

CONSULTANT SERVICES AUTHORIZATION

PROJECT NUMBER: Task No. III-22-F45-R-030
PROJECT NAME: F45 Signature Building Repairs – Construction Documents & CA

THIS AUTHORIZATION Task No III-22-F45-R-030 to the Agreement dated May 7, 2019 (R-2019-0612) and amended by Amendment No 1 dated May 5, 2020 (R-2020-0414), Amendment No 2 dated October 20, 2020 (R-2020-1607), and Amendment No 3 dated May 4, 2021 (R-2021-0576) 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:** RS&H, Inc shall provide professional services for the Task III-22-F45-R-030: F45 Signature Building Repairs – Construction Documents & CA
6. The compensation to be paid **CONSULTANT** for providing the requested services shall be:

<input checked="" type="checkbox"/>	A. Lump Sum Fee of	<u>\$ 86,043.32.</u>
<input type="checkbox"/>	B. Time and Materials Fee of a Not-to-Exceed amount of	<u>\$.</u>
<input checked="" type="checkbox"/>	C. Reimbursable Expenses Not-to-Exceed	<u>\$ 1,080.00.</u>
<input type="checkbox"/>	D. Lump Sum Expenses of	<u>\$.</u>

This project will be assigned Task No. III-22-F45-R-030 with a total cost of \$ 87,123.32.

Contract R-2019-0612 DBE Participation	<u>20.61%</u>
Contract R-2020-0414 DBE Participation	<u>39.08%</u>
Contract R-2020-1607 DBE Participation	<u>53.72%</u>
Contract R-2021-0844 DBE Participation	<u>22.07%</u>
Contract R-2022-0263 DBE Participation	<u>44.52%</u>

Total Contract DBE Participation (to-date) 35.06%

DBE Participation this Task 0.00%

All terms of original agreement shall apply to this authorization.

Attachments:

1. Exhibit A – RS&H Proposal (Scope and Fee) dated August 29, 2022 (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 _____, 2022, subject to the terms and conditions of the aforementioned Agreement.

CONSULTANT: DocuSigned by:
SIGNED: Pat Hargrove
4C8120E56A4042F...

TYPED NAME: Pat Hargrove

TITLE: Vice President, Aviation

DATE: 8/30/2022

COUNTY:
SIGNED: [Signature]

TYPED NAME: _____

TITLE: _____

DATE: 9/17/22

APPROVED BY THE CONTRACT REVIEW COMMITTEE



DATE: August 30, 2022

TO: Cynthia M. Portnoy, P.E. *CMP*
Deputy Director

FROM: Fred Passelli
Airport Fiscal Manager

RE: RS&H, Inc. (R-2019-0612)
Task III-22-F45-R-030 - F45 Signature Building Repairs
Construction Documents and CA


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 \$87,123.32 in account #

FUND: 4111 DEPT: 121 UNIT: A107-14 OBJ: 6505 SUBOBJ: _____

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


Fred Passelli

9-1-22
(Dated)



3125 W Commercial Blvd
Suite 130
Fort Lauderdale, FL 33309

☎ 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 Patrick H. Hargrove, 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

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John J. Bottaro
Corporate Secretary

DocuSigned by:



North Palm Beach County General Aviation Airport F45 Signature Building Repairs – Construction Documents & CA Scope of Work

Version 1.0

August 29, 2022

Palm Beach County (PBC) Department of Airports (DOA)
West Palm Beach, FL

Task Authorization No. III-22-PBI-R-030

RS&H Project No.: 2006-3101-010 / -030

Prepared by RS&H, Inc. at the
direction of PBC DOA

I PROJECT DESCRIPTION

The Airport has requested that RS&H (Consultant) under the Agreement with RS&H for Airport Facilities and System Consulting Services for Palm Beach County Department of Airports Project No. DOA 18-2A provide a scope and fee to develop Construction Documents for the recommended repairs of the *Recommendations for Repair Report* dated April 13, 2022 (Task III-21-F45-R-024) which includes the following work herein referred to as F45 Signature Building Repairs (Project).

- Repair and/ or replacement of the 2 x 12 wood members under the gable window
- Replacement of interior gypsum wallboard on the entire South wall of the lobby from below the gable window sill down to the floor with 5/8" gypsum wallboard.
- Paint interior lobby walls.
- Replacement of all windows and window frames, including window seals and flashing with new white vinyl flanged windows with laminated, insulated glass.
- Replacement of all interior window sill with gypsum wallboard cased sills.
- Replacement of 15# felt and exterior wood siding throughout the entire structure with new vapor barrier and exterior siding.
- Replacement of all exterior wood doors and wood frames with new insulated metal doors and metal frames.
- Assessment and repair of one column located near the main entrance doors (See Fig 3).
- Assessment and repair of exposed roof insulation at top of roof line (Airsides).

