

CONSULTANT SERVICES AUTHORIZATION

PROJECT NUMBER: Task No. 4-HMMH-2023-LNA
PROJECT NAME: Professional/Consultation Services for the preparation of a Part 150 Noise Compatibility Study at Palm Beach County Park Airport (LNA) – (LN 19-4)

THIS AUTHORIZATION Task No. 4-HMMH-2023-LNA to the Agreement dated October 22, 2019 (R-2019-1687) between the **COUNTY** and the **CONSULTANT**, (**District: Countywide**) identified herein as for the Additional Services described in Item 4 of this Authorization:

1. **CONSULTANT:** Harris Miller Miller & Hanson, Inc. (HMMH)
2. **ADDRESS:** 700 District Avenue, Suite 800
Burlington, MA 01803
3. **CONSULTANT** shall begin work promptly after receipt of an executed copy of this authorization on the requested Additional Services and upon receipt of a Notice-to-Proceed.
4. Description of Additional Services to be provided by **CONSULTANT**: The Consultant will provide additional services to R-2019-1687 Professional/Consultation Services for the preparation of a Part 150 Noise Compatibility Study at Palm Beach County Park Airport (LNA) (see attached Scope and Fee Schedule dated April 4, 2023).
5. The compensation to be paid **CONSULTANT** for providing the requested services shall be:

☐ A. Lump Sum Fee of \$ _____.
☒ B. Time and Materials Fee of a Not-to-Exceed amount of \$ 72,890.
☒ C. Reimbursable Expenses capped at \$ 8,728.
☐ D. Lump Sum Expenses of \$ _____.

This project will be assigned **Task No. 4-HMMH-2023-LNA** with a total cost of \$81,618.

Original Contract DBE Participation 100% DBE Participation this Task 34 % Overall DBE Participation 94.3%

All terms of original agreement shall apply to this authorization.

Attachments:

1. HMMH, Inc. Scope and Fee Schedule dated April 4, 2023.
2. DBE Schedules 1(A) & 2(A)

IN WITNESS WHEREOF, this Authorization is accepted this ____ day of _____, 2023, subject to the terms and conditions of the aforementioned Agreement.

CONSULTANT:

SIGNED: Diana Wasiuk

TYPED NAME: Diana Wasiuk

TITLE: President / CEO

DATE: 04/14/2023

COUNTY:

SIGNED: [Signature]

TYPED NAME: _____

TITLE: _____

DATE: 4/19/23

APPROVED BY THE CONTRACT REVIEW COMMITTEE

SIGNATORY AUTHORIZATION(S)



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

Detail by Entity Name

Foreign Profit Corporation

HARRIS MILLER MILLER & HANSON, INC.

Filing Information

Document Number P04611
FEI/EIN Number 04-2737079
Date Filed 01/09/1985
State MA
Status ACTIVE

Principal Address

700 DISTRICT AVE #800
Burlington, MA 01803

Changed: 10/27/2021

Mailing Address

700 DISTRICT AVE #800
Burlington, MA 01803

Changed: 10/27/2021

Registered Agent Name & Address

C T CORPORATION SYSTEM
1200 SOUTH PINE ISLAND ROAD
PLANTATION, FL 33324

Name Changed: 06/09/2015

Address Changed: 06/09/2015

Officer/Director Detail

Name & Address

Title Secretary

Hellauer, Kurt
77 South Bedford Street
Burlington, MA 01803

Title Treasurer / CFO

Wasiuk, Diana

77 South Bedford Street
Burlington, MA 01803

Title Director

Hellauer, Kurt
77 South Bedford Street
Burlington, MA 01803

Title Director

Wasiuk, Diana
22536 Airmont Woods Terrace
Ashburn, VA 20148

Title Chairman of the Board

Eagan, Mary Ellen
77 South Bedford Street
Burlington, MA 01803

Title VP

Reindel, Eugene
8880 Cal Center Dr.
Suite 430
Sacramento, CA 95826

Title President / CEO

Eagan, Mary Ellen
77 South Bedford Street
Burlington, MA 01803

Annual Reports

Report Year	Filed Date
2020	05/14/2020
2021	04/24/2021
2022	04/01/2022

Document Images

04/01/2022 -- ANNUAL REPORT	View image in PDF format
04/24/2021 -- ANNUAL REPORT	View image in PDF format
05/14/2020 -- ANNUAL REPORT	View image in PDF format
03/20/2019 -- ANNUAL REPORT	View image in PDF format
04/06/2018 -- ANNUAL REPORT	View image in PDF format
04/13/2017 -- ANNUAL REPORT	View image in PDF format
04/02/2016 -- ANNUAL REPORT	View image in PDF format

