
TASK ORDER
CONTRACT NO. 2023-02B

DATE:	August 24, 2026	TASK ORDER #:	23B-17
TASK ORDER PROJECT TITLE:	ECP Terminal Security System Upgrade & Expansion Design & Post Design Services		
OWNER:	Panama City – Bay County Airport and Industrial District		
CONSULTANT:	AVCON		
SUBCONSULTANT:	FCG		

TASK ORDER DESCRIPTION: The AVCON Team will serve as the Designer of Record for the ECP Terminal Security System Upgrade & Expansion for the North Terminal Expansion Program. This project will provide a fully integrated security/IT solution for the existing terminal security/IT system upgrade and terminal expansion security/IT systems.

TASK ORDER BACKGROUND/JUSTIFICATION: An AIP grant request has been made to the FAA to fund the existing Terminal IT/Security upgrade and the Terminal Expansion/TSA Relocation IT/Security Improvements to create a fully integrated IT/Security System for both the existing Terminal and the Terminal Expansion Program.

SCOPE OF SERVICES: The project scope will include the following:

- Weekly Design Coordination Meeting Attendance
- 30% AVCON Plan Review Terminal Expansion & TSA Relocation
- 30% Architectural & IT Plan Revisions Terminal Expansion & TSA Relocation
- 60% AVCON Plan Review Terminal Expansion & TSA Relocation
- 60% Architectural & IT Plan Revisions Terminal Expansion & TSA Relocation
- 100% AVCON Plan Review Terminal Expansion & TSA Relocation
- 100% Architectural & IT Plan Revisions Terminal Expansion & TSA Relocation
- Post Design Services

The architectural, electrical, and IT plan revisions include various updates to the doors, hardware, reflective ceiling plans, and other modifications that will impact material procurement for the North Terminal Expansion Program. The scope of services is included in **Exhibits A, B and C**. Contract 2023-02B controls except to the extent this executed Task Order expressly states a project-specific scope, schedule, or compensation term. Thereafter, the order of precedence is: this Task Order; Exhibit A; Exhibit B; and Exhibit C. Exhibit B subconsultant proposals are incorporated only for the technical scope, staffing, fixed rates, and fee derivation expressly accepted in Exhibits A and C. Conflicting proposal terms, exclusions, assumptions, acceptance blocks, additional-services provisions, limitations, or other legal/commercial conditions are not incorporated. A conflict or ambiguity shall be submitted to the OWNER for written resolution before the affected work proceeds.

SCHEDULE OF SERVICES: The anticipated project schedule is approximately 26 weeks to final design.

COMPENSATION: The total compensation for this Task Order is \$1,199,932.98 on a time-and-materials/not-to-exceed basis ("NTE Ceiling"). Compensation is limited to actual, allowable hours at the fixed, final rates in the reconciled Exhibit C and to approved reimbursable costs, if any, expressly identified there. CONSULTANT shall not exceed the NTE Ceiling, any phase budget, or any defined allowance at the OWNER's expense. CONSULTANT shall provide detailed monthly invoices by person, approved labor category, date, hours, task, phase/allowance, reimbursable, amount billed, and remaining balance; provide written notice at 75% of the NTE Ceiling and before any phase or allowance is exhausted; and stop the affected out-of-scope or over-ceiling work unless the OWNER executes a written authorization in accordance with Contract 2023-02B and applicable Board authority. CONSULTANT bears all costs above the authorized ceiling. No transfer among phases or allowances and no rate/category substitution is permitted without prior written OWNER approval.

IN WITNESS WHEREOF, the parties hereto have caused this Task to be executed by their duly authorized representatives as of the date first shown above.

AVCON, INC.

**PANAMA CITY-BAY COUNTY AIRPORT &
INDUSTRIAL DISTRICT**

Tonia D. Nation, P.E.

Will Cramer

Title: Associate Vice President

Title: Chair

Date: _____

Date: _____

EXHIBIT "A"
SCOPE OF SERVICES - AVCON, INC.

ECP Terminal Security System Upgrade & Expansion
Design & Post Design Services
Northwest Florida Beaches International Airport
August 24, 2026

SECTION A: PURPOSE

The purpose of this project is to perform design phase services for the ECP Terminal Security System Upgrade & Expansion, Design and Post Design Services project at the Northwest Florida Beaches International Airport (ECP) in Panama City, Bay County, Florida. This project will generally consist of upgrading the existing terminal telecommunications, audiovisual (AV), and security systems as well as the expansion of the systems required to support the North Terminal Program. **Exhibit B** details the project fee derivation, and **Exhibit C** provides the supporting documentation for the SUBCONSULTANT scope of services/fee derivations associated with this proposal.

SECTION B: DESCRIPTION OF TASKS

The following elements describe the individual services to be provided as part of this work effort. Labor-hour estimates for the work described below are detailed in Exhibit "B."

Task 1: CONSULTANT General Project Coordination & Weekly Coordination Meetings

CONSULTANT shall provide general project management and coordination throughout the design and construction phase services. This may include coordination with the Construction Manager at Risk (CMAR), Owners Authorized Representative (OAR), and ECP staff.

Task 2: 30% Design/Basis of Design Review

The 30% design phase will establish the design basis, system intent, preliminary infrastructure approach, and major coordination requirements for the included technology systems. This phase will focus on confirming scope, identifying existing condition constraints, documenting preliminary system layouts, and establishing the framework for coordination with CONSULTANT, the OWNER, Airport IT, Airport Security, TSA stakeholders, CMAR, and applicable vendors.

Primary 30% deliverables are anticipated to include and are further summarized in **Exhibit B**:

- Basis of Design information for included Telecommunications, Security, and Audiovisual systems.
- Preliminary device layouts and system coverage concepts.
- Preliminary communications room, rack/cabinet, and pathway strategies.
- Preliminary demolition and reuse concepts for existing terminal technology systems.
- Preliminary TSA, PBB, site/exterior, and system interface coordination notes, where applicable.
- Initial assumptions, exclusions, clarification items, and responsibility delineation notes.
- Architectural plan updates.
- Electrical plan updates.

Internal QA/QC review prior to milestone submission.

Task 3: 60% Design/Design Development Review

The 60% design phase will advance the approved 30% design into coordinated design-development documents suitable for Owner, stakeholder, and CMAR review. This phase will define device locations, system architecture, pathway routing, equipment locations, interface requirements, schedules, and draft specifications with sufficient detail to support constructability review and pricing refinement.

Primary 60% deliverables are anticipated to include and are further summarized in **Exhibit B**:

- Design-development technology plans for Telecommunications, Security, and Audiovisual systems.
- Updated demolition and existing-terminal upgrade plans.
- Communications room layouts, rack/cabinet layouts, and preliminary rack elevations.
- Riser diagrams, pathway diagrams, and system architecture diagrams.
- Preliminary equipment and device schedules.
- Draft Division 27, Division 28, and applicable AV/integration specifications.
- Updated TSA, PBB, baggage handling, site/exterior, and adjacent-scope interface documentation, where applicable.
- Review-response coordination based on consolidated milestone comments.
- Architectural plan updates.
- Electrical plan updates.
- Internal QA/QC review prior to milestone submission.

Task 4: 100% Design/Final Design Documents

The 100% design phase will finalize the coordinated technology design documents for use in CMAR pricing, procurement support, and construction coordination. This phase will incorporate approved 60% comments, finalize drawings and specifications, complete system schedules and diagrams, and document final coordination requirements, assumptions, and responsibility boundaries.

Primary 100% deliverables are anticipated to include and are further summarized in **Exhibit B**:

- Final technology plans for included Telecommunications, Security, and Audiovisual systems.
- Final demolition and existing-terminal upgrade plans.
- Final riser diagrams, pathway diagrams, system diagrams, and interface documentation.
- Final communications room layouts, rack elevations, equipment schedules, and device schedules.
- Final Division 27, Division 28, and applicable AV/integration specifications.
- Final TSA, PBB, baggage handling, site/exterior, and adjacent-scope interface notes, where applicable.
- Final assumptions, exclusions, and coordination notes.
- Architectural plan updates.
- Electrical plan updates.
- Internal QA/QC review prior to milestone submission.

Task 5: Post Design Services (NTE)

Post-design services are limited to the tasks and NTE hours in Exhibit C. Within ten business days after Notice to Proceed, CONSULTANT shall submit a Post-Design Assumptions Register identifying included meetings, site observations, submittal reviews, RFIs, proposal/change reviews, testing/acceptance events, response targets, and responsible discipline. Response time begins upon receipt of a complete, properly

routed submission and is subject to controlling project specifications. CONSULTANT's participation during testing or commissioning is limited to observation and discipline support and does not make CONSULTANT the commissioning agent. Record documents shall accurately incorporate the Contractor/CMAR markups and other information furnished to CONSULTANT and shall identify known discrepancies; they are not a certification of concealed conditions or of the contractor's accuracy.

Included support may consist of the following:

- Submittal review
- RFI responses
- Limited construction coordination meetings.
- Review of proposed substitutions or value engineering items.
- Review of change proposal scope for technical consistency
- Stakeholder coordination, and written clarification of design intent.
- CONSULTANT will compile the CMAR redlines, and provide a digital scan for the as-built records.

This support is limited to the time-and-material budget for construction-phase administrative support and does not include full-time construction administration, inspection, construction management, commissioning, programming, cutover support, or contractor supervision.

SECTION C: SUBCONSULTANT SERVICES

The CONSULTANT will employ qualified firms for architectural, mechanical, electrical, and technology services as expressly identified in the Design Responsibility Matrix. Each firm shall perform its included design, review, observation, and response services consistent with the professional standard of care and shall promptly report material deviations from the Contract Documents observed in performing those services. No party warrants or guarantees the Contractor's work, and no exclusion relieves CONSULTANT of an expressly included service.

SECTION D: OUT-OF-POCKET EXPENSES

All out-of-pocket expenses are included in the NTE Ceiling and shall be reimbursable only to the extent permitted by Contract 2023-02B and identified in the final Exhibit C; no unlisted markup or separate allowance is authorized.

SECTION E: ADDITIONAL SERVICES

Additional Services may be performed only upon a prior written amendment or work authorization executed by the OWNER representative with legal authority to bind the OWNER, including Board approval when required by the OWNER Purchasing Policy. Direction, meeting participation, comments, or knowledge by OWNER staff does not authorize additional compensation. A request must describe the changed baseline, cause, scope, labor categories/hours, schedule effect, and NTE amount before the work begins. Defined allowances may be used only for their stated purpose after written OWNER approval and do not create entitlement to the allowance balance.

SECTION F: SCHEDULE

Within ten business days after the OWNER's written Notice to Proceed and receipt of the baseline information identified in the approved scope, CONSULTANT shall submit for OWNER approval a detailed 30% - 60% - 100% baseline schedule that completes final design within 26 weeks and identifies OWNER, CMAR, TSA, airline, and other stakeholder review assumptions. No 90% milestone, civil/structural service, or other discipline is included unless expressly shown in the approved responsibility matrix and fee schedule.

CONSULTANT is entitled to a schedule extension only to the extent an event beyond CONSULTANT's reasonable control demonstrably affects the critical path, CONSULTANT gives written notice within five business days after recognizing the effect, and CONSULTANT uses reasonable mitigation. The extension is limited to the proven effect. Additional compensation requires separate prior written authorization; schedule relief alone does not increase the NTE Ceiling.

SECTION G: SECURITY, SSI AND PROHIBITED EQUIPMENT

SECURITY INFORMATION

CONSULTANT shall identify and protect records that the OWNER designates, or that CONSULTANT reasonably should recognize, as security-system information, airport security information, or Sensitive Security Information ("SSI"). CONSULTANT shall provide access only to personnel with an authorized need to know; use OWNER-approved secure transmission, storage, reproduction, and disposal methods; prevent controlled details from appearing in public-facing files; flow these duties to every SUBCONSULTANT; and notify the OWNER immediately, and no later than 24 hours after discovery, of suspected loss, unauthorized access, or disclosure. CONSULTANT shall not independently release or withhold a record in response to a public-records request but shall promptly refer the request to the OWNER. The OWNER determines the applicability of sections 119.071(3)(a) and 331.22, Florida Statutes, 49 C.F.R. part 1520, and other disclosure restrictions.

PROHIBITED TELECOMMUNICATIONS AND VIDEO SURVEILLANCE

To the extent required by 2 C.F.R. § 200.216, FAA grant terms, or the incorporated Federal Rider, CONSULTANT shall not specify, recommend, provide, or permit covered telecommunications equipment or services or covered video-surveillance equipment or services. CONSULTANT shall obtain and deliver required SUBCONSULTANT and manufacturer certifications and shall promptly identify any proposed product whose eligibility is uncertain.