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

- Project Management
- Architecture
- Structural Engineering

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

Consultant/Subconsultant	Involvement
RS&H	PM, Architectural, Structural

The scope of work is further described in detail in the F45 Signature Building Repair Project Report (Task III-21-F45-R-024). The above recommended repairs fall under an Alteration Level 1 per the 2020 Florida Building Code- Existing Building, 7th Edition (Section 602).



FIGURE 1: PROJECT LOCATION

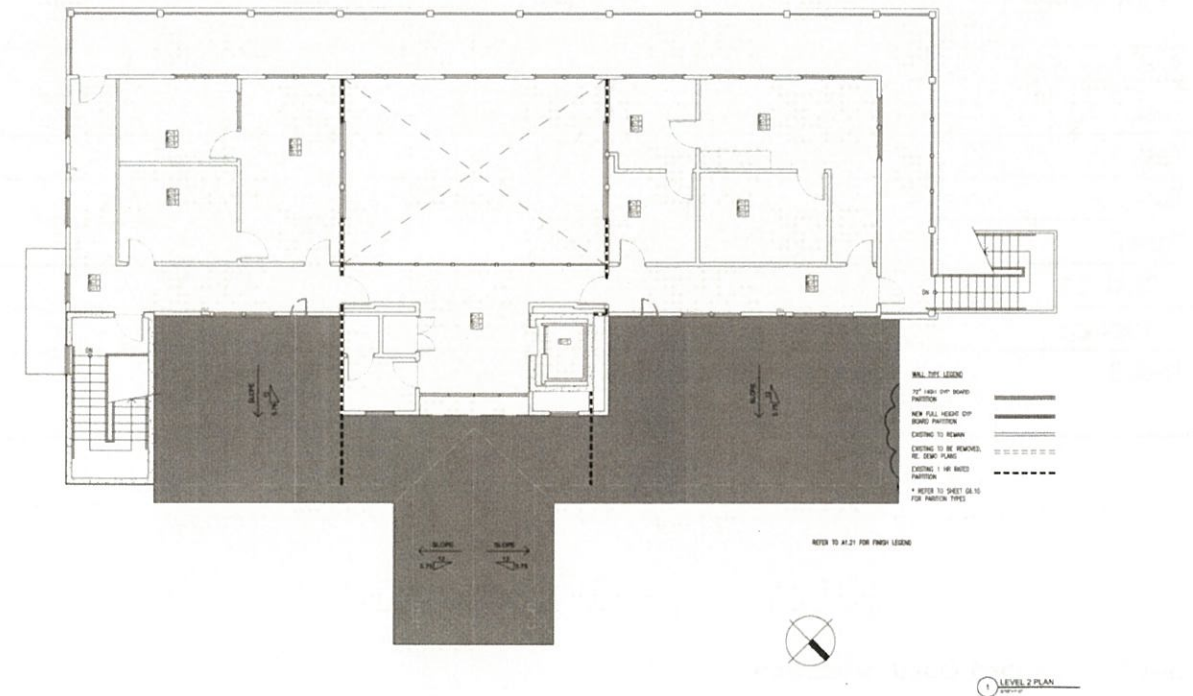


FIGURE 2: SECOND FLOOR PLAN



FIGURE 3: COLUMN REPAIR

Project Duration – The actual project 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.

<u>Task Number</u>	<u>Task Period</u>
Task 1.1.1	14 Calendar Days after receipt of NTP
Task 1.5	45 Calendar Days after Task 1.1.1
Task 1.7	14 Calendar Days after CMAR submittal of Constructability Report
Task 2	60 Calendar Days (Assumed)
Task 2.1	14 Calendar Days after Task 1.7
Task 2.5	7 Calendar Days after Permit Issuance
Task 3	6 Months – Premobilization (Assumed) 2 Months – Post Mobilization (Assumed)

II PROJECT TASKS

TASK 1 PHASE 3C: 100% CONSTRUCTION DOCUMENTS

Task 1.1 Project Documentation

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

Task 1.1.1 Project Kick-Off

The Consultant will participate in a single kickoff meeting attended by members of the Consultant's team listed below as well as Airport staff that are well versed on this project and able to provide the necessary information to the team. The meeting will define, among others:

- » Project goals and client expectations
- » Review Recommendations for Repair Report dated April 13, 2022
- » Discuss current conditions of systems in question
- » Understand tenant's requirements that may impact the Project
- » Review the design schedule and discuss potential construction schedule
- » Define invoicing requirements for the Airport
- » Airport specific project notes to be included in Construction Documents
- » Airport's Construction Budget

The follow Consultants' team members will participate in the kickoff meeting at the airport:

- » Project Manager
- » Project Architect

The follow Consultants' team members will participate in the kickoff meeting remotely via ZOOM or another virtual program:

- » Structural Engineer

The Consultant will provide agenda and meeting minutes.

