

CONSULTANT SERVICES AUTHORIZATION

PROJECT NUMBER: Task No. III-21-PBI-R-019
PROJECT NAME: Bldg 846 Mechanical Equipment Replacement

THIS AUTHORIZATION Task No III-21-PBI-R-019 to the Agreement dated May 7, 2019 (R-2019-0612) and amended by Admendment No 1 dated May 5, 2020 (R-2020-0414) and Amendment No 2 dated October 20, 2020 (R-2020-1607) between the COUNTY and the CONSULTANT, (District: Countywide) identified herein as for the Additional Services described in Item 4 of this Authorization:

1. CONSULTANT: RS&H, Inc.
2. ADDRESS: 3125 West Commercial Boulevard Suite 130 Fort Lauderdale, Florida 33309

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 the original contract R-2019-0612, Admendment No 1 R-2020-01414, and Amendment No 2 R-2020-1607 for additional project scope items than previously approved by the Department of Airports on May 7, 2019 May 5, 2020, and October 20, 2020 respectively for Airport Facilities & Systems Planning, Design, Engineering and Construction Management Professional Services for Palm Beach County Department of Airports (see attached Scope and Fee dated April 9, 2021).

5. The compensation to be paid CONSULTANT for providing the requested services shall be:

- [X] A. Lump Sum Fee of \$ 84,248.02
[] B. Time and Materials Fee of a Not-to-Exceed amount of \$
[] C. Reimbursable Expenses Not-to-Exceed \$
[] D. Lump Sum Expenses of \$

This project will be assigned Task No. III-21-PBI-R-019 with a total cost of \$ 84,248.02

Table with 2 columns: Contract/DBE Participation and Percentage. Rows include Contract R-2019-0612 DBE Participation (20.05%), Contract R-2020-0414 DBE Participation (to-date) (31.82%), Contract R-2020-1607 DBE Participation (to-date) (52.01%), Total Contract DBE Participation (to-date) (37.23%), and DBE Participation this Task (16.26%).

All terms of original agreement shall apply to this authorization.

Attachments:

- 1. Exhibit A – RS&H Proposal (Scope and Fee) dated April 9, 2021 (including subconsultant proposals)
2. Schedule 1(A) – List of Proposed DBE Firms
3. Project Summary Report

IN WITNESS WHEREOF, this Authorization is accepted this ___ day of ___, 2021, subject to the terms and conditions of the aforementioned Agreement.

DocuSigned by: CONSULTANT: RS&H, Inc. SIGNED: TYPED NAME: John Carrigan TITLE: Vice President, Aviation DATE: 4/9/2021

COUNTY: SIGNED: TYPED NAME: DATE: 4/28/21

APPROVED BY THE CONTRACT REVIEW COMMITTEE



3125 W Commercial Blvd
Suite 130
Fort Lauderdale, FL 33309

O 954-474-3005
F 954-474-3006
rsandh.com

CORPORATE RESOLUTION
AUTHORIZING SIGNATORY FOR
PALM BEACH COUNTY CONTRACTS

I, John J. Bottaro, the undersigned Corporate Secretary of RS&H, Inc., a Florida Corporation (the "Corporation"), hereby certify that: The Corporation is duly organized and existing under the laws of the State of Florida and the following is a true, accurate and complete transcript of a resolution contained in the minute book of the Board of Directors of said Corporation duly held on the 30th day of January, 2019, at which meeting there was present and acting throughout a quorum with full power and authority to adopt this resolution and confer the powers granted to the person hereinafter described, and that the proceedings of said meeting were in accordance with the charter and by-laws of said Corporation, and that said resolution has not been amended or revoked and is in full force and effect:

RESOLVED, that John W. Carrigan, Vice President of the Corporation, is hereby authorized and empowered to execute in the name of the Corporation all proposals, agreements, supplements, contracts, and other documents he may deem necessary or appropriate, in connection with Palm Beach County, Florida.

IN WITNESS WHEREOF, I have executed my name as Assistant Corporate Secretary, and affixed the seal of the Corporation, this 18th day of April, 2019.

DocuSigned by:

John Bottaro

B145939C0B964A5...

John J. Bottaro
Corporate Secretary

DocuSigned by:





DATE: April 19, 2021

TO: Gary M. Sypek *AMS*
Deputy Director

FROM: Fred Passelli
Airport Fiscal Manager

RE: RS&H, Inc. (R-2019-0612)
Task III-21-PBI-R-019 - Bldg. 846 Mechanical Equipment
Replacement

SOURCE OF FUNDING: (Check all that apply)

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

Please be advised that funds are available in the amount of \$84,248.02 in account #

FUND: 4111 DEPT: 121 UNIT: A107-473 OBJ: 6505 SUBOBJ: _____

for General Consulting Services provided by RS&H, Inc.

Fred Passelli *Fred Passelli* (Dated) 4-21-21

Building 846 Mechanical Equipment Replacement

Scope of Work

Version 0.0

April 9, 2021

Palm Beach County Department of Airports
West Palm Beach, FL

Palm Beach County Contract: R-2019-0612 /
R-2020-0414 /
R-2020-1607

DOA Project No.: 18-2A

DOA Task No.: III-21-PBI-R-019

RS&H Project No.: 206-3101-010

RS&H Project Sub No.: -019

Prepared by RS&H, Inc. at the
direction of Palm Beach County
Department of Airports

I PROJECT DESCRIPTION

Palm Beach County (PBC) Department of Airports (DOA) has requested that RS&H (Consultant) under the Agreement with RS&H, Inc. for Airport Facilities and System Consulting Services for Palm Beach County Department of Airport Project No. DOA 18-2A provide a scope and fee for the replacement of select HVAC equipment for Building 846 at Palm Beach International Airport. (Project).

