project assumption is there are no FDOT Drainage Connection Permit, or any local drainage permits necessary.

The CONSULTANT will finalize and submit for formal Site Plan Review and Approval to the City of Lakeland Development Review Department.

The CONSULTANT shall compile, submit, and distribute PDF copies of the 75% Design plans and specifications to the Airport for review and comment. Documents will be provided via electronic copies (PDF), no hard copies will be provided.

The CONSULTANT's PM and/or appropriate technical leads will prepare for and attend various Project meetings during this phase. It is anticipated that there will be one (1) coordination meetings and one (1) document review meeting with the Airport.

Task 6: 100% / Bid Documents for Package 1

The CONSULTANT will review the comments received from the CITY, Airport, and LAL staff on the 75% Design submittal review and incorporate applicable comments into plans and specifications. The CONSULTANT will also receive comments from the CM/GC and incorporate where appropriate.

The CONSULTANT will also develop a project manual of the technical specifications for use during construction of this project in accordance with Federal, State, and Local requirements.

CONSULTANT will assist the CM/GC with the building permit documents along with review and coordination of requirements and comments provided by the AHJ. Permitting documents will be prepared in support of the contractor's application for permit.

Once final Bid Documents are created, the CONSULTANT will provide electronic copies (PDF), no hard copies will be provided. It is assumed the CITY will distribute the documents via OpenGov to potential bidders. The Design Report will not be distributed as part of the Bid Documents.

Task 7: Bidding Services for Package 1

This task includes assistance to the CITY during the bidding phase of the Project. The CONSULTANT will prepare for and attend the Pre-Bid Conference and address technical questions. The CONSULTANT will also respond to written technical questions from prospective bidders which are submitted to the CITY with respect to the documents prepared under this scope of services. The CONSULTANT will prepare addenda relating to the design as necessary to interpret or clarify the Bidding Documents for construction. Once bids are received, the CONSULTANT will assist the CITY in evaluating the unit prices submitted and provide a written recommendation of award.

Task 8: Preparation of Conformed / Issued for Construction Documents for Package 1

The CONSULTANT will prepare a set of "Conformed Documents" for use during construction of this project. Conformed Documents result from the integration of items modified and/or revised via addendum during the Bidding Phase into the Bid Set Documents (plans and specifications), resulting in an "official" set of Conformed Documents to be used for Construction. The CONSULTANT will prepare three (3) half size drawings and specifications for OWNER use; five (5) half size and two (2) full size drawing sets and specifications to selected Contractor; and two (2) half size drawings and specifications for the CM.

If the Contractor requests electronic AutoCAD files of the drawings, the CONSULTANT will provide them under the following stipulations: Electronic data files are provided to the Contractor solely as a convenience and in an "as is" condition. Electronic data files are not considered part of the Contract Documents. The information contained in these electronic data files is for informational purposes only and cannot be modified without the knowledge and written consent of the Engineer and the Owner. Differences may exist between the electronic files delivered and the printed hard copy Contract Documents. In the event that such a conflict is found, the hard copy documents, which are signed and sealed with the Design Professional's registration stamp, shall be controlling and take precedence over the electronic version. These discrepancies shall not be the basis for a claim by the Contractor. The use of the information contained in electronic files is at the Contractor's sole risk without liability or legal exposure to the Engineer or the Owner.

Task 9: Construction Project Administration and Coordination

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

Task 10: Preconstruction Conference

The CONSULTANT shall prepare for and lead a preconstruction conference at the Airport before the Contractor is provided with a Notice to Proceed. The purpose of this meeting will be to review general administrative procedures of the contract, establish communication protocols, review technical requirements, begin the submittal process, and other items as defined in the Contract Documents.

Task 11: Job Coordination Meetings

As required by the Contract Documents, there will be regular construction progress meetings held with the Airport, the Contractor, and the CONSULTANT. The purpose of the progress meeting will be to review completed Work, discuss upcoming Work, coordinate outstanding tasks, etc. The CONSULTANT will attend these progress meetings, remotely or in person as requested by the airport, to provide interpretations of and review progress related to the Construction Documents. The CONSULTANT will prepare minutes of each meeting and distribute to attendees.