The Consultant will visit the site to better understand existing conditions of column located near the main entrance doors (See Fig 3) and exposed roof insulation at top of roof line (Airside).

Task 1.2 100% Construction Document Preparation

The Consultant shall prepare drawings, technical specifications, and calculations 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: Architectural and Structural

The Consultant, based on the information obtained in Task 1.1 will develop a REVIT model of the building to be used for the development of the Construction Documents. The REVIT model will be limited to the exterior envelope of the building. Only an Architectural model will be developed; no Civil, Structural, or MEP models will be created; however, specific discipline drawings will be developed as needed.

The Consultant shall participate, via ZOOM or another virtual program, coordination meeting with the Airport during this stage of document preparation. One (1) meeting is expected and used as the basis of scope and fee preparation. The intent of the meetings will be to resolve any issues impeding the completion of the construction documents. The meeting is anticipated to be (1) one hour.

Attendees at those meetings will include the following Consultant team members:

- » Project Manager
- » Project Architect
- » Structural Engineer

The Consultant will provide agenda and meeting minutes.

Task 1.3 Quality Control Review

The Consultant will conduct in-house quality control review of the Construction Documents submittal. The review shall cover the design plans and technical specifications (if applicable) 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.
- Independent Technical Peer Review: for each discipline associated with the Project and Architect/Engineer not actively involved will review the documents for alignment with design methodologies, calculations, and code compliance.

Task 1.4 Submittal

The Consultant will prepare and submit the following electronic files to the Airport:

- » Drawings (.pdf)
- » Specifications (.pdf)

Task 1.5 Rough Order of Magnitude (ROM) Opinion of Probable Construction Costs

The Consultant will review CMAR cost estimate (if completed by CMAR at this Deliverable) and provide comments (if applicable) to the Airport to confirm CMAR has properly captured Project scope of work.

Task 1.6 100% Construction Document Review Meeting

The Consultant shall coordinate and attend one (1) meeting to review this Construction Document phase submittal. Within two (2) weeks of the meeting, the Airport will provide any additional written comments to the Consultant that may affect the direction of the project.

The following Consultant team members will participate via ZOOM or another virtual program coordination:

- » Project Manager
- » Project Architect

Design review meeting anticipated to be within two (2) weeks after submittal of CMAR's constructability / cost estimate report to Airport.

The Consultant will provide agenda and meeting minutes.

Task 1.7 Project Management

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

TASK 2 BIDDING PHASE SERVICES

Following the completion of the construction document phase, these efforts will occur during the process of bidding and permitting. Specific tasks are as follows:

Task 2.1 Bid / Permit Documents

Consultant shall prepare drawings and technical specifications from the previous phase submittal to be used by the CMAR for bidding and permitting.

The Consultant shall review all written comments received from the Airport or the CMAR regarding the prior phase submittal and incorporate applicable comments into plans and specifications during this construction document phase. A written report will be provided on how each received written comment will be incorporated or why it was not applicable.

Task 2.2 Inquiries/Clarifications and Addenda

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

Task 2.3 Bid Review and Recommendation

The Consultant shall review the CMAR GMP proposal and provide a recommendation of Award.

Task 2.4 Permitting Clarifications

The Consultant will respond to questions, clarifications, and code considerations from permitting officials; and issue revisions as necessary.

Task 2.5 Conformed Document

The Consultant shall update the Bid / Permit documents to include all required modifications indicated during the bidding and permitting processes. This conformed set of documents will be provided to the contractor and the airport as the baseline for construction activities. CMAR shall notify the Consultant when Permit is issued.

Task 2.6 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 project manager during this portion of the project.

TASK 3 PHASE 4: CONSTRUCTION ADMINISTRATION SERVICES**Task 3.1 Pre-Construction Conference**

The Consultant shall attend one (1) pre-construction conference meeting remotely. The CMAR will prepare the Pre-Construction Meeting agenda and meeting minutes, and distribute the minutes to appropriate parties

The following disciplines/individuals will be present from the Consultant team:

- » Project Manager
- » Project Architect

Task 3.2 Construction Progress Meetings

Members of the Consultant Team shall participate in construction coordination meetings until the Contractor has mobilized, for the base of the proposal, it is assumed that this will be approximately (6) six months. Once the Contractor has mobilized and is on-site, members of the Consultant Team shall participate in weekly construction coordination meetings, for the base of this proposal, it is assumed that duration of construction is approximately (2) months. Each meeting is anticipated to be (1) one hour.

