



**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$ 326,773	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues (Grants)	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<b>\$ 326,773</b>	_____	_____	_____	_____

# ADDITIONAL FTE POSITIONS (Cumulative) \_\_\_\_\_

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

Budget Account No: Fund 4111 Department 121 Unit A107 Object 6505  
 Reporting Category \_\_\_\_\_


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

A Budget Transfer in the Airport's Improvement and Development Fund in the amount of \$326,773; including a transfer from Reserves in the amount of \$326,773.

C. Departmental Fiscal Review: 

**III. REVIEW COMMENTS**

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

 11/21/23  
 OFMB GA 11/21/23  
 11-21-23

 12/4/23  
 Contract Dev. and Control  
 12/4/23

**B. Legal Sufficiency:**

Anne Delgant 12-5-23  
 Assistant County Attorney

**C. Other Department Review:**

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

REVISED 11/17

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



**AMENDMENT NO. 2 TO CONTRACT  
BETWEEN  
PALM BEACH COUNTY DEPARTMENT OF AIRPORTS  
AND  
AVCON, INC.  
FOR  
CONSULTING/PROFESSIONAL SERVICES  
AT  
PALM BEACH COUNTY AIRPORTS**

**R2023 1858** DEC 19 2023

This Amendment No. 2 to the Contract is made as of the 19<sup>th</sup> day of December, 2023, by and between **Palm Beach County**, Florida (COUNTY) and **AVCON, INC.**, a corporation authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT, whose Federal Tax I.D. number is 59-2890463.

WITNESSETH

WHEREAS, on September 13, 2022, the County entered into Agreement (R2022-1029) with the CONSULTANT for the CONSULTANT to provide Airport General Consulting Services for the Palm Beach County Department of Airports, for a period of two (2) years, with two (2) one (1) year renewal options, the exercise of which are within COUNTY'S sole control and discretion; and

WHEREAS Article 26 of the Contract requires an amendment when the parties are able to define additional 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 Three Hundred Twenty-Six Thousand Seven Hundred Seventy-Two Dollars and Ninety Cents (\$326,772.90) for the services described in this AMENDMENT NO. 2 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.

(THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK.)

AVCON, Inc.

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 affixed hereto and attested by the Clerk of said board, and the CONSULTANT, AVCON inc., has caused these presents to be signed in its corporate name by its duly authorized officer, SANDEEP SINGH, 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:

PALM BEACH COUNTY, FLORIDA

R2023 1858 DEC 19 2023

ATTEST:  
JOSEPH ABRUZZO  
CLERK OF THE CIRCUIT COURT  
& COMPTROLLER

PALM BEACH COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS:

By:   
Deputy Clerk

By:   
Maria Sachs, Mayor

WITNESS:

CONSULTANT:

Suzanne M. Finney Digitally signed by Suzanne M. Finney  
Date: 2023.11.16 14:14:29 -05'00'

AVCON, INC.  
COMPANY NAME

SIGNATURE

Suzanne M. Finney

Name (type or print)

Sandeep Singh Digitally signed by Sandeep Singh  
Date: 2023.11.16 09:15:41 -05'00'

Signature

Sandeep Singh, P.E.

Name (type or print)

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By:   
County Attorney

President

President

APPROVED AS TO TERMS  
AND CONDITIONS

By:   
Director of Airports



AVCON, Inc.

AMENDMENT NO. 2 TO R2022-1029, Rev. 2  
CONSULTING/PROFESSIONAL SERVICES

**Signatory Authorization(s)**



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Profit Corporation  
AVCON, INC.

### Filing Information

**Document Number** K22990  
**FEI/EIN Number** 59-2890463  
**Date Filed** 05/05/1988  
**State** FL  
**Status** ACTIVE

### Principal Address

5555 EAST MICHIGAN STREET  
 SUITE 200  
 ORLANDO, FL 32822-2779

Changed: 11/21/2002

### Mailing Address

5555 EAST MICHIGAN STREET  
 SUITE 200  
 ORLANDO, FL 32822-2779

Changed: 11/21/2002

### Registered Agent Name & Address

SINGH, SANDEEP  
 5555 EAST MICHIGAN STREET  
 SUITE 200  
 ORLANDO, FL 32822

Name Changed: 03/26/1997

Address Changed: 02/06/2003

### Officer/Director Detail

#### **Name & Address**

Title DCP

SINGH, SANDEEP  
 11138 BRIDGE HOUSE RD.  
 WINDERMERE, FL 34786



Title VP

BALDOCCHI, RICHARD V  
750 ALBA DR.  
ORLANDO, FL 32804

Title ST

KRISS, JAMES A  
9348 THURLOE PLACE  
ORLANDO, FL 32827-7003

Title Director

LEWIS, VIRGIL C  
604 SAILBOAT DRIVE  
NICEVILLE, FL 32578

**Annual Reports**

<b>Report Year</b>	<b>Filed Date</b>
2022	01/04/2022
2022	06/15/2022
2023	01/10/2023