The following professional disciplines/services/specialties are expected to play a significant role in the development of the Project:

- » Project Management
- » Architectural Design
- » Mechanical Engineering
- » Electrical Engineering
 - Power
- » Cost Estimating

The Consultant design team is made up of the following professionals:

Consultant/Subconsultant	Involvement
RS&H	Project Management, Architectural Design, Electrical Engineering
JLRD, Inc.	Mechanical Engineering
Connico	Cost Estimating

Original construction of Building 846 was approximately completed in 2006. The existing roof mounted air-cooled chillers and VAV terminal units have operational issues noted by maintenance staff.

The project entail design to replace in-like-kind, the roof mounted air cooled chillers #1 and #2, and replace all VAV terminal units serviced by the existing air handling units. The existing central station air handling units and fan coil units shall remain as-is and design to replace in-like-kind are not included in this scope. Air treatment devices for existing air handling units are included in scope. Design includes upgrading control systems from Trane native controls to BACNET compatible controls network to meet the requirements of the existing facility controls network by the controls vendor, Advanced Controls. Scope includes necessary hardware and software to meet the design intent and existing sequence of operations.

Scope includes the following milestones:

- Phase 1A: 30% Schematic Design
- Phase 3B: 90% Construction Documents
- Phase 3C: 100% Construction Documents

- Phase 4: Bidding and Award

Funding Expectations – The Project’s total budgeted cost is unknown; however, RS&H, Inc estimates the project construction costs to be approximately \$700,000.00. The actual cost may vary significantly as the Project design progresses and the scope is further developed. Changes to the project cost may require changes in the Consultant’s efforts and require adjustments to the compensation indicated in this proposal.

Project Duration – The Project’s schedule is defined in the accompanying Project Schedule. The actual schedule may vary significantly as the Project design progresses and the scope is further developed. Changes to the project schedule may require changes in the Consultant’s efforts and require adjustments to the compensation indicated in this proposal.

II PROJECT TASKS

TASK 1 EXISTING CONDITION DOCUMENTATION

The intent of this task is to develop the baseline documentation necessary to properly establish, design, model, and document the Project. Specific task breakdowns as follows:

Task 1.1 Project Kick-Off

The Consultant will participate in a single kickoff meeting via teleconference due to COVID 19, attended by the Project Manager, Project Architect, and Mechanical Engineer as well as Airport staff that are well versed on this project and able to provide the necessary information to the team. The Consultant will develop and provide agenda and meeting minutes. The workshop will define, among others:

- » Project goals and client expectations
- » Consider budget and funding availability as it relates to phasing considerations
- » Discuss current condition of systems in question
- » Understand other ongoing work that may impact the Project
- » Start to develop the design and construction schedule
- » Owner preferred construction drawing sheet size (if any)

Task 1.2 Data Collection and Review of As-Built Conditions

The Airport will provide the Consultant with all available information pertinent to the design. It is anticipated that the following information will be provided for review:

- » Record Drawings of Building 846 (RS&H has)
- » Submittals / Shop Drawings of existing mechanical systems to be replaced (if available)

The Consultant will review all provided information and will forward any questions or comments to the Airport for response and additional information. This review will inform the focus of the on-site walkthrough of Task 1.3.

Task 1.3 **On-Site Walkthrough**

The Consultant will conduct an in-person walkthrough for all visible and readily accessible areas to be included as part of this project. The Airport will attend with knowledgeable staff and provide access to all areas associated with the Project to ensure a comprehensive walkthrough. The following individuals will be present from the Consultant team:

- » Mechanical Engineer

The walkthrough will use the data received in Task 1.2 as the basis for the verification of existing documentation to the extent possible. The walkthrough will happen within fourteen (14) calendar days of project kick-off meeting.

The walkthrough is to confirm existing mechanical equipment locations and help facilitate limits of required demolition and above ceiling impacts of existing locations.

Task 1.4 **Project Management**

Consultant will oversee scheduling, resource allocation, monitoring, oversight, direction, invoicing, and control for all aspects of the team's efforts including assembly and coordination of all documentation.

The Consultant will issue monthly progress reports with each invoice to the Airport during this portion of the project.

TASK 2 PHASE 2: 30% SCHEMATIC DESIGN

Performance of this Task will define the general design parameters of scope, scale, and relationship of components of the Project. Documentation will include plans, sections, elevations, and/or typical details as required. Specific task breakdowns are as follows:

Task 2.1 **Architectural Schematic Design**

The Consultant shall define the limits and replacement of existing ceiling to facilitate installation of mechanical equipment.

Reflected ceiling will include all mechanical diffusers / supplies, fire sprinkler heads, and light fixtures. Only these elements in the immediate area of work will be included.

Task 2.2 **Schematic Design Documents**

Multi-discipline project definition will be provided through drawings for cost evaluation.

Task 2.2.1 Mechanical HVAC Schematic Design

Schematic design of the tie-in to heating, ventilation, air conditioning and building automation systems.

Task 2.2.2 Electrical Schematic Design

Schematic design of the power requirement for the new mechanical units.

Task 2.3 **Code and Permitting Research with AHJs**

The Consultant shall prepare a preliminary determination of jurisdictional authority requirements for Building Code, Fire Protection and Life Safety.

Task 2.4 **Rough Order of Magnitude (ROM) Opinion of Probable Construction Costs**

The Consultant will establish a ROM cost estimate for the Schematic Design documentation.