SECTION H: DESIGN RESPONSIBILITY MATRIX

Work Element	Responsible Firm	Point of Contact/FL Licensee	Deliverable	Interface Reviewer
Prime Consultant	AVCON, Inc.	Tonia D. Nation, P.E. Allison Dykes, P.E.	Prime consultant/ Program Manager.	AVCON
Architect	Fitzgerald Collaborative Group, LLC (FCG)	Donald Gray Jr., AIA	Architectural Design	FCG
Architectural Construction Support (Sub to FCG)	DAG Architects	Owen E. Gipson, AIA	Architectural CA Support	FCG
Telecom, Security, AV (Sub to FCG)	Hahn Integrated Systems, Inc.	John Scala	Telecommunications, Security, and Audiovisual design documents	FCG
Electrical Engineering (Sub to FCG)	HG Engineers	Daniel White, P.E.	Electrical design documents supporting	FCG

END OF SCOPE

May 22, 2026



AVCON
320 Bayshore Drive, Suite A
Niceville, FL 32578
Attn: Tonia D. Nation, PE, Associate Vice President

Re: ECP NTE Design and Construction Administration Services – North Terminal Expansion & TSA Relocation Proposal for Telecommunications, Audiovisual (AV), and Security Systems – Change Order #03 to 2025.0025.04 Task 0102.

Dear Tonia,

Thank you for the opportunity to work with AVCON and the Airport Authority on these requested tasks. The Fitzgerald Collaborative Group, LLC (FC) is honored to present our hourly not-to-exceed design fee proposal for professional architectural and engineering services for the North Terminal Expansion and TSA Relocation projects for the Northwest Florida Beaches International Airport.

FC and DAG, along with our engineers, hereinafter referred to as “Design Team”, will provide the hourly not-to-exceed, requested additional services to the completion of the project. Our Design Team includes architectural, electrical engineering and telecom, AV and security design coordination and construction administration. (PBB Specialty Consultant such as Aerostar will be provided under a separate contract with AVCON).

Site Telecomm OSP Backbone and Security Design Project Scope of Work Understanding

This project provides a phased telecommunications and exterior security infrastructure design to support multiple concurrent Airport capital projects. The work is structured to maintain uninterrupted communications and security operations while transitioning from temporary systems to permanent, future-proof infrastructure.

The permanent scope of work to be coordinated includes the complete design and transition of the exterior telecommunications and security infrastructure including new duct banks and fiber pathways, security camera deployment, poles, foundations, conduit and fiber terminations and cutover, testing, commissioning, and as-built documentation. Milestones include Airport approval of the temporary communications strategy, approval of the permanent OSP pathway design, issuance of coordinated construction documents through an ASI, and final acceptance. A separate proposal will be provided for construction administration services associated with this scope of work.

FC and its technology consultant team understand that prior North Terminal Expansion technology drawings and related documentation have previously been developed and reviewed by the Airport. These documents, including LTG drawings and associated records, will be reviewed and utilized as reference materials where applicable and appropriate to the current scope of work. **The intent is not to disregard or recreate previously validated information where it remains accurate, suitable, and consistent with current project requirements.**

However, because the current effort extends beyond continuation of the prior North Terminal Expansion work, the design team will independently review, validate, coordinate, and integrate the existing

documentation into the current deliverable package. The expanded scope includes existing terminal technology upgrades, communications room and backbone strategy, Airport IT and security standards confirmation, TSA-related coordination, passenger boarding bridge (PBB) terminal-side interface coordination for IT only, baggage and security systems interface coordination, CMAR pricing and GMP support, and the preparation of updated specifications, assumptions, exclusions, and QA/QC documentation.

As the design team responsible for the final technology deliverables, FC and its consultants will perform the professional review, field validation, coordination, and document development necessary to confirm that previously developed documents align with the current scope, current Airport standards, existing field conditions, operational requirements, and current project delivery objectives. Previously completed drawings will therefore be reused where applicable; however, the associated fee reflects the professional effort required to validate, modify, coordinate, integrate, and advance those documents into the current construction-ready deliverable package.

Security Replacement Project Scope of Work

Our understanding of the scope of work includes coordination with Hahn Integrated Systems to implement the advancement of a comprehensive security system and enhance the Airport's existing security infrastructure while maintaining uninterrupted airport operations. The objective is to deliver a fully coordinated, code-compliant, and operationally validated security system that meets current and future Airport, TSA, and regulatory requirements.

FC will serve as Architect of Record and lead the overall design coordination effort. This includes overall architectural coordination and integration of security systems into the building and infrastructure; coordination with Airport stakeholders, consultants, and authorities having jurisdiction; and integration of security system requirements into architectural, life safety, and building systems documentation through issuance of an ASI. A separate proposal will be provided for construction administration services. The scope of this work is also outlined in the attached consultant proposal.

The design effort will include coordination and validation of existing Airport security and technology infrastructure documentation where applicable to the current project scope. Existing drawings and prior design documentation may be incorporated into the design process as reference materials; however, all systems, interfaces, and infrastructure impacting the current project scope will be reviewed and validated for compliance with current Airport operational requirements, Airport IT and security standards, TSA coordination requirements, existing field conditions, and current project delivery requirements.

All basis-of-design selections, manufacturers, and system platforms will be reviewed and approved by the Airport/Owner prior to finalization. The security system design will incorporate formal review periods with required approval by Airport IT, Airport Security, TSA, and Airport Operations and Facilities (as applicable) prior to proceeding to subsequent phases of design.

Fee Proposal

Our basic architectural and engineering design services (including additional required services) are **\$1,087,851.30** and structured as an hourly not to exceed. The basis of compensation is as follows:

I. Telecommunications, Audiovisual (AV), and Security Systems

Hourly NTE Design Services

Architecture (<i>Fitzgerald Collaborative Group</i>)	\$ 159,160.00*
Architecture (<i>DAG</i>)	\$ 19,800.00
Technology (<i>Hahn Integrated Systems, Inc.</i>)	\$ 820,771.30
<u>Electrical Engineering (<i>HG Engineers</i>)</u>	<u>\$ 88,120.00</u>
Total Basic Services	\$ 1,087,851.30

* Architectural fee is based on 80 principal architect hours (\$285/hr.), 120 Associate Principal hours (\$225/hr.), 420 Sr. Project Manager hours (\$200/hr.), 120 staff architect hours (\$150/hr.) and 64 Administration hours (\$115/hr.).

The CONSULTANT and SUBCONSULTANTS will generally endeavor to respond to RFIs and submittals with the timeframes identified by the Airport and Contractor, including:

- **ASI preparation:** within 14 calendar days of receipt of an RFI
- **RFI responses (not requiring an ASI):** within 7 calendar days of receipt
- **Shop drawings and submittal reviews:** within 7 calendar days of receipt.

All response times are subject to the requirements of the project specifications, which remain the governing authority. For unusually large, complex, or bundled submittals, additional review time may be required. In such cases, the CONSULTANT and SUBCONSULTANTS will promptly notify the Contractor and Team upon receipt and coordinate an adjusted response timeframe through Procore to ensure schedule clarity and project efficiency.

Estimated Project Schedule

The following timeline is for estimating purposes pending dates for notice to proceed, Owner meetings, and Owner review periods:

**Design
CA Schedule**

**3-6 Months
To be provided by Cardella**

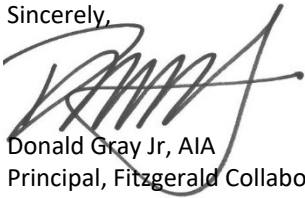
General Exclusions

Services not included in this proposal are as follows:

- PBB Coordination for AE Services (IT coordination only for this proposal)
- Value Engineering
- Cost estimation
- Interiors outside of basic services and FF&E selection
- Surveys of any kind
- All Civil work (coordination only)
- Site Environmental assessments
- Owner Requested Changes to Approved Documents
- Structural Threshold Inspections
- Geotechnical engineering
- Interior or exterior Models or renderings
- Hazardous Materials, Asbestos, Lead, and/or Mold abatement.
- Design Services outside of the designated scope of work.
- Permit Fees & State Fire Marshal Fees.
- Hidden Conditions - Any conditions concealed by existing construction, not capable of detection by reasonable visual observation (if architect and/or engineer believe that such conditions exist, your organization shall be responsible for acquiring authorizations and payment for all costs associated with investigation, and if necessary, all costs required to correct such conditions. If your organization chooses not to authorize such investigation and/or correction after due notification, the Architect and/or Engineer shall not be held responsible for the existing condition nor any resulting damages to persons or property.
- Distribution of Bid Documents & Preparation of multiple bid packages.
- Incorporation of Contractor's annotations of actual field installed conditions into as-built or record drawings.
- Evaluation of the existing building HVAC system.
- Evaluation of existing building fire alarm system.
- Advertisement for bids.

We look forward to working with AVCON on this project. Please let us know if you have any further questions regarding our work, or the scope of this proposal.

Sincerely,



Donald Gray Jr, AIA
Principal, Fitzgerald Collaborative Group

Attachments: Consultant Proposals – Architecture (*DAG*), Technology (*Hahn Integrated Systems, Inc.*) and Electrical Engineering (*HG Engineers*)

February 26, 2026

Fitzgerald Collaborative Group
850 S Gadsden St, Suite 140,
Tallahassee FL 32301
Attn: Erika Hagan, Principal

RE: ECP NTE Design Proposal for IT/Telecom

Dear Erika,

We appreciate the opportunity to continue providing A/E support services for the Fitzgerald/DAG team at the ECP North Terminal Expansion Project. We look forward to working with the entire design team, the construction team, as well as the owner and their agents to provide top quality services for this much needed and exciting expansion project.

I. Project Description

For this portion of the project, we have been asked to identify the design support services needed to assist in the completion of the IT/Telecom design for the north expansion. We anticipate our involvement will be limited to participation in coordination meetings with the design team, construction manager and the owner's representatives.

II. Fee Proposal

We anticipate the time requirement for IT /Telecom design will be dependent on the duration for the design effort. That duration appears to be 26 weeks. We would anticipate an average of two meetings per week or 48 hours required.

Total for this task is **\$7,200.**

This proposal is limited to the specific tasks noted above. Any other desired services requested related to the BHS shall be identified and priced under separate cover.

III. Conclusion

Again, we appreciate the opportunity to assist you with this very important project.

Please don't hesitate to reach out to us to discuss this effort further.

Attachments (as applicable):

- Exhibit A - DAG Hourly Billing Rates

Sincerely,

A handwritten signature in black ink, appearing to read 'Owen E. Gipson', followed by a horizontal line and a period.

Owen E. Gipson AIA
Architect - Principal

455 Harrison Ave
Suite I & J
Panama City FL, 32401
(850) 420-0591
AR0017640
DAGarchitects.com



February 26, 2026

Fitzgerald Collaborative Group
850 S Gadsden St, Suite 140,
Tallahassee FL 32301
Attn: Erika Hagan, Principal

RE: ECP NTE CA Proposal for Existing Mechanical Equipment Relocation and IT/Telecom and PBBs

Dear Erika,

We appreciate the opportunity to continue providing A/E support services for the Fitzgerald/DAG team at the ECP North Terminal Expansion Project. We look forward to working with the entire design team, the construction team, as well as the owner and their agents to provide top quality services for this much needed and exciting expansion project.

I. Project Description

For this portion of the project, we have been asked to incorporate the CA support services needed for two items:

- a. First is the relocation of existing mechanical equipment currently located at the north end of the existing facility. The two HVAC air units and associated ductwork, piping and power connections will need to be reconfigured to provide more open circulation space from the existing terminal to the expansion space.
- b. Second, is the addition of site telecommunications OSP backbone and security CA scope
- c. Third, is the CA required for a security replacement to the existing facilities.

CA Support services include the following:

- Submittal & Shop Drawing Review
- RFI & Field Coordination
- Site Observations & Progress Coordination
- Multidisciplinary & Stakeholder Coordination
- Testing, Commissioning & Closeout Support

Of these services, DAG will provide coordination assistance as needed for Submittals and RFIs. We will provide on-site services for the team to include the site observations, coordination assistance, and any testing, commissioning and closeout support.

II. Fee Proposal

We anticipate the need for additional services as follows:

For the CA efforts required to assist in the installation of the site telecommunications OSP backbone and security, we anticipate the need for at least 6 on site visits at four hours each (to include travel time) and an additional '1" hour for each site visit during construction assumed at 20 weeks). (24 + 20 hours) 44 Hours.