- » Pre-Mobilization: (6) meetings total
 - (6) Meetings - The Consultant will participate via ZOOM or another virtual program.
 - The following individuals will be present from the Consultant team at each construction meeting:
 - Project Manager
 - Project Architect

- » Post-Mobilization: (8) eight meetings total
 - (8) Meetings - The Consultant will be on-site or virtual as noted. On-site participation in construction meetings will be coupled with regularly scheduled monthly site visits of Task 3.3
 - The following disciplines/individuals will be present from the Consultant team at each construction meeting (remote or on-site as noted):
 - Project Manager (remote with the exception of on-site (1) time per month)
 - Project Architect (remote with the exception of on-site (1) time per month)
 - Structural Engineer (remote with exception of on-site (1) time)

Task 3.3 Construction Progress Site Visits

The Consultant will conduct construction progress site visits as follows and a written observation report, documenting the findings of the site visit will be provided for each site visit:

- » Project Architect will conduct monthly construction progress site visits, (2) two visits averaging (1) one site visit per month
- » Structural Engineer will conduct one site visit
- » Unassigned Site Visits: An additional (1) one site visits to be used as necessary.

Task 3.4 RFI/Substitutions/Submittal Review/Schedule of Values Review

The Consultant shall review and respond to Request for Information (RFI's), shop drawings, samples, and other submissions furnished by the contractor and submitted to the Consultant. The Consultant Project Manager shall review and approve as required. The Consultant will utilize Newforma for tracking, reviewing, and responding to RFIs and submittals. Submittal review will be limited to the initial review and single resubmittal.

The Consultant shall review Contractor's propose schedule of values and submittal schedule if requested by DOA.

Any drawing revisions required generated from RFI's and/or shop drawings reviews will be completed by Consultant. The Consultant will prepare any documentation required (generated from RFI's and/or Shop Drawings reviews) and issue Change Directives with the approval of the Airport.

Task 3.5 Contractor Generated Change Order Request

The Consultant will review any submitted Change Order request and provide recommendation to Owner. The Consultant will not approve a Change Order request made by Contractor (Claim reviews) relating to the execution and progress of the work. The Consultant will make

recommendations to DOA on change order requests. Airport shall provide final disposition of Change Order Request to Contractor.

Task 3.6 Substantial Completion & Punchlist and Final Observation

The Consultant shall perform, together with the Airport's authorized representative(s), a substantial completion observation of the project once Contract has submitted the "Contractor's request for Substantial Completion Inspection". The Consultant will prepare a punchlist of items that must be completed or that are deficient. The Consultant will recommend execution of a "Certificate of Acceptance for Substantial Completion" if work is sufficiently complete and in accordance with Contract Documents.

One (1) on-site meeting will be held for substantial completion & punchlist inspection.

The following members of the Consultant team will be present:

- » Architect (Substantial Completion)

The Consultant will perform a final observation to determine if the project has been completed in accordance with the contract documents and if the contractor has fulfilled all of its obligations thereunder so that the Consultant may recommend execution of a "Certificate of Final Acceptance" from Airport and final payment to the Contractor. Recommendation shall only occur upon receipt of all necessary closeout documents.

One (1) on-site meeting will be held for the final observation.

The following members of the Consultant team will be present:

- » Project Manager (Final Observation)

Task 3.7 Record Documents

The Consultant shall obtain red-line as-built drawings from Construction Contractor and prepare "Record Drawings", which shall become the property of the Airport corrected to show significant changes made in the work during the construction of the project. Such corrections shall be the "as-built" prints, drawings, field sketches and other data furnished to the Consultant by the Airport and the contractor, and any amendments issued during construction.

- » Full size electronic to scale drawings updated sets of Issued for Construction Document drawings incorporating "as-builts" redlines by Contractor
- » Electronic updated sets of specifications

Task 3.8 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 project manager 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
1.1.1	Project Kickoff	1	As defined in Task Above	
1.2	100% Construction Document Preparation	1	0	1
1.6	100% Construction Document Review Meeting	1	0	1
3.1	Pre-Construction Meeting	1	0	1
3.2	Construction Meetings: Pre-Mobilization	6	0	6
3.2	Construction Meetings: Post-Mobilization	8	2	6
3.3	Site Visits	As defined in Task Above		
3.6	Substantial Completion & Punchlist	1	1	0
3.6	Final Observation	1	1	0

IV DELIVERABLES

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

Task	Deliverable	Information Included	Format
1.4	Phase 3A: 100% Construction Documents	<ul style="list-style-type: none"> Drawings Technical Specifications 	Electronic - .pdf
2.1	Bid / Permit Documents	<ul style="list-style-type: none"> Drawings Project Manual 	.pdf
2.5	Conformed Documents	<ul style="list-style-type: none"> Drawings Project Manual 	.pdf
3.7	Record Documents	<ul style="list-style-type: none"> Drawings Project Manual 	.pdf, CAD

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

Task	Item	Format
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1.1.1	Project Kickoff Meeting Agenda & Minutes	TBD
1.2	Design Coordination Meeting Agenda & Minutes	TBD
1.5	100% CD CMAR ROM Comments	TBD
1.6	100% CD Review Meeting Agenda and Minutes	TBD
2.1	100% CD CMAR Constructability Responses / 100% CD Review Meeting comment Responses	TBD
2.4	GMP recommendation	TBD
3.6	Substantial Completion Punchlist	TBD

Note: Any revisions required during Task 2.2 or Task 2.4 will be provided.