In providing estimates of probable construction cost, the Airport understands that the Consultant has no control over the cost or availability of labor, equipment, or materials, or over market conditions or a Contractor's method of pricing, and that the Consultant's estimates of probable construction costs are made on the basis of the Consultant's professional judgement and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's estimate of probable construction cost.

The following people will coordinate with cost estimator by reviewing scope of work with cost estimator in support of cost estimator developing a draft estimate, review draft estimate, and provide draft estimate comment to cost estimator in support of cost estimator developing a final estimate.

- » Project Manager
- » Project Architect
- » Mechanical Engineer
- » Electrical Engineer

Task 2.5 **Quality Control Review**

The Consultant shall conduct in-house quality control reviews of this construction document stage submittal. The review shall cover the design plans prior to submittal to the Airport. The Quality Control review will be performed as follows:

- » Independent QC Review – An independent Architect/Engineer not actively involved in the Project will review for readability, accuracy, appearance and acceptability

Task 2.6 **Submittal**

The Consultant will prepare and submit the following electronic files to the Airport. Hard copies are excluded. See schedule for deliverable dates.

- » Drawings (.pdf)
- » ROM (.pdf) – Submitted fourteen (14) days after drawings

Submittal will be provided sixty (60) calendar days after Task 1.1.

Task 2.7 **Schematic Design Review Meeting**

The Consultant shall coordinate and attend one (1) meeting virtually due to COVID to review this Schematic Design phase submittal within fourteen (14) calendar days of Task 2.6. The Airport at the meeting shall provide any written comments to the Consultant that may affect the direction of the project at time of meeting. Comments may be provided on comment log or in another electronic format. The Consultant will develop and provide agenda and meeting minutes.

The following people will attend the review meeting:

- » Project Manager
- » Project Architect
- » Mechanical Engineer

Task 2.8 **Project Management and Discipline Coordination**

Consultant will oversee scheduling, resource allocation, monitoring, oversight, direction, and control for all aspects of the team's efforts including assembly and coordination of all documentation.

The Consultant will issue monthly progress reports with each invoice to the Airport during this portion of the project.

TASK 3 PHASE 3B: 90% CONSTRUCTION DOCUMENTS

The 90% Construction Documents Phase will be based on the approved Phase 1A: 30% Schematic Design documents. The following elements further define the proposed scope of work in the construction document phase. The documents will include Drawings and Specifications that establish, in detail sufficient for production of shop drawings and construction, the configuration and quality of the materials, components and systems required for the Project. Specific task breakdowns are as follows:

Task 3.1 **Prior Phase Drawing/Comment Incorporation**

The Consultant shall review all comments received from (the Airport) regarding the prior Phase 1A: 30% Schematic Design submittal review and incorporate applicable comments into plans and specifications during this construction document phase. A written response on the comment log will be provided to the Airport fourteen (14) calendar days after prior phase review meeting on how each comment will be incorporated or why it was not applicable.

Task 3.2 **90% Construction Documentation Preparation**

Consultant shall prepare drawings and technical specifications necessary to effectively identify, evaluate, and resolve specific elements of the project for a technically sound and economically complete project. Included will be documentation relative to the following disciplines:

Task 3.2.1 Architectural Construction Documents

Design and final documentation of architectural elements of the project such as related floor and reflected ceiling plans and details. All life safety considerations will be completed at this stage.

Task 3.2.2 Mechanical HVAC Construction Documents

Design and final documentation of heating, ventilation, air conditioning and building automation system.

Task 3.2.3 Electrical Construction Documents

Design and final documentation of power service.

Task 3.3 **Rough Order of Magnitude (ROM) Opinion of Probable Construction Costs**

The Consultant will update a ROM cost estimate based on the level of completion.

In providing estimates of probable construction cost, the Airport understands that the Consultant has no control over the cost or availability of labor, equipment, or materials, or over market conditions or a Contractor's method of pricing, and that the Consultant's estimates of probable construction costs are made on the basis of the Consultant's professional judgement and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's estimate of probable construction cost.

The following people will coordinate with cost estimator by reviewing scope of work with cost estimator in support of cost estimator developing a draft estimate, review draft estimate, and provide draft estimate comment to cost estimator in support of cost estimator developing a final estimate.

- » Project Manager
- » Project Architect

- » Mechanical Engineer
- » Electrical Engineer

Task 3.4 **Quality Control Review**

The Consultant shall conduct in-house quality control reviews of this construction document stage submittal. The review shall cover the design plans and technical specifications prior to submittal to the Airport. The Quality Control review will be performed as follows:

- » Independent QC Review – An independent Architect/Engineer not actively involved in the Project will review for readability, accuracy, appearance and acceptability

Task 3.5 **Submittal**

The Consultant will prepare and submit the following electronic files to the Airport. Hard copies are excluded. See schedule for deliverable dates.

- » Drawings (.pdf)
- » Specifications (.pdf) – Division 2 through 33
- » ROM (.pdf)

Task 3.6 **Construction Document Phase Design Review Meeting**

The Consultant shall coordinate and attend one (1) meeting virtually due to COVID to review this Construction Document phase submittal within fourteen (14) calendar Task 3.5. The Airport will provide any written comments to the Consultant that may affect the direction of the project at time of meeting. Comments may be provided on comment log or in another electronic format. The Consultant will develop and provide agenda and meeting minutes.

The following people will attend the review meeting:

- » Project Manager
- » Project Architect
- » Mechanical Engineer

Task 3.7 **Project Management and Discipline Coordination**

Consultant will oversee scheduling, resource allocation, monitoring, oversight, direction, and control for all aspects of the team's efforts including assembly and coordination of all documentation.

The Consultant will issue monthly progress reports with each invoice to the Airport during this portion of the project.