For the onsite CA services required to upgrade security devices throughout the existing facility, we would anticipate an additional one hour per site visit for the duration of this upgrade schedule. We have assumed an upgrade duration of thirty weeks. We also anticipate an additional five coordination meetings at two hours each to coordinate the new systems with existing infrastructure. - 10 hours for meetings and 30 hours for upgrade on site observations. - 40 hours

Total for this task is \$12,600.

This proposal is limited to the specific tasks noted above. Any other desired services requested related to the BHS shall be identified and priced under separate cover.

III. Conclusion

Again, we appreciate the opportunity to assist you with this very important project.

Please don't hesitate to reach out to us to discuss this effort further.

Attachments (as applicable):

- Exhibit A - DAG Hourly Billing Rates

Sincerely,

A handwritten signature in black ink, appearing to read "Owen E. Gipson". The signature is stylized with a large, looped "O" and a long horizontal stroke at the end.

Owen E. Gipson AIA
Architect - Principal

455 Harrison Ave
Suite I & J
Panama City FL, 32401
(850) 420-0591
AR0017640
DAGarchitects.com

Accepted By:

[Signature]

Your signature will serve as approval to proceed.

North Terminal Expansion Program (NTEP) and Existing Terminal Technology Upgrades

Proposal for Professional Technology Design Services

Security, Telecommunications, and Audiovisual Design Scope

Time-and-Materials / Not-to-Exceed Fee Derivation

Prepared for: AVCON, Inc.
Prepared by: Hahn Integrated Systems, Inc.
Date: May 2026

1 Introduction

Hahn Integrated Systems, Inc. is pleased to submit this proposal to AVCON, Inc. for professional technology design services in support of the Northwest Florida Beaches International Airport North Terminal Expansion Program and related existing terminal technology upgrades.

This proposal has been developed based on the current project documents, available coordination information, recent IT/Telecommunications/Security scope discussions, and the anticipated level of effort required to advance the applicable technology systems through coordinated design milestones. The services described herein are intended to support development of complete, coordinated, and priceable design documents for the Telecommunications, Security, and Audiovisual systems associated with the project.

The proposed services recognize that the technology scope includes both new work and retrofit work within an active airport environment, requiring careful coordination with AVCON, the Owner, Airport IT, Airport Security, TSA stakeholders, the CMAR, design team members, and applicable vendors. The proposal also accounts for known project uncertainties, including existing infrastructure limitations, pending confirmation of Airport technology standards, communications room strategy, TSA-related requirements, Passenger Boarding Bridge interfaces, and existing terminal system integration requirements.

Services are proposed on a Time-and-Materials, Not-to-Exceed basis. The proposed fee is based on the current scope definition, anticipated design milestones, coordination requirements, field verification assumptions, QA/QC effort, defined allowances, exclusions, and other proposal conditions identified herein. This proposal is intended to provide a clear basis for authorization, budget tracking, cost-reasonableness review, and coordination with AVCON, the Owner, and other reviewing parties.

North Terminal Expansion Program (NTEP) and Existing Terminal Technology Upgrades

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North Terminal Expansion Program (NTEP) and Existing Terminal Technology Upgrades

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3 Project Understanding

The Northwest Florida Beaches International Airport terminal program is being advanced in response to sustained passenger growth, expanded operational demand, and the need to modernize technology systems serving both new and existing terminal areas. The work occurs within an active commercial airport environment where passenger processing, TSA screening, airline operations, baggage handling, security monitoring, communications, and public-facing systems must remain reliable throughout design, construction, and eventual transition.

The technology scope is not limited to isolated device replacement. It requires coordinated planning of terminal-wide infrastructure, communications rooms, pathways, backbone connectivity, system demarcation points, security coverage, access control integration, audiovisual/passenger-facing systems, and interfaces with adjacent project scopes. The design must account for the relationship between the North Terminal Expansion, the existing terminal, TSA-related areas, Passenger Boarding Bridge interfaces, baggage handling interfaces, and related site/exterior infrastructure.

Available project information indicates that the current technology documentation is uneven across project areas. Some areas have conceptual layouts or partial design information, while others require additional definition of system intent, infrastructure approach, device layouts, demarcation points, and stakeholder requirements before the documents can reliably support pricing, procurement, installation, and phased construction.

Existing terminal conditions are a significant driver of the required effort. Prior coordination has identified capacity limitations in existing communications spaces, obsolete multimode fiber, limited existing single mode fiber strand capacity, and the requirement to keep existing communications infrastructure operational during construction. These conditions create design risks around pathway reuse, backbone strategy, communications room planning, transitional connectivity, and integration of new systems with existing terminal operations.

Several key decisions remain dependent on Owner, Airport IT, Airport Security, TSA, CMAR, and vendor input, including preferred manufacturers, platform standards, network and backbone strategy, communications room configuration, TSA equipment and segregation requirements, Passenger Boarding Bridge interface requirements, responsibility delineation, system ownership,

North Terminal Expansion Program (NTEP) and Existing Terminal Technology Upgrades

and existing infrastructure reuse. Timely confirmation of these items will be necessary to control rework, maintain schedule, and preserve the proposed fee basis.

Hahn's design approach will need to balance constructability, operational continuity, cybersecurity and network governance, open/non-proprietary procurement requirements, stakeholder coordination, and long-term maintainability. The intent is to produce coordinated technology design documents that clearly define system layouts, infrastructure requirements, equipment locations, interfaces, assumptions, exclusions, and responsibility boundaries for use by AVCON, the Owner, CMAR, Airport stakeholders, and other project participants.

4 AIP / Federal Grant Coordination Basis

AVCON has indicated that portions of the project may be funded through the FAA Airport Improvement Program (AIP). Accordingly, this proposal has been organized to support federal grant review, cost reasonableness evaluation, Independent Fee Estimate coordination, and documentation of professional services directly related to airport terminal development, security infrastructure, telecommunications infrastructure, and existing terminal technology modernization.

Services are proposed on a Time-and-Materials, Not-to-Exceed basis with labor hours identified by task, phase, and labor category in the accompanying fee derivation workbook. Technology systems will be designed using open, performance-based, and non-proprietary requirements to the extent practical and consistent with Owner standards, existing system integration requirements, cybersecurity requirements, operational continuity, and applicable federal procurement requirements.

Final determinations regarding AIP eligibility, grant funding participation, procurement method, and required federal contract provisions remain the responsibility of the Owner, FAA, AVCON, and/or the Owner's grant administrator.

5 Scope of Professional Services

Hahn Integrated Systems, Inc. will provide professional technology design and coordination services for the Telecommunications, Security, and Audiovisual systems associated with the Northwest Florida Beaches International Airport North Terminal Expansion Program and related existing terminal technology upgrades. Services will be provided in support of AVCON, the Owner, Airport stakeholders, the design team, and CMAR coordination activities.

The professional services provided under this proposal include the following:

- Project kickoff, scope alignment, and review of available project documents, prior design information, meeting notes, existing drawings, and related coordination materials.

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- Coordination with AVCON, the Owner, Airport IT, Airport Security, Airport Operations, TSA stakeholders, the Architect/Engineer team, CMAR, and applicable vendors to confirm project requirements, design responsibilities, standards, and system interfaces.
- Review and coordination of applicable Airport technology standards, preferred manufacturers, existing platform requirements, cybersecurity considerations, network standards, labeling/tagging requirements, and system ownership boundaries.
- Limited field verification of visible and accessible existing technology infrastructure, including telecommunications rooms, equipment rooms, pathways, racks, cabinets, visible cabling, security equipment, audiovisual equipment, device locations, and other observable existing conditions relevant to the proposed design.
- Review of available existing terminal record documents and coordination information to support development of demolition, replacement, reuse, and modernization strategies for existing Telecommunications, Security, and Audiovisual systems.
- Development of design documents for technology systems serving the North Terminal Expansion, existing terminal upgrade areas, TSA-related areas, Passenger Boarding Bridge terminal-side interfaces, communications room areas, and related site/exterior technology infrastructure where applicable.
- Telecommunications design services, including communications room planning, MDF/IDF/TR coordination, rack and cabinet layouts, backbone infrastructure, fiber and copper cabling, horizontal cabling, data outlets, wireless access point coordination, cable pathway diagrams, riser diagrams, and related equipment schedules.
- Security systems design services, including video surveillance layouts, access control device layouts, door monitoring/interface coordination, security equipment locations, controller and panel coordination, system topology, device schedules, and integration requirements.
- Audiovisual systems design services, including AV/passenger-facing technology layouts, public address or audio system coordination where applicable, display and device coordination, equipment locations, system diagrams, schedules, and related infrastructure requirements.
- TSA-related technology coordination support, including coordination of terminal-side Telecommunications, Security, and Audiovisual infrastructure requirements, equipment segregation considerations, pathway requirements, communications room implications, and stakeholder-driven operational constraints.
- Passenger Boarding Bridge terminal-side technology interface coordination, including Telecommunications, Security, and Audiovisual demarcation points, pathway requirements, device/interface requirements, and coordination with PBB vendor-provided information. Internal PBB systems, devices, cabling, controls, software, and vendor equipment remain excluded unless separately authorized.

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- Site/exterior technology infrastructure coordination, where applicable, including exterior pathways, duct banks, handholes, fiber routing, camera locations, poles, demarcation points, and coordination with civil, electrical, and other site-related design disciplines.
- Communications room strategy coordination, including review of existing communications room constraints, equipment room capacity considerations, potential new communications room requirements, TSA-related communications space requirements, and coordination of room layouts with architectural, mechanical, electrical, and security requirements.
- Coordination of system interfaces with adjacent project scopes, including baggage handling systems, door hardware, access-controlled openings, life safety interfaces, electrical power, grounding, HVAC/cooling requirements, architectural mounting conditions, and related infrastructure.
- Development of 30% design deliverables, including Basis of Design narratives, conceptual device layouts, preliminary infrastructure strategies, preliminary system architecture, demolition intent, preliminary interface requirements, and initial coordination notes.
- Development of 60% design deliverables, including design-development-level drawings, device layouts, riser diagrams, pathway diagrams, system diagrams, preliminary schedules, draft specifications, integration requirements, and coordinated review documents suitable for Owner, stakeholder, and CMAR review.
- Development of 100% design deliverables, including final coordinated drawings, specifications, schedules, system diagrams, risers, pathway diagrams, details, notes, and interface documentation suitable for CMAR pricing, procurement support, and construction coordination.
- Preparation of Telecommunications, Security, and Audiovisual specifications, including applicable Division 27 and Division 28 sections and related AV/integration specifications as required for the defined design scope.
- Preparation of technology equipment and device schedules, including device identifiers, locations, system types, equipment references, and coordination notes as required to support design documentation and pricing.
- Coordination with the CMAR during the design phase to support constructability review, preliminary pricing, value review, quantity review, GMP development, and design clarification within the limits of the authorized design-phase scope.
- Participation in milestone review meetings and coordination meetings associated with the 30%, 60%, and 100% design submissions.
- Review and response to consolidated Owner, AVCON, stakeholder, and CMAR review comments associated with defined design milestones.
- Internal Quality Assurance / Quality Control reviews of design deliverables prior to milestone submissions to verify completeness, coordination, consistency, and alignment with the approved design basis.

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- Development and maintenance of design assumptions, exclusions, clarifications, responsibility boundaries, and additional-service triggers related to the technology scope.
- Preparation of a fee derivation and supporting level-of-effort documentation organized by task, phase, and labor category to support AVCON, Owner, FAA, and Independent Fee Estimate review where applicable.
- Project management, budget tracking, schedule coordination, internal coordination, invoicing support, action-item tracking, and communication necessary to administer the professional services described in this proposal.

6 Design Milestone Services and Deliverables

Hahn will advance the included Telecommunications, Security, and Audiovisual systems through the design milestones described below. Each milestone will be developed based on available project information, Owner and stakeholder input, current background drawings, prior milestone comments, and the assumptions and exclusions identified in this proposal.

6.1 30% Design / Basis of Design

The 30% design phase will establish the design basis, system intent, preliminary infrastructure approach, and major coordination requirements for the included technology systems. This phase will focus on confirming scope, identifying existing condition constraints, documenting preliminary system layouts, and establishing the framework for coordination with AVCON, the Owner, Airport IT, Airport Security, TSA stakeholders, CMAR, and applicable vendors.

Primary 30% deliverables shall include, to the extent applicable to the systems expressly included in the approved Design Responsibility Matrix:

- Basis of Design information for included Telecommunications, Security, and Audiovisual systems.
- Preliminary device layouts and system coverage concepts.
- Preliminary communications room, rack/cabinet, and pathway strategies.
- Preliminary demolition and reuse concepts for existing terminal technology systems.
- Preliminary TSA, PBB, site/exterior, and system interface coordination notes, where applicable.
- Initial assumptions, exclusions, clarification items, and responsibility delineation notes.
- Internal QA/QC review prior to milestone submission.