V ASSUMPTIONS AND EXCLUSIONS

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

- » Airport's Project Budget will be provided to Consultant prior to Task 1.2 (if known).
- » CMAR construction delivery method
- » CMAR would provide cost estimate and constructability comments for Phase 3C: 100% Construction Documents deliverable.
- » Technical Specification Division 2 thru 33 to be provide as required.
- » RS&H will provide permitting documents to CMAR and CMAR will be responsible for submitting the PZB.
- » Column repair assumed to be cosmetic, if structural repair is
- » Design Phase Review Meetings to be within (2) two weeks of CMAR constructability report submittal. Constructability report assumed to be developed and submitted by CMAR within 60 calendar days of receipt of Phase 3C submittal.
- » FAA 7460 Coordination meeting not anticipated to be required
- » CMAR will develop CA meeting agendas and minutes

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

- » Division 0 & 1 Specification - Development
- » LEED Design and Certification
- » Mechanical, Plumbing, Electrical including Lightning Protection, Fire Protection, Low Voltage Engineering
- » Phase 4: Pre-Bid Meeting
- » Fee associated with permitting
- » Additional hard copies of submittals beyond those indicated in this proposal.
- » Site Survey
- » FAA 7460 submittal
- » Geotechnical Testing and Report

SCOPE OF WORK

- » Reality Capture (Laser Scanning)
- » Development of AutoCAD architectural and structural floor plans or Revit Model for Levels beyond what it developed for this Project's construction drawings.
- » Warranty Period Inspection
- » CMAR pay app review
- » Threshold Inspection / Special Inspection

VI 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 \$87,123.32. See Attachment for a breakdown of costs.

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

RS&H, INC.
F45 Signature Building Repairs - Construction Documents & CA



<u>Task</u>	<u>Description</u>	<u>Hours</u>	<u>Fee</u>
Task 1	100% Construction Documents	319	\$40,875.50
Task 2	Bidding Phase Service	45	\$7,129.21
Task 3	Construction Administration	250	\$38,038.61

		Subtotal RS&H Labor Hours	614
		Subtotal RS&H Labor Fee	\$86,043.32

Subconsultants

		Subtotal Subconsultant Fee	\$0.00
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Expenses

Travel			\$1,080.00
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		Subtotal Expenses	\$1,080.00
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		Total Project Fee	\$87,123.32
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F45 Signature Building Repairs - Construction Documents & CA