TASK 4 PHASE 3C:100% CONSTRUCTION DOCUMENTS

The 100% Construction Documents Phase will be based on the approved 90% Design Development Phase documents. Specific task breakdowns are as follows:

Task 4.1 **Prior Phase Drawing/Comment Incorporation**

The Consultant shall review all comments received from (the Airport) regarding the prior Phase 3B: 90% Construction Documents submittal review and incorporate applicable comments into plans and specifications during this construction document phase. A written response on the comment log will be provided to the Airport fourteen (14) calendar days after prior phase review meeting on how each comment will be incorporated or why it was not applicable.

Task 4.2 **Construction Document Preparation**

Consultant shall prepare drawings and technical specifications necessary to effectively identify, evaluate, and resolve specific elements of the project for a technically sound and economically complete project. Included will be documentation relative to the following disciplines:

- » Architecture
- » Electrical
- » Mechanical

Task 4.3 **Quality Control Review**

The Consultant shall conduct in-house quality control reviews of this construction document stage submittal. The review shall cover the design plans and technical specifications prior to submittal to the Airport. The Quality Control review will be performed as follows:

- » Independent QC Review – An independent Architect/Engineer not actively involved in the Project will review for readability, accuracy, appearance and acceptability

Task 4.4 **Submittal**

The Consultant will prepare and submit the following electronic files to the Airport. See schedule for deliverable dates.

- » Drawings (.pdf)
- » Specifications (.pdf) – Division 2 through 33

This submittal will be intended to be provided to the CMAR (see Task 5) to complete the constructability review. Submittal will be provided fourteen (14) calendar days after Task 3.6.

Task 4.5 **Project Management and Discipline Coordination**

Consultant will oversee scheduling, resource allocation, monitoring, oversight, direction, and control for all aspects of the team's efforts including assembly and coordination of all documentation.

The Consultant will issue monthly progress reports with each invoice to the Airport during this portion of the project.

TASK 5 PHASE 4: BIDDING AND AWARD SERVICES

Following the completion of the construction document phase, these efforts will occur during the process of bidding and permitting. Proposal is based on a Construction Manager-at-Risk delivery method. Dates of Tasks are to be determined at a later time. Specific tasks are as follows:

Task 5.1 **CMAR Constructability Review**

The Consultant shall respond to CMAR constructability review comments provided. CMAR constructability review comments are assumed to be completed on the 100% Construction Documents (See task 4.4). Any revision to drawings due to comments will be completed.

Task 5.2 **Pre-Bid Meeting**

The Consultant shall attend and participate in the Pre-Bid Meeting with potential contractors. The intent will be to review the project and direct any questions to be submitted in writing for official response. The meeting is assumed to be conducted virtually due to COVID. If done at Airport, additional compensation may be required.

The following members of the Consultant team will be present:

- » Project Manager
- » Mechanical Engineer

Task 5.3 **Inquiries/Clarifications and Addenda**

The Consultant will respond to questions, clarifications, RFIs and substitutions from bidders and will issue addenda to clarify and modify the project. All addenda will be approved by the Client prior to being issued.

Task 5.4 **Permitting Submittal and Clarifications**

The Consultant will prepare and provide documents for permitting; respond to questions, clarifications, and code considerations from permitting officials; and issue addenda as necessary.

Documents will be electronic. RS&H will provide non-signed and sealed individual .pdf's to Airport for review and approval (ie apply standard DOA stamp), then provide signed and sealed electronic files to Airport and CMAR for submission to permitting.

Task 5.5 Project Management and Project Coordination

Consultant will oversee scheduling, resource allocation, monitoring, oversight, direction, and control for all aspects of the team's efforts including assembly and coordination of all documentation.

The Consultant will issue monthly progress reports with each invoice to the Airport during this portion of the project.

III MEETINGS AND PRESENTATIONS

The following meetings and presentations will be attended as part of this proposal:

Task	Presentation / Meeting / Site Visit	Total Meetings	In-Person Meetings/ Site Visits	Conference Calls/ Web-Based
1.1	Project Kick-off	1		X
1.3	On-Site Walkthrough	1	X	
2.7	Phase 1A: 30% Schematic Design Review Meeting	1		X
3.6	Phase 3B: 90% Construction Document Review Meeting	1		X
5.2	Pre-Bid Meeting	1		X

IV DELIVERABLES

The following deliverables will be submitted as part of this proposal:

Task	Deliverable	Information Included	Format
2.6	Phase 1A: 30% Schematic Design	Drawings, ROM Comment Log	PDF's Excel
3.5	Phase 3B: 90% Construction Documents	Drawings, Technical Specifications, ROM Comment Log	PDF's Excel
4.4	Phase 3C: 100% Construction Documents	Drawings, Technical Specifications	PDF's

The following items will be supplemental submittals as part of this proposal:

Task	Deliverable	Information Included	Format
1.1	Project Kickoff Meeting	Agenda and Minutes	Word
2.7	Phase 1A: 30% Schematic Design Review Meeting	Agenda and Minutes	Word
3.1	Phase 3B: 90% Construction Documents	Responses to 30% SD's Comment Log	Excel
3.6	Phase 3B: 90% Construction Document Review Meeting	Agenda and Minutes	Word
4.1	Phase 3C: 100% Construction Documents	Responses to 90% CD's Comment Log	Excel
5.1	CMAR Constructability Review	Responses to Comments	Excel

5.4	Permitting Submittal	Signed and Sealed Package for Permitting	PDF's
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V PROPOSED PROJECT SCHEDULE

See Schedule Attachment. Schedule is preliminary as it includes assumes NTP date. Schedule will be updated and provided during Task 1.1 once NTP date is known.