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6.2 60% Design / Design Development

The 60% design phase will advance the approved 30% design into coordinated design-development documents suitable for Owner, stakeholder, and CMAR review. This phase will define device locations, system architecture, pathway routing, equipment locations, interface requirements, schedules, and draft specifications with sufficient detail to support constructability review and pricing refinement.

Primary 60% deliverables shall include, to the extent applicable to the systems expressly included in the approved Design Responsibility Matrix:

- Design-development technology plans for Telecommunications, Security, and Audiovisual systems.
- Updated demolition and existing-terminal upgrade plans.
- Communications room layouts, rack/cabinet layouts, and preliminary rack elevations.
- Riser diagrams, pathway diagrams, and system architecture diagrams.
- Preliminary equipment and device schedules.
- Draft Division 27, Division 28, and applicable AV/integration specifications.
- Updated TSA, PBB, baggage handling, site/exterior, and adjacent-scope interface documentation, where applicable.
- Review-response coordination based on consolidated milestone comments.
- Internal QA/QC review prior to milestone submission.

6.3 100% Design / Final Design Documents

The 100% design phase will finalize the coordinated technology design documents for use in CMAR pricing, procurement support, and construction coordination. This phase will incorporate approved 60% comments, finalize drawings and specifications, complete system schedules and diagrams, and document final coordination requirements, assumptions, and responsibility boundaries.

Primary 100% deliverables shall include, to the extent applicable to the systems expressly included in the approved Design Responsibility Matrix:

- Final technology plans for included Telecommunications, Security, and Audiovisual systems.
- Final demolition and existing-terminal upgrade plans.
- Final riser diagrams, pathway diagrams, system diagrams, and interface documentation.
- Final communications room layouts, rack elevations, equipment schedules, and device schedules.
- Final Division 27, Division 28, and applicable AV/integration specifications.

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- Final TSA, PBB, baggage handling, site/exterior, and adjacent-scope interface notes, where applicable.
- Final assumptions, exclusions, and coordination notes.
- Internal QA/QC review prior to milestone submission.

6.4 Design-Phase CMAR / Stakeholder Support

During the design phase, Hahn will provide limited coordination support related to CMAR pricing, constructability review, value review, GMP development, stakeholder coordination, and response to consolidated design review comments. Support beyond the defined meetings, review cycles, milestone submissions, and authorized allowance amounts shall be considered additional services unless otherwise approved in writing.

6.5 Limited Construction-Phase Administrative Support

Hahn will provide limited construction-phase administrative support for the Telecommunications, Security, and Audiovisual systems included in this proposal. This support is intended to assist AVCON, the Owner, CMAR, Airport stakeholders, and applicable vendors with interpretation and coordination of the completed design documents.

Included support shall include, to the extent applicable to the systems expressly included in the approved Design Responsibility Matrix and within the hours and fee allocated for construction-phase administrative support, submittal review, RFI responses, limited construction coordination meetings, review of proposed substitutions or value engineering items, review of change proposal scope for technical consistency, stakeholder coordination, and written clarification of design intent.

This support is limited to the hours and fee allocated for construction-phase administrative support and does not include full-time construction administration, inspection, construction management, commissioning, programming, cutover support, or contractor supervision. Revisions, updates, or reissuance of drawings, specifications, schedules, diagrams, or other design documents after completion of the 100% design package shall be considered Additional Services unless specifically included by written amendment.

7 Deliverables

Hahn Integrated Systems, Inc. will prepare technology design deliverables for the Telecommunications, Security, and Audiovisual systems included in this proposal. Deliverables will be developed based on the available project documents, Owner and stakeholder input,

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applicable Airport standards, field verification assumptions, milestone review comments, and the assumptions and exclusions identified herein.

Deliverables are intended to support Owner review, AVCON coordination, stakeholder review, CMAR pricing, GMP development, procurement support, construction coordination, and limited construction-phase administrative support. The deliverables will be issued at the applicable design milestones and shall be limited to the systems and areas expressly included in this proposal.

Deliverables shall include, to the extent applicable to the systems expressly included in the approved Design Responsibility Matrix, the following:

- Project kickoff documentation, including scope alignment notes, initial information requests, action items, and coordination requirements.
- Design assumptions, exclusions, clarification items, and responsibility/demarcation notes related to Telecommunications, Security, Audiovisual, TSA-related areas, PBB terminal-side interfaces, existing terminal upgrades, and related site/exterior technology infrastructure.
- 30% Technology Design Package establishing Basis of Design, preliminary system intent, preliminary layouts, major infrastructure concepts, initial interface requirements, and key coordination items.
- 60% Technology Design Package advancing the approved Basis of Design into coordinated design-development drawings, diagrams, schedules, draft specifications, and system coordination documentation.
- 100% Technology Design Package including final coordinated design drawings, specifications, schedules, diagrams, details, notes, and interface documentation suitable for CMAR pricing, procurement support, and construction coordination.
- Telecommunications design drawings, including communications room layouts, MDF/IDF/TR layouts, rack and cabinet layouts, backbone routing, horizontal cabling layouts, data outlet locations, wireless access point coordination, riser diagrams, pathway diagrams, and related schedules.
- Security systems design drawings, including video surveillance layouts, access control device layouts, door monitoring and interface points, controller/panel locations, security equipment locations, system topology diagrams, device schedules, and integration notes.
- Audiovisual design drawings, including AV/passenger-facing technology layouts, public address or audio system coordination where applicable, display/device locations, equipment locations, signal-flow diagrams, AV rack/equipment coordination, and related schedules.

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- Existing terminal technology upgrade drawings, including demolition intent, existing/new system differentiation, replacement device layouts, reuse/new pathway notes, existing room/rack coordination, and modernization documentation for included terminal areas.
- TSA-related technology coordination drawings and notes, including terminal-side infrastructure, device coordination, communications room implications, segregation requirements, pathway considerations, and stakeholder coordination items, where applicable.
- Passenger Boarding Bridge terminal-side interface documentation, including Telecommunications, Security, and Audiovisual demarcation points, pathway requirements, device/interface requirements, and coordination notes based on PBB vendor-provided information.
- Site/exterior technology infrastructure drawings, where applicable, including exterior pathway routing, duct bank/handhole coordination, exterior fiber routing, camera locations, pole or mounting coordination, demarcation points, and coordination with civil/electrical/site disciplines.
- Communications room strategy documentation, including room capacity considerations, rack/cabinet layouts, equipment placement, pathway entry points, existing room constraints, and coordination notes for architectural, mechanical, electrical, security, and TSA-related requirements.
- System riser diagrams, backbone diagrams, pathway diagrams, network/security/AV architecture diagrams, and integration diagrams as required to communicate system configuration and interface requirements.
- Technology equipment and device schedules, including device identifiers, locations, system types, equipment references, mounting or coordination notes, and other information required to support pricing and construction coordination.
- Division 27 Telecommunications specifications, Division 28 Security specifications, and applicable Audiovisual/integration specifications associated with the defined scope of services.
- Design review comment responses based on consolidated Owner, AVCON, stakeholder, and CMAR comments received at the defined design milestones.
- Internal QA/QC review documentation or QA/QC confirmation associated with milestone submissions, verifying that deliverables have been reviewed for coordination, completeness, consistency, and alignment with the approved design basis.
- CMAR pricing/GMP coordination support documentation shall include, to the extent applicable to the authorized CMAR/GMP support scope and allowance, written clarifications, quantity coordination comments, value review input, proposed substitution comments, and technical responses related to included systems.

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- Limited construction-phase administrative support documentation shall include, to the extent applicable to the authorized construction-phase task and allocated NTE hours, submittal review comments, RFI responses, change proposal review comments, meeting notes, clarification memoranda, and stakeholder coordination responses related to interpretation of the completed design documents.
- Updated assumptions, exclusions, clarifications, and additional-service trigger notes as required to document unresolved scope items, late decisions, changed conditions, stakeholder direction, or design impacts.
- Fee derivation and level-of-effort documentation organized by task, phase, and labor category, as required to support AVCON, Owner, FAA, and Independent Fee Estimate review.

Deliverables will be provided in electronic format unless otherwise agreed. Post-100% drawing revisions, as-built drawings, record drawings, commissioning documentation, contractor installation documents, programming/configuration documents, and operational procedures are excluded unless specifically authorized in writing. Deliverables associated with construction-phase administrative support are limited to review comments, written responses, coordination notes, and clarification documentation unless additional design services are authorized.

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8 Fee Basis and Commercial Controls

The proposed services are provided on a Time-and-Materials, Not-to-Exceed basis. Labor will be invoiced based on actual hours expended by approved labor category. The Not-to-Exceed amount is based on the defined scope, assumptions, exclusions, milestone deliverables, construction administrative support, defined allowances, and anticipated coordination requirements included herein. The NTE amount does not constitute a lump-sum obligation to perform services beyond the stated scope.

Hahn will provide periodic budget status information and written notice to AVCON when the authorized budget reaches the 75% notice threshold of \$615,578.48 and before any phase or defined allowance is exhausted. No transfer among phases or defined allowances and no rate/category substitution is permitted without prior written District approval. Hahn shall not be obligated to continue services beyond the authorized Not-to-Exceed amount without prior written authorization. A detailed fee derivation showing hourly rates, estimated hours, and extended labor costs by design phase, task, and labor category is provided in Exhibit A.

Fee Component	Hours	Labor / Cost
Project Initiation / Scope Alignment	119	\$26,089.84
Project Management	129	\$26,824.91
30% Design / Basis of Design	620	\$126,164.97
60% Design / Design Development	1,257	\$251,260.18
100% Design / Final Design	1,015	\$204,086.43
Construction Admin / RFI / Shop Drawing Support	421	\$87,929.62
Subtotal - Labor Services Prior to Defined Allowances	3,561	\$722,355.95
Defined Allowances	484	\$98,415.35
Separate Reimbursables	0	\$0.00
Total T&M / NTE Authorization	4,045	\$820,771.30
75% Budget Notice Point		\$615,578.48

The fee derivation is organized to reflect ECP's requested board/IFE format, including 30%, 60%, and 100% design breakouts with hourly rates, estimated hours, and extended fees by labor category.

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8.1 Design Phase Breakout Summary

The following summary provides the design-phase breakout requested for board and cost-reasonableness review. Additional task-level detail is included in Exhibit A.

Labor Category	Rate	30% Hrs	30% Fee	60% Hrs	60% Fee	100% Hrs	100% Fee
Principal / Designer	\$254.20	54	\$13,726.80	65	\$16,523.00	52	\$13,218.40
Senior Designer	\$239.48	180	\$43,106.40	354	\$84,775.92	277	\$66,335.96
Project Manager	\$223.89	71	\$15,896.19	110	\$24,627.90	95	\$21,269.55
Project Engineer	\$161.26	183	\$29,510.58	336	\$54,183.36	252	\$40,637.52
CAD/BIM Sub.	\$175.00	121	\$21,175.00	358	\$62,650.00	295	\$51,625.00
PE Review / Stamp	\$250.00	11	\$2,750.00	34	\$8,500.00	44	\$11,000.00
Total		620	\$126,164.97	1,257	\$251,260.18	1,015	\$204,086.43

8.2 Labor Categories and Specialty Support

The fee derivation is organized by labor category rather than by named individual. Personnel assigned to each labor category may vary based on availability, task requirements, project complexity, and schedule needs. Labor will be invoiced by approved labor category and hourly rate, not by named individual.

Hahn may utilize qualified specialty support personnel for CAD/BIM production, document formatting, drawing production support, and professional engineering review/sealing where required. These services will be performed under Hahn's coordination and invoiced under the approved labor categories or specialty support cost lines identified in the fee derivation. Personnel assignments may vary based on availability, task requirements, and project schedule.

8.3 Travel, Reimbursables, and Incidental Expenses

ECP has indicated that travel and reimbursable expenses will not be billed separately. Accordingly, this proposal does not include a separate reimbursable expense allowance. Travel, administrative, incidental, and ordinary business expenses associated with performance of the authorized services are included in the approved hourly billing rates. No separate reimbursement for travel time, airfare, mileage, lodging, meals, parking, printing, shipping, or similar incidental expenses is included unless separately authorized in writing.

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9 Defined Allowances

The proposal includes defined allowance categories rather than an undefined contingency. These allowances are included to support specific, identifiable project risks and coordination requirements. Allowance labor will be used only for authorized work within the stated allowance category and invoiced based on actual hours expended by approved labor category.