06/09/2015 -- Reg. Agent Change	View image in PDF format
03/09/2015 -- ANNUAL REPORT	View image in PDF format
04/24/2014 -- ANNUAL REPORT	View image in PDF format
09/18/2013 -- Reg. Agent Change	View image in PDF format
04/23/2013 -- ANNUAL REPORT	View image in PDF format
03/27/2012 -- ANNUAL REPORT	View image in PDF format
02/25/2011 -- ANNUAL REPORT	View image in PDF format
01/25/2010 -- ANNUAL REPORT	View image in PDF format
04/08/2009 -- ANNUAL REPORT	View image in PDF format
03/11/2008 -- ANNUAL REPORT	View image in PDF format
06/04/2007 -- ANNUAL REPORT	View image in PDF format
03/01/2006 -- ANNUAL REPORT	View image in PDF format
02/02/2005 -- ANNUAL REPORT	View image in PDF format
03/16/2004 -- ANNUAL REPORT	View image in PDF format
07/18/2003 -- ANNUAL REPORT	View image in PDF format
03/14/2002 -- ANNUAL REPORT	View image in PDF format
01/31/2001 -- ANNUAL REPORT	View image in PDF format
01/14/2000 -- ANNUAL REPORT	View image in PDF format
03/01/1999 -- ANNUAL REPORT	View image in PDF format
02/05/1998 -- ANNUAL REPORT	View image in PDF format
02/06/1997 -- ANNUAL REPORT	View image in PDF format
02/05/1996 -- ANNUAL REPORT	View image in PDF format
02/09/1995 -- ANNUAL REPORT	View image in PDF format

SCOPE AND FEE

HMMH

700 District Avenue, Suite 800
Burlington, Massachusetts 01803
781.229.0707
www.hmmh.com

April 4, 2023

Gary Sypek
Senior Deputy Director of Airports
Palm Beach County Department of Airports

Subject: HMMH Additional Scope and Fee for Palm Beach County Park Airport Part 150 Study
(Project No. LN 19-4)
Reference: HMMH Project Number 311030

Dear Mr. Sypek:



The following is a request for an add-on to our scope and budget for the Part 150 Noise Compatibility Study at Palm Beach County Park Airport (LNA) (Project No. LN 19-4) approved by the county on October 22, 2019.

The budget for the LNA Part 150 study included developing a forecast from the FAA-approved Master Plan forecast and an optional task to update the forecast to include jets if FAA reached a decision on the LNA jet ban which would allow jets to operate at LNA. HMMH developed an initial forecast and a revised forecast including jets which were submitted to the FAA. Those efforts exhausted the funding in the original Part 150 budget for the Part 150 forecast. Due to TAC comments and updates to the FAA Terminal Area Forecast (TAF), the Part 150 forecast was revised again as part of an additional approved task (Task No. 3- HMMH-2021-LNA). This forecast was submitted to FAA in October 2021.

With the court decision denying the County's Petition to Review in November 2022, FAA provided comments on the prior forecast submitted in October 2021 requesting that it be updated using current data and resubmitted for review. FAA also requested the Noise Modeling memo be updated to reflect the revised forecast and jet activity at LNA. HMMH was able to complete most of the forecast revisions under the remaining funds in the prior task (Task No. 3-HMMH-2021-LNA), however that task is now out of funds.

The remaining additional forecast tasks, supporting additional meetings regarding LNA and the addition of Mary Ellen Eagan from ME Eagan Consulting to support the public outreach portion of the Part 150 are outside of our original scope and fee. The estimated cost on a time and materials basis for the additional effort is \$81,618. The breakdown by firm is shown below:

- HMMH \$27,790 in Labor, \$0 in Expenses
- ME Eagan Consulting \$45,100 in Labor, \$8,728 in Expenses

Due to the need to keep this project moving forward, work on this task began on January 10, 2023. This estimate includes travel costs for Mary Ellen Eagan.

The attached table provides a breakdown of the hours and expenses for these tasks. Please let us know if you need additional information to approve the additional costs.

Sincerely yours,

Harris Miller Miller & Hanson Inc.

A handwritten signature in dark ink, appearing to read 'Robert C. Mentzer', written in a cursive style.