VI ASSUMPTIONS AND EXCLUSIONS

The following assumptions have been made for this Scope of Work:

- » Each deliverable review meeting will be held within fourteen (14) calendar days of submittal. Design schedule will extend the same length of time beyond this timeframe independent of reason.
- » PBC DOA will provide comments of each deliverable within fourteen (14) days of submittal on comment log in electronic markups of pdf.
- » All meetings will be virtual due to COVID 19 unless otherwise noted.
- » All meetings are anticipated to be a maximum length of one (1) hour.
- » Palm Beach County Planning, Zoning & Building accepts electronic permitting documents

The following items are excluded from this Scope of Work unless otherwise noted:

- » Fees associated with permitting
- » Specifications as part of Phase 1A submittal
- » Meeting (in person) with Authority Having Jurisdiction not required due to limited complexity of scope of work.
- » Structural and Fire Protection Engineering
 - Note: If new mechanical equipment exceeds existing weights, structural engineering may be required to confirm adequacy of existing structure. As such, modifications to framing may have an impact on existing fire protection systems. If required, supplemental services will be submitted separately.
- » Bid Review and Recommendation
- » Hard copies of deliverables
- » CMAR Constructability review meeting
- » Development of Pre-Bid Meeting Agenda
- » Commissioning of mechanical equipment
- » Cost estimate in Phase 3C: 100% Construction Documents
- » Phase 5: Construction Administration

- » RS&H will only perform services/work related in any way to PFAS chemicals or substances possibly containing PFAS chemicals (including but not limited to sampling, handling and remediating) to the extent the PBC DOA specifically directs, in writing, RS&H to perform such services/work, and RS&H shall not be liable for the nonperformance of such services/work.

VII PROFESSIONAL SERVICES FEE AND FEE TYPE

For Lump Sum fee:

RS&H will provide the above referenced services for a Fixed Lump Sum Fee of \$82,949.54. See fee spreadsheet for a breakdown of costs.

Should scope items/activities/efforts/durations be modified at the request of the DOA or need to be adjusted based on design/construction scheduling, the Consultant Team will need to modify the fee to accommodate the changes. Such changes will be compensated through an amendment (through Additional Services requested by the Consultant) to the Task Order or similar vehicle. Effort, fee, and schedule adjustments resulting from a change in scope will be assessed and approved by the Airport prior to the execution of the change.



**PALM BEACH COUNTY DEPARTMENT OF AIRPORTS
 Airport Facilities & Systems Planning, Design, Engineering and
 Construction Management Professional Services**

**RS&H, INC.
 Building 846 Mechanical Equipment Replacement**

	<u>Total</u>
<u>DESIGN SERVICES</u>	
Task 1 - Existing Condition Documentation (Lump Sum)	\$ 2,541.55
Task 2 - Phase 2: 30% Schematic Design (Lump Sum)	\$ 12,902.46
Task 3 - Phase 3B: 90% Construction Documents (Lump Sum)	\$ 12,792.97
Task 4 - Phase 3C: 100% Construction Documents (Lump Sum)	\$ 4,459.39
Task 5 - Phase 4: Bidding and Award (Lump Sum)	\$ 4,286.65
	<hr/> \$ 36,983.02 <hr/>
<u>SUBCONSULTANTS</u>	
JLRD	\$ 33,565.00
Connico	\$ 13,700.00
	<hr/> \$ 47,265.00 <hr/>
<u>REIMBURSABLE EXPENSES</u>	
Reimbursable Expenses	\$ -
	<hr/> \$ - <hr/>
SUMMARY:	
Total Proposed Fee for:	\$ 84,248.02



JOHNSON, LEVINSON,
RAGAN, DAVILA, INC.
CONSULTING ENGINEERS
1450 Centrepark Boulevard, Suite 350
West Palm Beach, FL 33401
(561) 689-2303 • (561) 689-2302 Fax
www.jlrdinc.com

February 18, 2021

Mr. John Carrigan, P.E., Vice President Aviation
RS&H, Inc.
3125 West Commercial Blvd., Suite 130
Ft. Lauderdale, Florida 33309

Re: PBI Bldg 846 HVAC Equipment Replacement - Scope and Fee Proposal to RS&H

PALM BEACH COUNTY GENERAL CONSULTING SERVICES

Task Scope Sheet

Task -----	PBIA Bldg 846 HVAC Equipment Replacement
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Scope – Subcontractor Johnson, Levinson, Ragan, Davila (JLRD)

The Consultant (JLRD Engineers) shall provide mechanical engineering consultation for the replacement of select HVAC equipment serving Building 846 at PBI with RS&H. The following shall define the scope and involvement by JLRD as agreed upon mutually. The services of JLRD shall be provided as follows:

Mechanical Scope 

- Visit the facility for the initial site verification to provide familiarity with the existing HVAC system as it relates to the scope of work for equipment replacement. Assistance to access above ceiling equipment, mechanical rooms, and roof mounted equipment shall be provided by the owner.
- Provide an engineered design to replace, in-like-kind, the roof mounted air cooled chillers #1 and #2 and replace all VAV terminal units served by the existing air handling units.
- Existing central station air handling units and fan coil units shall remain as-is and are not included in the replacement scope. However, air treatment devices may be considered for installation in the air handling units as mutually agreed upon.

