

**AGREEMENT FOR
PROFESSIONAL ENGINEERING, ARCHITECTURAL, PROJECT INSPECTION,
CONSTRUCTION MANAGEMENT AND PLANNING SERVICES
between the
PANAMA CITY-BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT
and
ZHA INCORPORATED**

THIS AGREEMENT for professional engineering, architectural, project inspection, construction management and planning services (the "Agreement"), is made and entered into as of the **19th day of May, 2021** by and between the **Panama City-Bay County Airport and Industrial District**, a public and governmental body existing under and by virtue of the laws of the State of Florida with a business address at Northwest Florida Beaches International Airport, 6300 West Bay Parkway, Box A, Panama City Beach, FL 32409 (hereinafter referred to as "AUTHORITY"), and **ZHA, Inc.**, a Florida corporation with a business address at 601 N. Magnolia Avenue Suite 100 Orlando, Florida 32801 (hereinafter referred to as "CONSULTANT").

WITNESSETH:

WHEREAS, the AUTHORITY is continuing the development and the expansion of the Northwest Florida Beaches International Airport; and

WHEREAS, the AUTHORITY desires to employ the services of the CONSULTANT to provide professional engineering, architectural, project inspection (but generally not Construction Engineer Inspection ("CEI") services), construction management and limited planning services and other services consistent with the Request for Qualifications issued for this Agreement at the sole discretion of the AUTHORITY; and

WHEREAS, the CONSULTANT has represented that it is qualified, willing and able to perform the professional engineering, architectural, project inspection, construction management and planning services required on the terms and conditions hereinafter set forth; and

WHEREAS, the AUTHORITY has given public notice of the professional engineering, planning, design, and construction management services to be considered pursuant to this Agreement; and

WHEREAS, the selection of the CONSULTANT has been made in accordance with the provisions of FAA Advisory Circular 150/5100-14E, 49 CFR Part 18 and the Consultants' Competitive Negotiation Act, Section 287.055, Florida Statutes.

NOW, THEREFORE, in consideration of the mutual premises and covenants herein

set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

ARTICLE 1: SERVICES

- 1.1 The Services of the CONSULTANT required under this Agreement by the AUTHORITY shall be for civil, structural, mechanical, electrical and environmental engineering, architectural, project inspection except that CEI services generally will be conducted by another firm under a separate contract (when permissible by FDOT and FAA requirements, the selected firm may be asked to provide CEI services for minor projects), construction management and planning services and other services consistent with the Request for Qualifications for this engagement, in support of the AUTHORITY'S activities at the Northwest Florida Beaches International Airport and shall be described in separately authorized Task Orders (the "Services"). A sample Task Order is provided in Exhibit 2 attached hereto.
- 1.2 The CONSULTANT shall provide for the AUTHORITY the Services described in separately authorized Task Orders, which shall include the Task Description/Scope of Services, Task Schedule, Task Deliverables, and Compensation. The CONSULTANT'S Services will be paid for by the AUTHORITY for Services under each authorized Task Order as indicated in Article 6 hereof. The CONSULTANT shall, at its own expense, obtain all data and information (other than that referred to in Article 2 hereof) necessary for the performance of its Services.
- 1.3 The CONSULTANT and the Services rendered by the CONSULTANT shall follow and conform to the Scope of Services and/or special provisions of each Task Order.
- 1.4 The CONSULTANT is solely responsible to the AUTHORITY for correcting or re-performing, at its own cost, any Services that are deficient or inaccurate because of CONSULTANT'S or any subconsultant's failure to perform said Services in accordance with the standard of care provided herein. CONSULTANT shall commence such correction or re-perform work at no cost to AUTHORITY immediately upon CONSULTANT'S discovery of any such error. AUTHORITY must report in writing to CONSULTANT any deficient Services within ninety (90) days of discovery by AUTHORITY, but in no event later than five (5) years from the completion of the Task Order which provided for the particular Services.

ARTICLE 2: OBLIGATIONS OF THE AUTHORITY

- 2.1 The AUTHORITY shall, with reasonable promptness, provide to the CONSULTANT available information regarding the requirements of the Services.
- 2.2 The AUTHORITY shall make all provisions for the CONSULTANT to enter upon public and private property as required for the CONSULTANT to perform Services

under this Agreement.

- 2.3 The AUTHORITY shall give prompt written notice to the CONSULTANT whenever the AUTHORITY observes or otherwise becomes aware of any development that affects the scope or timing of the CONSULTANT'S Services.
- 2.4 The AUTHORITY and the AUTHORITY'S employees, agents, contractors and subcontractors shall promptly report to the CONSULTANT any defects in or problems with the Services being provided hereunder by the CONSULTANT in order to permit the CONSULTANT to take prompt and effective corrective action to remedy the defect and minimize any consequences which may result from such defective work. Failure of the AUTHORITY to report shall not relieve CONSULTANT'S responsibility to provide services which are neither faulty nor inaccurate.
- 2.5 Unless otherwise agreed to in an authorized Task Order under this Agreement, the AUTHORITY shall obtain, arrange, and pay for all advertisements for bids, permits and licenses required by local, state, or federal authorities, and land, easements, right-of-way, and access necessary for the CONSULTANT'S Services or project construction.
- 2.6 Notwithstanding anything herein to the contrary, the AUTHORITY is not required under this Agreement to authorize CONSULTANT to perform any Services and nothing herein shall be construed as entitling CONSULTANT to any work under this Agreement, except and to the extent such work is specifically authorized by the AUTHORITY in a properly executed Task Order.
- 2.7 This Agreement is non-exclusive. AUTHORITY reserves the right, at its sole discretion, to contract with other firms for engineering and other professional services, including services within the scope of this Agreement.

ARTICLE 3: OBLIGATIONS OF THE CONSULTANT

- 3.1 Standard of Care: The standard of care applicable to CONSULTANT'S Services shall be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time said services are performed and in the same or similar locality.
- 3.2 CONSULTANT'S Personnel at Construction Site: The presence or duties of the CONSULTANT'S personnel at a construction site, whether as onsite representatives or otherwise, shall not make the CONSULTANT or the CONSULTANT'S personnel in any way responsible for those duties that belong to the AUTHORITY and/or the construction contractors or other entities, and do not relieve the construction contractors or any other entity of their obligations, duties,

and responsibilities, including, but not limited to, all construction methods, means, techniques, sequences, and procedures necessary for coordinating and completing all portions of the construction work in accordance with the construction contract documents and any health or safety precautions required by such construction work.

If, and as requested by the AUTHORITY to perform construction inspection services per an authorized Task Order, the CONSULTANT shall be responsible for observing and inspecting construction activities and reporting to the AUTHORITY activities observed during construction. The CONSULTANT shall report to the AUTHORITY in a timely manner any observed health, safety, and other deficiencies in the work performed by the construction contractors) that are inconsistent with the requirements of the construction documents. The CONSULTANT neither guarantees the performance of the construction contractors nor assumes responsibility for construction contractor's failure to perform work in accordance with the construction documents.

For this Agreement, construction sites shall include places of manufacture for materials incorporated into the construction work, and construction contractors shall include manufacturers of materials incorporated into the construction work.

- 3.3 Construction Progress Payments: Recommendations by the CONSULTANT to the AUTHORITY for periodic construction progress payments to the construction contractor(s) shall be based on the CONSULTANT'S knowledge, information, and belief from selective sampling that the work has progressed to the point indicated.
- 3.4 Record Drawings: Record drawings, if required, will be prepared on the basis of information compiled by the CONSULTANT and information furnished by others and shall represent the location, type of various components, and manner in which the project was finally constructed to the best knowledge, information, and belief of CONSULTANT. Record drawing deliverables shall be sealed and signed hard copies. In addition, the AUTHORITY shall be provided with electronic versions of record drawings.
- 3.5 Asbestos or Hazardous Substances: If asbestos or hazardous substances in any form are encountered or suspected, the CONSULTANT shall stop its own work in the affected portions to permit testing and evaluation. If asbestos or other hazardous substances are suspected, the CONSULTANT shall, if requested, manage or provide testing to determine the extent of the issue, manage or provide the necessary studies to recommend necessary remedial measures, and manage or provide remediation activities using a qualified subcontractor at an additional fee and contract terms to be negotiated. The AUTHORITY recognizes that the CONSULTANT assumes no risk and/or liability for a waste or hazardous waste site originated by other than the CONSULTANT.

- 3.6 Project Close-Out: At the completion of a project/task order, the CONSULTANT shall provide to AUTHORITY all documentation related to the project/task order, including, but not limited to, plans, as-built drawings, contracts, calculations, specifications, reports, plans, field data, computer software enhancements, CAD files and such other data and information. The format of such documentation shall be determined by agreement between AUTHORITY and CONSULTANT, and any cost shall be included in the project Task Order.

ARTICLE 4: PERIOD OF SERVICE

- 4.1 The Services called for hereunder shall be completed in accordance with the respective task schedules as indicated in separately authorized Task Orders.
- 4.2 The term of this Agreement shall be one year commencing on the date that it is last signed by a party (the "effective date"). On or before the one-year anniversary of this Agreement, AUTHORITY's Board will review performance under this Agreement and consider approval of, at its sole discretion, a one-year renewal under the same terms and conditions contained herein each of the succeeding four years during which the Agreement has remained in effect, for a total of up to a five-year term. This paragraph shall have no effect on the termination rights under Article 8 or 27 herein.
- 4.3 The CONSULTANT shall give prompt written notice to the AUTHORITY whenever the CONSULTANT observes or otherwise becomes aware of any development that affects the scope or timing of the CONSULTANT'S Services.

ARTICLE 5: REIMBURSABLE EXPENSES DEFINED

- 5.1 Reimbursable Expenses shall be defined as actual expenses incurred by the CONSULTANT and the CONSULTANT'S subconsultants directly in connection with the Services, such as reasonable expenses for any out-of-state transportation; obtaining bids or proposals from contractor(s); reproduction of reports, drawings, specifications, and bidding Documents; and similar Services-related items. Food and lodging as well as telephone and facsimile costs shall not be reimbursable expense except as may be authorized in a Task Order. Expenses for transportation, as well as any expenses for food and lodging authorized by task order, shall not exceed the rates approved by the State of Florida for its reimbursements to consultants pursuant to Chapter 112, Florida Statutes.
- 5.2 The CONSULTANT shall be compensated by the AUTHORITY for Reimbursable Expenses when and as identified in an authorized Task Order. The AUTHORITY'S responsibility for providing compensation to the CONSULTANT for Reimbursable

Expenses shall be limited to only those Reimbursable Expenses identified and agreed to in an authorized Task Order.

