

PANAMA CITY-BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT  
CONTINUING ENGINEERING AGREEMENT – ZHA, INC.

**EXHIBIT II**  
**TASK ORDER # 56-B**  
**4-20-22**

**AGREEMENT:** Professional Engineering, Architectural, Project Inspection, Construction Management and Planning Services

**OWNER:** Panama City-Bay County Airport and Industrial District

**CONSULTANT:** ZHA Inc. and its sub-consultants noted below,

**SUBCONSULTANTS:** Fitzgerald Collaborative Group (FCG), SCR, NOVA and Smart Plans

**TASK ORDER DESCRIPTION:** TSA Screening Checkpoint Expansion Relocation – Design Services

**SCOPE OF SERVICES:** The CONSULTANT shall provide design services to add a two-story roughly 10,500 sf expansion with 5,250 sf of new first floor building space to the east of the existing Bag Claim area and 5,250 sf of shell space on the 2<sup>nd</sup> floor. The TSA Checkpoint will also include renovating the balance of the existing Bag Claim area and existing areas to the north wall of the existing terminal, adding 12,818 sf renovation space to the 5,250 sf on new space on the 1<sup>st</sup> level. The project intent is to create a larger space for a newly configured TSA security checkpoint that will increase the number of scanning lanes from three to five. The total TSA checkpoint will encompass approximately 23,318 sf.

**Background:** The OWNER has experienced increased passenger traffic trending towards the Passenger Activity Levels 1 (PAL1) identified in the recently completed master plan. Based on these activity levels, the airport has initiated several projects to increase terminal passenger capacity as recommended in the master plan. The entirety of the projects identified for PAL1 are significant in their scope, cost and impact on current operations. To prudently implement the overall master plan, enabling projects, such as this one, will be implemented to incrementally increase capacity while deferring larger, more complex projects until the required resources are available.

Initially, the TSA Checkpoint expansion was planned to be an expansion to the existing TSA Checkpoint area. Physical limitations of expanding that area as well as internal limitations forced the team to look at other potential options. The option being pursued is in alignment with the airport's master plan. The existing TSA design task order will be terminated at the conclusion of the planning phase. This task order will start the design phase of the project. The initiation of this project necessitates additional building expansions prior to initiation of construction of this project.

**SERVICES NOT INCLUDED:** Services do not include bidding and award, construction administration, CEI or materials testing services associated with the construction phase, which will be authorized under a separate task order.

**SCHEDULE OF SERVICES:** The CONSULTANT shall prepare Initial Concept Design Documents for review on or before 6 weeks from the Notice to Proceed (NTP). The CONSULTANT shall prepare 35% Schematic Design Documents for review on or before

**PANAMA CITY-BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT  
CONTINUING ENGINEERING AGREEMENT – ZHA, INC.**

6 weeks after receipt of review comments. The CONSULTANT shall prepare 65% Design Development Documents for review on or before 6 weeks after receipt of review comments. The CONSULTANT shall prepare 95% Construction Documents for review on or before 8 weeks after receipt of review comments. The CONSULTANT shall prepare Permit Documents 6 weeks after receipt of review comments. Owner review is assumed to be 1 week for each submission.

**COMPENSATION:** As noted below

The Total Fee for Design Services to design the TSA Screening Checkpoint Expansion services with monthly periodic billing is of Five Hundred Forty-three Thousand Thirty-eight Dollars and No Cents (\$543,038.00) which includes the following components:

- A. Hourly Not-to-Exceed Design Services Fees for the CONSULTANT: Hourly compensation with monthly periodic billing to provide professional services, a Not-to-Exceed budget of Sixty-nine Thousand Six Hundred Eighty Dollars and No Cents (\$69,680.00).
- B. Lump Sum Basis for TSA Screening Checkpoint Architectural and Engineering Fees for SUBCONSULTANT (FCG): Lump Sum compensation with monthly periodic billing to provide professional services, a Lump Sum fee of Three Hundred Eighty-five Thousand Five Hundred Seventy-six Dollars and No Cents (\$385,576.00).
- C. Allowance Basis for Programming Fees for SUBCONSULTANT (FCG): Allowance compensation with monthly periodic billing to provide professional services, an Allowance fee of Twenty-one Thousand Dollars and No Cents (\$21,000.00).
- D. Allowance Basis for LV-Data-Security Fees for SUBCONSULTANT (FCG): Allowance compensation with monthly periodic billing to provide professional services, an Allowance fee of Thirty-one Thousand Five Hundred Dollars and No Cents (\$31,500.00).
- E. Allowance Basis for Civil Engineering Fees for SUBCONSULTANT (AVCON): Allowance compensation with monthly periodic billing to provide professional services, an Allowance fee of Twenty-one Thousand Dollars and No Cents (\$21,000.00).
- F. Allowance Basis for TSA Screening Checkpoint Expansion Survey Fees for SUBCONSULTANT: Lump Sum compensation with monthly periodic billing to provide professional services, a Lump Sum fee of Four Thousand Two Hundred Dollars and No Cents (\$4,200.00).
- G. Lump Sum Basis for SUBCONSULTANT (MySmartPlans): for mobilization and setup fees of Nine Thousand Eighty-three Dollars and No Cents (\$9,083.00).
- H. Allowance Basis for Reimbursable Expenses for CONSULTANTS reimbursable expenses a budget of One Thousand Dollars and No Cents (\$1,000).

**PANAMA CITY-BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT  
CONTINUING ENGINEERING AGREEMENT – ZHA, INC.**

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized representatives, under seal, as of the day and year first above written above,

**ZHA INCORPORATED**

**PANAMA CITY-BAY COUNTY  
AIRPORT AND INDUSTRIAL**

By: 

By: 

Print Name: Frederick J. Mellin, Jr.  
Title: President/CEO

Print Name: Glen McDonald  
Title: Board Chairman