Mr. John Carrigan, P.E., Vice President, Aviation
February 18, 2021
Page - 2

Re: PBI A Bldg 846 HVAC Equipment Replacement

- Provide design to upgrade controls system from Trane native controls to BACNET compatible controls network to meet the requirements of the existing facility controls network by the controls vendor, Advanced Controls. This scope shall include necessary hardware and software to meet the design intent and existing sequence of operations.
- Coordinate with third-party electrical engineer for power requirements to serve the new equipment.
- Coordinate with third-party cost estimator for associated scope of work thru design process.
- Attend up to 3 design review meetings such as 50%, 90%, and 100% Bid/Permit submittal reviews.
- Project design schedule shall be negotiated as mutually agreed upon and deadlines met with reasonable due diligence.

Fees:

For the above scope of services, the Engineer shall be paid a lump sum fee of Thirty-Three Thousand Five Hundred Sixty-Five Dollars (\$33,565.00).

Assumptions Specifically Excluded

1. Construction administration is not included and will be negotiated at a later date.
2. Cost estimating for the construction of the engineered design is not included and shall be provided by a third-party cost estimator.
3. Commissioning of the installed equipment is not included and shall be negotiated at a later date.

Sincerely,

JOHNSON, LEVINSON, RAGAN, DAVILA, INC.



Michael P. Linden, P.E., LEED AP®
Vice President

MPL/khg

PBIA Building 846 - HVAC Equipment Replacement

LABOR BREAKDOWN												LABOR BREAKDOWN												LABOR BREAKDOWN											
TASK	HOURS			HOURS			HOURS			TASK			TASK			HOURS			HOURS			HOURS			COST										
	Sr.	ENGR	PE	Sr.	ENGR	PE	Sr.	ENGR	PE	ENGR	PE	ENGR	PE	ENGR	PE	Sr.	ENGR	PE	ENGR	PE	ENGR	PE	ENGR	PE											
	M	E	M	M	E	M	M	E	M	M	E	M	M	E	M	M	E	M	M	E	M	M	E	M											
BASIC DESIGN																																			
General Administration																																			
Study Existing As-Builts																																			
Site Work																																			
Document Existing Conditions																																			
Equipment Installation Logistics Review																																			
Construction Documents																																			
Selecting and Scheduling Equipment (CHAV)																																			
Existing Ductwork and VAV Box Plans (2 flrs)																																			
Existing Chiller Enclosure Piping Plans																																			
Demolition HVAC Duct and VAV Box Plans (2 flrs)																																			
Demolition Chiller Enclosure Plan																																			
New Ductwork and VAV Box Layout Plans (2 flrs)																																			
New Chiller Enclosure Piping Plan																																			
Chiller Piping Schematics																																			
HVAC Details																																			
HVAC Controls Design																																			
HVAC Controls Diagrams and Details																																			
HVAC Controls Sequence of Operations																																			
Specifications																																			
Specification Writing																																			
Quality Control/Assurance																																			
Design Review																																			
Constructability Review																																			
BASIC DESIGN SUBTOTAL (Sheet)	3	0	21	0	10	0	139	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0										
LABOR BREAKDOWN												LABOR BREAKDOWN												LABOR BREAKDOWN											
TASK												TASK												TASK											
LABOR COST												LABOR COST												LABOR COST											
Sr. Mechanical Engineer (Principal)												Sr. Mechanical Engineer (Principal)												Sr. Mechanical Engineer (Principal)											
Mechanical Engineer - PE												Mechanical Engineer - PE												Mechanical Engineer - PE											
Electrical Engineer												Electrical Engineer												Electrical Engineer											
Sr. Mechanical Designer												Sr. Mechanical Designer												Sr. Mechanical Designer											
Sr. Electrical Designer												Sr. Electrical Designer												Sr. Electrical Designer											
Mechanical Designer												Mechanical Designer												Mechanical Designer											
Civil Draftsman												Civil Draftsman												Civil Draftsman											
Secretarial												Secretarial												Secretarial											
JLRD LABOR COSTS												JLRD LABOR COSTS												JLRD LABOR COSTS											
SUBCONTRACT												SUBCONTRACT												SUBCONTRACT											
EXPENSES												EXPENSES												EXPENSES											
Reproduction - Drawings (24" x 36")												Reproduction - Drawings (24" x 36")												Reproduction - Drawings (24" x 36")											
Reproduction - Specs (8.5" x 11")												Reproduction - Specs (8.5" x 11")												Reproduction - Specs (8.5" x 11")											
Miscellaneous												Miscellaneous												Miscellaneous											
SUMMARY												SUMMARY												SUMMARY											
JLRD DIRECT LABOR												JLRD DIRECT LABOR												JLRD DIRECT LABOR											
SUBCONTRACT												SUBCONTRACT												SUBCONTRACT											
SUBCONTRACT 10% Markup												SUBCONTRACT 10% Markup												SUBCONTRACT 10% Markup											
EXPENSES												EXPENSES												EXPENSES											
TOTAL PROPOSAL (ROUNDED)												TOTAL PROPOSAL (ROUNDED)												TOTAL PROPOSAL (ROUNDED)											



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Palm Beach International Airport
March 4, 2021
CI Project No. 4312.21.14 cjn
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EXHIBIT A – SCOPE OF WORK AND FEE

Project Scope

The scope of work is the Design Development and Construction Document Phase Services for work at Building 846 which includes:

- The demolition of and replacement of two rooftop mounted air-cooled chillers.
- The demolition of replacement of the VAV terminal boxes throughout Levels 1 & 2 of the building.
- The demolition, repair and replacement of existing ACT ceiling system framing, and gypsum board as needed at each VAV terminal box location.

Scope of Services

Connico proposes to provide an Opinion of Probable Construction Cost services as follows:

- ⇓ 30% Design Estimate
- ⇓ 90% Design Estimate

Each estimating phase includes an initial scope of work review meeting, and an estimate draft review meeting prior to issuing the estimate via teleconference. A limited site visit for the purposes of providing an Opinion of Probable Cost is not included. This proposal is for planning, design phase services only; construction phase services are not included.