ARTICLE 6: PAYMENTS TO CONSULTANT

- 6.1 The AUTHORITY shall pay the CONSULTANT for Services and Reimbursable Expenses on the basis of the rates set forth in Exhibit 1 and for services and Reimbursable Expenses not addressed by Exhibit 1, based on rates or other methods provided by each separately authorized Task Order.
- 6.2 The CONSULTANT shall submit monthly invoices by Task Order to the AUTHORITY for Services rendered and Reimbursable Expenses incurred since the last monthly statement. Invoices shall describe the Services provided by CONSULTANT, each subconsultant, and any subcontractor for the period covered by the invoice. Further, invoices for all Task Order types shall be itemized to show hours worked by particular personnel for what purposes and itemize all Reimbursable Expenses. All costs charged to the Services, including any approved services contributed by the Authority or others, shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. To the extent not included as part of invoices, CONSULTANT shall provide any such documentation to Authority upon request and shall maintain such documentation no less than three years after completion of the Task Order to which it relates. Payment shall be made to the CONSULTANT within thirty (30) days following the later of AUTHORITY'S receipt of invoice or the receipt by the AUTHORITY of the necessary approval of any third-party governmental entities.
- 6.3 In the event of a disputed billing, only the disputed portion shall be withheld from payment, and the AUTHORITY shall pay the undisputed portion. The AUTHORITY shall exercise reasonableness in disputing any bill or portion thereof. No interest shall accrue on any disputed portion of the billing until mutually resolved.
- 6.4 If the AUTHORITY fails to make payment in full within 30 days of the date due for any undisputed billing, the CONSULTANT may, after giving 15 days written notice to the AUTHORITY, suspend Services under this Agreement until paid in full. In the event of such a suspension of services, the CONSULTANT shall have no liability to the AUTHORITY for delays or damages caused by the AUTHORITY because of such suspension. All delinquent unpaid undisputed billing shall accrue interest at the rate provided by Florida law and if no such rate is provided, at the rate of 4% per annum.

ARTICLE 7: AUTHORIZED REPRESENTATIVE

- 7.1 The AUTHORITY'S Authorized Representative for Services under this Agreement is

as indicated on each authorized Task Order. All matters and correspondence pertaining to the Services, including submittal of monthly invoices, shall be through the AUTHORITY'S Authorized Representative. The AUTHORITY'S Authorized Representative shall render decisions in a timely manner pertaining to documents submitted by the CONSULTANT in order to avoid unreasonable delay in the orderly and sequential progress of the CONSULTANT'S Services.

- 7.2 The CONSULTANT'S Authorized Representative and business address for Services under this Agreement is designated as follows:

CONSULTANT Frederick J. Mellin, Jr.
CONSULTANT ZHA Incorporated
CONSULTANT 601 N. Magnolia Ave.
CONSULTANT Orlando, FL 32801
CONSULTANT (407) 422-7487, (407) 422-7413 (f)
CONSULTANT Rick.mellin@zhaintl.com

The CONSULTANT'S Authorized Representative shall act on behalf of the CONSULTANT on all matters pertaining to the Services under this Agreement. All matters and correspondence to the CONSULTANT pertaining to the Services under this Agreement shall be addressed to the CONSULTANT'S Authorized Representative.

- 7.3 The CONSULTANT'S Authorized Representative shall not be changed without the prior written notice to and agreement of the AUTHORITY.

ARTICLE 8: TERMINATION

- 8.1 This Agreement may be terminated by either party at any time with or without cause upon giving fifteen (15) calendar days prior written notice. If this Agreement is so terminated, the AUTHORITY shall within 30 days of termination pay the CONSULTANT for Services satisfactorily completed up to the date of termination.
- 8.2 The AUTHORITY may suspend work called for in an authorized Task Order for a period not to exceed sixty (60) days. In the event of such suspension, the AUTHORITY shall pay the CONSULTANT for the work satisfactorily completed up to the date of suspension.

ARTICLE 9: INDEMNIFICATION

- 9.1 To the maximum extent permitted by law, CONSULTANT shall defend, indemnify, and hold harmless the AUTHORITY, its officers and employees, of any and all claims, actions, damages, penalties, fines, losses and costs, including but not

limited to reasonable attorney's fees and environmental assessment and remediation costs not to exclude lab fees and fees of environmental consultants, to the extent caused by negligence, recklessness or intentional wrongful conduct of CONSULTANT or any person employed or utilized by CONSULTANT in the performance of the Services hereunder or caused by any other breach of this Agreement by CONSULTANT. The provisions of this Article shall survive termination of this Agreement. This indemnification obligation shall not be construed to negate, abridge or reduce any other rights or remedies which otherwise might be available to AUTHORITY.

- 9.2 To the maximum extent permitted by law, AUTHORITY shall defend, indemnify, and hold harmless the CONSULTANT, its officers and employees, of any and all claims, actions, damages, losses and costs, including but not limited to reasonable attorney's fees, to the extent caused by negligence, recklessness or intentional wrongful conduct of AUTHORITY or any person employed or utilized by AUTHORITY in the performance of the Services hereunder. The provisions of this Article shall survive termination of this Agreement. This indemnification obligation shall not be construed to negate, abridge or reduce any other rights or remedies which otherwise might be available to CONSULTANT.
- 9.3 In the event any claims, damage, losses, and expenses are caused by negligence of both the CONSULTANT and the AUTHORITY (or anyone for whose acts both of them may be liable), each party will bear its proportional share of claims, damages, losses, and expenses based upon the parties' relative degree of fault.
- 9.4 Nothing in this Agreement shall be construed as a waiver or derogation of the AUTHORITY'S sovereign immunity.

ARTICLE 10: INSURANCE

- 10.1 The CONSULTANT shall maintain, at its own expense, continuous insurance coverage as set forth below:

13.1.1 Worker's Compensation and Employers Liability: Statutory

13.1.2 Comprehensive General Liability:

Bodily Injury and Property Damage Combined \$2,000,000 /
\$2,000,000

13.1.3 Automobile Liability

Bodily Injury and Property Damage Combined \$1,000,000 /
\$1,000,000

13.1.4 Professional Liability Insurance

(including error and omissions)
/\$1,000,000

\$1,000,000

- 10.2 The duration of the CONSULTANT'S insurance coverage shall extend beyond the completion of the Services provided under this Agreement in accordance with Florida Statutory requirements, if available, and if unavailable, the CONSULTANT agrees to obtain and maintain in effect policies which will extend such coverage following completion of the Services provided under this Agreement in accordance with Florida Statutory requirements. If no such statutory requirement exists, CONSULTANT shall extend or obtain coverage for one year beyond the completions of the Services. Certificate(s) of insurance shall name the AUTHORITY as an additional named insured under the CONSULTANT'S comprehensive general liability, automobile liability, and professional liability policies and shall provide thirty (30) days written notice to the certificate holder prior to cancellation or modification of coverage. CONSULTANT shall provide proof of insurance with AUTHORITY as an additional named insured upon execution of Agreement prior to commencement of work and annually thereafter.

ARTICLE 11: DISPUTE RESOLUTION, CONTROLLING LAW, AND VENUE

- 11.1 All questions pertaining to the validity and interpretation of this Agreement shall be determined in accordance with the laws of Florida. Exclusive jurisdiction and venue to interpret or resolve any dispute under this Agreement shall lie in the state court of appropriate jurisdiction in the Fourteenth Judicial Circuit, in and for Bay County, Florida.
- 11.2 In the event a dispute shall arise under or about this Agreement, the prevailing party therein shall be entitled to recover from the non-prevailing party all costs, expenses, and attorney's fees which may be incurred on account of such dispute, as well as at every stage of any such proceedings from the time such dispute first arises through trial or other proceedings and all appellate processes, including any proceeding to determine the amount of fees owed.

ARTICLE 12: INDEPENDENT CONTRACTOR

The CONSULTANT shall be an independent contractor with respect to the Services and with respect to all regulations affecting its business and the performance of the Services. CONSULTANT shall obtain all applicable licenses and permits to conduct its business under this Agreement.

ARTICLE 13: SUCCESSORS AND ASSIGNS

- 13.1 This Agreement shall be binding upon the AUTHORITY and the CONSULTANT and their respective partners, successors, heirs, assigns, and legal representatives.

- 13.2 Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the AUTHORITY and the CONSULTANT, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the AUTHORITY and the CONSULTANT and not for the benefit of any other party. Neither the AUTHORITY nor the CONSULTANT shall assign, sublet, or transfer any rights under or interests (including, but without limitation, monies that may become due or monies that are due) in this Agreement without the written consent of the other.

ARTICLE 14: SUBCONSULTANTS

- 14.1 For purposes of this agreement, the following firms shall be deemed approved Subconsultants as part of the CONSULTANT'S team:

AVCON, Inc.
Buchanan & Harper, Inc.
DAG Architects, Inc.
Digital Building Services, LLC
ERC, Inc.
Fitzgerald Collaborative Group, LLC
Humber-Garick Engineers, Inc.
JSM & Associates, Inc.
MySmartPlans (Marathon Reprographics, Inc.)
NOVA, Inc.
SCR & Associates NWFL, Inc.
Taffy Pippin Consulting, LLC
VoltAir, Inc

:

- 14.2 The CONSULTANT shall have the right, with the AUTHORITY'S prior written consent, to employ other firms to serve as subconsultants to the CONSULTANT in connection with the CONSULTANT'S performance of the Services hereunder.
- 14.3 The CONSULTANT agrees, at the AUTHORITY'S written request (which may be made by the AUTHORITY with or without cause), promptly to terminate the services of any such subconsultant and promptly replace each such terminated person or firm with a person or firm of comparable experience approved by the AUTHORITY in writing.

ARTICLE 15: PRIVILEGED INFORMATION

- 15.1 The CONSULTANT agrees, during the period of this Agreement, not to knowingly divulge, furnish or make available to any third person, firm or organization,

without the AUTHORITY'S prior written consent, or unless incident to the proper performance of the CONSULTANT'S obligations hereunder, or in the course of judicial or legislative proceedings where such information has been properly subpoenaed, any information concerning the services to be rendered by the CONSULTANT or any subconsultant pursuant to this Agreement.

- 15.2 Obligations of confidentiality expressed in Article 15.1 shall not apply to any information disclosed which:
- a) can be shown to be widely known and readily accessible to the public; or
 - b) is required to be disclosed by Florida Public Records law, other applicable Federal or State law or judicial or administrative order; provided, however, that CONSULTANT shall give the AUTHORITY timely notice of such mandate prior to the submission of said confidential information, and provided further, that CONSULTANT shall reasonably cooperate with lawful efforts that the AUTHORITY might take to intervene in any such proceedings or to otherwise prevent such disclosure.

ARTICLE 16: CONTINGENCY FEES

The CONSULTANT and its subconsultants warrant that they have not employed or retained any company or person other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, attorney, lobbyist, individual, or firm, other than a bona fide employee working solely for the CONSULTANT any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. CONSULTANT's or any subconsultant's failure to identify any retention in violation of this paragraph shall void this Agreement ab initio.