Defined Allowance Category	Purpose / Scope Basis	Hours	Labor Cost
Existing Conditions Allowance	Additional visual verification and record drawing reconciliation.	120	\$23,567.83
TSA / Stakeholder Coordination Allowance	Additional TSA, Airport, IT, Security, and stakeholder requirement documentation.	111	\$22,931.24
CMAR / GMP Support Allowance	Additional pricing clarifications, value-engineering support, quantity review, and package clarification.	112	\$23,092.50
Owner-Directed Revision Allowance	Authorized revisions due to confirmed standards, phasing, backgrounds, system preferences, or operational changes.	141	\$28,823.78
Total Defined Allowances		484	\$98,415.35

10 Assumptions

The following assumptions are expressly identified as baseline conditions on which Hahn's scope, schedule, level of effort, and Not-to-Exceed fee are based. These baseline conditions are to be reviewed and confirmed prior to execution of the Task Order. Background-document changes, stakeholder comments, field conditions, platform requirements, or other developments do not by themselves create entitlement to additional compensation; however, where such developments materially change the approved baseline and are not attributable to Hahn's responsibility, the resulting scope, schedule, and fee impact shall be documented and processed through the applicable allowance and/or Additional Services procedure before the affected changed work proceeds.

Any assumption or exclusion that would change the accepted baseline must be raised in writing before execution or processed under the Additional Services clause. Background-document changes, stakeholder comments, field conditions, or platform requirements are not

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automatically additional services; entitlement depends on a documented change to the approved baseline, lack of Consultant responsibility, and prior written authorization.

10.1 General Project Assumptions

- The project will be delivered using a Construction Manager at Risk delivery model, with the CMAR responsible for construction cost estimating, procurement support, scheduling, construction sequencing, installation, testing, commissioning, and construction-phase execution.
- Hahn's services are limited to professional technology design, design-phase coordination, and limited construction-phase administrative support for the Telecommunications, Security, and Audiovisual systems expressly included in this proposal.
- The proposed services are based on the current project documents, available meeting minutes, existing design information, Owner-provided information, and coordination assumptions provided to and known by Hahn at the time of proposal preparation.
- The proposed scope includes design support for the North Terminal Expansion, existing terminal technology upgrades, TSA-related areas, Passenger Boarding Bridge terminal-side technology interfaces, communications room planning, and related site/exterior technology infrastructure where applicable.
- The project will require coordination with AVCON, the Owner, Airport IT, Airport Security, Airport Operations, TSA stakeholders, the Architect/Engineer team, CMAR, and applicable vendors.
- The Owner and AVCON will designate appropriate points of contact with authority to provide timely decisions, direction, review comments, and approvals related to the included technology systems.

10.2 Design Document and Background Assumptions

- Coordinated architectural, structural, mechanical, electrical, civil, fire protection, baggage handling, and other applicable background documents will be provided to Hahn in a timely manner at each design milestone.
- Background drawings and models will be provided in editable electronic format suitable for technology design development, coordination, and documentation.
- Hahn's design services rely on the accuracy, completeness, and timeliness of background documents provided by AVCON, the Owner, the Architect/Engineer team, CMAR, and other project participants.
- Revisions required due to late, incomplete, inaccurate, or materially changed background documents after milestone development or submission may require additional services.

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- Hahn will not be responsible for discrepancies, omissions, or coordination issues resulting from changes made by others after the applicable design milestone unless Hahn is specifically authorized to revise the documents.

10.3 Existing Conditions Assumptions

- Existing terminal technology upgrades will be based on reuse of existing conduits, junction boxes, equipment rooms, racks, cabinets, and pathway infrastructure where feasible and where existing conditions permit.
- Hahn will rely on available record drawings, existing system documentation, Owner-provided information, and limited visual field observations to evaluate existing technology infrastructure.
- Field verification will be limited to visible and reasonably accessible conditions unless additional investigation is specifically authorized.
- Concealed, undocumented, inaccessible, damaged, abandoned, overloaded, noncompliant, or insufficient existing infrastructure may affect the design and may require additional services if discovered after the initial field review or during construction.
- Existing communications rooms, equipment rooms, pathways, cabling, and related infrastructure are assumed to remain operational during design and construction unless temporary or transitional systems are separately authorized.
- Existing pathway capacity, cable routing, fiber strand availability, network architecture, device functionality, and equipment condition will be confirmed only to the extent reasonably observable or documented in Owner-provided records.
- Detailed cable tracing, conduit proving, lift-based investigations, destructive investigation, certification testing, or forensic assessment of existing systems is excluded unless separately authorized.

10.4 Airport Standards and Technology Platform Assumptions

- The Owner and Airport IT will provide applicable technology standards, preferred manufacturers, approved platforms, cybersecurity requirements, network requirements, labeling/tagging standards, and system ownership requirements early in the design process.
- Final technology platform decisions, including acceptable manufacturers, basis-of-design products, existing systems to be extended, and systems to be replaced, will be confirmed by the Owner, Airport IT, Airport Security, and/or AVCON.
- Telecommunications, Security, and Audiovisual systems will be designed using open, performance-based, and non-proprietary requirements to the extent practical and consistent with Owner standards, existing system integration requirements, cybersecurity requirements, and applicable procurement requirements.

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- Airport IT will define or approve network architecture, IP addressing, VLAN strategy, cybersecurity requirements, network segmentation, server/hosting requirements, firewall requirements, user access requirements, and related governance standards.
- Software licensing, subscriptions, renewals, server hosting, system administration, credentialing, database configuration, and network device programming are excluded unless specifically included by written amendment.

10.5 Professional Engineering Review / Sealing Assumptions

- Hahn will have appropriately qualified RCDD and/or Florida-licensed Professional Engineer support, as applicable to the required technology design services and deliverables, available prior to commencement of the applicable work. Any instrument of service requiring a Florida Professional Engineer seal will be signed and sealed by the Florida-licensed Professional Engineer in responsible charge.
- RCDD and/or Professional Engineer review support is limited to the Telecommunications, Security, and Audiovisual technology design documents identified in the authorized scope of services.
- Additional engineering analysis, redesign, calculations, permitting support, post-submission revisions, or expanded sealing requirements beyond the authorized scope require prior written authorization unless expressly included in the authorized scope.

10.6 Communications Room and Backbone Assumptions

- Communications room planning will be based on available information regarding existing room capacity, current equipment, anticipated new equipment, TSA-related requirements, pathway access, cooling, power, grounding, and future growth requirements.
- Any new or expanded communications room requirements will be confirmed by AVCON, the Owner, Airport IT, Airport Security, TSA stakeholders, and the Architect/Engineer team.
- Existing backbone infrastructure will be reused where feasible and where confirmed suitable for the intended design.
- Replacement, expansion, or rerouting of existing backbone infrastructure beyond the identified design basis may require additional services.
- Temporary communications solutions, temporary wireless bridges, temporary fiber routing, service bypasses, and cutover sequencing are excluded unless specifically included or separately authorized.

10.7 TSA / SSI Assumptions

- Hahn's TSA-related services are limited to professional technology design coordination and terminal-side infrastructure coordination associated with the included Telecommunications, Security, and Audiovisual systems.

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- TSA operational requirements, checkpoint phasing constraints, equipment segregation requirements, communications room requirements, and any TSA-specific system requirements will be provided or confirmed by the Owner, Airport Security, TSA stakeholders, and/or AVCON.
- Hahn does not have authority to approve, certify, validate, or accept TSA systems, equipment layouts, operational procedures, or checkpoint operations.
- TSA review timelines, interpretation changes, post-milestone comments, security directives, operational changes, or revised phasing requirements may require additional services if they affect previously developed or approved design documents.
- Sensitive Security Information handling will be limited to document handling, marking, safeguarding, and transmission requirements applicable to the documents provided to Hahn. Hahn does not determine SSI designation nor control SSI release authority.

10.8 Passenger Boarding Bridge Assumptions

- Passenger Boarding Bridges are assumed to be Owner-furnished, vendor-furnished, or performance-specified systems provided under a separate scope.
- Hahn's scope related to Passenger Boarding Bridges is limited to terminal-side Telecommunications, Security, and Audiovisual infrastructure, demarcation points, pathway requirements, and coordination of technology interfaces.
- Internal Passenger Boarding Bridge systems, cabling, devices, wiring harnesses, controls, software, vendor equipment, programming, testing, and commissioning are excluded unless specifically authorized.
- The PBB vendor, Owner, AVCON, or CMAR will provide the PBB basis of design, system requirements, terminal-side interface requirements, demarcation points, power requirements, grounding requirements, and space/pathway requirements in time to support the design schedule.
- Delayed or changed PBB vendor requirements may require additional coordination, redesign, or document revisions.

10.9 Security / Access Control / Baggage Interface Assumptions

- Security systems design will include device layouts, system topology, access control coordination, surveillance coverage intent, controller/panel coordination, and interface requirements for the included areas.
- Door hardware, electrified hardware, access-controlled door functionality, egress requirements, fire alarm interfaces, and life-safety requirements will be coordinated with the Architect, Electrical Engineer, Fire Alarm designer, Door Hardware consultant, CMAR, and other responsible parties.

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- Baggage handling system control logic, PLC programming, BHS equipment, BHS safety controls, and physical BHS controls are excluded unless specifically authorized.
- Security interfaces to baggage handling systems, where required, will be limited to documenting intended access control/security status points, demarcation requirements, and coordination notes.

10.10 Audiovisual / Passenger-Facing Systems Assumptions

- Audiovisual design services will be limited to AV and passenger-facing technology systems identified in the scope of services.
- AV system requirements, operational preferences, display standards, public address requirements, passenger-facing device standards, and integration expectations will be confirmed by the Owner, AVCON, Airport Operations, Airport IT, and other applicable stakeholders.
- Airline proprietary systems, common-use systems, flight information display systems, ticketing systems, tenant-specific systems, concessions systems, and custom software platforms are excluded unless specifically identified as included.

10.11 CMAR / GMP Coordination Assumptions

- Hahn will provide design-phase coordination support to assist with CMAR constructability review, pricing review, value review, technical clarifications, and GMP coordination within the limits of the authorized scope and fee.
- CMAR pricing, quantity takeoffs, procurement recommendations, contractor scheduling, construction sequencing, means and methods, logistics, and installation planning remain the responsibility of the CMAR.
- Expanded GMP support, repeated pricing exercises, multiple value-engineering rounds, major resequencing, or added bid/procurement packages may require additional services.

10.12 Design Milestone Assumptions

- Hahn's design services will be organized around 30%, 60%, and 100% design milestones unless otherwise modified by written agreement.
- Owner, AVCON, stakeholder, CMAR, and reviewing-party comments will be consolidated and provided to Hahn in a timely manner following each milestone submission.
- The fee assumes one review cycle per milestone unless otherwise stated.
- Revisions resulting from conflicting, late, incomplete, or out-of-sequence comments may require additional services.

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- Internal QA/QC reviews will be performed prior to milestone submissions to verify general completeness, coordination, consistency, and alignment with the approved design basis.

10.13 Schedule Assumptions

- The design schedule will be mutually agreed upon following authorization to proceed.
- The proposed level of effort assumes timely confirmation of scope, standards, backgrounds, stakeholder requirements, and responsibility delineation.
- Delayed information, extended review periods, unresolved decisions, additional coordination cycles, or out-of-sequence direction may affect schedule and fee.
- Acceleration, overtime, weekend work, or after-hours support is excluded unless separately authorized.

10.14 Limited Construction-Phase Administrative Support Assumptions

- Limited construction-phase administrative support, if included, will be limited to the hours and fee allocated for that task.
- Construction-phase support may include submittal review, RFI responses, limited coordination meetings, stakeholder coordination, review of proposed substitutions, review of change proposal scope for technical consistency, and written clarification of design intent.
- Construction-phase support is not full-time construction administration, construction management, inspection, commissioning, programming, cutover support, or contractor supervision.
- Revisions, updates, or reissuance of drawings, specifications, schedules, diagrams, or other design documents after completion of the 100% design package are excluded unless specifically authorized as additional services.
- As-built drawings, record drawings, commissioning documents, installation documents, programming documents, operational procedures, and post-cutover support are excluded unless separately authorized.

10.15 Fee and Authorization Assumptions

- Services are proposed on a Time-and-Materials, Not-to-Exceed basis unless otherwise stated.
- Labor will be invoiced based on actual hours expended by approved labor category, subject to the authorized Not-to-Exceed amount.
- The Not-to-Exceed amount is based on the scope, assumptions, exclusions, deliverables, milestones, and anticipated coordination effort identified in this proposal.