Hazardous Materials Abatement is not included. If consultant provides an estimate for hazardous materials, Connico will include in the estimate and cite source.

In providing estimates of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the Consultant's estimates of probable construction costs are made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's estimate of probable construction cost.

We require one (1) set of drawings and narrative/specifications, an electronic version of the drawings (PDF) if available and applicable. Connico will provide an electronic copy of the estimate.

Deliverables

The estimate will be prepared in a CSI format or Unifomat and can be summarized in a customized format to fit the requirements of the Client provided the format is established at the beginning of the estimating task. The estimate will identify our opinion of probable construction cost of the project, based on the documents provided by the Client. Connico is entitled to rely and will rely on the accuracy and completeness of all such documents without undertaking an independent investigation to confirm the same.

Also included within the estimate shall be our Estimate Notes. The notes will contain allowances, criteria, and clarifications for the estimate, based on our assumptions and verbal information provided by the design team. The notes will also include any other comments about the project estimate that we feel are relevant.



Building 846 Mechanical Equipment Replacement
Palm Beach International Airport
March 4, 2021
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EXHIBIT A – SCOPE OF WORK AND FEE

As previously mentioned Connico will provide an electronic copy of the estimate report.

The estimate(s) shall be prepared within twelve (12) business days from the date all design information required is received by Connico. In the event that supplemental information is furnished to Connico after a task has begun, and such information requires changes to any quantity take-off currently in progress, Connico reserves the right to request additional compensation for any such additional take-off. No additional time shall be expended on work affected by such supplemental information without the prior written consent of the Client and an agreement having been reached as to the scope and additional fee required.

Proposed Fees (Basic Scope of Services)

↓ 30% Design Estimate	\$7,000.00
↓ 90% Design Estimate	\$6,700.00

Total Proposed Fees (Lump Sum) ***\$13,700.00***

The proposed fees are based on providing all listed phase of estimates. Should the Client elect to change the scope of services, Connico reserves the right to renegotiate our fees.

Proposed fees are based on providing one draft estimate for review and comment and one final estimate. Should additional revisions be requested, these shall be considered additional services.

Services not set forth above and not listed in Exhibit A of this Agreement are specifically excluded from the scope of the Consultant’s services. The Consultant assumes no responsibility to perform any services not specifically listed in Exhibit A.

Additional Services

Additional services are not included as part of the Basic Scope of Services and shall be paid for by the Client, in addition to payment for Basic Services, in accordance with Connico’s schedules below, or as agreed to by the Client and Connico.

Basic Services do not include, cost management, evaluating or making recommendations regarding substitution of materials, products, or equipment proposed, design alternatives or value engineering building or site systems; reconciliation estimates or services, and meetings not included within the base proposal. Connico shall be reimbursed for additional services at the rates included within the agreement.

Project Submitted by:

Charl J. Nesor, MRICS, CCP

SCHEDULE 1(A)
LIST OF PROPOSED DBE FIRMS
(Professional Services)
 Airport Facilities & Systems Planning, Design, Engineering and Construction Management Professional Services
 LOI/SOQ Project Description: for Palm Beach County Department of Airports

Name of Respondent: RS&H, Inc. Change Order/Task/Amendment No. (if applicable): Task III-20-PBI-R-019
 Contact Person: John Carrigan E-mail Address: john.carrigan@rsandh.com
 Address: 3125 West Commercial Blvd., Ste 130, Ft. Laud, FL 33309 Phone No.: 954-236-7396 Fax No.: 954-474-3006

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)
Connico Incorporated 2594 North Mount Juliet Road, Mount Juliet, TN 37122 / (786) 877-8392	Cost Estimating	<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	___ %	___ %	16.26 %	___ %
		<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	___ %	___ %	___ %	___ %
		<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	___ %	___ %	___ %	___ %
		<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	___ %	___ %	___ %	___ %

Total Percentage of DBE Participation: 16.26 %

- 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: [Signature] Date: 4/9/21
 Signature: T4F818049232405...
 John Carrigan, P.E., Vice President, Aviation
 Print Name/Title of Person Executing on Behalf of the Respondent

RS&H - Progress Summary March 29, 2021

Original Contract and Amendments 1 & 2

Level 1 Tasks: Planning, Design, and Construction and Financial			
Task	Project Name	Status	Activity
Task I-19-PBI-R-001	Terminal Escalator Replacement	Ongoing	Project in Construction. Bi-Weekly meetings. FB-002 in development for schedule and temp partitions. Submittals being reviewed. Installation of 1st escalator mid-april.
Task I-19-PBI-R-002	400Hz & Switchgear Replacement	Complete and Fully Invoiced	Completed.
Task I-19-PBI-R-003	New Parking Revenue Center	Ongoing	Completed.
Task I-19-PBI-R-004	ARFF Improvements	Complete and Fully Invoiced	Completed.
Task I-19-PBI-R-005	FIS Improvements	Ongoing	300 PAX memo completed. Developing concept plans. Confirming BHS system capacity with consultant.
Task I-19-PBI-R-006	Airline Ticket Counters	Ongoing	60% construction document effort ongoing and modified for CoVID. Assessment of phased approach relative to existing conditions.
Task I-19-PBI-R-007	Terminal Expansion Programming	Complete and Fully Invoiced	Completed.
Task I-19-F45-R-008	GA Hangar (F45: Proposed Hangar 11620)	Complete and Fully Invoiced	Completed.
Task I-19-PHK-R-009	GA Hangar (PHK: Proposed General Aviation Hangar)	Cancelled	Completed
Task I-20-PBI-R-011	High Mast Lighting Renovation	Ongoing	60% CD Submitted. Next phase on hold awaiting approval of additional services.
Task I-20-PBI-R-012	Terminal, Concourses and Parking Garages Electrical Distribution Assessment Report	Complete and Fully Invoiced	Completed.