ARTICLE 17: WARRANTY

The CONSULTANT warrants that its Services under this Agreement shall be performed in a thorough, efficient and workmanlike manner, promptly and with due diligence and care, and in accordance with the standard of care provided by Article 3.

ARTICLE 18: FORCE MAJEURE

The CONSULTANT is not responsible for damages or delay in performance caused by acts of God, strikes, lockouts, or accidents beyond the control of the CONSULTANT. In any such event, the CONSULTANT'S contract price and schedule shall be equitably adjusted. The AUTHORITY is not responsible for damages or delay in performance caused by acts of God, strikes, lockouts, or accidents beyond the control of the AUTHORITY.

ARTICLE 19: LIMITATION OF LIABILITY

The CONSULTANT shall not be held liable for the acts or omissions of the AUTHORITY's other contractors, subcontractors, vendors or their employees and agents.

ARTICLE 20: SHOP DRAWING REVIEW

- 21.1 As required per authorized Task Order, the CONSULTANT shall review construction contractor submittals, such as shop drawings, product data, samples and other data, only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents.
- 21.2 The CONSULTANT'S review shall be conducted with reasonable promptness while allowing sufficient time to permit adequate review.

ARTICLE 21: WAIVER

The waiver by either party of any breach of any term, covenant, condition or agreement contained herein or any default in the performance of any obligations hereunder shall not be deemed to be a waiver or any other breach or default of the same or of any other term, covenant, condition, agreement or obligation. No waiver of any rights under this Agreement shall be binding unless it is in writing signed by the party waiving such rights.

ARTICLE 22: TITLE TO PLANS AND SPECIFICATIONS

Drawings, calculations, specifications, reports, plans, field data, computer software enhancements, CAD files and such other data and information compiled or prepared by the CONSULTANT pursuant to this Agreement which the AUTHORITY may require CONSULTANT to supply in accordance with the Agreement, shall be and shall remain the property of the AUTHORITY. Any reuse of the above referenced work product other than for the specific project and intent for which the information was prepared by the CONSULTANT shall be at user's sole risk and without liability to the CONSULTANT. At the termination of this Agreement, CONTRACTOR shall return to AUTHORITY any and all drawings, calculations, specifications, reports, plans, field data, computer software enhancements, CAD files and such other data and information compiled or prepared by the CONSULTANT pursuant to this Agreement not previously provided at no additional cost to AUTHORITY.

ARTICLE 23: SEVERABILITY

If any provision of this Agreement or any application thereof to any person or circumstances shall, to any extent, be invalid, the remainder of this Agreement or the application of such provision to persons or circumstances other than those as to which it is held invalid shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

ARTICLE 24: NOTICES

Any and all notices required or authorized to be given pursuant to this Agreement shall be given in writing and either hand-delivered or sent by certified or registered mail, postage prepaid, and return receipt requested, as follows:

If to AUTHORITY: Parker W. McClellan, Jr., A.A.E. Executive Director
Panama City-Bay County Airport and
Industrial District
6300 West Bay Parkway, Box A
Panama City, FL 32409

If to CONSULTANT: Mr. Frederick "Rick" J. Mellin President/CEO
601 N. Magnolia Avenue
Suite 100
Orlando, Florida 32801

ARTICLE 25: HEADINGS

The headings of the articles and sections of this Agreement are for the purpose of convenience only and shall not be deemed to expand or limit the provisions contained in such articles and sections.

ARTICLE 26: ENTIRE AGREEMENT

This Agreement together with Exhibit 1: Compensation, Exhibit 2: Sample Task Order, Exhibit 3: Federally Required Provisions, the Request for Qualifications response including all attachments, and each separately authorized Task Order issued hereunder, constitutes the entire and integrated Agreement between the AUTHORITY and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement and said attachments may only be amended, supplemented, modified, or canceled by written instrument signed by an authorized representative of each party to be bound thereby.

ARTICLE 27: FEDERALLY REQUIRED PROVISIONS

CONSULTANT agrees to be bound by all provisions provided by Exhibit 3. CONSULTANT further agrees to be bound by any federally required provision that the parties failed to include, if it was required by statute, administrative code, FAA grant assurances, or other federal grants at the time of the Effective Date of this Agreement.

ARTICLE 28: PUBLIC RECORDS

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, RE: THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, PARKER MCCLELLAN AT (850) 636-8950, PMCCLELLAN@PCAIRPORT.COM, PANAMA CITY-BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT, 6300 WEST BAY PARKWAY, BOX A, PANAMA CITY, FL 32409.

CONSULTANT shall comply with public records laws, and specifically shall:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONSULTANT does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the CONSULTANT transfers all public records to the public agency upon completion of the contract, the CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONSULTANT keeps and maintains public records upon completion of the contract, the CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

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.

PANAMA CITY-BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT

(SEAL)

By: Glen McDonald

Its: Chair

Printed Name: Glen McDonald

STATE OF FLORIDA
COUNTY OF BAY

This instrument was acknowledged before me by Glen McDonald, as its Chair
_____ of the Panama City-Bay County Airport and Industrial District on May 19,
2021.

Notary Public Kathy A. Gilmore
Kathy A. Gilmore
My Commission Expires: 4/22/2023



ZHA, Inc.

(SEAL)

By: Frederick J. Mellin, Jr.

Its: President/CEO

Printed Name: Frederick J. Mellin, Jr.

STATE OF FLORIDA
COUNTY OF ORANGE

This instrument was acknowledged before me by FREDERICK J. MELLIN, JR., who is
personally known to me or has provided _____ as Identification, on MAY 25,
2021.

Notary Public Cludeen A. Roundtree



My Commission Expires: June 13, 2024

(Seal)

EXHIBIT 1
CONSULTANT HOURLY RATES

ZHA 2021 Hourly Rates			
ZHA Team Role Description	Hourly Rate (a,b,d)	ZHA Team Role Description	Hourly Rate (a,b,d)
OFFICE RATES		FIELD RATES (c)	
Client Executive/Principle	\$ 200.00	Field Project Manager	\$ 135.00
Sr. Project Manager	\$ 180.00	Dep. Field Project Manager	\$ 120.00
Project Manager	\$ 160.00	Field Engineer	\$ 100.00
Sr. Engineer	\$ 162.50	Field Inspector MEP	\$ 105.00
Engineer	\$ 150.00	Field Inspector Structural	\$ 105.00
Sr. Architect/Planner	\$ 153.00	Field Inspector Architectural	\$ 105.00
Architect/Planner	\$ 135.00	Field Inspector Airfield	\$ 105.00
Sr. Designer	\$ 120.00	Field Office Admin. Asst.	\$ 73.87
Designer/Engineer Asst.	\$ 95.00	LAND SURVEYING	
Sr. Cost Estimator	\$ 152.00	Surveying Manager	\$ 120.00
Cost Estimate Asst.	\$ 105.00	Party Chief	\$ 105.00
Sr. Environmental Scientist	\$ 174.00	Field Surveyor	\$ 60.50
Environmental Scientist	\$ 125.00	Sr. Graphics Technician	\$ 85.00
Sr. Draftsperson/Technician	\$ 100.00	Graphics Technician	\$ 65.00
Draftsperson/Technician	\$ 85.00	Admin. Asst.	\$ 65.00
Sr. Graphics Specialist	\$ 100.00	Office Clerk	\$ 60.00
Graphics Technician	\$ 55.00		
Admin. Asst.	\$ 70.00		
Office Clerk	\$ 62.50		
Notes:			
(a) Hourly rates with \$1 M Prof. Liability Insurance.			
(b) Hourly rates for proposal preparation; FDOT audit factors apply for fee audits.			
(c) Personnel provided with on-site office/F.F.E./site transportation/comm.			
(d) ZHA will add a 5% markup to sub-consultant billing for insurance/legal/admin. costs.			

EXHIBIT 2
PANAMA CITY-BAY COUNTY AIRPORT & INDUSTRIAL DISTRICT
CONSULTANT NAME
SAMPLE TASK ORDER AGREEMENT

DATE _____
TASK ORDER # _____
TASK ORDER DESCRIPTION _____

OWNER: Panama City-Bay County Airport & Industrial District

CONSULTANT: _____

SUBCONSULTANT(S): _____

TASK ORDER DESCRIPTION:

TASK ORDER BACKGROUND/JUSTIFICATION:

SCOPE OF SERVICES:

SCHEDULE OF SERVICES:

COMPENSATION:

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

CONSULTANT

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

By: _____
(printed name)

By: _____
(printed name)

Title: _____

Title: _____

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

TASK ORDER # _____

TASK ORDER DESCRIPTION _____

DATE _____

Description	Rate	Task Description 1	Hours	Fee	Task Description 2	Hours2	Fee2	Total Hours	Total Fee
CONSULTANT									
Principal	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #2 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #3 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #4 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #5 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #6 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #7 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #8 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #9 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Staff #10 Position Title	\$ -		-	\$ -		-	\$ -	-	\$ -
Total Consultant			-	\$ -		-	\$ -	-	\$ -
SUBCONSULTANTS									
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Total Subconsultants			-	\$ -		-	\$ -	-	\$ -
OTHER COSTS									
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Description	\$ -		-	\$ -		-	\$ -	-	\$ -
Total Other Costs			-	\$ -		-	\$ -	-	\$ -
Total Task Order			-	\$ -		-	\$ -	-	\$ -

Exhibit 3: Federally Required Provisions

FEDERALLY REQUIRED PROVISIONS

In this EXHIBIT 3, any reference to "Contractor" shall mean CONSULTANT and any reference to subcontractor shall mean a subconsultant hired by CONSULTANT. AUTHORITY is at times referred to as "recipient" or "sponsor" herein. Contractor (including all subcontractor) shall insert these contract provisions in each contract and subcontract, and further require that the clauses be included in all subcontracts; Contractor (or subcontractor) shall incorporate applicable requirements of these contract provisions by reference for work done under any purchase orders, rental agreements and other agreements for supplies or services; and Contractor shall, as prime contractor, be responsible for compliance with these contract provisions by any subcontractor, lower-tier subcontractor or service provider.

1. ACCESS TO RECORDS AND REPORTS (SOURCE: 2 CFR § 200.33, 2 CFR § 200.336, FAA Order 5100.38)

ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

2. BREACH OF CONTRACT TERMS (SOURCE: 2 CFR § 200 Appendix II(A))

BREACH OF CONTRACT TERMS

Any violation or breach of terms of this contract on the part of the Consultant or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by the deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

3. CIVIL RIGHTS – GENERAL (SOURCE: 49 USC § 47123)

GENERAL CIVIL RIGHTS PROVISIONS

The Contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

4. CIVIL RIGHTS – TITLE VI ASSURANCE (SOURCE: 49 USC § 4712, FAA Order 1400.11)

COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”), agrees as follows:

Compliance with Regulations: The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

Nondiscrimination: The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

Solicitations for Subcontracts, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the contractor’s obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

Information and Reports: The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

Sanctions for Noncompliance: In the event of a Contractor’s noncompliance with the non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

- a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or

- b. Cancelling, terminating, or suspending a contract, in whole or in part.