**Document Images**

<a href="#">01/10/2023 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">06/15/2022 -- AMENDED ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/04/2022 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/07/2021 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/07/2020 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/08/2019 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/16/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/04/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/06/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
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<a href="#">02/26/1999 -- ANNUAL REPORT</a>	<a href="#">view image in PDF format</a>
<a href="#">01/27/1998 -- ANNUAL REPORT</a>	<a href="#">view image in PDF format</a>
<a href="#">03/26/1997 -- ANNUAL REPORT</a>	<a href="#">view image in PDF format</a>
<a href="#">04/23/1996 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/06/1995 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>



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**PALM BEACH COUNTY DOA GENERAL CONSULTING SERVICES**

**EXHIBIT A-1**

Task I-23-PBI-AV-008 PBI Burrowing Owl Mitigation Environmental Services

Palm Beach International Airport (PBI)

**OVERVIEW**

The Palm Beach County Department of Airports (DOA) has requested that AVCON, Inc. (AVCON) provide services related to the Task I-23-PBI-AV-008 2023 Burrowing Owl Mitigation Environmental Services at the Palm Beach International Airport (PBI). This assignment consists of locating, scoping and collapsing approximately (60) burrowing owl burrows and collapsing the burrows located within the Runway Safety Areas (RSAs) and Taxiway Safety Areas (TSAs) at the Palm Beach International Airport (PBI). AVCON will provide maps with the RSA/TSA limits to Earthology which will be utilized during the site visits. AVCON will assist with the coordination and scheduling for the burrow video scoping and nest collapse. Earthology will locate, scope and collapse the owl burrows and prepare the required Migratory Bird Depredation - Annual Report. AVCON will conduct miscellaneous task management and administration for this assignment. The extents of the full project scope is further described in the attached Earthology Scope of Work.

**PROJECT TEAM**

The Project Team for this task includes:

<b>Firm Name (CONSULTANT/SUBCONSULTANT)</b>	<b>Type of Services</b>
AVCON, Inc. (CONSULTANT)	Project Management/Coordination/Scheduling Site Visits/ within the PBI AOA/Prepare PBI maps with RSA and TSA limits
Earthology, LLC (SUBCONSULTANT)	Environmental Services

**ESTIMATED DURATION/SCHEDULE**

After receipt of a Notice to Proceed, the AVCON Team is scheduled to complete this project within 42 Calendar Days after the date of the Project Kickoff Meeting, assuming that there are no more than a total of sixty (60) Burrowing Owl burrows found within the PBI RSA and TSA areas.



## **PROJECT ASSUMPTIONS**

1. Due to the unknown nature and the full extents of the work necessary to complete this assignment, the burrow scoping and collapsing field work is proposed to be performed under a time and material (T&M) basis. The estimated T&M fee of the SUBCONSULTANT, Earthology LLC, was established based on an estimated total number of ten (10) field days to collapse sixty (60) Burrowing Owl nests located within the PBI RSA and TSA areas.

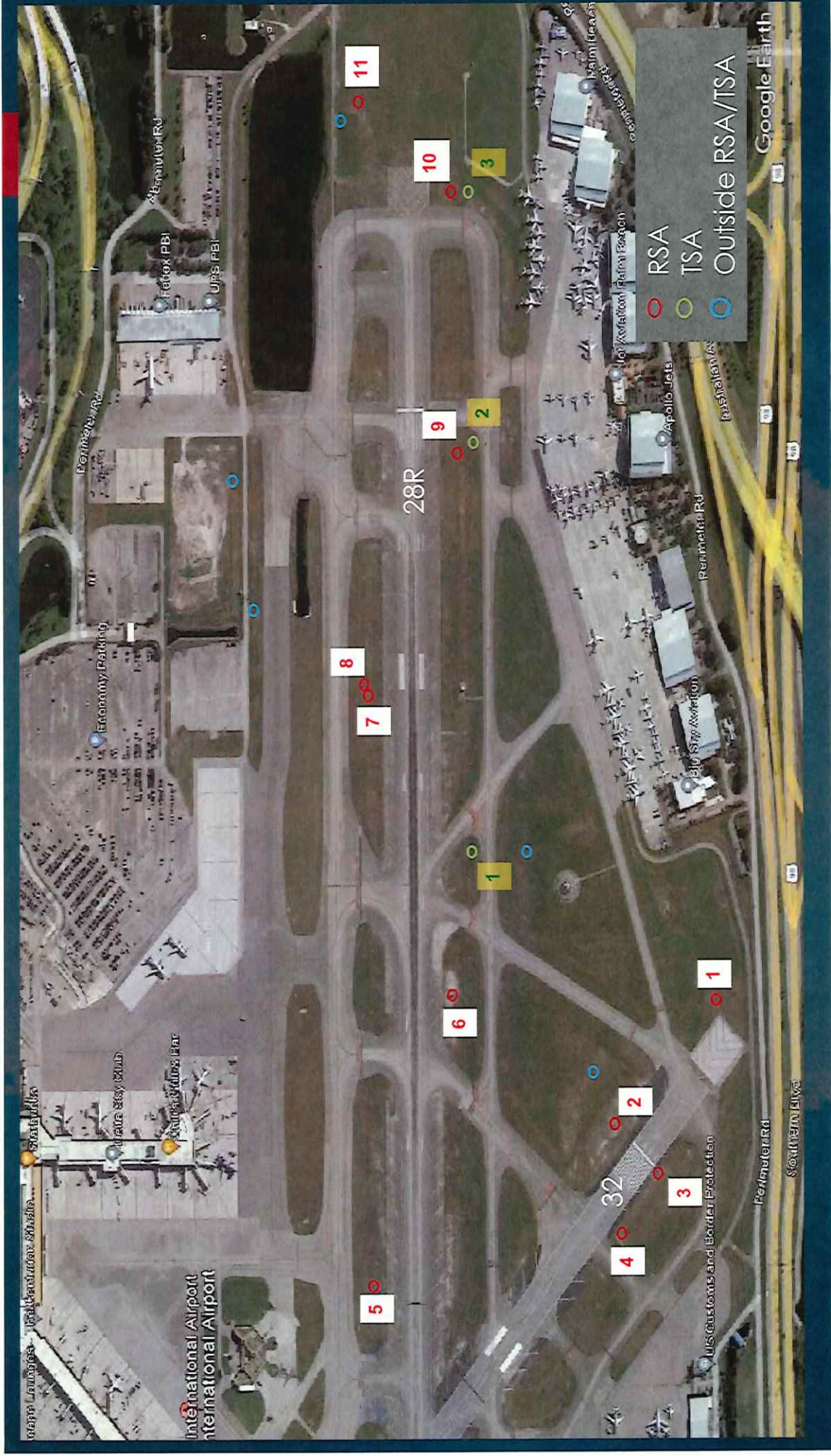
The CONSULTANT'S project management, coordination, and PBI RSA and TSA map preparation efforts and the SUBCONSULTANT's project management, coordination, and annual report documentation preparation shall be performed on a lump sum fee basis.