Task I-20-PBI-R-013	New Airfield Rescue and Fire Fighting Facility (ARFF)	Ongoing	Awaiting final approval of building footprint by Fire Chief / DOA. Site mods due to footprint reviewed, on hold updating layout approval.
Task I-20-PBI-R-014	Terminal Connector (Planning and Programming)	Ongoing	1/22/2021 received review comments from airport on last submission in 2020, in process of drawing revisions, then HVAC systems input then cost development and report to client
Task I-20-PBI-R-017	PBI Switchgear NPDS Replacement	Ongoing	60% CMAR comments received and RS&H reviewing and developing responses. Site visit between CMAR / DOA in work to review existing conditions to understand CMAR estimate.
Task I-20-PBI-R-018	PBI Concourse B Expansion (Conceptual and Schematic Design)	Ongoing	Conceptual report submitted and awaiting DOA comments. Schematic Design in development. RS&H would like to hold small charrette with DOA to discuss exterior based on preliminary conceptual report verification meeting.
Task I-20-PBI-R-019	PBI Terminal Public Address (PA) System Construction	Ongoing	PBI and RSH/QEE agreed to reduction in hours spent on site for CEI services. Airport is happy with contractors' work to date.
Task I-20-PBI-R-020	PBI PCA and GPU Point of Use (Design and Bidding Set)	Ongoing	60% CD's submitted and 60% Design review meeting held on 3/15. Awaiting response from DOA on packaging, preferred phasing, and PCA at Gate for Design Aircraft IV
Task I-20-PBI-R-021	PBI FIS & Bldg 846 Storm Resiliency Modifications Package	Ongoing	90% CD's submitted. In progress of scheduling design review meeting.
Task I-20-PBI-R-022	PBI Terminal Elevator Assessment Report	Complete and Fully Invoiced	Completed.

Level 3 Tasks: Miscellaneous Services

III-19-DOA-R-001	Terminal & Building #846 Storm Hardening Study	Complete and Fully Invoiced	Completed.
III-19-DOA-R-002	Independent Fee Estimates	Complete and Fully Invoiced	Completed.
III-19-DOA-R-003	FIS Thru-Put Justification	Complete and Fully Invoiced	Completed.
III-19-DOA-R-004	PBI Electrical Load Testing	Complete and Fully Invoiced	Completed.
III-19-DOA-R-005	FIS & Bldg 846 Storm Resiliency Mods - Pkg 1&2	Complete and Fully Invoiced	Completed.
III-20-PBI-R-006	Security Check Points A/B & C Queuing Social Distance Reconfiguration Due to COVID-19 Conceptual Layouts	Complete and Fully Invoiced	Completed.
III-20-DOA-R-008	Storm Resiliency Modifications Package 3 - Phase 2 Schematic Design	Complete and Fully Invoiced	Completed.
III-20-DOA-R-009	ARFF Roof Repair (Part 1)	Complete and Fully Invoiced	Completed.
III-20-PBI-R-010	Terminal Public Address (PA) System Construction Engineering Inspection (CEI) Services - PHASE 1	Complete and Fully Invoiced	Completed.
III-20-DOA-R-011	FIS & Bldg 846 Storm Resiliency Modifications Pkg 1 & 2 Phase 5 Construction Administration	Pkg 1 - Completed Pkg 2 - On Hold	Pkg 1 - Completed Pkg 2 - Submitted Permit Drawings to CMAR
III-20-PBI-R-012	PBI Terminal Plumbing Lateral Assessment	Complete and Fully Invoiced	Completed. How does PBC DOA wish to move forward with recommendations? There was an email recently on this.
III-20-PBI-R-013	PBI Terminal Plumbing Lateral Assessment Amendment	See Task III-20-PBI-R-012	
III-20-PBI-R-014	Task III-20-PBI-R-014: Switchgear Cable Testing	Cancelled	
III-20-PBI-R-015	Task III-20-PBI-R-015: Gate B1 Usage Feasibility Study	Completed and Fully Invoiced	
III-20-PBI-R-016	Task III-20-PBI-R-016: ARFF Roof Repair (Part 2)	Completed and Fully Invoiced	Completed
III-20-DOA-R-017	Independent Fee Estimates (Round 2)	Ongoing	No IFE's ongoing as of 1/27/21
III-20-DOA-R-018	Task III-20-PBI-R-018: Phase 1 Environmental Site Assessment (ESA) at New ARFF Facility	Completed and Fully Invoiced	Completed



**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
DX0000525	RS&H, Inc.	Modified	Compliant					DOA 18-2A	Consulting/Professional Services
		A+p , XV	Hartford Casualty Insurance Company	21uenhn9665	6/28/2020	6/28/2021	Auto Liability		
		A+p , XV	Hartford Casualty Insurance Company	20xhuoz0019	6/28/2020	6/28/2021	Excess Liability		
		A+p , XV	Hartford Casualty Insurance Company	20uunoz0018	6/28/2020	6/28/2021	General Liability		
		A , XV	Lloyd's	b0146lidusa1904894	6/28/2020	6/28/2021	Professional Liability		
		A+p , XV	Twin City Fire Insurance Company	21wbol6h5a	12/1/2020	12/1/2021	Workers Comp		

Risk Profile : Standard - Professional Services

Required Additional Insured : Palm Beach County Board of County Commissioners

Ownership Entity :