Task 12: Construction Site Visits

Under this task, the CONSULTANT's PM and/or appropriate technical leads will make visits to the site during construction. Such visits are not intended to be exhaustive in examining the Contractor's work in progress, but rather to provide a general observation of the work based on the Engineer's professional judgment. The CONSULTANT will review the Contractor's work as observed for general conformance with the Contract Documents. The CONSULTANT will not visit the site to direct or supervise the Contractor's work.

Note that site visits may be coordinated to happen concurrently with regular project meetings, or they may be held at other times. Therefore, the design professional will not necessarily be represented at each of the weekly project meetings.

Task 13: Shop Drawing Review

This task will include the CONSULTANT's coordination of review of shop drawings submitted by the Contractor as stipulated in the Contract Documents. The CONSULTANT will collect, and log shop drawings submitted by Contractor log responses, and return to the Contractor with necessary comments.

The CONSULTANT's review of shop drawings will be limited to design concepts and general compliance with the Contract Documents. Reviews by the CONSULTANT will not relieve the Contractor of the responsibility of compliance with the Contract Documents. The CONSULTANT shall act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work. The CONSULTANT shall have the authority to make decisions related to the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work.

The CONSULTANT will review and comment on each shop drawing or technical submittal a maximum of three (3) times. Additional reviews shall be eligible for additional compensation.

Task 14: Responses to Contractor Requests for Information (RFI's)

Under this task, the CONSULTANT will prepare technical responses to questions submitted by the Contractor in the format of a Request for Information (RFI). The CONSULTANT will collect, log, respond, and return the RFI to the CONTRACTOR. The CONSULTANT shall act as interpreter of the requirements of the Contract Documents and judge of the acceptability of the work. The CONSULTANT shall have the authority to make decisions related to the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. The CONSULTANT shall also provide technical support and clarifications related to the Construction Documents and shall provide any required revisions or supplemental information related to the contract documents that may be required during construction. If necessary, the CONSULTANT will issue necessary interpretations or clarifications in the form of an Engineer's Supplemental Instruction (ESI).

Task 15: Contractor Applications for Payment

Based on the CONSULTANT's on-site observations as an experienced and qualified design professional, on information provided by the Airport inspector, and on review of applications for payment and accompanying data and schedules, the CONSULTANT shall approve the amounts owed to the Contractor(s) based on the Contractor's monthly pay request.

Task 16: Inspections

The CONSULTANT will attend the scheduled Substantial Completion and Final inspections to review the work for general conformance with the Contract Documents and assist RPR with determining a level of completeness. At these inspections, the CONSULTANT will develop a list of items for inclusion in the final punch list. The CONSULTANT will prepare the punch list, distribute to the Contractor, and track when items are completed.

Task 17: Preparation of Closeout and Record Documents

Under this task, the CONSULTANT will take the Contractor's red lined and surveyed as-built information and incorporate them into the Construction Drawings for the Airport's record purposes. Also, under this task, the CONSULTANT will prepare the technical documents

related project closeout documentation in accordance with City of Lakeland, FAA, and FDOT requirements. The EOR will prepare required SWFWMD, City of Lakeland Development Review and Utility Department and FDEP closeout documents.

B. SPECIAL SERVICES

Special Services for this Project include those services anticipated to be performed by specialty sub-consultants or investigations necessary to complete the design as follows:

1) Topographic Survey

The CONSULTANT will contract with and manage a specialty subconsultant to perform a topographical survey of portions of the proposed project area and surrounding terrain as deemed necessary for the design of the project. This survey will supplement the survey previously performed for other projects in the area.

The survey will entail establishing field horizontal and vertical control, obtaining planimetric and topographical survey information, and produce a topographical base mapping of the project area.

Data collection efforts will include office and field work for crew coordination and briefings, coordination with CITY personnel on issues of security and airport operations, running a level loop to transfer true elevation from government benchmark, setting temporary benchmarks throughout the project area, establishing vertical elevations sufficient for engineering design over entire survey limits, horizontal and vertical location of improvements, recording location of visible evidence of utilities as flagged or painted by related service provider, data collector download and processing, preparation of AutoCAD drawing(s), reference notes, supervision, and certification.

The finished product of topographical survey will consist of a 3D AutoCAD coordinate based topographic survey map with DTM break lines, performed, and prepared in accordance with Minimum Technical Standards for the State of Florida as established by Chapter 61G17-6 of the Florida Administrative Code.