		HOURS										HOURS	TOTAL COST (\$)
		Principal	Sr. Project Manager	Senior Architect	Architect	Intern Architect	Senior Engineer	Engineer	Intern Engineer	Senior Technician / Designer	Administrative Assistant		
		\$349.00	\$287.00	\$245.00	\$195.00	\$85.16	\$248.63	\$101.55	\$56.47	\$117.32	\$63.97		
Task 1	100% Construction Documents												
1.1	Project Documentation												
1.1.1	Project Kick-Off												
	PM		2									2	\$574.04
	Architecture				10							10	\$1,258.70
	Structural							2				2	\$303.10
1.2	100% Construction Documents Preparation												
	PM		9								8	17	\$3,066.14
	Architecture			4	32	128				2		166	\$16,144.54
	Structural							16	44			60	\$6,669.48
1.3	Quality Control Review												
	PM		8									8	\$2,296.16
	Architecture			2	4	8						14	\$1,675.54
	Structural						2	2	4			8	\$1,182.24
1.4	Submittal												
	Architecture				2							2	\$251.74
	Structural							2				2	\$303.10
1.5	Rough Order of Magnitude (ROM) Opinion of Probable Construction Costs												
	PM		1									1	\$287.02
	Architecture				1							1	\$125.87
	Structural							1				1	\$151.55
1.6	100% Construction Documents Review Meeting												
	PM		1									1	\$287.02
	Architecture				1							1	\$125.87
1.7	Project Management												
	PM	4	16								3	23	\$6,173.39
	Task Total	4	37	6	50	136	2	23	48	2	11	319	\$40,875.50
Task 2	Bidding Phase Service												
2.1	Bid / Permit Documents												
	PM		1									1	\$287.02
	Architecture				1	2						3	\$296.19
	Structural							2	4			6	\$688.98
2.2	Inquiries/Clarifications and Addenda												
	PM		1									1	\$287.02
	Architecture				1	2						3	\$296.19
	Structural							2	4			6	\$688.98
2.3	Bid Review and Recommendation												
	PM		1									1	\$287.02
	Architecture				1							1	\$125.87
	Structural							2				2	\$303.10
2.4	Permitting Clarifications												
	PM		1									1	\$287.02
	Architecture				4							4	\$503.48
	Structural							2				2	\$303.10
2.5	Confirmed Document												
	PM		1									1	\$287.02
	Architecture				1	1						2	\$211.03
	Structural							1	1			2	\$246.02
2.6	Project Management												
	PM	2	4								3	9	\$2,029.17
	Task Total	2	9	-	8	5	-	9	9	-	3	45	\$7,129.21
Task 3	Construction Administration												
3.1	Pre-Construction Meeting												
	PM		1									1	\$287.02
	Architecture				1							1	\$125.87
3.2	Construction Progress Meetings												
	Pre-Mobilization												
	PM		6									6	\$1,722.12
	Architecture				6							6	\$755.22
	Post-Mobilization												
	PM		6									6	\$1,722.12
	Architecture				6							6	\$755.22
	Structural							6				6	\$909.30
3.3	Construction Progress Site Visits												
	Architecture				8							8	\$1,006.96
	Structural							4				4	\$606.20
	Unassigned							4				4	\$606.20
3.4	RFI/Submittal Review												
	Architecture			8	40	60						108	\$12,440.56
	Structural							16	24			40	\$4,740.08
3.5	Change Order Review												
	Project Manager		2		2							4	\$825.76
3.6	Substantial Completion & Final Observation												
	Architecture				4	4						8	\$844.12
	Project Manager		4									4	\$1,148.08
3.7	Record Drawings												
	Architecture		2			8						10	\$1,255.32
	Project Manager											-	\$0.00
3.8	Project Management												
	Project Manager	4	24									28	\$8,286.44
	Task Total	4	53	-	67	72	-	30	24	-	-	250	\$38,038.61
TOTAL FOR ALL TASKS (RS&H)		10	99	6	125	213	2	62	81	2	14	614	\$86,043.32

8/29/2022

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-22-PBI-R-030

Contact Person: Pat Hargrove

E-mail Address: Pat.Hargrove@rsandh.com

Address: 10748 Deerwood Park Blvd S, Jacksonville FL, 32256

Phone No. 904-256-2437 Fax No: 800-464-4358

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)
		<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	<u> </u> %	<u> </u> %	<u> </u> %	<u> </u> %
		<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	<u> </u> %	<u> </u> %	<u> </u> %	<u> </u> %
		<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	<u> </u> %	<u> </u> %	<u> </u> %	<u> </u> %
		<input type="checkbox"/> Prime Consultant <input checked="" type="checkbox"/> Subcontractor <input type="checkbox"/> Supplier <input type="checkbox"/> Manufacturer	<u> </u> %	<u> </u> %	<u> </u> %	<u> </u> %

Total Percentage of DBE Participation: 0.00 %

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 DBE Firms.

By: Pat Hargrove
 Signature

Date: 8/30/2022

Pat Hargrove Vice President-Aviation

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

RS&H - Progress Summary August 29, 2022

Original Contract and Amendments 1, 2, 3, 4 & 5

Level 1 Tasks: Planning, Design, and Construction and Financial

Task	Project Name	Status	Activity
Task I-19-PBI-R-001	Terminal Escalator Replacement	Ongoing	1. Project in Construction. 2. Bi-Weekly meetings. 3. SC Inspection on Phase 3 Escalators A, D, N on 4/4/22 & 6/3/22
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	Completed.
Task I-19-PBI-R-006	Airline Ticket Counters	Ongoing	1. 95% CD's submitted on 2/8/22 2. A list of open items included with submitted for information RS&H requests to complete design. 3. Reroof project to be completed first (in CA now), 1 year construction timeframe 4. Target 2023 construction 5. Delta wants to replace their ticket counters. DOA wants to hold them to DOA color scheme. 6. Funding Source? PFC?
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	1. 100% CD Submitted. 100% CD review meeting held. 2. Waiting on approved from TSA on fence relocation (Jeremy). 3. Will update airside laydown for Concourse C for bid documents based on review meeting comments once project moves forward to bidding.
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	1. 90% CD's submitted 4/28/22 2. 90% CD review meeting scheduled for 7/20/22 3. 90% CD CMAR constructibility report provided to RS&H and responses issued. RS&H awaiting CMAR pricing 4. Civil and Landscape will need to be updated to relocate trees noted to be demo'd on the 90% CD. 100% CD's will need to include plan showing relocation. 5. Demo of building by County. Demo of SOG and subgrade utilities by CMAR. 6. Fence adjustment needing required 7. DOA to provide list of cameras to be removed from project. 8. Project to procure furniture.
Task I-20-PBI-R-014	Terminal Connector (Planning and Programming)	Ongoing	Completed.
Task I-20-PBI-R-017	PBI Switchgear NPDS Replacement	Ongoing	1. Going thru permitting process. (1) landscape comment RS&H is working thru.
Task I-20-PBI-R-018	PBI Concourse B Expansion (Conceptual and Schematic)	Ongoing	Completed.
Task I-20-PBI-R-019	PBI Terminal Public Address (PA) System Construction	Ongoing	Completed.