Incorporation of Provisions: The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

TITLE VI LIST OF PERTINENT NONDISCRIMINATION ACTS AND AUTHORITIES

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-209) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 USC §§ 12131 – 12189) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC 1681 et seq).

5. CLEAN AIR AND WATER POLLUTION CONTROL (SOURCE: 2 CFR § 200, Appendix II(G))

CLEAN AIR AND WATER POLLUTION CONTROL

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 USC § 740-7671q) and the Federal Water Pollution Control Act as amended (33 USC § 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Contractor must include this requirement in all subcontracts that exceeds \$150,000.

6. CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS (SOURCE: 2 CFR § 200, Appendix II(E))

CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS

1. Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) of this clause, the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this clause, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this clause.

3. Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration (FAA) or the Owner shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys

payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this clause.

4. Subcontractors.

The Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this clause.

7. COPELAND "ANTI-KICKBACK" ACT (SOURCE: 2 CFR § 200, Appendix II(D), 29 CFR Parts 3 and 5)

COPELAND "ANTI-KICKBACK" ACT

Contractor must comply with the requirements of the Copeland "Anti-Kickback" Act (18 USC 874 and 40 USC 3145), as supplemented by Department of Labor regulation 29 CFR part 3. Contractor and subcontractors are prohibited from inducing, by any means, any person employed on the project to give up any part of the compensation to which the employee is entitled. The Contractor and each Subcontractor must submit to the Owner, a weekly statement on the wages paid to each employee performing on covered work during the prior week. Owner must report any violations of the Act to the Federal Aviation Administration.

8. DAVIS-BACON REQUIREMENTS (SOURCE: 2 CFR § 200, Appendix II(D), 29 CFR Part 5)

DAVIS-BACON REQUIREMENTS

1. Minimum Wages.

(i) All laborers and mechanics employed or working upon the site of the work will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalent thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph (1)(iv) of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage

determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR Part 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided* that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under (1)(ii) of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the Contractor and its subcontractors at the site of the work in a prominent and accessible place where it can easily be seen by the workers.

(ii)(A) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

- (1) The work to be performed by the classification requested is not performed by a classification in the wage determination;
- (2) The classification is utilized in the area by the construction industry; and
- (3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(B) If the Contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(C) In the event the Contractor, the laborers, or mechanics to be employed in the classification, or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (1)(ii) (B) or (C) of this paragraph, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the Contractor does not make payments to a trustee or other third person, the Contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona

fide fringe benefits under a plan or program: *Provided* that the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account asset for the meeting of obligations under the plan or program.

2. Withholding.

The Federal Aviation Administration or the sponsor shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the Contractor under this contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of work, all or part of the wages required by the contract, the Federal Aviation Administration may, after written notice to the Contractor, Sponsor, Applicant, or Owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

3. Payrolls and Basic Records.

(i) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker; his or her correct classification; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in 1(b)(2)(B) of the Davis-Bacon Act); daily and weekly number of hours worked; deductions made; and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records that show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and that show the costs anticipated or the actual costs incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(ii)(A) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Federal Aviation Administration if the agency is a party to the contract, but if the agency is not such a party, the Contractor will submit the payrolls to the applicant, Sponsor, or Owner, as the case may be, for transmission to the Federal Aviation Administration. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g. the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at www.dol.gov/whd/forms/wh347instr.htm or its successor site. The prime contractor is responsible for the

submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker and shall provide them upon request to the Federal Aviation Administration if the agency is a party to the contract, but if the agency is not such a party, the Contractor will submit them to the applicant, sponsor, or Owner, as the case may be, for transmission to the Federal Aviation Administration, the Contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the sponsoring government agency (or the applicant, Sponsor, or Owner).

(B) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the Contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

- (1) The payroll for the payroll period contains the information required to be provided under 29 CFR § 5.5(a)(3)(ii), the appropriate information is being maintained under 29 CFR § 5.5 (a)(3)(i), and that such information is correct and complete;
 - (2) Each laborer and mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations 29 CFR Part 3;
 - (3) Each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.
- (C) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph (3)(ii)(B) of this section.
- (D) The falsification of any of the above certifications may subject the Contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 231 of Title 31 of the United States Code.
- (iii) The Contractor or subcontractor shall make the records required under paragraph (3)(i) of this section available for inspection, copying, or transcription by authorized representatives of the sponsor, the Federal Aviation Administration, or the Department of Labor and shall permit such representatives to interview employees during working hours on the job. If the Contractor or subcontractor fails to submit the required records or to make them available, the Federal agency may, after written notice to the Contractor, Sponsor, applicant, or Owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and Trainees.

(i) Apprentices. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State Apprenticeship Agency recognized by the Bureau, or if a person

is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Bureau of Apprenticeship and Training or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the Contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Bureau of Apprenticeship and Training, or a State Apprenticeship Agency recognized by the Bureau, withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(ii) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination that provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate that is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the Contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(iii) Equal Employment Opportunity. The utilization of apprentices, trainees, and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

5. Compliance with Copeland Act Requirements.

The Contractor shall comply with the requirements of 29 CFR Part 3, which are incorporated by reference in this contract.

6. Subcontracts.

The Contractor or subcontractor shall insert in any subcontracts the clauses contained in 29 CFR Part 5.5(a)(1) through (10) and such other clauses as the Federal Aviation Administration may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR Part 5.5.

7. Contract Termination: Debarment.

A breach of the contract clauses in paragraph 1 through 10 of this section may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act Requirements.

All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract.

9. Disputes Concerning Labor Standards.

Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the Contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of Eligibility.

(i) By entering into this contract, the Contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 USC 1001.

9. DEBARMENT AND SUSPENSION (SOURCE: 2 CFR part 180 (Subpart C), 2 CFR part 1200, DOT Order 4200.5)

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

Consultant, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>.
2. Collecting a certification statement similar to the Certification of Offeror /Bidder Regarding Debarment, above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

10. DISADVANTAGED BUSINESS ENTERPRISE (SOURCE: 49 CFR part 26)

DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance (§ 26.13) –

The Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of Department of Transportation-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the Owner deems appropriate, which may include, but is not limited to:

- 1) Withholding monthly progress payments;
- 2) Assessing sanctions;
- 3) Liquidated damages; and/or
- 4) Disqualifying the Contractor from future bidding as non-responsible.

Prompt Payment (§26.29) – The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contractor receives from AUTHORITY. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor’s work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the AUTHORITY. This clause applies to both DBE and non-DBE subcontractors.

11. DISTRACTED DRIVING (SOURCE: Executive Order 13513, DOT Order 3902.10)

TEXTING WHEN DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", (10/1/2009) and DOT Order 3902.10, "Text Messaging While Driving", (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or subgrant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$3,500 that involve driving a motor vehicle in performance of work activities associated with the project.

12. ENERGY CONSERVATION REQUIREMENTS (SOURCE: 2 CFR § 200, Appendix II(H))

ENERGY CONSERVATION REQUIREMENTS

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 USC 6201et seq).

13. EQUAL EMPLOYMENT OPPORTUNITY (EEO) (SOURCE: 2 CFR 200, Appendix II(C), 41 CFR § 60-1.4, 41 CFR § 60-4.3, Executive Order 11246)

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identify, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

- (3) The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (7) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: *Provided, however,* that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

EEO SPECIFICATION

STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY CONSTRUCTION CONTRACT SPECIFICATIONS

1. As used in these specifications:

- a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
- b. "Director" means Director, Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, or any person to whom the Director delegates authority;
- c. "Employer identification number" means the Federal social security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941;
- d. "Minority" includes:
 - (1) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);

(2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race);

(3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and

(4) American Indian or Alaskan native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

2. Whenever the Contractor, or any subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Contractor is participating (pursuant to 41 CFR part 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors shall be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each contractor or subcontractor participating in an approved plan is individually required to comply with its obligations under the EEO clause and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith performance by other contractors or subcontractors toward a goal in an approved Plan does not excuse any covered contractor's or subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7a through 7p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered construction contractors performing construction work in a geographical area where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs office or from Federal procurement contracting officers. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement nor the failure by a union with whom the Contractor has a collective bargaining agreement to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the non-working training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees shall be employed by the Contractor during the training period and the Contractor shall have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees shall be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully and shall implement affirmative action steps at least as extensive as the following:

- a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other onsite supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.
- b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.
- c. Maintain a current file of the names, addresses, and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source, or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefore along with whatever additional actions the Contractor may have taken.
- d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or female sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.
- e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.
- f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.
- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination, or other employment decisions, including specific review of these items, with onsite supervisory personnel such superintendents, general foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

- h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other contractors and subcontractors with whom the Contractor does or anticipates doing business.
 - i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students; and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations, such as the above, describing the openings, screening procedures, and tests to be used in the selection process.
 - j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer, and vacation employment to minority and female youth both on the site and in other areas of a contractor's workforce.
 - k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR part 60-3.
 - l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel, for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
 - m. Ensure that seniority practices, job classifications, work assignments, and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.
 - n. Ensure that all facilities and company activities are non-segregated except that separate or single user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
 - o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
 - p. Conduct a review, at least annually, of all supervisor's adherence to and performance under the Contractor's EEO policies and affirmative action obligations.
8. Contractors are encouraged to participate in voluntary associations, which assist in fulfilling one or more of their affirmative action obligations (7a through 7p). The efforts of a contractor association, joint contractor union, contractor community, or other similar groups of which the Contractor is a member and participant may be asserted as fulfilling any one or more of its obligations under 7a through 7p of these specifications provided that the Contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, if the particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally), the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized.

10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.

11. The Contractor shall not enter into any subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.

12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.

13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR part 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government, and to keep records. Records shall at least include for each employee, the name, address, telephone number, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g. those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

14. FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE) (SOURCE: 29 USC § 201, et seq)

FEDERAL FAIR LABOR STANDARDS ACT

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in

full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

15. LOBBYING AND INFLUENCING FEDERAL EMPLOYEES (SOURCE: 31 USC § 1352 – Byrd Anti-Lobbying Amendment, 2 CFR part 200, Appendix II(J), 49 CFR part 20, Appendix A)

CERTIFICATION REGARDING LOBBYING

The Bidder or Offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

16. PROHIBITION of SEGREGATED FACILITIES (SOURCE: 41 CFR § 60)

PROHIBITION OF SEGREGATED FACILITIES

(a) The Contractor agrees that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Contractor agrees that a breach of this clause is a violation of the Equal Employment Opportunity clause in this contract.