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- The Not-to-Exceed amount does not constitute a lump-sum obligation to perform services beyond the stated scope.
 - Hahn will provide budget tracking and written notice to AVCON when the authorized budget reaches the 75% notice threshold of \$615,578.48 and before any phase or defined allowance is exhausted.
 - Hahn is not obligated to continue services beyond the authorized fee without written authorization.
- Travel, administrative, incidental, and ordinary business expenses are included in the approved hourly billing rates and will not be invoiced as separate reimbursable expenses unless specifically authorized in writing.

11 Exclusions

The following services, responsibilities, systems, and activities are excluded from Hahn's baseline scope unless specifically included elsewhere in the approved Task Order / Design Responsibility Matrix or authorized in writing as Additional Services.

- Furnishing, procurement, installation, programming, configuration, testing, commissioning, warranty, maintenance, or operation of any Telecommunications, Security, Audiovisual, network, software, cabling, device, or technology system.
- Construction management, contractor supervision, construction means and methods, site safety, construction sequencing, logistics planning, full-time construction administration, inspection services, or resident project representative services.
- Revisions, updates, or reissuance of drawings, specifications, schedules, diagrams, or other design documents after completion of the 100% design package, unless specifically authorized as Additional Services.
- Redesign or additional documentation required due to Owner-directed changes, TSA-directed changes, CMAR phasing or packaging changes, vendor substitutions, value engineering, budget reductions, changed project scope, or post-milestone changes by other design disciplines.
- Detailed investigation, tracing, testing, proving, certification, or remediation of concealed, undocumented, inaccessible, damaged, abandoned, noncompliant, or insufficient existing infrastructure, including existing cabling, conduit, junction boxes, pathways, telecommunications rooms, racks, cabinets, fiber infrastructure, or network equipment.
- Temporary systems, bypass systems, temporary communications links, temporary security coverage, temporary access control, cutover execution, transition management, operational readiness staffing, or post-cutover stabilization.
- Network configuration, switch/router/firewall programming, IP addressing implementation, VLAN configuration, server hosting, database configuration, software licensing,

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credentialing, badging, access level programming, cybersecurity monitoring, penetration testing, or managed services.

- TSA certification, validation, operational approval, acceptance, staffing plans, standard operating procedures, security procedure development, or SSI compliance services beyond normal document handling and coordination requirements.
- Fire alarm design, public safety radio / ERRCS design, life safety code analysis, smoke control design, door hardware specification, electrified hardware design, or final responsibility for fire alarm/life-safety release sequences.
- Baggage handling system design, baggage controls design, PLC programming, conveyor controls, BHS commissioning, or final I/O/control logic associated with baggage handling equipment.
- Internal Passenger Boarding Bridge systems, controls, cabling, devices, wiring harnesses, software, equipment, programming, testing, commissioning, vendor shop drawings, or proprietary vendor documentation.
- Civil, structural, mechanical, or electrical engineering design, except for coordination of technology system requirements with the responsible design disciplines.

Professional engineering review/sealing does not include engineering responsibility for systems, disciplines, drawings, specifications, calculations, designs, field conditions, installation means and methods, construction sequencing, code interpretations, or documents prepared by others.

- Airline proprietary systems, concessions systems, rental car systems, tenant systems, flight information display software, common-use systems, custom software platforms, digital signage content, or other third-party operational systems unless specifically identified as included.
- Existing terminal technology upgrades outside the primary passenger terminal and associated gate areas, including parking facilities, boardrooms, control tower facilities, maintenance buildings, standalone support structures, airfield systems, remote facilities, or other non-terminal areas unless specifically identified as included.
- Preparation of as-built drawings, record drawings, contractor installation drawings, shop drawings, fabrication drawings, operational manuals, training materials, commissioning documents, or programming/configuration documents unless specifically authorized.
- Additional meetings, site visits, stakeholder coordination sessions, review cycles, milestone submissions, early-release packages, or construction-phase support beyond the hours and fee allocated in this proposal.
- Services required after the authorized Not-to-Exceed amount, defined allowance, or allocated task budget has been exhausted without written authorization.

The exclusions above are intended to clarify the limits of Hahn's professional services and distinguish design and limited administrative support from construction execution, system

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implementation, operational services, and responsibilities assigned to the Owner, AVCON, CMAR, vendors, contractors, or other project participants.

12 Additional Services Triggers

Trigger	Potential Impact	Commercial Treatment
Late or changed Owner standards	Rework to drawings, specs, schedules, device selections, or system architecture	Additional Services or use of Owner-Directed Revision Allowance
TSA direction after milestone approval	Layout, phasing, device, or operational changes	Additional Services or use of TSA/Stakeholder Allowance
Additional field investigations	Additional site labor beyond limited visual verification	Use Existing Conditions Allowance or separate authorization
Changed architectural/MEP backgrounds	Re-coordination and revised documentation	Additional Services if material or post-milestone
Added systems or areas	Scope expansion beyond defined terminal technology design	Additional Services
Expanded CMAR/GMP support	Additional pricing, VE, quantity, or packaging support	Use CMAR/GMP Allowance or separate authorization

13 Acceptance / Next Steps

Upon acceptance of the proposal basis, Hahn will coordinate with AVCON to finalize the fee schedule, labor categories, hourly rates, specialty support cost lines, defined allowances, construction administrative support budget, and any required contract exhibits. The final authorization shall be based on this written scope of services and the accompanying fee derivation included as Exhibit A.

The fee derivation identifies hourly rates, estimated hours, and extended labor costs by labor category, design phase, task, construction administrative support, and defined allowance category. Work will proceed only upon written authorization in accordance with the applicable professional services agreement, task order, or work authorization. Any services requested or required beyond the authorized scope, fee, defined allowance, or approved level of effort shall be performed only upon prior written authorization in accordance with the applicable Additional Services procedure.

Owner acceptance at an interim milestone does not waive correction of errors, omissions, code issues, coordination conflicts, or failure to meet the anticipated scope.

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14 Summary Proposal

Item	Description
Fee Basis	Time-and-Materials, Not-to-Exceed
Total Hours	4,045
Base Services Labor	\$634,426.33
Construction Admin / RFI / Shop Drawing Support	\$87,929.62
Subtotal - Labor Services Prior to Defined Allowances	\$722,355.95
Defined Allowances Labor	\$98,415.35
Separate Reimbursables	\$0.00
Total Not-to-Exceed Authorization	\$820,771.30
75% Budget Notice Point	\$615,578.48

This proposal package is intended to provide AVCON with a board-package-ready scope narrative and fee derivation for the ECP technology / low-voltage design services. The detailed fee derivation is provided as Exhibit A and includes labor rates, estimated hours, 30%/60%/100% design phase breakouts, construction administrative support, defined allowance categories, and total T&M / NTE authorization. Final contract terms, funding eligibility, and board agenda formatting remain subject to AVCON, Owner, and FAA review.

ECP NTEP Technology Design Fee Derivation Summary

Prepared for AVCON / ECP board review -
T&M / Not-to-Exceed budget derivation

Fee Component	Hours	Labor / Cost	Notes
30% Design / Basis of Design	620	\$126,165	Design breakout requested by ECP.
60% Design / Design Development	1,257	\$251,260	Design breakout requested by ECP.
100% Design / Final Design	1,015	\$204,086	Design breakout requested by ECP.
Project Initiation / Scope Alignment	119	\$26,090	Startup and AIP/IFE support.
Project Management	129	\$26,825	Budget tracking and coordination.
Construction Admin / RFI / Shop Drawing Support	421	\$87,930	Dedicated construction support budget requested by ECP.
Subtotal - Allowances	3,561	722,356	
Defined Allowances	484	\$98,415	Defined allowance buckets shown below and in the Defined Allowances tab; not contingency.
Total Labor + Allowances	4,045	820,771	
Travel / Reimbursable Expense Allowance		\$0.00	No separate reimbursables; travel and administrative expenses are included in approved hourly billing rates per ECP direction.
Total T&M / NTE Authorization	4,045	\$820,771.30	Total reflects labor only; no separate reimbursable expense allowance.
75% Budget Notice Point		\$615,578.48	Budget notice threshold.

Labor Category	Rate	Total Hours
Principal / Designer	\$254.20	255
Senior Designer	\$239.48	1,103
Project Manager	\$223.89	596
Project Engineer	\$161.26	1,167
CAD/BIM Subconsultant	\$175.00	811
PE Review / Stamp	\$250.00	113

Reconciliation Note

Reconciliation Note: Project Manager rate remains \$223.89. The prior \$18,000 reimbursable allowance has been removed per ECP direction. Travel time and expenses are treated as included in the approved hourly billing rates; no separate travel or reimbursable expenses will be invoiced. Hours have also been rebalanced by shifting 199 hours out of Project Engineer and adding 134 hours to Senior Designer, holding the total fee essentially flat within \$0.42.

Defined Allowances Breakdown			
Allowance Category	Hours	Labor / Cost	Purpose
Existing Conditions Allowance	120	\$23,567.83	Additional visual verification and record drawing reconciliation
TSA / Stakeholder Coordination Allowance	111	\$22,931.24	Additional TSA/Airport/IT/Security/stakeholder requirement documentation
CMAR / GMP Support Allowance	112	\$23,092.50	Additional pricing clarifications, VE support, quantity review, package clarification
Owner-Directed Revision Allowance	141	\$28,823.78	Authorized revisions due to confirmed standards, phasing, backgrounds, or operational changes
Total Defined Allowances	484	\$98,415.35	Reconciles to the Defined Allowances line in the fee summary above.

Note: The defined allowances are not a general contingency. Each category represents an identified risk/coordination work area and is used only if authorized within the T&M/NTE budget.

ECP North Terminal Expansion - Design																	
Task 1. Detailed Design Phase 30%																	
Task	Subtask	Task Description	Principal Rate	Principal Hrs	Sr. Designer Rate	Sr. Designer Hrs	PM Rate	PM Hrs	Project Eng. Rate	Project Eng. Hrs	CAD/BIM Rate	CAD/BIM Hrs	PE Stamp Rate	PE Stamp Hrs	Total Hours	Total Fee	
1	1.1	Meetings and partner coordination; existing document review; technology standards review; Owner/IT/Security requirement confirmation	\$254	12	\$239	32	\$224	19	\$161	28	\$175	0	\$250	0	91	\$19,483	
1	1.2	Field investigations; limited visual field verification and existing conditions documentation	\$254	10	\$239	27	\$224	16	\$161	44	\$175	21	\$250	0	118	\$23,361	
1	1.3	Mechanical room, existing terminal, PBB, site/exterior conceptual telecom/security/AV layouts and preliminary system architecture	\$254	16	\$239	61	\$224	14	\$161	61	\$175	62	\$250	5	219	\$43,747	
1	1.4	Preliminary communications room/backbone strategy and interface/demarcation notes	\$254	9	\$239	36	\$224	10	\$161	27	\$175	21	\$250	3	106	\$21,927	
1	1.5	Document QC; 30% QA/QC, review meeting, consolidated comment response	\$254	7	\$239	24	\$224	12	\$161	23	\$175	17	\$250	3	86	\$17,648	
		Task 1. Detailed Design Phase 30% Subtotal														620	\$126,165

ECP North Terminal Expansion - Design																	
Task 2. Detailed Design Phase 60%																	
Task	Subtask	Task Description	Principal Rate	Principal Hrs	Sr. Designer Rate	Sr. Designer Hrs	PM Rate	PM Hrs	Project Eng. Rate	Project Eng. Hrs	CAD/BIM Rate	CAD/BIM Hrs	PE Stamp Rate	PE Stamp Hrs	Total Hours	Total Fee	
2	2.1	Telecom drawings: design-development telecom drawings, risers, pathways, schedules, room/rack layouts	\$254	16	\$239	88	\$224	19	\$161	85	\$175	105	\$250	7	320	\$63,227	
2	2.2	Security drawings: design-development security drawings, access control, VMS/camera coverage, panel locations	\$254	14	\$239	82	\$224	17	\$161	71	\$175	94	\$250	7	285	\$56,652	
2	2.3	AV drawings: design-development AV/passenger-facing layouts, diagrams, schedules, coordination notes	\$254	9	\$239	52	\$224	10	\$161	46	\$175	61	\$250	3	181	\$35,823	
2	2.4	TSA, PBB, baggage interface, site/exterior, and adjacent-scope coordination	\$254	10	\$239	51	\$224	28	\$161	53	\$175	47	\$250	5	194	\$39,046	
2	2.5	Specifications: draft Division 27/28 and AV/integration specifications	\$254	7	\$239	40	\$224	10	\$161	37	\$175	10	\$250	5	109	\$22,564	
2	2.6	Document QC; 60% QA/QC, review meeting, consolidated comment response, CMAR pricing support	\$254	9	\$239	41	\$224	26	\$161	44	\$175	41	\$250	7	168	\$33,948	
Task 2. Detailed Design Phase 60% Subtotal																1,257	\$251,260