Task I-20-PBI-R-020	PBI PCA and GPU Point of Use (Design and Bidding Set)	Ongoing	<p>GPU:</p> <ol style="list-style-type: none"> 1. Permit comments closed, permit issued 2. 66 week lead time does not impact PC Air installation if PC Air installation is in Fall of '23. 3. FB issued to address FPL door and include RS&H proposed changes to have 5 Conc B PBB's and 6 Conc C PBB's operations sooner than after JBB1 & JBC1 become energized. PCO #1 submitted for cost associated with FB and PCO under review. <p>PCA - Pkg 1 (Conc B)</p> <ol style="list-style-type: none"> 1. RS&H received constructibility report from Suffolk on 5/2 2. RS&H reviewed and incorporated comments (as applicable) into Pkg 1 3. RS&H submitted Pkg 1 to DOA on 5/20/22. 4. RS&H to provide responses to report by COB 6/17/22. 5. RS&H submitted Pkg 1 to Morganti for bidding. <p>PCA - Pkg 2 (Conc C)</p> <ol style="list-style-type: none"> 1. RS&H submitted Pkg 2 to Morganti for bidding. <p>PCA</p> <ol style="list-style-type: none"> 1. Funding for project is either PFC. If PFC, project award will be in Nov.
Task I-20-PBI-R-021	PBI FIS & Bldg 846 Storm Resiliency Modifications Package	Ongoing	Completed.
Task I-20-PBI-R-022	PBI Terminal Elevator Assessment Report	Complete and Fully Invoiced	Completed.
Task I-20-PBI-R-023	PBI Concourse B Expansion (CD's)	Ongoing	<p>Package 1</p> <ol style="list-style-type: none"> 1. 100% CD's submitted to DOA on 6/1/22 2. RS&H requested updated Temp Kitchen layout from Host via email. Host provided redlines (not CAD). 3. DOA confirmed gas account will be taken over by DOA. This will allow design to connect into 4" gas line adjacent to FIS. RS&H has info needed to complete gas design. Will include (2) meters in Level 1 on west bumpout trash room as well as (2) meters for Rooney's and Sam Sneed. 4. Pkg 1 resubmitted 7/22/22 <p>Package 2</p> <ol style="list-style-type: none"> 1. Sensory Room - DOA confirmed acceptance to move forward with design presented in OAC meeting. 2. See comments on Pkg 1 for Gas. Gas will be extended to hammerhead market in Pkg 2. 3. RS&H to schedule meeting with Pete to show renderings of proposed video feeds on roof. 4. Pkg 2 submittal scheduled for 8/22
Task I-20-PBI-R-024	PBI Switchgear NPDS Replacement CA	Ongoing	<ol style="list-style-type: none"> 1. Bi-Weekly pre-mobilization meetings on-going 2. Working thru permit questions (-017)

Task I-20-PBI-R-025	PBI GPU Replacement CA & RPR Services	Ongoing	1. Bi-Weekly pre-mobilization meetings on-going
Task I-20-PBI-R-026	PCA and GPU Point of Use Design & Bidding Services	Ongoing	See Task I-20-PBI-R-020
Task I-22-PBI-R-027	PC Air CA	Future	
Task I-22-PBI-R-028	Switchgear Equipment Replacement (Part 2) PROPOSAL	Future	
Task I-22-PBI-R-029	Concourse B Package Split	Future	
Task I-22-PBI-R-027	Terminal Connector PROPOSAL	Future	
Task I-22-PBI-R-031	Concourse B CA Pkg 1	Future	
Task I-22-PBI-R-032	Concourse B CA Pkg 2	Future	