2. Runway 14-32 is currently under construction and closed, which leaves Runway 10L-28R as the only runway available at PBI to accommodate air carrier aircraft operations while this assignment is being performed. Earthology has assumed that the burrows located within the Runway 10L-28R RSA will be scoped and collapsed during short windows of time when the airlines are not scheduled to operate on the runway. This will result in some amount of standby time for Earthology's field crew to access the RSA that is beyond their ability to accurately predict and control once the field work commences; therefore, Earthology's Tasks 1.1 and 1.2 will be performed on a T&M basis. Should more than 110 hours for each Earthology Field Scientist and 20 hours for Earthology's Project Management be required to scope and collapse all of the burrows situated within the PBI RSA and TSA areas due to a combination of excessive standby time and/or additional burrows discovered within the RSAs and TSAs, an amendment to Earthology's NTE fee will be necessary.
3. The assignment will be conducted inside the PBI Aircraft Operations Area (AOA). The DOA staff will escort Earthology representatives inside the PBI AOA and while performing the burrow/nest video scoping and collapse work inside the PBI AOA.
4. The Project Kick-off Meeting will be a virtual meeting conducted via Teams or other mutually agreed upon virtual meeting platform.
5. DOA staff to provide all necessary materials, manpower, and equipment required to back fill and restore the anticipated sixty (60) Burrowing Owl borrow sites (i.e., fill in the burrows) after Earthology Biologists have collapsed the burrows. FWC specifications recommend "pea rock, thick sod, gravel, or other similar resistant substrate over exposed fill" for filling in the burrows. Should the video scoping effort not detect any eggs or flightless young due to the configuration of the burrow (i.e., meandering burrow and/or obstruction), and eggs and/or flightless young are discovered during the burrow collapsing effort, the burrow will be re-constructed by Earthology Biologists.
6. The DOA will prepare and submit the Migratory Bird Depredation Permit to the USFWS.
7. In the event that the DOA and AVCON believe it to be in the best interests of the Project that additional inspection services, or additional services beyond what is provided in this scope of work be provided by AVCON, a separate Task Authorization, which specifies the proposed additional scope of services to be performed, will be prepared and submitted for approval and execution.

**Attachments:**

**DOA's Map of PBI Burrowing Owl Burrow Locations (emailed Oct. 30, 2023)**  
**Exhibit B - Labor Fee Estimate Summary**  
**Earthology LLC, Proposal**