(b) "Segregated facilities," as used in this clause, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user rest rooms or necessary dressing or sleeping areas provided to assure privacy between the sexes.

(c) The Contractor shall include this clause in every subcontract and purchase order that is subject to the Equal Employment Opportunity clause of this contract.

17. OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 (SOURCE: 29 CFR part 1910)

OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (29 CFR Part 1910). The employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

18. PROCUREMENT OF RECOVERED MATERIALS (SOURCE: 2 CFR § 200.322, 40 CFR part 247, Solid Waste Disposal Act)

PROCUREMENT OF RECOVERED MATERIALS

Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to use products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

- 1) The contract requires procurement of \$10,000 or more of a designated item during the fiscal year; or
The contractor has procured \$10,000 or more of a designated item using Federal funding during the previous fiscal year.

The list of EPA-designated items is available at www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products.

Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the contractor can demonstrate the item is:

- a) Not reasonably available within a timeframe providing for compliance with the contract performance schedule;
- b) Fails to meet reasonable contract performance requirements; or
- c) Is only available at an unreasonable price.

19. RIGHT TO INVENTIONS (SOURCE: 2 CFR § 200, Appendix II(F), 37 CFR §401)

RIGHTS TO INVENTIONS

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting invention as established by 37 CFR part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within 37 CFR §401.14. Contractor must include this requirement in all sub-tier contracts involving experimental, developmental, or research work.

20. SEISMIC SAFETY (SOURCE: 49 CFR part 41)

SEISMIC SAFETY

In the performance of design services, the Consultant agrees to furnish a building design and associated construction specification that conform to a building code standard that provides a level of seismic safety substantially equivalent to standards as established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their building code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety. At the conclusion of the design services, the Consultant agrees to furnish the Owner a "certification of compliance" that attests conformance of the building design and the construction specifications with the seismic standards of NEHRP or an equivalent building code.

21. TAX DELINQUENCY AND FELONY CONVICTIONS (SOURCE: Sections 415 and 416 of Title IV, Division L of the Consolidated Appropriations Act, 2014 (Pub. L. 113-76), and similar provisions in subsequent appropriations acts, DOT Order 4200.6 - Requirements for Procurement and Non-Procurement Regarding Tax Delinquency and Felony Convictions)

CERTIFICATION OF OFFERER/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (✓) in the space

following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

- 2) The applicant represents that it is () is not () a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- 3) The applicant represents that it is () is not () is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twenty-four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

22. TERMINATION OF CONTRACT (SOURCE: 2 CFR § 200 Appendix II(B), FAA Advisory Circular 150/5370-10, Section 80-09)

TERMINATION FOR CONVENIENCE (PROFESSIONAL SERVICES)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

TERMINATION FOR DEFAULT (PROFESSIONAL SERVICES)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

a) **Termination by Owner:** The Owner may terminate this Agreement in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by Owner approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project; or
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;
3. Suspends the Project for more than [180] days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Engineer is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

23. TRADE RESTRICTION CERTIFICATION (SOURCE: 49 USC § 50104, 49 CFR part 30)

TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror –

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC Section 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR or
- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list or
- 3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

22. VETERAN'S PREFERENCE (SOURCE: 49 USC § 47112(c))

VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 USC 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

APRIL 6, 2021

Statement of Qualifications

for ENGINEERING SERVICES

RFQ #2021—ENGINEERING SERVICES



NORTHWEST FLORIDA
BEACHES INTERNATIONAL AIRPORT



ZHA

Original



April 6, 2020

Parker McClellan
Executive Director
Northwest Florida Beaches International Airport
6300 West Bay Parkway, Box A
Panama City, Florida 32409

RE: RFQ #2021–Engineering Services

Dear Mr. McClellan:

ZHA, along with its team of local firms (Buchanan and Harper, DAG Architects, ERC, HG Engineers, NOVA, and SCR) and AVCON, Digital Building Services, Fitzgerald Collaborative Group, JSM & Associates, MySmartPlans, Taffy Pippin Consulting and VoltAir, Inc., are pleased to submit our proposal for Engineering Services.

The team leader and executive with authority to contract with the Airport is Frederick “Rick” J. Mellin, Jr., whose principal address is 601 N. Magnolia Avenue, Suite 100, Orlando, Florida 32801. His direct contact information for telephone is (407) 902-2550 and for email is Rick.Mellin@zhaintl.com.

ZHA and much of its team has provided these same services for the airport over the last ten years, we have a complete understanding of the services requested and the ability to continue to provide services based on the ever-changing needs of the airport. Our team is intimately familiar with the airport, the site, and its challenges as well as the opportunities available as the airport transitions into its next phase of growth and development. We have worked closely with airport staff as an extension of their staff and understand what they expect from our team.

We have assembled our team based on our direct knowledge of the projects that are ongoing, on the near-term horizon and those included in the master plan update that is nearing completion.

The ongoing projects require specific expertise and knowledge associated with the overall stormwater systems and a sensitivity to the environmental impacts these systems have had and will continue to have on development of the properties on and surrounding the airport. We have worked hard to maintain the trust of the permitting agencies and to develop a good working relationship that will allow the airport to grow within the confines of the existing regulations. Additionally, there is the continuing required mitigation, oversight and reporting and the desire to move the active mitigation into long-term management to reduce the costs to meet the obligations of the original site development permitting. We have managed to accelerate the mitigation process and have focused our funding on creating the most value in reaching our goal of long-term management.

Near-term projects will be initiated based on increased passenger traffic and the need to expand various airport operational capacities to support these increases. These projects will need to weigh the passenger convenience and revenue potential against available funding. Short-term fixes versus long-term solutions will be evaluated to ensure the project costs provide an appropriate benefit. There will also be near-term

projects to add airfield apron capacities to support new economic development opportunities. Initiation of development projects for the National Guard and another potential project have triggered the completion of an Environmental Assessment for these project parcels. We have been in extended discussions with the FAA regarding completing an EA for the horizontal development of property north of the terminal. The completion of this EA will open up a number of potential economic development opportunities that will accelerate the speed to market for the relocation of prospective aviation businesses to the airport.

Longer term terminal and airfield projects will be driven by continued growth in passenger service and airfield development as projected in the master plan update. Many of these projects are based on passenger levels that were projected to be achieved in the next 4 to 7 years. COVID has impacted when these projections are met. However, passenger traffic increased more than 11% and 20% in the 2 years preceding its arrival and the airport's decrease has been significantly less than the national averages. The fundamental reasons those numbers increased have not changed and the question is not will they come back, rather when and how quickly. We will assist the airport in evaluating the trends and determine the appropriate time to move required projects into planning and design, as most significant projects take 3 or more years to plan, design and construct.

Our team is the best qualified to perform the requested tasks based on our firsthand knowledge and experience providing these same services for the airport. Additionally, we have provided similar continuing services for similar airports and other governmental entities. We are committed to making the airport the best it can be for the citizens and visitors to Northwest Florida. We have the right mix of regional and local talent to best serve staff and the board in their development and operation of the airport.

Ten years ago, the airport gave us the opportunity to work together to transition the newly constructed facility into a fully functioning airport. Five years ago, the airport allowed us to continue our partnership and help accommodate accelerating growth. There were many challenges in these ten years and there will certainly be many more challenges ahead. We hope to continue the journey with you and are fully committed to doing whatever is necessary to make Northwest Florida Beaches International Airport successful for the long run.

We are excited about the opportunity to continue to provide you an unmatched level of service with a highly motivated, creative and talented team of professionals.

Yours truly,



Frederick J. Mellin, Jr.
President/CEO

TABLE OF CONTENTS



REQUEST FOR
QUALIFICATIONS
FOR
ENGINEERING
SERVICES



IN ASSOCIATION WITH



Buchanan & Harper
DAG Architects
Digital Building Services
ERC
Fitzgerald Collaborative Group
Humber-Garick Engineers
JSM & Associates
MySmartPlans
NOVA
SCR & Associates
Taffy Pippin Consulting
VoltAir

Page No.

A. Detailed Statement of Qualifications

Independence	1
License to Practice in the State of Florida	1
Firm Qualifications and Experience	2
Staff Qualifications and Experience	8
Similar Engagements with Other Airports or Governmental Entities	11
Additional Information	25

B. DBE Status

26

C. Current Workload

29

Insurance Coverage/Bonding Capacity	30
Legal Actions	31
Agreement to sign sample Professional Services Contract	31

D. Required Forms

E. Appendix (Staff Resumes)

A

Detailed Statement of Qualifications

Independence

ZHA Incorporated has been engaged with the Panama City-Bay County Airport and Industrial District since January 2011 to provide similar services as solicited by this RFQ.

ZHA and all of its sub-consultants are independent of the Panama City-Bay County Airport and Industrial District, its Board Members and Staff. ZHA has no conflicts of interest or any current contract relationships with any of the firms providing design or construction for the airport outside of our current agreement. ZHA has no known conflicts with the airport, its board members or its staff.

The following proposed sub-consultants have not had any contractual relationship with the airport in the last 5 years other than through ZHA in its role as engineering consultant to the Airport:

- **AVCON, Inc.** – airside mechanical and site/civil/airfield engineer sub-consultant
- **DAG Architects, Inc.** – architectural sub-consultant
- **Humber-Garick Engineers, Inc.** – electrical engineer sub-consultant
- **Buchanan & Harper, Inc.** – stormwater/civil engineer sub-consultant
- **ERC, Inc.** – environmental sub-consultant
- **NOVA, Inc.** – geotechnical engineer and material testing sub-consultant
- **SCR & Associates NWFL, Inc.** – surveyor and civil engineer sub-consultant
- **MySmartPlans (Marathon Reprographics, Inc.)** – construction software sub-consultant

Digital Building Services, LLC, ZHA's drafting/BIM modeling sub-consultant, has not had any contractual relationship with the airport in the last 5 years.

Fitzgerald Collaborative Group, LLC, ZHA's architectural sub-consultant, has not had any contractual relationship with the airport in the last 5 years.

JSM & Associates, Inc., ZHA's baggage handling sub-consultant, has not had any contractual relationship with the airport in the last 5 years.

VoltAir, Inc., ZHA's airfield electrical engineer sub-consultant, has not had any contractual relationship with the airport in the last 5 years.

Taffy Pippin Consulting, LLC, ZHA's DBE compliance sub-consultant, has provided DBE consulting services to the airport within the last 3 years. This sub-consultant has no known conflicts with the airport's board members or staff.

License to Practice in the State of Florida

ZHA is licensed to practice engineering (#CA5039) and architecture (#AAC001111/#AR0014124 - D. Brostrom) in the State of Florida.