2) Geotechnical Investigation

The CONSULTANT will select and manage a sub-consultant that will perform various shallow soil borings and cores of existing pavements at various locations specified by CONSULTANT in order to verify and evaluate existing site conditions. Spacing and location will be as required for ground service equipment traffic pavement design. Appropriate laboratory testing and analysis will be performed on soil samples recovered from the borings. The resulting geotechnical information will be utilized by the CONSULTANT in designing pavements and stormwater facilities. This investigation will supplement the previous investigation performed under the preliminary site study. A copy of the final geotechnical investigation report will be provided to LAL.

III. BASIC ASSUMPTIONS

The following is a list of assumptions forming the basis of the CONSULTANT's cost proposal for providing the services detailed in the Scope of Services for this project. Any modification and/or revision to these basic assumptions will constitute a change in the project scope and may result in a revision to the CONSULTANT's cost proposal.

1. Labor and expense dollars for the Project included in **Attachment B** are estimated and may be moved between tasks and between authorized labor and expense categories at the discretion of the CONSULTANT provided the maximum value of the Agreement is not exceeded.

2. Rate categories shown in the man-hour fee estimate are based on the CONSULTANT's assumed staffing at the time of preparation. If additional or different staff are required, the CONSULTANT will bill the hours in accordance with the following Schedule of Hourly Rates (subconsultant rates may vary based on their standard rate tables).

Classification	**Rates**
Project Principal	$ 255.00
Project / Technical Director	$ 235.00
Sr. Project / Sr. Technical Manager	$ 205.00
Project / Technical Manager	$ 180.00
Sr. Eng/Arch/Planner/Scientist IV	$ 220.00
Sr. Eng/Arch/Planner/Scientist III	$ 200.00
Sr. Eng/Arch/Planner/Scientist II	$ 165.00
Sr. Eng/Arch/Planner/Scientist I	$ 130.00
Eng/Arch/Planner/Scientist II	$ 110.00
Eng/Arch/Planner/Scientist I	$ 95.00
Sr. Clerical/Administrative	$ 105.00
Clerical/Administrative	$ 90.00
Sr. Designer/CAD Technician	$ 125.00
Designer/CAD Technician	$ 105.00
Sr. Construction Manager Rep (Airside)	$ 130.00
Construction Management Rep. (Landside)	$ 110.00

3. LAL will provide the CONSULTANT with necessary existing documents and goals and objectives for the Project.

4. LAL will provide, or assist with obtaining from the CITY, any record documents that relate to the project area such as existing information for location of utilities.

5. Documents will be created in the CONSULTANT's standard format. All drawings will be created in black and white AutoCAD format using English units. Technical specifications will be provided in Master Spec, FAA, or FDOT standard format as determined appropriate by the CONSULTANT.

6. The CITY will pay all costs required for permitting directly. The CONSULTANT shall not be responsible for payment of any permitting fees.

7. It will be the responsibility of the Contractor to obtain any permits necessary for construction. The CONSULTANT will not be applying for or obtaining any construction related permits.

8. CONSULTANT shall not be responsible for the acts or omissions of any Contractor, subcontractor, or supplier at the site or otherwise furnishing or performing any of the Contractor's work.

9. Any electronic files provided to the Contractor will be done so under the following stipulations:

    a. Electronic data files are the property of the CITY and are provided by the CONSULTANT to the CONTRACTOR solely as a convenience and in an "as is" condition. The CONTRACTOR hereby acknowledges that electronic data files are not considered part of the Contract Documents. The CONTRACTOR also acknowledges that the information contained in these electronic data files is for informational purposes only and agrees not to modify them without the knowledge and written consent of the CONSULTANT and the CITY.

    b. The CONTRACTOR further acknowledges and agrees that differences may exist between the electronic files delivered and the printed hard copy Contract Documents. In the event that such a conflict is found, the hard copy documents, which are signed and sealed with the Design Professional's Registration Stamp, shall be controlling and take precedence over the electronic version. The CONTRACTOR also agrees that such a discrepancy between the hard copy contract documents and the electronic files shall not form the basis for claim.

    c. The use of the information contained in electronic files is at the CONTRACTOR'S and others' sole risk without liability or legal exposure to the CONSULTANT or the CITY.