**RSAs: 11**

**TSAs: 3**

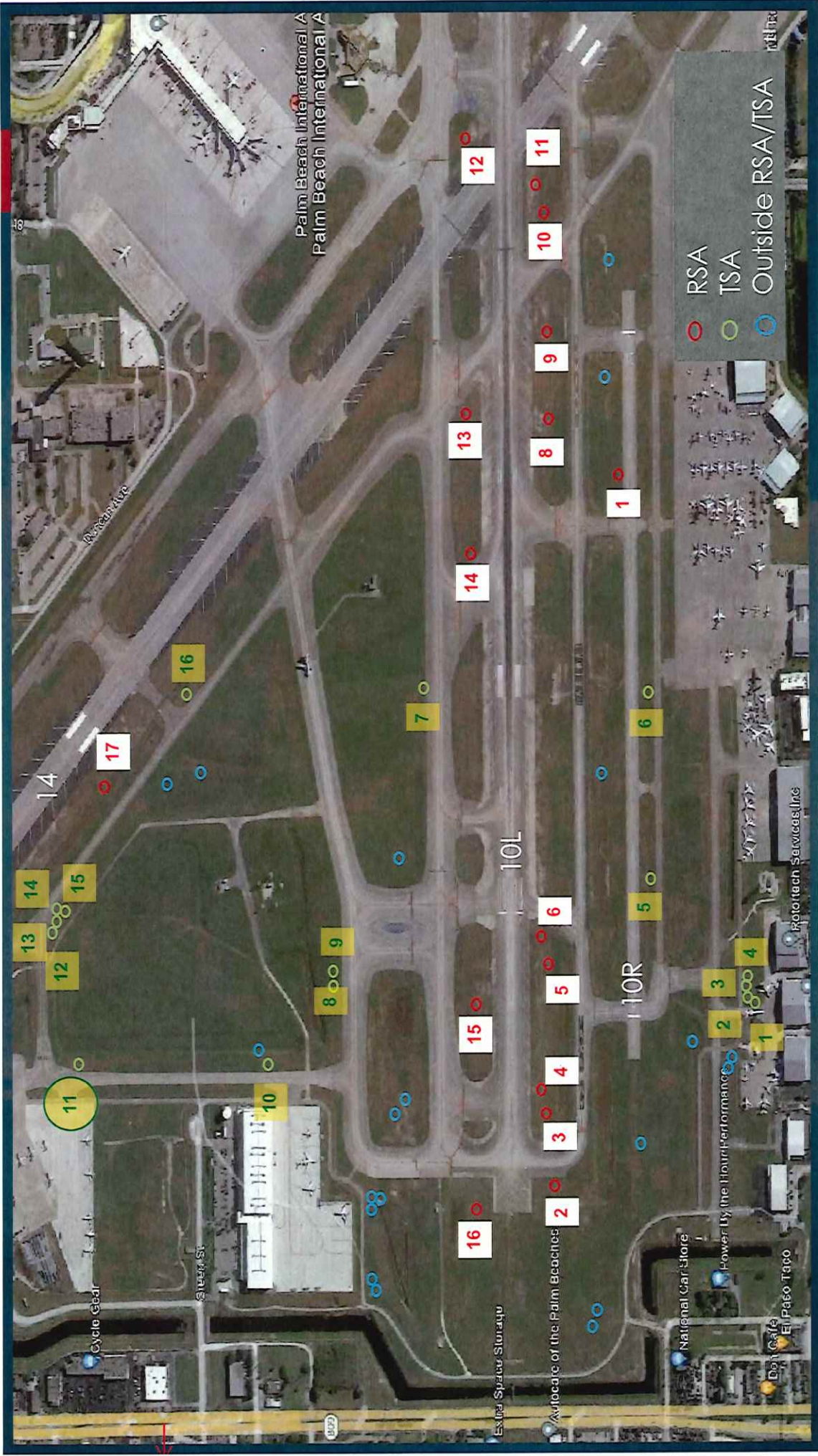
**Summary of Burrows located within RSA/TSAs This Page:**



**Summary of Burrows located within RSA/TSAs This Page:**

**RSAs: 17**

**TSAs: 16**





**Summary of  
Burrows located  
within RSA/TSA's  
This Page:**

**RSAs: 1**





**EXHIBIT B FEE SCHEDULE & BREAKDOWN**

**Labor/Fee Estimate Summary - CONSULTANT (AVCON, INC.) - Task I-23-PBI-AV-008: PBI Burrowing Owl Mitigation Environmental Services**

Billing Rate:	\$	282	\$	252	\$	216	\$	166	\$	163	\$	102	\$	103	\$	101
---------------	----	-----	----	-----	----	-----	----	-----	----	-----	----	-----	----	-----	----	-----

Task Description	Labor Estimate (Hours)											Fee Estimate (\$)				
	Principal	QC Reviewer	Sr. Project Manager	Project Manager	Senior Civil Engineer	Project Engineer	Senior CADD Designer	Contract Administrator	Total Hours	Labor	Expenses	Total				
<b>Task I-23-PBI-AV-008</b>																
Project Scoping, Kick Off Meeting and Coordination	0	0	44	0	7	6	6	12	75	\$13,087	0	\$13,087				
Project Scoping & Setup, Subconsultant Coordination & Subconsultant Invoicing QC			16				4	4	20	\$3,660		\$3,660				
Kick-off Meeting & Meeting Notes			2		1			2	5	\$797		\$797				
Coordination with DOA			10			6			16	\$2,772		\$2,772				
Prepare PBI Maps with RSA/TSA Limits and Dimensions			2		6				8	\$1,050		\$1,050				
Overall Task Management			8				6		20	\$3,312		\$3,312				
QC Subconsultant Migratory Bird Depredation - Annual Report			6						6	\$1,296		\$1,296				
Printing Costs									0	\$-		\$-				
<b>Total Lump Sum Fee - AVCON, INC.</b>												<b>\$13,087</b>				
Subconsultant Fees																
Total Estimated Subconsultant NTE T&M Fee - Earthology (T&M)												\$39,810.80				
Total Estimated Subconsultant Lump Sum Fee - Earthology (LS)												\$23,875.10				
<b>Total Estimated Lump Sum and N.T.E. Fee and Materials - Subconsultant (Earthology LLC)</b>												<b>\$63,685.90</b>				
<b>GRAND TOTAL AVCON PLUS SUBCONSULTANT N.T.E. FEE</b>												<b>\$76,772.90</b>				