Robert Mentzer Jr.
Principal Consultant

enclosures:

cc: Katherine Preston



Total Labor and Expense Estimate

HOURS BY PERSONNEL CLASSIFICATION													
TASKS	Supervisory Cons.	Principal Cons. I	Principal Cons. II	Senior Cons. II	Senior Cons. III	Consilnt II	Consilnt III	Senior Support	Support II	TOTAL HOURS	Labor Cost by Task	Total ODCs by Task	GRAND TOTAL by Task
1 Study Management													
1.1 Project Administration	0	0	16	0	6	6	0	0	2	30	\$ 5,390	\$ -	\$ 5,390
Task Total	0	0	16	0	6	6	0	0	2	30	\$ 5,390	\$ -	\$ 5,390
2 Design and Conduct a Public Consultation Program													
2.2 Strategy and BOCC Meetings	16	0	6	0	0	0	0	0	0	22	\$ 5,660	\$ 1,288	\$ 6,948
2.3 TAC/CAC meetings (3 meetings)	84	0	0	0	0	0	0	0	0	84	\$ 23,100	\$ 4,464	\$ 27,564
2.6 Public Workshop (2 Workshops)	56	0	0	0	0	0	0	0	0	56	\$ 15,400	\$ 2,976	\$ 18,376
Task Total	156	0	6	0	0	0	0	0	0	162	\$ 44,160	\$ 8,728	\$ 52,888
3 Develop Operational, Noise, and Land Use Database													
3.3b Prepare Updated Forecast	2	0	20	0	16	0	0	0	0	38	\$ 7,360	\$ -	\$ 7,360
3.3c Prepare Updated Noise Modeling Memo	2	0	26	4	16	0	12	0	2	62	\$ 11,040	\$ -	\$ 11,040
3.3d Finalize forecast, submit forecast to FAA	0	0	10	0	4	0	0	0	0	14	\$ 2,740	\$ -	\$ 2,740
Task Total	4	0	56	4	36	0	12	0	2	114	\$ 21,140	\$ -	\$ 21,140
8 Prepare and Present NEM and NCP Submittals													
8.3 Prepare Draft NCP Documentation	8	0	0	0	0	0	0	0	0	8	\$ 2,200	\$ -	\$ 2,200
Task Total	8	0	0	0	0	0	0	0	0	8	\$ 2,200	\$ -	\$ 2,200
	168	0	78	4	42	6	12	0	4	314	\$ 72,890	\$ 8,728	\$ 81,618



Breakdown by Firm:

HMMH

HOURS BY PERSONNEL CLASSIFICATION													
TASKS	Supervisory Cons. II	Principal Cons. II	Senior Cons. I	Senior Cons. II	Senior Cons. III	Consilnt I	Consilnt II	Senior Support	Support II	TOTAL HOURS	Labor Cost by Task	Total ODCs by Task	GRAND TOTAL by Task
1 Study Management													
1.1 Project Administration	0	16	0	6	6	0	0	2	0	30	\$ 5,390	\$ -	\$ 5,390
2 Design and Conduct a Public Consultation Program													
2.2 Strategy and BOCC Meetings	0	6	0	0	0	0	0	0	0	6	\$ 1,260	\$ -	\$ 1,260
3 Develop Operational, Noise, and Land Use Database													
3.3b Prepare Updated Forecast	2	20	0	16	0	0	0	0	0	38	\$ 7,360	\$ -	\$ 7,360
3.3c Prepare Updated Noise Modeling Memo	2	26	4	16	0	12	0	2	0	62	\$ 11,040	\$ -	\$ 11,040
3.3d Finalize forecast, Memo coordinate with FAA	0	10	0	4	0	0	0	0	0	14	\$ 2,740	\$ -	\$ 2,740
	4	78	4	42	6	12	0	4	0	150	\$ 27,790	\$ -	\$ 27,790
	\$ 1,200	\$ 16,380	\$ 660	\$ 6,720	\$ 870	\$ 1,560	\$ 400						

Amendment & Additional Services Summary
Professional Services Agreement with HMMH, Inc. (R-2019-1687)

Original Agreement approved by the BCC on October 22, 2019 (R-2019-1687)	\$787,840.00
Amendments approved by BCC: <i>None</i>	
Total Additional Services via Consultant Services Authorizations (below)	\$76,729.00
Total Agreement	\$864,569.00

Consultant Services Authorizations

Task Number	Date Approved	DOA Approval Amount	CRC Approval Amount	Total CRC & DOA Approval Cumulative Amount
1-HMMH-2020-LNA	3/6/2020	\$15,361.00		\$15,361.00
2-HMMH-2021-LNA	2/25/2021	\$33,208.00		\$48,569.00
3-HMMH-2021-LNA	6/2/2021	\$26,160.00		\$76,729.00
			Cumulative Total	\$74,729.00

DBE SCHEDULES

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

LOI/SOQ Project Description: Palm Beach County Park (LNA) – Revised Forecast and Additional Services

Name of Respondent: Harris Miller Miller & Hanson Inc. Change Order/Task/Amendment No. (if applicable): Four