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 Construcion 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 - Completed	Pkg 1 - Completed Pkg 2 - Completed
III-20-PBI-R-012	PBI Terminal Plumbing Lateral Assessment	Complete and Fully Invoiced	Completed.
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	Completed.
III-20-PBI-R-016	Task III-20-PBI-R-016: ARFF Roof Repair (Part 2)	Completed and Fully Invoiced	Completed.
III-20-PBI-R-017	Independent Fee Estimates (Round 2)	Ongoing	Completed.
III-20-PBI-R-018	Task III-20-PBI-R-018: Phase 1 Environmental Site Assessment (ESA) at New ARFF Facility	Completed and Fully Invoiced	Completed.
III-21-PBI-R-019	Bldg 846 Mechanical Equipment Replacement	Completed	Completed.
III-21-PBI-R-020	High Mast Lighting Renovation: Preliminary MOT Plans, Site Modifications, and ROM	Ongoing	See I-20-PBI-R-011
III-21-PBI-R-021	Terminal Connector & Concourse B Renderings	Completed and Fully Invoiced	Completed.
III-21-PBI-R-022	ARFF Roof Repair CA	Ongoing	Completed.
III-21-PBI-R-023	Switchgear Cable Testing	Completed	Completed.
III-21-PBI-R-024	F45 Signature Repair Support Services	Completed	Completed.
III-xx-PBI-R-025	PBI Sanitary Piping	Future	1. DOA Comment on proposal received and under review by RS&H. 2. RS&H to review and provide response and / or revised proposal.

III-22-PBI-R-026	PBI Bldg 846 Mech Replacement CA	Ongoing	1. In Construction. Reviewing submittals.
III-21-PBI-R-027	Centralized Checkpoint	N/A	Proposal submitted to DOA. Project subsequently cancelled by DOA.
III-21-PBI-R-027	Independent Fee Estimates (Round 3)	Ongoing	IFE's 2-5 submitted to DOA on 5/4 for AECOM projects.
III-22-PBI-R-028	PC Air Package Split	Ongoing	See I-20-PBI-R-020
III-22-PBI-R-029	NOT USED		
III-22-F45-R-030	F45 Signature Repairs	In development	
III-22-PBI-R-031	Conc B PFC Assistance	Proposal Submitted	
III-22-PBI-R-032	Bldg 1475 Air Cargo Fiber and ACS/CCTV	Proposal Submitted	
III-22-PBI-R-033	Radio Signal Strength	Proposal Submitted	
III-22-PBI-R-034	Ticket Counter (Delta Pkg2)	Proposal Submitted	
III-22-PBI-R-035	Escalator F & G/K Planter Design	Future	1. Fire Marshal required mulch to be removed from Planters at Esc F & G/K due to fire hazard for Task I-19-PBI-R-001. RS&H to develop scope and fee for various mulch replacement options and develop CD's for final design.
III-22-PBI-R-036	PBI Airport Project Construction Schedule Coordination	Future	1. RS&H will develop and overall "master" schedule for all the ongoing RS&H projects and coordinate schedule impacts to overall master schedule (ie all projects at the airport) based on individual project schedule impacts. RS&H will investigate options to mitigate impacts to various projects.

Misc. Items

- 1 - DOA to notify RS&H if DOA wants RS&H to develop a Level 3 proposal to reconfigure existing Level 2 OPS space once OPS is relocated to Conc B apron
2. Connco no longer DBE (cost estimator). Connico going thr recertification this fall and should have it back in late '22. RS&H is not billing Connico as DBE for projects after they lost certification.
3. Amendment 6 (Terminal Connector / Switchgear Pt 2 / PC Air CA / Conc B Pkg Split) targeted for 8/23 board meeting. Amend 7 on 10/4 board meeting.
4. Does DOA want RS&H to develop a level 3 proposal for F45 fire pump replacement?
5. Elevator replacement design project in future TBD



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
DX00000525	RS&H, Inc.	Modified	Compliant					DOA 18-2A	Consulting/Professional Services
		A+g , XV	Zurich American Insurance Company	BAP146956400	6/28/2022	6/28/2023	Auto Liability		
		A+g , XV	American Guarantee and Liability Insurance Company	AUC146955800	6/28/2022	6/28/2023	Excess Liability		
		A , XV	Lloyd's	B0146LDUSA2204895	6/28/2022	6/28/2023	Excess Liability		
		A++g , XV	Travelers Property Casualty Company of America	EX6T35064A22NF	6/28/2022	6/28/2023	Excess Liability		
		A+g , XV	Zurich American Insurance Company of Illinois	GLO146640900	6/28/2022	6/28/2023	General Liability		
		A , XV	Lloyd's	B0146LDUSA2204894	6/28/2022	6/28/2023	Professional Liability		
		A+g , XV	Zurich American Insurance Company	WC146641000	6/28/2022	6/28/2023	Workers Comp		

Risk Profile : Standard - Professional Services

Required Additional Insured : Palm Beach County Board of County Commissioners

Ownership Entity :