**Total Lump Sum Fee - AVCON, INC.**

Subconsultant Fees  
 Total Estimated Subconsultant NTE T&M Fee - Earthology (T&M) \$ 39,810.80  
 Total Estimated Subconsultant Lump Sum Fee - Earthology (LS) \$ 23,875.10

Total Estimated Lump Sum and N.T.E. Fee and Materials - Subconsultant (Earthology LLC) \$ 63,685.90  
 GRAND TOTAL AVCON PLUS SUBCONSULTANT N.T.E. FEE \$ 76,772.90

Prepared by: AVCON, INC.





Dated: November 14, 2023

To,  
Mark Waller, P.E.  
AVCON, Inc  
6853 SW 18<sup>th</sup> Street,  
Boca Raton, Florida 33433

**Re: PBI Burrowing Owl Environmental Services Proposal and Quote**

Dear Mr. Mark Waller

Earthology LLC is pleased to submit the Proposal and Quote for Burrowing Owl survey and management, at the Palm Beach International Airport (PBI). Florida burrowing owls (*Athene cunicularia floridana*) are state-listed as threatened and protected from harm, harassment, and possession under state Rules F.A.C. Rule 68A-27.003(a), and 68A-27.001(4). Burrowing owl nests, eggs, and young are also protected under the Migratory Bird Treaty Act. Pursuant to F.A.C., Rule 68A-9.012. Federal Migratory Bird Treaty Act, state Rule 68A-16.001, F.A.C., and state Rule 68A-4.001, F.A.C. As per the surveys conducted by PBC-DOA staff during the month of October 2023, there are a total of forty-eight (48) burrowing owl burrows have been identified within the airport's Runway Safety Areas (RSA) and Taxiway Safety Areas (TSA). These owl burrows may potentially cause disturbances to airport safety and/or be impacted. Pursuant to F.A.C., Rule 68A-9.012 Take of Wildlife on Airport Property, any burrows located within airport RSA or TSA zones are not regulated by Florida Fish and Wildlife Conservation Commission (FWC), instead, are regulated by the United States Fish and Wildlife Service (USFWS) through PBI's existing USFWS Depredation Permit (#MB673729-0). Therefore, we understand a FWC permit will not be required for this effort and is not included in this proposal.

The DOA has provided a recent updated owl burrow location map depicting forty-eight (48) owl burrows located within the existing runway and taxiway safety areas (RSAs and TSAs) at the Palm Beach International Airport (PBI). Based upon Earthology's 2022 burrowing owl mitigation assessment work experience at PBI, Earthology believes that there is a high probability that new and / or existing burrows will be created within the PBI RSA/TSA areas before the Notice to Proceed is issued for this assignment. Therefore, Earthology recommends factoring in a potential 25% increase in the number of burrows to be collapsed. Earthology has developed a Not to Exceed (NTE) fee to scope and collapse an estimated sixty (60) burrowing owl burrows at PBI for this assignment. Earthology's specific scope of services for the PBI burrowing owl mitigation services is presented below.

**I. SCOPE OF SERVICES**

**Task 1 - Burrowing Owl Survey, Video Scope, and Collapse**

**1.1 -RSA and TSA Burrow Survey and Impact Determination**

Earthology will perform daytime field surveys to assess the number of burrows that fall inside RSA and TSA areas and will require video scoping and collapsing. At each safety area location identified by the PBC-DOA, a survey of all burrows within the vicinity will be conducted in accordance with FWC Species Conservation Measures and Permitting Guidelines for the Florida Burrowing Owl (February 2018). Earthology biologists will document the location, number of potentially occupied burrows and abandoned



burrows, and number of adult owls/pairs observed. Earthology will confirm all burrows being video scoped/collapsed fall under the USFWS Depredation Permit by measuring the distance of the burrow to the TSA/RSA limits. Digital photography and GPS waypoints will be used to record observations and onsite locations, and each located burrow will be marked with a stake and numbered. AVCON will provide the TSA areas, RSA areas in digital format (i.e., dgn and/or shapefile) to Earthology prior to this field effort and/or will be clearly marked in the field.

### **1.2 - Burrow Video Scoping and Collapse**

It is assumed the burrows falling within airport runway and taxiway safety areas and therefore under the existing USFWS depredation permit, will be video scoped and then collapsed. Burrows that fall outside of the TSA and RSA areas will remain and impacts to them should be avoided. The purpose of the video-scoping is to determine if eggs or flightless young are present prior to burrow collapse. If eggs or flightless young are not present (inactive burrow), then the burrow will be collapsed by Earthology. Inactive burrows may be collapsed under the existing depredation permit. However, active burrows (containing eggs and/or flightless young) cannot be collapsed under this permit. Should burrows with eggs or flightless young be encountered, these burrows must remain undisturbed until the young have fledged and a 33-foot 'no entry' buffer staked around the burrow. In the event that leaving an active burrow will result in a public safety hazard, coordination with, and/or an additional permit from, the USFWS is required. 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 by Earthology following FWC protocols. Burrow scoping and collapsing procedures will be consistent with protocols established by FWC. The burrow collapsing effort should occur following or prior to the breeding season, February 15-July 10, to reduce the chances of encountering chicks/eggs within the burrows.