ECP North Terminal Expansion - Design																	
Task 3. Detailed Design Phase 100%																	
Task	Subtask	Task Description	Principal Rate	Principal Hrs	Sr. Designer Rate	Sr. Designer Hrs	PM Rate	PM Hrs	Project Eng. Rate	Project Eng. Hrs	CAD/BIM Rate	CAD/BIM Hrs	PE Stamp Rate	PE Stamp Hrs	Total Hours	Total Fee	
3	3.1	Telecom drawings: final telecom drawings, risers, pathways, room/rack layouts, schedules, details	\$254	12	\$239	66	\$224	16	\$161	61	\$175	92	\$250	9	256	\$50,625	
3	3.2	Security drawings: final security drawings, device schedules, access control/VMS documentation, details	\$254	10	\$239	62	\$224	15	\$161	56	\$175	89	\$250	9	241	\$47,604	
3	3.3	AV drawings: final AV/passenger-facing drawings, diagrams, schedules, and specifications	\$254	7	\$239	40	\$224	9	\$161	35	\$175	55	\$250	3	149	\$29,393	
3	3.4	Specifications: finalize Division 27/28 and AV/integration specifications	\$254	7	\$239	34	\$224	9	\$161	31	\$175	7	\$250	9	97	\$20,411	
3	3.5	Final TSA/PBB/baggage/site interface documentation and responsibility notes	\$254	7	\$239	39	\$224	20	\$161	38	\$175	24	\$250	5	133	\$27,175	
3	3.6	Document QC; 100% QA/QC, final review meeting, consolidated comment response	\$254	9	\$239	36	\$224	26	\$161	31	\$175	28	\$250	9	139	\$28,879	
		Task 3. Detailed Design Phase 100% Subtotal														1,015	\$204,086

Section	Phase / Budget Bucket	Task	Subtask	Task Description	Principal / Designer Hrs	Senior Designer Hrs	Project Manager Hrs	Project Engineer Hrs	CAD/BIM Subconsult Hrs	PE Review / Stamp Hrs	Total Hours	Principal / Designer Cost	Senior Designer Cost	Project Manager Cost	Project Engineer Cost	CAD/BIM Cost	PE Review / Stamp Cost	Total Labor Cost	Notes	
Base Services	Project Initiation / Scope Alignment	0	0.1	Kickoff, document review, scope alignment, information requests, design management setup	12	16	33	16	0	0	77	\$3,050	\$3,832	\$7,388	\$2,580	\$0	\$0	\$16,851	Supports AVCON/ECP startup, coordination setup, and design basis confirmation. Supports cost reasonableness / IFE review; not grant eligibility certification.	
Base Services	Project Initiation / Scope Alignment	0	0.2	AIP-friendly fee derivation support, IFE support inputs, proposal/board backup coordination	7	8	19	8	0	0	42	\$1,779	\$1,916	\$4,254	\$1,290	\$0	\$0	\$9,239		
Total Labor Cost																			\$26,090	
Base Services	Project Management	0	0.3	Monthly budget tracking, invoicing support, action logs, coordination logs, internal coordination	5	11	75	38	0	0	129	\$1,271	\$2,634	\$16,792	\$6,128	\$0	\$0	\$26,825	Budget control through design and limited CA period.	
Total Labor Cost																			\$26,825	
Base Services	30% Design / Basis of Design	1	1.1	Meetings and partner coordination; existing document review; technology standards review; Owner/IT/Security requirement confirmation	12	32	19	28	0	0	91	\$3,050	\$7,663	\$4,254	\$4,515	\$0	\$0	\$19,483	Basis of Design development.	
Base Services	30% Design / Basis of Design	1	1.2	Field investigations; limited visual field verification and existing conditions documentation	10	27	16	44	21	0	118	\$2,542	\$6,466	\$3,582	\$7,095	\$3,675	\$0	\$23,361	Visible/accessible conditions only; no forensic tracing/proving.	
Base Services	30% Design / Basis of Design	1	1.3	Mechanical room, existing terminal, PBB, site/exterior conceptual telecom/security/AV layouts and preliminary system architecture	16	61	14	61	62	5	219	\$4,067	\$14,608	\$3,134	\$9,837	\$10,850	\$1,250	\$43,747	Includes North Terminal, existing terminal upgrade areas, TSA/PBB interfaces as applicable.	
Base Services	30% Design / Basis of Design	1	1.4	Preliminary communications room/backbone strategy and interface/demarcation notes	9	36	10	27	21	3	106	\$2,288	\$8,621	\$2,239	\$4,354	\$3,675	\$750	\$21,927	Includes MDF/IDF/TR planning and backbone constraints.	
Base Services	30% Design / Basis of Design	1	1.5	Document QC; 30% QA/QC, review meeting, consolidated comment response	7	24	12	23	17	3	86	\$1,779	\$5,748	\$2,687	\$3,709	\$2,975	\$750	\$17,648	One consolidated review cycle assumed.	
Total Labor Cost																			\$126,165	
Base Services	60% Design / Design Development	2	2.1	Telecom drawings: design-development telecom drawings, risers, pathways, schedules, room/rack layouts	16	88	19	85	105	7	320	\$4,067	\$21,074	\$4,254	\$13,707	\$18,375	\$1,750	\$63,227	Primary production phase for telecommunications infrastructure.	
Base Services	60% Design / Design Development	2	2.2	Security drawings: design-development security drawings, access control, VMS/camera coverage, panel locations	14	82	17	71	94	7	285	\$3,559	\$19,637	\$3,806	\$11,449	\$16,450	\$1,750	\$56,652	Includes coverage intent and device schedules.	
Base Services	60% Design / Design Development	2	2.3	AV drawings: design-development AV/passenger-facing layouts, diagrams, schedules, coordination notes	9	52	10	46	61	3	181	\$2,288	\$12,453	\$2,239	\$7,418	\$10,675	\$750	\$35,823	AV scope limited to defined project requirements.	
Base Services	60% Design / Design Development	2	2.4	TSA, PBB, baggage interface, site/exterior, and adjacent-scope coordination	10	51	28	53	47	5	194	\$2,542	\$12,213	\$6,269	\$8,547	\$8,225	\$1,250	\$39,046	Coordination of terminal-side interfaces; vendor/internal systems excluded.	
Base Services	60% Design / Design Development	2	2.5	Specifications: draft Division 27/28 and AV/integration specifications	7	40	10	37	10	5	109	\$1,779	\$9,579	\$2,239	\$5,967	\$1,750	\$1,250	\$22,564	Performance/open-system specification basis.	
Base Services	60% Design / Design Development	2	2.6	Document QC; 60% QA/QC, review meeting, consolidated comment response, CMAR pricing support	9	41	26	44	41	7	168	\$2,288	\$9,819	\$5,821	\$7,095	\$7,175	\$1,750	\$33,948	One consolidated review cycle assumed.	
Total Labor Cost																			\$251,260	
Base Services	100% Design / Final Design	3	3.1	Telecom drawings: final telecom drawings, risers, pathways, room/rack layouts, schedules, details	12	66	16	61	92	9	256	\$3,050	\$15,806	\$3,582	\$9,837	\$16,100	\$2,250	\$50,625	Final documents suitable for CMAR pricing/procurement support.	
Base Services	100% Design / Final Design	3	3.2	Security drawings: final security drawings, device schedules, access control/VMS documentation, details	10	62	15	56	89	9	241	\$2,542	\$14,848	\$3,358	\$9,031	\$15,575	\$2,250	\$47,604	Final security documentation; no programming/configuration.	
Base Services	100% Design / Final Design	3	3.3	AV drawings: final AV/passenger-facing drawings, diagrams, schedules, and specifications	7	40	9	35	55	3	149	\$1,779	\$9,579	\$2,015	\$5,644	\$9,625	\$750	\$29,393	Final AV documentation for included systems only.	
Base Services	100% Design / Final Design	3	3.4	Specifications: finalize Division 27/28 and AV/integration specifications	7	34	9	31	7	9	97	\$1,779	\$8,142	\$2,015	\$4,999	\$1,225	\$2,250	\$20,411	Final specs and coordination notes.	
Base Services	100% Design / Final Design	3	3.5	Final TSA/PBB/baggage/site interface documentation and responsibility notes	7	39	20	38	24	5	133	\$1,779	\$9,340	\$4,478	\$6,128	\$4,200	\$1,250	\$27,175	Terminal-side interface scope only.	
Base Services	100% Design / Final Design	3	3.6	Document QC; 100% QA/QC, final review meeting, consolidated comment response	9	36	26	31	28	9	139	\$2,288	\$8,621	\$5,821	\$4,999	\$4,900	\$2,250	\$28,879	One consolidated final review cycle assumed.	
Total Labor Cost																			\$204,086	
Construction Admin	CA / RFI / Shop Drawing Support	4	4.1	Submittal/shop drawing reviews for telecom/security/AV related systems	7	39	21	38	0	7	112	\$1,779	\$9,340	\$4,702	\$6,128	\$0	\$1,750	\$23,699	Dedicated CA budget requested by ECP; limited to allocated hours.	
Construction Admin	CA / RFI / Shop Drawing Support	4	4.2	RFI responses and written clarification of design intent	7	35	30	43	0	7	122	\$1,779	\$8,382	\$6,717	\$6,934	\$0	\$1,750	\$25,562	No redesign or reissuance unless authorized.	
Construction Admin	CA / RFI / Shop Drawing Support	4	4.3	Limited construction coordination meetings and stakeholder/vendor coordination	6	24	31	44	0	4	109	\$1,525	\$5,748	\$6,941	\$7,095	\$0	\$1,000	\$22,309	Limited site visit labor only; travel and administrative expenses are included in hourly billing rates and are not billed separately.	
Construction Admin	CA / RFI / Shop Drawing Support	4	4.4	Site visit support / punch-type observations / field clarification meetings	6	20	18	28	0	6	78	\$1,525	\$4,790	\$4,030	\$4,515	\$0	\$1,500	\$16,360	Assumes limited site visit labor only; travel and incidental expenses are included in hourly billing rates and are not billed separately.	
Total Labor Cost																			\$87,930	
Defined Allowances	Existing Conditions Allowance	5	5.1	Additional visual verification and record drawing reconciliation	8	28	15	44	25	0	120	\$2,034	\$6,705	\$3,358	\$7,095	\$4,375	\$0	\$23,568	Authorized allowance; not a contingency.	
Defined Allowances	TSA / Stakeholder Coordination Allowance	5	5.2	Additional TSA/Airport/IT/Security/stakeholder requirement documentation	8	34	26	43	0	0	111	\$2,034	\$8,142	\$5,821	\$6,934	\$0	\$0	\$22,931	Authorized allowance for stakeholder-driven design coordination.	
Defined Allowances	CMAR / GMP Support Allowance	5	5.3	Additional pricing clarifications, VE support, quantity review, package clarification	8	34	26	44	0	0	112	\$2,034	\$8,142	\$5,821	\$7,095	\$0	\$0	\$23,093	Authorized allowance tied to CMAR/GMP support.	
Defined Allowances	Owner-Directed Revision Allowance	5	5.4	Authorized revisions due to confirmed standards, phasing, backgrounds, or operational changes	10	43	26	50	12	0	141	\$2,542	\$10,298	\$5,821	\$8,063	\$2,100	\$0	\$28,824	Authorized allowance; revisions beyond allowance require written authorization.	
Total Labor Cost																			\$98,415	
Grand Total																	\$820,771			

Labor Category	Hourly Rate	Type	Editable Notes
Principal / Designer	\$254.20	Internal	Co-owner / designer role; named individuals not tied to task assignments.
Senior Designer	\$239.48	Internal	Two positions available; assignments may vary by task.
Project Manager	\$223.89	Internal	One position; rate updated per current proposal direction.
Project Engineer	\$161.26	Internal	Two positions available; assignments may vary by task.
CAD/BIM Subconsultant	\$175.00	Subconsultant	Placeholder editable rate for contracted CAD/BIM production.
PE Review / Stamp	\$250.00	Subconsultant	Placeholder editable rate for qualified PE review/sealing as required.