10. Water and wastewater connections are readily available near site with no offsite water and wastewater main extensions.
11. Stormwater from site will discharge to regional pond and a new stormwater pond will not be required. SWFWMD will require modification to the existing permit.
12. LAL will provide the CONSULTANT the most current permitted ICPR storm drainage model for use during design and SWFWMD permitting.
13. The following items are excluded from the Project scope of services but can be added for additional fee if desired:

    a. Subsurface utility engineering and locations
    b. Boundary survey
    c. Landscaping Design
    d. Traffic studies
    e. Offsite roadway improvements
    f. FDOT Connection Permits
    g. Gopher Tortoise (or other endangered species) survey and/or relocation
    h. Water quality monitoring
    i. Noise modeling
    j. Wetland mitigation
    k. Commissioning
    l. Threshold Inspections
    m. Quality Assurance Testing
    n. LEED Sustainable Design or Certification
    o. Modeling and evaluation of the existing utility systems
    p. ALP Update
    q. SWFWMD Water Use Permit (WUP) for dewatering or irrigation uses.
    r. Design and permitting of a public or private wastewater pump station and force main. Presence of an existing gravity wastewater point of connection is assumed.
    s. Arc Flash Analysis. This is assumed part of Package 2 buildout.

14. Any other service not specifically delineated within this scope is not included and would only be performed at Client's request and approved fee.

END ATTACHMENT A

ATTACHMENT B
LABOR HOUR FEE ESTIMATE
FOR ARCHITECTURAL, ENGINEERING AND CONSTRUCTION ADMINISTRATION SERVICES
FOR LAKELAND LINDER INTERNATIONAL AIRPORT (LAL) AVELO TERMINAL AREA OFFICES