These tasks include coordination with AVCON and PBC-DOA to schedule and obtain airport airfield escort/access for the activities proposed in this scope of services. It is assumed the PBC-DOA will escort Earthology staff to the various runway and taxiway safety areas. The NTE fee for these tasks (Tasks 1.1 and 1.2) shown in this proposal is based upon scoping and collapsing an estimated sixty (60) burrows located within the PBI RSA and TSA areas. It should be noted that Runway 14-32 is currently under construction and closed, which leaves Runway 10L-28R as the only runway available at PBI to accommodate air carrier aircraft operations while this assignment is being performed. Earthology assumes that the burrows located within the Runway 10L-28R RSA will be scoped and collapsed during short windows of time when aircraft are not scheduled to operate on the runway. This will result in some amount of standby time for Earthology's field crew to access the RSA that is beyond their ability to predict and control. Therefore, since Tasks 1.1 and 1.2 will be performed on a T&M basis, should more than 110 hours per Field Scientist and 20 hours for Project Management be required to scope and collapse all of the burrows located within the PBI RSA and TSA areas due to a combination of excessive standby time and/or additional burrows discovered within the RSAs and TSAs, an amendment to the NTE fee will be necessary.

### **Task 2 – Schedule and Coordination, Summary of Results, and Annual Report for the USFWS Depredation Permit Renewal - Lump Sum Task**

Upon receipt of project authorization, preparation of work activities will begin. We understand that our work effort will be coordinated with AVCON and Point of Contacts for the PBI airport. Task 1.1 will begin based on authorization from AVCON and will be completed within forty-two (42) business days.

Earthology will prepare a summary table documenting the results of the safety area survey, video scoping, and collapsing effort. 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). This summary will be provided to AVCON for review and submittal to PBC-DOA.



This task also involves preparing the Annual report using the USFWS Migratory Bird Depredation - Annual Report (Form 3-202-9). The annual report will be used by the client to apply for the depredation permit renewal. PBC-DOA will be responsible for providing additional documentation as per the USFWS Migratory Bird Depredation permit (Form 3-200-13 (Rev. 01/2020)). The Project Manager will coordinate/communicate directly among AVCON, Point of Contact at PBI, and the expert biologists before, during and after the field works.

<b>II. FEES</b>		
<b>Table 1 – Fee Estimate for PBI Airport</b>		
<b>Task No.</b>	<b>Description</b>	<b>T&amp;M Fee</b>
Task 1.1 & 1.2	-RSA and TSA Burrow Survey and Impact Determination -Burrow Video Scoping and Collapse	\$39,810.80
*Task 2	Summary of Results, Annual Report, PM to prepare the scope of work and communicate with the prime and the subject matter experts	*\$23,875.10
<b>Total</b>		<b>\$63,685.90</b>

*\*Please note that Task 2 is a Lump Sum Task.*

It is estimated the survey, scoping, and collapsing effort will require up to 110 Hours Per Field Scientist and 20 Hours for Project Management. Should more than 110 hours Per Field Scientist and 20 hours for Project Management be required to scope and collapse the burrows located within the PBI RSA and TSA areas, it shall be considered as additional work and amendment to this scope and T&M fee will be required. Fees may need to be adjusted based on the need to conduct nighttime work, poor weather conditions and/or the need for additional field survey time. Invoices will be submitted on a monthly basis and due upon receipt. This estimate 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.

**IV. ASSUMPTIONS**

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.

- AVCON will provide any required project files of airport safety areas (i.e., shapefiles/dgn files).
- PBC-DOA will provide Earthology 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 110 hours Per Field Scientist and 20 hours for Project Management is estimated to survey, video scope, and collapse 60 burrows. More than sixty burrows will be considered additional services.
- It is assumed PBI/PBC-DOA possesses a valid USFWS permit authorizing take, temporary possession, and transportation of migratory birds within these areas.
- It is assumed all burrows to be surveyed and/or collapsed fall within airport safety areas, so an FWC Incidental Take permit is not required.
- This effort does not include obtaining/renewing the USFWS Permit.
- The filling of the collapsed burrows will be conducted by the PBC-DOA staff and will be completed



according to the FWC guidelines.

- It is assumed that the PBC-DOA staff will accomplish the filling in of the collapsed burrows, immediately following the collapse of the burrows, without any delay in time.
- Any additional work that has to be conducted will be scheduled after coordination with the client, and after our current tasks have been completed, and our targets have been accomplished.
- This scope of work may be adjusted according to the requirements and project's progress as well as any additional effort required.
- Earthology will not be responsible for any damage and/or negative impact that could be caused during construction and Best Management Practice (BMP) implementation by PBC-DOA, AVCON and/or Subcontractors.
- In the event that the fieldwork is pushed into the nesting season, due to foreseen or unforeseen delay on our client's part, the fieldwork, included in Task 1, will be radically different. The follow-up Task 2 Annual Report (a lump sum task) will need to be amended to accommodate the new scope of work in the field, and the follow-up Annual Reporting.