Contact Person: Diana Wasiuk, President & CEO E-mail Address: dwasuik@hmmh.com

Address: 700 District Ave, Suite 800 Burlington, MA 01803 Phone No.: 339.234.2038 Fax No: NA

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)
Harris Miller Miller & Hanson Inc.	Aviation Noise Consulting Services	☒ Prime Consultant ☐ Subcontractor ☐ Supplier ☐ Manufacturer	<u> </u> %	<u> </u> %	<u>34</u> %	<u> </u> %
		☐ Prime Consultant ☒ Subcontractor ☐ Supplier ☐ Manufacturer	<u> </u> %	<u> </u> %	<u> </u> %	<u> </u> %
		☐ Prime Consultant ☐ Subcontractor ☐ Supplier ☐ Manufacturer	<u> </u> %	<u> </u> %	<u> </u> %	<u> </u> %
		☐ Prime Consultant ☐ Subcontractor ☐ Supplier ☐ Manufacturer	<u> </u> %	<u> </u> %	<u> </u> %	<u> </u> %

Total Percentage of DBE Participation: 34 %

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 website at <http://www3b.dot.state.fl.us/EqualOpportunityOfficeBusinessDirectory/CustomSearch.aspx>.
- 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:  Date: 04/12/2023

Signature
Diana Wasiuk, President / CEO
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: Palm Beach County Park (LNA) – Revised Forecast and Additional Services

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

Name of Prime Respondent: Harris Miller Miller & Hanson Inc.

Name of DBE Firm: Harris Miller Miller & Hanson 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):

Aviation Noise Consulting Services

(Additional Sheets may be used as necessary.)

Total Percentage of Participation by DBE Firm for this Project: 34 %

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:

ME Eagan Consulting 66 % ☐ 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. The undersigned subcontractor/supplier understands that the provision of this form to the Prime Respondent does not prevent the subcontractor/supplier from providing quotations to other Respondents.

Diana Wasiuk
Printed Name of DBE Subcontractor

By: D Wasiuk
Signature of DBE Subcontractor

Date: 04/12/2023

BUDGET AVAILABILITY STATEMENT

Budget Availability Statement
Department of Airports

DATE: April 13, 2023

TO: Gary M. Sypek, Senior Deputy Director *msb*
Palm Beach County Department of Airports

FROM: Debbie Duncanson, Deputy Director
Airports Finance & Administration

RE: Harris Miller Miller & Hanson, Inc. (HMMH)
Professional/Consultation Services for the preparation of a Part 150
Task No. 4-HMMH-2023-LNA: Noise Compatibility Study at Palm
Beach County Park Airport (LNA) Project No. LN 19-4

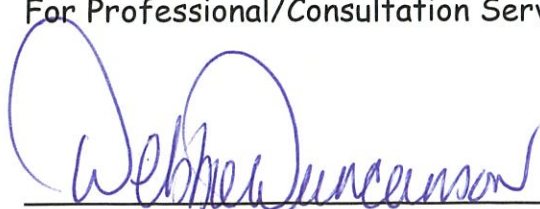
SOURCE OF FUNDING: (Check all that apply)

- ☐ FAA Grant No.:
- ☐ FDOT Grant Nos.:
- ☐ PFC Application No.:
- ☒ Airport Revenues/Local Funds
- ☐ Other:

Please be advised that funds are available in the amount of \$81,618.00 in account #

FUND: 4100 DEPT: 100 UNIT: 1140 OBJ: 3140 SUBOBJ: _____

For Professional/Consultation Services provided by HMMH, INC.


Debbie Duncanson

4/14/23
(Dated)

INSURANCE COMPLIANCE DOCUMENT



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
DX00000815	Harris Miller Miller & Hanson, Inc.		Compliant with Minor/Expiring Deficiencies					LN 19-4	Part 150 Noise Compatibility Study at LNA
		A++ , XV	Federal Insurance Company	73562259	5/15/2022	5/15/2023	Auto Liability		
		A++ , XV	Federal Insurance Company	79876309	5/15/2022	5/15/2023	Excess Liability		
		A++g , XV	Travelers Property Casualty Company of America	ZUP51M8648521NF	5/15/2022	5/15/2023	Excess Liability		
		A++ , XV	Federal Insurance Company	79492116ECE	5/15/2022	5/15/2023	General Liability		
		A++g , XV	Executive Risk Indemnity Inc.	68045150	5/15/2022	5/15/2023	Professional Liability		
		A+g , XV	Zurich American Insurance Company	WC169037203	3/1/2023	3/1/2024	Workers Comp		

Risk Profile :

Standard - General Services-AOA

Required Additional Insured : Palm Beach County Board of County Commissioners

Ownership Entity :