Fitzgerald Collaborative Group (#AA26001957) and DAG (#AAC000745) are licensed to practice architecture in the State of Florida. AVCON (#CA5057), Buchanan & Harper (#CA2372), Humber-Garick Engineers (#CA6680), JSM (#CA31519), SCR (#CA28715) and VoltAir (#EC13006590) are licensed to practice engineering in the State of Florida.

The majority of the team members as shown on the organization chart are duly registered professionals

Detailed Statement of Qualifications

in the state of Florida.

Registered Architects: Darrel Brostrom (#14124), Curt Howard (#14907) Owen Gipson (#17764), Darrell Fitzgerald (#95008), Donald Gray (#99607)

Professional Engineers: Andy Brooks (#42922), Tonia Nation (#64631), Brandon Hiers (#78617), Craig Sucich (#62570), Mike Harper (#37279), Daniel White (#73790), Chris Garick (#53924), William Lawrence (#60147), Richard Kennedy (#55263), Scot Rutherford (#70041)

Other Professions: Pete Pace - Certified General Contractor (#1511552); Don Doehring - Certified Building Inspector (#BN6116)

Firm Qualifications and Experience

The ZHA team assembled to serve as Engineering Consultant is comprised of a unique blend of local and regional talent that can provide any service identified in the RFQ or required to further the growth and success of the airport. ZHA believes in assembling a team based on specific technical requirements of an assignment with an emphasis on engaging and developing local expertise to support our core functions as the engineering consultant. For continuing engagements such as this, we try to operate as an extension of staff by bringing in specific skill sets when needed. We know that there will be many different projects of varying types and sizes that will be initiated over the next five years and we need to be flexible and responsive to the airport's needs as it transitions through the next level of growth.

ZHA shall serve as the prime engineering consultant. ZHA is a privately owned Florida sub-chapter "S" corporation since 1983. ZHA's sub-consultant team includes AVCON, Inc.; Fitzgerald Collaborative Group, LLC; DAG Architects, Inc.; Humber-Garick Engineering, Inc.; Buchanan & Harper, Inc.; ERC, Inc.; JSM & Associates, Inc.; NOVA Engineering & Environmental, Inc.; SCR & Associates NWFL, Inc.; VoltAir, Inc.; Digital Building Services, LLC; MySmartPlans (Marathon Reprographics, Inc.); and Taffy Pippin Consulting, LLC.

The core team members have worked together to successfully provide similar services for the airport as their Engineering Consultant over the last 10 years. This core team has been involved in the planning, design and construction of all of the projects undertaken since the initial airport construction was completed in 2010. Projects have included broad overarching issues such as stormwater system consent order compliance and system expansion, mitigation management to maintain development entitlements, environmental assessments to increase development opportunities, airside planning to accommodate larger commercial aircraft and economic development projects. They also included large and small specific projects throughout the airfield, terminal and landside support facilities such as the recent terminal gate expansion, taxiway E1 and transient apron expansion, ATO tenant buildout, security system upgrades, exit lane modifications and stormwater system repairs.

Additionally, we have engaged new sub-consultants with specific expertise related to issues that the airport will be addressing over the next several years such as baggage make-up expansion, concession expansion and redevelopment and north terminal build out in advance of future gate expansion proposed in the nearly complete master plan update. We have also added a sub-consultant to coordinate DBE compliance and community interface to further encourage DBE participation.

There may be additional services needed to support the Engineering Consultant activities that have not been contemplated. If any such services aren't available through our team, with ZHA's 37 years of working in the aviation industry, we know where to find any specialized service.

Detailed Statement of Qualifications

Our intent in creating our team is to engage local sub-consultants and specialized sub-consultants, as needed, to provide any services the airport would need. This allows more local firms to be involved in the airport development and gain valuable experience and be part of what will become one of the largest economic engines in the region. Each team member's responsibilities for the professional services are distributed as shown on the Scope of Services matrix that follows.

Scope of Services Team Matrix

TEAM MEMBER	ZHA	AVCON	FCG/DAG	HG	B+H	ERC	JSM	SCR	NOVA	VoltAir	TPC
AREA OF EXPERTISE	GENERAL ENGINEERING, PROJECT MGT. & AIRPORT PLANNING	LANDSIDE, AIRSIDE & AIRFIELD CIVIL ENGINEERING & BUILDING MEP ENGINEERING	ARCHITECTURE	BUILDING MEP ENGINEERING & PERMITTING	STORMWATER CIVIL ENGINEERING & PERMITTING	ENVIRONMENTAL / ECOLOGICAL CONSULTING	BAGGAGE CONSULTING	CIVIL ENGINEERING & SURVEYING	GEOTECHNICAL ENGINEERING & MATERIAL TESTING	AIRFIELD ELECTRICAL & LOW VOLTAGE/TECHNOLOGY ENGINEERING	DBE COMPLIANCE/PUBLIC OUTREACH
SCOPE OF SERVICES											
Bldg. Design	A	S	P	S			A	A	A	S	
Bldg. Construction	P	S	S	S			A		S		
T/W & Runway Design	A	P			A			A	A	S	
T/W & Runway Construction	P	S			A				S	S	
Aircraft Apron Design	A	P			A			A	A	S	
Aircraft Apron Construction	P	S			A				S	S	
Parking Design	A	P						A	A		
Parking Construction	P	S							S		
Land Acquisition	P				A	S		A			
Drainage & Stormwater	A	A			P	A		A			
Airfield Lighting Design	A	P								S	
Airfield Lighting Construction	P	S								S	
Tenant Relocation	P	A	S	S							
Project Mgmt/Project Inspection	P	A	A	A	A		A		A	A	
CM Services	P										
Airport Planning	P	S	A		A	A	A			A	
Airport Design	P	S	S								
Regulatory Compliance	S	A			S	P					P
Master Planning	P	S	S		A	A					
Environmental Consulting & Mitigation	S				S	P					
Architectural Services	S	S	P	S			A				
Structural/Electrical Engineering	A	P		S						A	
Grant Applications & Compliance	S	P									
Concession Planning	P		A								
RAC Interface Asst.	P	A	A		A						
Ground Transportation Interface Asst.	P				A						
Community Interface	P	A	A		A						S
Finance Team Interface	P	A	A								
Capital Improvement Programming	P	A	A	A	A		A				
TSA Asst. & Security, Baggage	P	A	A				S				
Signage & Wayfinding	P		A								
FIDS/BIDS	P	A	A							A	
Aircraft Support Systems	S	P									
Fueling & Hydrant Fueling	S	P									
Land Development Support	P				S						
Tenant Interface	P	A	A								
LEGEND: LEVEL OF RESPONSIBILITY											
Prime Responsibility	P										
Support to Prime	S										
Specialized Assistance	A										
SPECIALTY CONSULTANT SERVICES											
Digital Building Services	Facility Scanning Services										
MySmartPlans	Records/Project Documentation										

Detailed Statement of Qualifications

ZHA is a professional services firm with its primary workload currently in the State of Florida; however, ZHA has provided professional services in many locations in the United States as well as all over the world. ZHA's expertise in airports, convention centers and hospitality facilities has facilitated work in Australia, Norway, Netherlands, Denmark, Italy, Turkey, Israel, Great Britain South Africa, Nigeria, Spain, S. Korea, Japan, Thailand, Hong Kong, the Philippines and the Caribbean (Mexico, Jamaica, Puerto Rico, Guadalupe, Trinidad and the Virgin Islands).

The ZHA team information is summarized here and further detailed on the following pages.

TEAM MEMBER	SIZE OF FIRM	LOCATION OF OFFICE (PERFORMING WORK)	NUMBER AND NATURE OF PROFESSIONAL STAFF FOR ENGAGEMENT	FIRM OPERATIONS (LOCAL, REGIONAL, NATIONAL, INTERNATIONAL)	RANGE OF SERVICES (LOCAL OFFICE)
Firm Qualifications and Experience					
ZHA	13	Panama City/Orlando	8 Architecture, Engineering, Estimating, Scheduling, Construction Management	Regional	Team Leadership, Planning, FAA Interface, Project Management, Project Scope Definition, Estimating, Scheduling, Design Mgt, Bidding/Pricing, Construction Administration
AVCON	100	Niceville/Panama City Beach/Orlando	4 Airfield/Civil Engineering, Design & Planning	Regional	Airfield Planning & Design, Terminal Gate Planning, Civil Engineering & Site Design, MEPFP Engineering
Buchanan & Harper	22	Panama City	2 Stormwater Management & Site Development Engineering	Local	Stormwater Management Engineering & Inspection, Site Development Engineering, Airport Planning & Design Support Services
HG Engineers	17	Panama City	2 Electrical Engineering & Design	Regional	Electrical Engineering Design & Testing Services
DAG	53	Panama City	2 Architectural, Design, Construction Administration	Regional	Architectural Design Services
FCG	7	Tallahassee	2 Architectural, Aviation Design	Regional	Architectural Design (Aviation) Services
SCR	15	Panama City	2 Surveying and Mapping	Local	Surveying / Civil Engineering
ERC	14	Panama City Beach	2 Ecologists, Environmental Scientists	Local	Environmental Consulting
NOVA	430	Panama City Beach	6 Geotechnical Engineers, Field Services and Laboratory Professionals	National	Geotechnical Investigation / Material Testing
JSM	22	Orlando/Tavares	2 Baggage Handling Specialists, Mechanical Systems Engineering	National	Baggage System Consulting
DBS	5	Miami	1 Facility Scanning	Regional	Drafting / BIM Modeling
MySmart Plans	13	Kansas City, KS	3 Project Documentation	National	Construction Software Services
Taffy Pippin Consulting	1	Montgomery, AL	1 DBE Consulting	National	DBE Compliance / Public Outreach
VoltAir	46	Orlando/Tampa	2 Airfield Electrical Engineering	Regional	MEFPF, Low Voltage (Technology) Engineering
TEAM TOTAL	758		39		

Detailed Statement of Qualifications

ZHA is an Owner's Representative firm established in 1983 specializing in assisting owners in conceptualizing and implementing their capital projects. Since inception, our only focus has been to represent owners. ZHA has considerable experience performing Owner's Representative Services on all types and sizes of projects throughout Florida. During our 37-year history, we have worked on many of the high-profile projects that are economic generators for communities and are part of the infrastructure that makes a community what it is. We represented Orlando International Airport for over twenty years managing projects' scope, cost, quality and schedule requirements from inception through construction. ZHA has represented ECP for the last 10 years in the same role. ZHA has corporate headquarters in Orlando, Florida with a branch office in Panama City Beach. Work under this contract will be performed in the Panama City Beach and Orlando offices, depending on the nature of each task assigned and expertise required to perform the work. In general, ZHA will provide team leadership, planning, FAA interface, project management, project scope definition, cost estimating, scheduling, design management, bidding/pricing administration, construction overview/administration and project close-out. In addition to ZHA's local staff, ZHA personnel will travel to and reside in Panama City, as required, to perform their responsibilities from the Panama City Beach office for the airport.