Please accept our sincere gratitude for considering Earthology for this Task. Please do not hesitate to contact the undersigned at (561) 315-1085 with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Prajakta Kamthe". The signature is fluid and cursive.

Prajakta Kamthe, President

Email: [Raj.Kamthe@earthology.info](mailto:Raj.Kamthe@earthology.info)

Earthology LLC | 1700 Palm Beach Lakes Blvd, Suite 730 | West Palm Beach, FL 33401



**PBI Burrowing Owl Management – Labor/Fee Estimate**

Earthology						
Labor Categories	PM	PM	Sr. Sci	Sr. Sci	Sci -Level III	Sci Level III
<i>Rates /Hr.</i>		\$223.06		\$160.68		\$160.68
<b>PBI (60 Burrows - Estimated Hours)</b>						
Task 1.1 and 1.3	20	\$4,461.20	110	\$17,674.80	110	\$17,674.80
Task 2	35	\$7,807.10	40	\$6,427.20	60	\$9,640.80
						<b>TOTAL</b>
						<b>\$63,685.90</b>





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**PALM BEACH COUNTY DOA GENERAL CONSULTING SERVICES**

**EXHIBIT A-2**

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**OVERVIEW**

Task III Services – Miscellaneous Planning and Engineering Services: Work to be completed under these Task III Services will be issued per the level of authority set forth in PPM CW-F-050, by way of a separate proposal or task authorization, as described in the original Consulting Agreement (R2022-1029).

**No Labor Fee Estimate Summary Attached.**

**Task(s) will be Performed on a Task Order Basis.**

**EXHIBIT B**  
**Detailed Fees, Expenses, and Payments**

**EXHIBIT B-I  
SUMMARY OF FEES**

• **1. Level I and Level III Tasks:**

The total amount to be paid by the COUNTY to the CONSULTANT for the Task Level I project described in Exhibit "A-1" and for the Task Level III services described in Exhibit "A-2," including labor and direct costs, shall not exceed **Three Hundred Twenty-Six Thousand Seven Hundred Seventy-Two Dollars and Ninety Cents (\$326,772.90)** as shown in Table 1 below.

If it is necessary to increase the compensation beyond said allowances, prior written approval shall be obtained from the COUNTY authorizing said increase in compensation.

<b>Table 1</b>				
<b>Task No. and Description</b>	<b>T&amp;M Amount</b>	<b>Lump Sum Amount</b>	<b>Reimbursable Expenses</b>	<b>Total Cost</b>
<b>Task I Services</b>				
<b>I-23-PBI-AV-008: PBI Burrowing Owl Environmental Mitigation</b>	39,810.80	\$36,962.10	---	\$76,772.90
<b>Task III Services</b>				
<b>Task III: Deliverable(s) as required in accordance with specific Task Authorizations</b>	---	---	---	\$250,000.00
<b>Total</b>			---	<b>\$326,772.90</b>



**EXHIBIT B-II**

**Schedule of Payments**

The scope of work to be completed by CONSULTANT as defined in Exhibit "A" consists of specific completion phases which shall be clearly identified on a phase-by-phase basis upon submission to the COUNTY of certain deliverables as expressly indicated below. Compensation for the work tasks stated herein shall be in accordance with the following Schedule of Payments.

**TASK I SERVICES**

Tasks to be Completed:

**Task I-23-PBI-AV-008: PBI Burrowing Owl Mitigation Environmental Services-2023**

Completion Time: 42 Calendar days

Compensation: \$76,772.90

Deliverable(s) Required: See Exhibit "A-1" for list of deliverables.

**TASK III SERVICES**

**Task III: Miscellaneous Planning and Engineering Services**

Completion Time: TBD

Compensation: \$250,000.00

Deliverable(s) Required: TBD.

**PALM BEACH COUNTY GENERAL CONSULTING SERVICES**

**EXHIBIT C**

**Proposed Schedules**

<b>TASK DESCRIPTION</b>	<b>Duration</b>
<b>TASK I SERVICES</b>	
Task I-23-PBI-AV-008: PBI Burrowing Owl Mitigation Environmental Services-2023	<u>42</u> Calendar Days
<b>Task III SERVICES</b>	
Task III: Deliverable(s) as required in accordance with specific Task Authorizations	<u>TBD</u>

**PALM BEACH COUNTY GENERAL CONSULTING SERVICES**

**EXHIBIT D**

**OEBO SCHEDULES 1 & 2**



**OEBO SCHEDULE 1**

SOLICITATION/PROJECT/BID NAME: Airport General Engineering Consulting Services  
 SOLICITATION/PROJECT/BID NO.: DOA 21-12 (Amendment #2)  
 SOLICITATION OPENING/SUBMITTAL DATE: October 28, 2021  
 COUNTY DEPARTMENT: Department of Airports

**Section A** PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE **PRIME CONTRACTOR/CONSULTANT\*** ON THE PROJECT:  
 NAME OF PRIME RESPONDENT/BIDDER: AVCON, Inc. ADDRESS: 555 East Michigan Street, Suite 200 Orlando, FL 32822

CONTACT PERSON: Sandeep Singh PHONE NO.: (407) 599-1122 E-MAIL: ssingh@avconinc.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$263,087

\*SMWBE Prime's must include their percentage or dollar amount in the Total Participation line under section B.