		PROJECT MANAGEMENT			CIVIL			PLANNING			ARCHITECTURE			MECHANICAL			ELECTRICAL			TELECOMM			PLUMBING / FIRE PROTECTION			STRUCTURAL			
	Task Description	Project Principal	Sr. Project Manager	Sr. Admin	Sr. Eng. IV	Sr. Eng. III	Sr. Designer	Sr. Planner IV	Sr. Planner III	Planner II	Sr. Arch IV	Sr. Arch III	Sr. Designer	Sr. Eng. IV	Sr. Eng. III	Sr. Designer	Sr. Eng. IV	Sr. Eng. III	Sr. Designer	Sr. Eng. IV	Sr. Eng. III	Sr. Designer	Sr. Eng. IV	Sr. Eng. III	Sr. Designer	Sr. Eng. IV	Sr. Eng. III	Sr. Designer	Total Man-Hours
Task 1:	**Project Management**																											
1.1	Project Management	2	20																									**22**
1.2	Project Kick-off Meeting	1	2			2						2																**7**
Task 2:	**Quality Control Program**																											
2.1	Develop Quality Control Program		2																									**2**
Task 3:	**Data Collection**																											
3.1	Data Collection		1		1	4	4		2	2																		**14**
Task 4:	**Validation and Preliminary Design**																											
4.1	Review and Validate Previous Concepts		2		2	4		1	4																			**13**
4.2	Develop new site plans					8			4	4	2																	**18**
4.3	Coordinate with CM/GC on cost estimates		1			1						1																**3**
4.4	Permitting Pre-App Meetings		1		1	4																						**6**
4.5	City Development Review Submittal		1		1	4																						**6**
4.6	Quality Control				2			1			1																	**4**
Task 5:	**Construction Documents (75% Submittal)**																											
5.1	Prepare 75% Design Submittal Documents		2	2	4	16	24				2	4	10	1	2	4	1	2	4	1	2	4	1	2	4	2	6	8	**108**
5.2	Prepare 75% Specifications		2	2	4	8					2	8		1	4		1	4		1	4		1	4		2	8		**56**
5.3	Prepare 75% Narrative		2		2						1			1			1			1			1			1			**10**
5.4	Coordinate cost estimate update from CM/GC		1			1						1																	**3**
5.5	Submit Site Permitting Applications				4	8																							**12**
5.6	75% Design Meetings (2)		2			2						2																	**6**
5.7	Quality Control				4						2			1			1			1			1			2			**12**
Task 6:	**100% / Bid Documents**																											
6.1	Prepare Bid Drawings		1		2	8	16				1	2	6	1	2	4	1	2	4	1	2	4	1	2	4	1	4	4	**73**
6.2	Prepare Bid Specifications		1	2	2	4					1	4		1	2		1	2		1	2		1	2		1	4		**31**
6.3	Incorporate Review Comments		1			1	2					1	2		2			2			2			2			2		**17**
6.4	Prepare Project Manual		2			2						2			1			1			1			1			1		**11**
6.5	Assist CM/GC with Permit Submittals		1		1							1																	**3**
6.6	Bid Coordination Meetings (2)		2			2						2																	**6**
6.7	Quality Control				2						2			1			1			1			1			1			**9**
Task 7:	**Bidding Services**																											
7.1	Pre-Bid Meeting		2			1						1																	**4**
7.2	Respond to Bidder Questions / Prepare Addenda		2	4		2	4					2	2		2			2			2			2			2		**26**
7.3	Evaluation of Submitted Bids		1		1						1																		**3**
Task 8:	**Construction Documents (IFC Submittal)**																											
8.1	Prepare IFC Design Submittal Documents		1	2	1	2	2				1	2	2	1	2		1	2		1	2		1	2		1	2		**28**
8.2	Submit IFC Design documents		1	2		2						2																	**7**
Construction Phase Services																													
Task 9	Construction Project Admin & Coordination	1	4	4																									**9**
Task 10	Preconstruction Conference		2			2						2																	**6**
Task 11	Job Coordination Meetings	1	4			8						8																	**21**
Task 12	Construction Site Visits		4			8						8																	**20**
Task 13	Shop Drawing Review			10		8	8					8	8		1	1		1	1		1	1		1	1		4	2	**56**
Task 14	Responses to Contractor RFIs		1	10		8	8					8	8		2	1		2	1		2	1		2	1		4	2	**61**
Task 15	Contractor Application for Payment		2			4																							**6**
Task 16	Inspections		2			8						8															4		**22**
Task 17	Preparation of Closeout and Record Documents		1			2	16					2	8		2			2			2			2			2		**39**
	TOTAL MAN-HOURS	**5**	**74**	**38**	**34**	**134**	**84**	**2**	**10**	**6**	**16**	**81**	**46**	**8**	**22**	**10**	**8**	**22**	**10**	**8**	**22**	**10**	**8**	**22**	**10**	**11**	**43**	**16**	**760**
	LABOR RATES - HOURLY	**$255.00**	**$205.00**	**$105.00**	**$220.00**	**$200.00**	**$125.00**	**$220.00**	**$200.00**	**$110.00**	**$220.00**	**$200.00**	**$125.00**	**$220.00**	**$200.00**	**$125.00**	**$220.00**	**$200.00**	**$125.00**	**$220.00**	**$200.00**	**$125.00**	**$220.00**	**$200.00**	**$125.00**	**$220.00**	**$200.00**	**$125.00**	
	SUB-TOTAL LABOR COSTS	**$1,275**	**$15,170**	**$3,990**	**$7,480**	**$26,800**	**$10,500**	**$440**	**$2,000**	**$660**	**$3,520**	**$16,200**	**$5,750**	**$1,760**	**$4,400**	**$1,250**	**$1,760**	**$4,400**	**$1,250**	**$1,760**	**$4,400**	**$1,250**	**$1,760**	**$4,400**	**$1,250**	**$2,420**	**$8,600**	**$2,000**	**$136,445**
		PM fee:		**$ 20,435**		Civil fee:	**$ 44,780**			**$ 3,100**		Architecture fee:	**$ 25,470**		Mech fee:	**$ 7,410**		Electrical fee:	**$ 7,410**		Telecomm fee:	**$ 7,410**		Plumb./FP fee:	**$ 7,410**		Struc. fee:	**$ 13,020**	

REIMBURSABLE COSTS			**$4,300**
Printing, Reproduction, Binding, Shipping, Etc.	$500		
Travel Reimbursement	$3,800	4 trips @ $950.00	
SUBCONSULTANTS			**$18,865**
Geotechnical Investigation (Tierra)	$9,965.06		
Topographic Survey (Chastain S.)	$8,900.00		
TOTAL FEES - PROFESSIONAL SERVICES			**$159,610**