AVCON is a full-service engineering and planning firm specializing in airports, transportation, facilities, and site development projects. With over 30 years of airport general consulting, on-call services, design, and planning experience at more than 100 airports throughout the southeast, including Northwest Florida Beaches International Airport, AVCON's staff of over 100 professionals has completed essentially every type of airport project. These projects range from airfield pavement designs, lighting and NAVAIDs to airport master plans and condition assessments, hangar developments, terminal improvements, security projects, roadway designs, and utility and stormwater improvements. AVCON also provides special services related to airfield lighting evaluation, lightning protection and electrical vault arc-flash and capacity studies utilizing in-house testing equipment and fully trained staff. AVCON leadership is based in Orlando, Florida with branch offices in Niceville, Panama City Beach and other locations throughout the Southeastern United States. Their engineering work will be performed primarily from the Niceville office with construction inspections and observations being performed out of the Panama City Beach office. In general, AVCON will provide landside, airfield and airside site/civil design, aircraft support system design, fueling system design, landside MEP & structural engineering support, bidding/pricing assistance, construction inspection and project close-out assistance.

Fitzgerald Collaborative Group and **DAG Architects (FCG/DAG)** have teamed to provide architectural services for this engagement. The two firms have frequently worked together sharing resources. This teaming will bring extensive airport expertise and local connection. **Fitzgerald Collaborative Group** is a minority-owned architectural design firm, established in 2009, to deliver creative solutions to clients in architecture, interiors and urban design. FCG has offices in Atlanta and Tallahassee. Their work will be performed primarily from the Tallahassee office. In general, they will provide vertical building design, permitting assistance, bidding/pricing assistance, construction inspection and project close-out assistance. **DAG Architects** was founded in Destin, Florida in 1981 offering architectural services including master planning, programming, feasibility studies, schematic design, design development, interiors and environmental graphics, and construction administration. DAG Architects has additional offices in Panama City, Pensacola, and Tallahassee. In general, they will provide vertical building design, permitting assistance, bidding/pricing assistance, construction inspection and project close-out assistance.

Humber-Garick Engineering (HG) is an engineering and testing firm based in Fort Walton Beach since 1969, with an additional office in Panama City. HG offers building and site electrical engineering to a wide range of clients including the military, Federal, State and local governments, as well as industrial,

Detailed Statement of Qualifications

commercial, and educational entities. As ZHA's electrical engineer sub-consultant, they will provide landside, airfield and airside site and landside electrical engineering design, bidding/pricing assistance, construction inspection and project close-out assistance.

Buchanan & Harper was established in 1962 as a multi-discipline consulting firm serving clients in the public and private sectors. The firm offers design services in all aspects of civil/environmental engineering, land planning, surveying, and landscape architecture. Buchanan & Harper is based in Panama City, Florida and their work will be performed from that office. In general, Buchanan & Harper will provide stormwater/civil design, permitting administration, environmental assistance, bidding/pricing assistance, construction inspection and project close-out assistance.

ERC is a women-owned business servicing private and governmental clients for over 23 years in Northwest Florida with offices in Panama City Beach, Tallahassee and Bayou, Florida. ERC specializes in environmental assessments, NEPA actions, environmental permits and permit modifications and mitigation and restoration of natural and altered ecosystems. Environmental services are provided by professional biologists and scientists who are leading experts in their respective fields. ERC provides timely completion of project goals and exceptional services. The work will be performed from the Panama City Beach office. In general, ERC will provide environmental consulting related to mitigation and environmental assessment activities, including FDEP & USCOE permitting administration, environmental evaluations, bidding/pricing assistance, construction inspection and mandated mitigation reporting and public engagement.

JSM & Associates is a Florida-based baggage handling system professional services provider. JSM provides engineering services to the aviation industry by providing designs that support aviation processes. The firm has worked on more than 300 BHS project installations and have deployed TSA certified systems at the largest airports in the United States. JSM is based in Tavares, Florida with additional Florida offices in Orlando, Miami, and Pompano. JSM will provide baggage handling consulting and design services.

NOVA Engineering is a geotechnical and material testing firm established in 1996 and based in Georgia with offices throughout the Southeastern United States, including an office in Panama City Beach. NOVA provides environmental consulting, geotechnical engineering, and construction materials testing and inspection services to the design and construction industry. The firm's professional staff consists of engineers, geologists, scientists, certified industrial hygienists, inspectors, building officials, laboratory specialists and specialty technicians, inspectors and consultants. NOVA will provide pre-design geotechnical services and construction phase material testing.

SCR & Associates is a full-service civil engineering and land surveying firm based in Panama City Beach, Florida since 1983. SCR will provide site surveying services. The firm has performed most of the site survey work for projects completed since the airport's opening.

VoltAir is minority-owned engineering firm established in 2006 with offices in Orlando, Tampa and Fort Lauderdale, Florida. VoltAir provides a broad range of mechanical, electrical, plumbing, fire protection, technology design and commissioning services. The firm has worked on numerous aviation projects of varying size with construction values ranging from \$200,000 to more than \$500 million. VoltAir will provide airfield electrical design and low-voltage/technology engineering.

Digital Building Services is minority-owned firm established in 2005 and based in Miami, Florida. The firm's primary focus is on technical documentation of complex projects, particularly in aviation and baggage handling system design and other airport and terminal facility projects for new construction

Detailed Statement of Qualifications

and renovations. Digital Building Services will provide facility scanning services—performing on-site imaging to create standardized and highly accurate as-built drawings and model imagery.

MySmartPlans is minority-owned firm established in 2007, based in Kansas and servicing clients throughout the United States. The firm provides a scalable construction technology for managing project documentation among the entire team—owners, contractors, subcontractors and consultants. MySmartPlans will provide software and project information management services to organize and distribute project information to all project team participants.

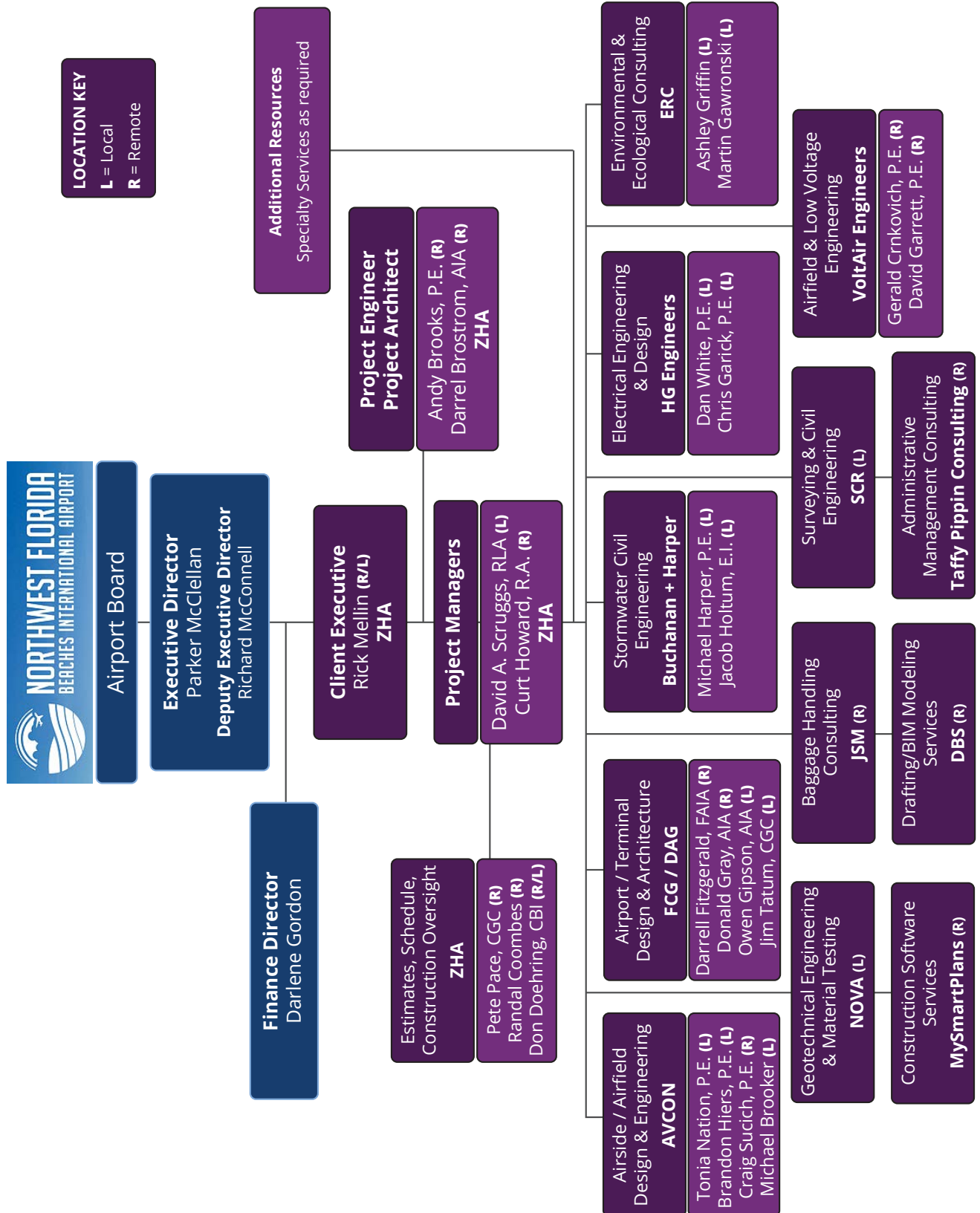
Taffy Pippin Consulting is a women-owned consulting firm established in 2012 with a focus on DBE/ACDBE consulting for aviation clients. Taffy Pippin Consulting offers development of DBE/ACDBE goal methodologies, plans, updates, reporting, compliance and Title VI plans. The firm has prepared DBE plans and updates for airports in several states. Taffy Pippin Consulting will provide DBE compliance services and public outreach.

ZHA does not have any external quality control reviews or peer review reports to provide. Please note that 80% of ZHA new work opportunities are from return clients. ZHA is in “good standing” with all professional registration agencies to practice in the State of Florida; has never had its registration status challenged, suspended or denied; and is eligible to provide insurance coverage including professional liability for any level its clients’ request.

ZHA and its team members meet all known specific requirements imposed by the State of Florida and local law or rules and regulations to provide professional services as requested in the RFQ.

Detailed Statement of Qualifications

Staff Qualifications and Experience



Detailed Statement of Qualifications

ZHA's Organizational Chart identifies all the firms, key players and support staff that will be involved throughout the engagement. As there are numerous project types requiring different expertise and experience, our team is quite diverse. The people that will be responsible for key activities are identified below and support staff are identified on the following Organization Chart. Resumes for all staff are provided later in the proposal.