Non-SBE  MBE  WBE  SBE

**Section B** PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY **ALL SUBCONTRACTORS/SUBCONSULTANTS** ON THE PROJECT BELOW:

Subcontractor/Sub consultant Name	(Check all Applicable Categories)				DOLLAR AMOUNT OR PERCENTAGE OF WORK					
	Non-SBE	MBE Minority Business	WBE Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Asian	Other
1. Earthology, LLC	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			\$63,685.90			
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Total							\$63,685.90			

(Please use additional sheets if necessary)

Total Bid/Offer Price \$ 326,772.90

Total Certified S/M/WBE Participation \$ 63,685.90

I hereby certify that the above information is accurate to the best of my knowledge:

Sandeep Singh Title: President

Name & Authorized Signature

Title

- Note:**
- The amount listed on this form for a Subcontractor/sub consultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
  - Only those firms certified by Palm Beach County at the time of solicitation due date are eligible to meet the established OEBO Affirmative Procurement Initiative (API). Please check the applicable box and list the dollar amount or percentage under the appropriate demographic category.
  - Modification of this form is not permitted and will be rejected upon submittal.

**OEBO LETTER OF INTENT – SCHEDULE 2**

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: DOA 21-12 Amendment #2

SOLICITATION/PROJECT NAME: PBI Burrowing Owl Mitigation Environmental Services - 2023

Prime Contractor: AVCON, INC. Subcontractor: Earthology, LLC

**(Check box(s) that apply)**  
 SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 1/18/2021

The undersigned affirms they are the following (select one from each column if applicable):

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input checked="" type="checkbox"/> Asian American <input type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	

**S/M/WBE PARTICIPATION** – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Environmental Services-Burrowing Owl Mitigation				\$63,685.90/82.9%

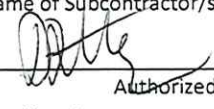
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$63,685.90/82.9%

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

\_\_\_\_\_ Price or Percentage: \_\_\_\_\_

Name of 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

AVCON, INC.  
 Print Name of Prime  
 By: Sandeep Singh Digitally signed by Sandeep Singh  
Date: 2023.11.16 09:06:54 -05'00'  
 \_\_\_\_\_  
 Sandeep Singh, PE  
 Print Name  
President  
 Title  
 Date: 11/15/2023

Earthology, LLC  
 Print Name of Subcontractor/subconsultant  
 By:   
 \_\_\_\_\_  
 Prajakta Kamthe  
 Print Name  
President  
 Title  
 Date: 11/15/2023

**PALM BEACH COUNTY GENERAL CONSULTING SERVICES**

**EXHIBIT E**

**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
DX00001794	AVCON, INC.	<b>Modified</b>	Compliant					DOA 21-12	Airport General Engineering Consultant Services
		A++g, XV	Travelers Casualty Insurance Company of America	BA7S607609	10/6/2023	10/6/2024	Auto Liability		
		A++g, XV	The Travelers Indemnity Company of America	CUP007S607855	10/6/2023	10/6/2024	Excess Liability		
		A++g, XV	The Travelers Indemnity Company of America	680007S607425	10/6/2023	10/6/2024	General Liability		
		A+r, XV	Admiral Insurance Company	EO000004746806	10/6/2023	10/6/2024	Professional Liability		
		A++g, XV	The Travelers Indemnity Company	UB007S607763	10/6/2023	10/6/2024	Workers Comp		

**Risk Profile :** Standard - Professional Services

**Required Additional Insured :** Palm Beach County Board of County Commissioners

**Ownership Entity :**

**BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET TRANSFER**

Advantage Document Numbers

BGRV:

BGEX: 121-111523\*432

FUND 4111      Airport Improvement & Development Fund

ACCT. NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED As of 11/15/23	REMAINING BALANCE
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REVENUES/EXPENDITURES

121-A107-6505	Design/Eng/Mgmt - CIP Adm	8,808,773	7,575,903	326,773	0	7,902,676	4,784,270	3,118,406
121-A900-9909	Reserves Improvement Program	17,216,760	11,566,266	0	326,773	11,239,493	0	11,239,493

**Total Receipts and Balances**      **217,226,377**      **221,673,725**      **326,773**      **326,773**      **221,673,725**

COUNTY OF FLORIDA, COUNTY OF PALM BEACH  
 PHILIPRUZZO, Clerk of the Circuit Court &  
 after certifying this to be a true and correct copy  
 original filed in COUNTY  
 DEC 19 2023  
 DEC 20 2023  
 at West Palm Beach, FL.

Signatures & Dates

*Lynette Lane*      11/15/23

*John M. ...*      11/21/2023

By Board of County Commissioners  
At Meeting of  
Tuesday, December 19, 2023

*[Signature]*  
Deputy Clerk to the

Board of County Commissioners

Office of Financial Management & Budget

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

2 F4.6