Travel / Reimbursable Expense Basis

Item	Treatment	Separate Cost	Included in NTE?	Notes
Travel time	Included in hourly billing rates	\$0.00	Yes	No separate travel-time reimbursement line item.
Travel expenses / airfare	Included in hourly billing rates	\$0.00	Yes	ECP will not pay travel as a reimbursable expense.
Lodging / meals	Included in hourly billing rates	\$0.00	Yes	No receipts or separate expense reimbursement anticipated.
Rental car / mileage / parking	Included in hourly billing rates	\$0.00	Yes	Ground transportation costs included in billing rates.
Printing / plotting / reproduction	Included in hourly billing rates unless specifically requested and authorized	\$0.00	Yes	Electronic deliverables assumed; special hard-copy requests require prior authorization.
Miscellaneous reimbursables	Not separately reimbursed	\$0.00	Yes	Administrative and incidental costs included in billing rates.
Proposal Language	No reimbursable expense allowance is proposed. Travel, administrative, and incidental expenses are included in the approved hourly billing rates and will not be invoiced separately unless specifically authorized in writing by AVCON/ECP.			
Total Separate Reimbursable Expense Allowance		\$0.00		

Proposal / Fee Notes			
Topic	Current Treatment	Proposal Language	Action
Procurement basis	T&M / Not-to-Exceed	Labor will be invoiced based on actual hours expended by approved labor category, subject to the authorized NTE amount.	Keep
Design breakout	30%, 60%, and 100% design phases shown across columns in Design Phase Summary	Board-requested design phase breakout includes hourly rates and estimated hours by labor category.	Keep
Construction Admin	Dedicated CA / RFI / Shop Drawing budget included	Construction administration support is limited to allocated hours and authorized scope.	Keep
Defined Allowances	Separate allowance buckets, not contingency	Allowance labor will be used only for authorized work within the stated category and billed by actual hours.	Keep
Reimbursables / Travel	No separate reimbursable expense allowance	Travel, administrative, and incidental expenses are included in the approved hourly billing rates and will not be invoiced separately unless specifically authorized in writing.	Updated per ECP direction
Site visits	Labor included under CA support task 4.4 and/or authorized tasks	Site visit labor may be charged under approved labor categories; travel expenses are not billed separately.	Updated
Budget notice	75% notice threshold	Hahn will notify AVCON when the authorized budget reaches approximately 75% expended.	Keep
Updated Total T&M / NTE Authorization	\$820,771.72	Labor only; no separate reimbursables.	
75% Budget Notice Point	\$615,578.79		
Defined Allowances Visibility	The \$98,546.59 defined allowance total is broken out in the Board Summary and the dedicated Defined Allowances tab. Added for ECP/AVCON board-review clarity.		
Labor Rebalance	Project Engineer to Senior Designer	199 Project Engineer hours removed; 134 Senior Designer hours added. Net hours reduced by 65 because Senior Designer carries a higher hourly rate.	Total fee held essentially flat; variance is approximately - \$0.42.

ECP Design Milestone Fee
Derivation - Hourly Rates
and Estimated Hours

Design phase breakout with 30%,
60%, and 100% phases shown
across columns and labor
categories shown by row

Labor Category	30% Design / Basis of Design			60% Design / Design Development			100% Design / Final Design			Design Milestone Total	
	Rate	Hours	Fee	Rate	Hours	Fee	Rate	Hours	Fee	Total Hours	Total Fee
Principal / Designer	\$254.20	54	\$13,727	\$254.20	65	\$16,523	\$254.20	52	\$13,218	171	\$43,468
Senior Designer	\$239.48	180	\$43,106	\$239.48	354	\$84,776	\$239.48	277	\$66,336	811	\$194,218
Project Manager	\$223.89	71	\$15,896	\$223.89	110	\$24,628	\$223.89	95	\$21,270	276	\$61,794
Project Engineer	\$161.26	183	\$29,511	\$161.26	336	\$54,183	\$161.26	252	\$40,638	771	\$124,331
CAD/BIM Subconsultant	\$175.00	121	\$21,175	\$175.00	358	\$62,650	\$175.00	295	\$51,625	774	\$135,450
PE Review / Stamp	\$250.00	11	\$2,750	\$250.00	34	\$8,500	\$250.00	44	\$11,000	89	\$22,250
Design Milestone Total		620	\$126,165		1,257	\$251,260		1,015	\$204,086	2,892	\$581,512

Defined Allowances Summary

The defined allowance categories below make up the Board Summary allowance line. These are not undefined contingency; each bucket is tied to authorized work and invoiced based on actual approved hours.

Allowance Category	Purpose / Scope Basis	Hours	Labor Cost	Use / Authorization Note	Source
Existing Conditions Allowance	Additional visual verification and record drawing reconciliation	120	\$23,567.83	Authorized allowance; not a contingency.	Full Fee Derivation
TSA / Stakeholder Coordination Allowance	Additional TSA/Airport/IT/Security/stakeholder requirement documentation	111	\$22,931.24	Authorized allowance for stakeholder-driven design coordination.	Full Fee Derivation
CMAR / GMP Support Allowance	Additional pricing clarifications, VE support, quantity review, package clarification	112	\$23,092.50	Authorized allowance tied to CMAR/GMP support.	Full Fee Derivation
Owner-Directed Revision Allowance	Authorized revisions due to confirmed standards, phasing, backgrounds, or operational changes	141	\$28,823.78	Authorized allowance; revisions beyond allowance require written authorization.	Full Fee Derivation
Total Defined Allowances		484	\$98,415.35	Reconciles to Board Summary Defined Allowances line.	

Proposal Language: Defined allowances will be used only for authorized work within the stated allowance category and invoiced based on actual hours expended.



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FORT WALTON BEACH
FLORIDA 32548
850.243.6723

621 N. TYNDALL PARKWAY, UNIT C
PANAMA CITY
FLORIDA 32404

4826 WOODBINE DR, SUITE A
PACE
FLORIDA 32571

May 21, 2026

Mr. Donald Gray, Jr., AIA
Managing Principal, Architecture
Fitzgerald Collaborative Group, LLC
850 S. Gadsden Street, Suite 140
Tallahassee, FL 32301



RE: North Terminal Expansion and TSA IT Coordinations - Electrical Engineering Fee Proposal

Dear Donald,

We propose to furnish the required electrical engineering services for the above-mentioned project. This agreement provides for performance of our professional services.

SCOPE OF WORK

HG Engineers (HG) will provide electrical engineering services for the coordination of electrical design with ECP's new IT design consultant Hahn for the North Terminal Expansion and TSA. Coordinations will include pathway planning, power provisions for IT design, revisions to electrical drawings to conform to updated IT designs. Coordinations will include electrical support and design revisions related to Hahn's 30%, 60%, and 100% designs. In addition to the north terminal expansion scope, this also includes power provision support for Hahn's TSA, baggage claim, site/exterior, communications room strategy coordination, and AV systems. Construction administration will include shop drawing reviews, RFI responses, site investigations, and site reports. HG is readily available for this project and can meet the architects schedule as required.

SCOPE OF WORK FEE PROPOSAL

HG will perform the above IT Coordination and Electrical Design services for the following fees on an hourly not to exceed basis:

Design:	\$70,496
Construction Administration:	<u>\$17,624</u>
Total:	\$88,120

ADDITIONS/EXCLUSIONS

Any professional service performed by HG beyond/or in addition to that listed under "Scope of Work" will be considered additional services and billed after establishing a basis of compensation. Telecommunications, security, access control, audio/visual, intercom and any other low voltage systems are excluded from this proposal since they are being provided by Hahn. If the above proposal is acceptable to you, please sign and return for our files. I will gladly discuss this proposal with you if you have any questions.

Respectfully,


Daniel White, P.E.
Principal / Electrical Engineer

WORK AUTHORIZATION

Sign: _____

Date: _____

cc: File

Page 1 of 1



23B-17
ECP Terminal IT Upgrade and Expansion (Architectural Plan Update)
19-Aug-26

	Description	Staff #1		Staff #2		Staff #3		Staff #4		Staff #5			
	CONSULTANT	PROGRAM MANAGER/PRINCIPAL		PROJECT MANAGER		SR CONSTRUCTION/PM		SR ENG MANAGER- MEP		PROFESSIONAL ENG- MEP		TOTAL	
	Rate	\$	250.00	\$	203.13	\$	255.00	\$	218.18	\$	146.71	Total Hours	Total Fee
Task 1	AVCON IT and Security OAR General Review												
	Task 1: AVCON General Project Coordination & Weekly Meetings	8	\$2,000	8	\$ 1,625	24	\$ 6,120	24	\$ 5,236	24	\$ 3,521	88	\$ 18,502.40
	Task 2: AVCON 30% Plan Review	8	\$2,000	8	\$ 1,625	8	\$ 2,040	8	\$ 1,745	16	\$ 2,347	48	\$ 9,757.84
	Task 3: AVCON 60% Plan Review	8	\$2,000	8	\$ 1,625	8	\$ 2,040	16	\$ 3,491	16	\$ 2,347	56	\$ 11,503.28
	Task 4: AVCON 100% Plan Review	8	\$2,000	8	\$ 1,625	8	\$ 2,040	12	\$ 2,618	16	\$ 2,347	52	\$ 10,630.56
	SUBCONSULTANT PLAN UPDATE	Principal Architect		Associate Principal		Project Manager		Staff Architect		Administration			
	Rate	\$	285.00	\$	225.00	\$	200.00	\$	150.00	\$	115.00	Total Hours	Total Fee
	a. FCG 30% Plan Update	24	\$ 6,840.00	36	\$ 8,100.00	126	\$ 25,200.00	36	\$ 5,400.00	20	\$ 2,300.00	242	\$ 47,840.00
	Sub to FCG- DAG Architectural	Requires subconsultant timesheet comments.											\$ 2,160.00
	Sub to FCG- Hahn Integrated Systems, Inc.	Requires subconsultant timesheet comments.											\$ 219,852.30
	Sub to FCG- HG Electrical Coordination	Requires subconsultant timesheet comments.											\$ 42,298.00
	b. FGC 60% Plan Update	24	\$ 6,840.00	36	\$ 8,100.00	126	\$ 25,200.00	36	\$ 5,400.00	20	\$ 2,300.00	242	\$ 47,840.00
	Sub to FCG- DAG Architectural	Requires subconsultant timesheet comments.											\$ 2,160.00
	Sub to FCG- Hahn Integrated Systems, Inc.	Requires subconsultant timesheet comments.											\$ 219,852.30
	Sub to FCG- Electrical Coordination	Requires subconsultant timesheet comments.											\$ 21,148.00
	c. FCG 100% Plan Update	16	\$ 4,560.00	24	\$ 5,400.00	84	\$ 16,800.00	24	\$ 3,600.00	8	\$ 920.00	156	\$ 31,280.00
	Sub to FCG- DAG Architectural	Requires subconsultant timesheet comments.											\$ 2,880.00
	Sub to FCG- Hahn Integrated Systems, Inc.	Requires subconsultant timesheet comments.											\$ 293,136.40
	Sub to FCG- Electrical Coordination	Requires subconsultant timesheet comments.											\$ 7,050.00
Task Subtotal Design Phase Services (LS):													\$ 987,891.08
	Description	Staff #1		Staff #2		Staff #3		Staff #4		Staff #5			
	CONSULTANT	PROGRAM MANAGER/PRINCIPAL		PROJECT MANAGER		SR CONSTRUCTION/PM		SR ENG MANAGER- MEP		PROFESSIONAL ENG- MEP		TOTAL	
	Rate	\$	250.00	\$	203.13	\$	255.00	\$	218.18	\$	146.71	Total Hours	Total Fee
	Task 5: AVCON Post Design Services	48	\$12,000	48	\$ 9,750	72	\$ 18,360	72	\$ 15,709	40	\$ 5,868	280	\$ 61,687.60
	SUBCONSULTANT PLAN UPDATE	Principal Architect		Associate Principal		Project Manager		Staff Architect		Administration			
	Rate	\$	285.00	\$	225.00	\$	200.00	\$	150.00	\$	115.00	Total Hours	Total Fee
	FCG Post Design	16	\$ 4,560.00	24	\$ 5,400.00	84	\$ 16,800.00	24	\$ 3,600.00	16	\$ 1,840.00	164	\$ 32,200.00
	Sub to FCG- DAG Architectural	Requires subconsultant timesheet comments.											\$ 12,600.00
	Sub to FCG- Hahn Integrated Systems, Inc.	Requires subconsultant timesheet comments.											\$ 87,930.30
	Sub to FCG- Electrical Coordination	Requires subconsultant timesheet comments.											\$ 17,624.00
Task Subtotal:													\$ 212,041.90
TOTAL TASK ORDER													\$1,199,932.98