Frederick "Rick" J. Mellin, Jr. (ZHA) will serve as the client executive, team leader and general consultant for our team for this role as your continuing engineering consultant for Panama City-Bay County Airport and Industrial District. Mr. Mellin has over forty years of experience working with all types of governmental and institutional clients as a program manager, project manager, planner, architect and real estate consultant. He is currently the team leader for the Engineering Consultant assignment at Northwest Florida Beaches International Airport (NWFBI), having taken over in June 2013 after Zip Zipperly's, ZHA's founder, sudden passing. Mr. Mellin has had assignments in numerous roles at other airports including Orlando International Airport, Orlando Executive Airport and in Abuja, Calabar, Ilorin and Lagos Nigeria. Additionally, Mr. Mellin has been in the lead role for several large ongoing capital improvement programs including; Orange County Public Schools, Orlando Naval Training Center development to Baldwin Park, Orange, Osceola, Seminole and Sumter Counties.

Mr. Mellin is a licensed Real Estate Broker in the State of Florida and resides in Orlando. He has and will continue to work in Panama City, as required, in his role for the team and airport.

Andy Brooks, P.E. (ZHA), will serve as the Project Engineer and will oversee all engineering activities for the team. Mr. Brooks resides in Orlando.

Darrel Brostrom, AIA, NCARB (ZHA), will serve as the Project Architect and will oversee all architectural activities for the team. Mr. Brostrom resides in Orlando.

David Scruggs, RLA (ZHA), will serve as the lead Project Manager for day-to-day activities. Mr. Scruggs resides in Panama City Beach.

Curt Howard, R.A. (ZHA), will serve as a Project Manager and will provide scope definition, planning and conceptual design services for the airport projects. Mr. Howard resides in Orlando.

Tonia Nation, P.E. (AVCON), will provide airside site/civil design, aircraft support system design, fueling system design, and apron pavement, grading and drainage development. Mrs. Nation resides in Walton County.

Donald Gray, AIA (FCG/DAG), will be the lead design architect on all terminal and landside support facilities. Mr. Gray resides in Tallahassee.

Owen Gipson, AIA, (FCG/DAG), will be the production architect on all terminal and landside support facilities. Mr. Gipson resides in Panama City.

Jim Tatum, CGC, (FCG/DAG), will provide Construction Administration on all terminal and landside support facilities. Mr. Tatum performed similar services during the initial terminal construction. Mr. Tatum resides in Panama City.

Mike Harper, P.E. (B+H), will serve as lead stormwater site/civil engineer for all stormwater projects and administration of all applicable permits from governmental agencies with jurisdiction over the

Detailed Statement of Qualifications

stormwater. Buchanan & Harper was brought on to be part of ZHA's airport engineering team to address stormwater issues identified in the Consent Order issued by FDEP. Mr. Harper and his firm are very familiar with the unique conditions associated with the civil engineering requirements of the site and was instrumental in resolving and closing Consent Order 3. Mr. Harper resides in Panama City.

Dan White, P.E. (HG), will provide electrical engineering design on all terminal and landside support facilities. Mr. White resides in Walton County.

Martin Gawronski, (ERC), will manage the mitigation planning and construction monitoring. Mr. Gawronski resides in Panama City.

Blair Cox, (JSM), will provide baggage handling systems planning and equipment performance specifications development. Mr. Cox resides in Orlando.

Gerald Crnkovich, P.E. (VoltAir), will provide electrical engineering design particularly for airfield lighting and emergency generator projects. Mr. Crnkovich resides in Tampa.

David Garrett, P.E. (VoltAir), will provide electrical engineering design and low voltage/technology engineering. Mr. Garrett resides in Mount Juliet, Tennessee and works in the VoltAir Nashville office.

Taffy Pippin (TPC) will provide DBE planning and compliance services, as well as community interface to encourage additional DBE participation at the airport. Mrs. Pippin resides in Montgomery, Alabama.

Additional team personnel with expertise available to support the airport are included on the Organizational Chart. Resumes for the entire team are included in the appendix.

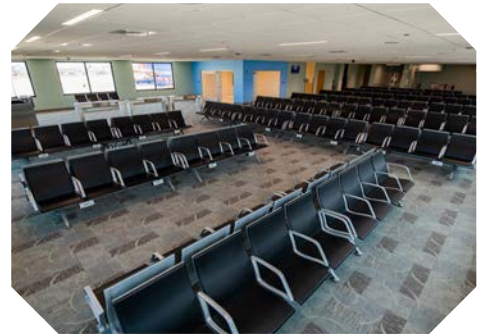
Detailed Statement of Qualifications

Similar Engagements with Other Airports or Governmental Entities

Engineering Services – Northwest Florida Beaches International Airport

ZHA is currently providing general engineering consulting and planning services under our second 5-year continuing services contract for projects that include building design and construction; roadway design and construction; taxiway construction and reconstruction; runway construction and reconstruction; aircraft parking apron construction; parking facility design and construction; land acquisition; drainage and stormwater related projects; airfield lighting improvements; tenant facility relocation; project inspection; construction management; airport planning and design; and regulatory compliance. We have been involved in every new project undertaken since the airport opened in 2010 including:

- Terminal Gate Expansion
- Taxiway E1 & Transient Apron Development
- Aircraft Parking Apron Development
- Terminal Apron Expansion
- Economic Development Projects Planning
- New Covered Parking
- United and American ATO build-out
- Connector Hall Security modifications
- Apron Push-back and ATCT Security modifications
- Stormwater Augmentation and Mitigation projects
- Crosswind Taxi-way cost estimating
- Phase 2 Environmental Assessments
- Off-site mitigation oversight
- FEMA grant applications
- Design of drainage and stormwater projects related to April 2014 no-name storm and regulatory compliance
- 404 Permit applications
- Water Quality Monitoring (Post Construction)
- MRO Facilities Project Planning (New Development)
- Baggage Makeup Expansion Planning
- Concourse Concession Expansion
- Re-seeding & Sod Project (Crosswind Runway Area)
- Airport Signage



During the initial five-year contract following the airport's opening in 2010, ZHA completed similar types and numbers of projects under a contract that is basically the same as this contract. Key projects completed during the current five-year engagement are highlighted as follows.

Terminal Gate and Hold Room Capacity Expansion: The ZHA team provided professional services for the terminal gate and hold room expansion project from planning and design through construction to

Detailed Statement of Qualifications

provide an additional 7,000 SF of terminal space with seating capacity for 232 passengers as well as two new passenger boarding bridges and a connector ramp to the existing terminal building. This project was the airport's first use of CM-at-Risk construction. The final construction cost was \$1.9 million less than when competitively bid in 2019.

Terminal Exit Lane Modification: The ZHA team provided professional services for the planning, design, and construction of the exit lane modification to accommodate new technology eliminating the need for manned security at the exit lane.

Terminal ATO Buildout: The ZHA team provided professional services for the planning, design, and construction of ATO space for the airport's 4th major air carrier, American Airlines.

Terminal Baggage Make-up Expansion: The ZHA team provided professional services for the planning of the baggage make-up modifications are to accommodate the baggage for American Airlines

Terminal Apron Repair and Ramp Expansion: The ZHA team provided professional services for the engineering design and construction of repairs to the terminal apron and expansion of the east terminal ramp to allow for the terminal expansion and accommodation of larger aircraft.

Transient Apron and Taxiway E1 Improvements: The ZHA team provided professional services for the engineering design and construction of a new 20,000 SY transient apron and the 8,500 SY taxiway E1 connector from taxiway D to the new transient apron.

Stormwater Management System: The ZHA team provided professional services for the design, construction, and interface with FEMA for repairs to the stormwater system following the 2014 no-name storm.

Environmental Assessments: The ZHA team is currently providing professional consulting services to assist ECP in completing the environmental assessment process with FAA and USCOE for the National Guard Readiness Center and future economic development projects.

Water Quality Monitoring – Post Construction: The ZHA team provided ecological services for the annual monitoring and sampling of water conditions at sites impacted by the original airport construction. The final report to the agencies was submitted in 2018.

Qualified Mitigation Supervision and Mitigation Monitoring: The ZHA team has continued to provide management of the Airport's Mitigation Plan and the services required to meet the obligations under this plan. This included evaluation of the damage impact to the mitigation progress caused by Hurricane Michael and development of work plans to alleviate the damages and move toward achievement of long-term maintenance status.

New Development Planning – Terminal, Parking, MRO and Economic Development Projects: The ZHA team provided conceptual planning, scope definition (project program), and project estimating services to assist with numerous project and development opportunities. Projects have included planning for terminal circulation and concessions modifications, parking expansions and airfield projects for MROs and other development opportunities requiring airfield access and projects that would be developed outside the originally permitted 1,400 acres.

Date: 2010 - 2015 (contract #1), 2015 - present (contract #2)

Engagement Partners: ZHA as the prime consultant; sub-consultants - AVCON; Buchanan & Harper; ERC; JRA Architects; McNeil Carroll Engineering; NOVA Engineering; SCR & Associates

Project Contact: Parker McClellan, Executive Director, (850) 763-6751, ext. 205

Detailed Statement of Qualifications

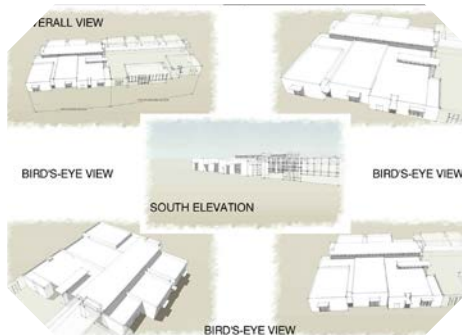
Owner's Representative – Lockheed Martin Joint Strike Fighter (F-35) Program

ZHA is providing continuing consulting services including owner's representative services, planning and design conceptualization and relationship development, design management, provide technical facilities knowledge and support to help create curriculums and educational facilities where pilots and maintainers learn to operate and maintain the World's newest Advanced (5th Generation) Fighter Aircraft. To date we have worked on over two dozen training and simulation centers, the sizes of and components that make up of each facility differs based on the student throughput and added functionality desired by each military service or government. Permanent facilities generally begin at 40,000 GSF and a few exceed 250,000 GSF.

The work has been with the Mission Systems Training Division of Lockheed Martin. This global concern is tasked with educating and training a broad range of people in locations all around the world. The group employs the most advanced teaching tools and technology.



ACADEMIC SIMULATION TRAINING CENTER



JSF (F-35) FACILITY ELEVATION, LEMOORE, CA



JSF (F-35) FACILITY MODELING, LEMOORE, CA

ZHA work on the F-35 Program began by developing the physical facility standards and requirements for each teaching and support activity. These are captured in a Facilities Requirements Document which serves as the reference standard for design teams. It details requirements for minimum room sizing, surface finishes, acceptable lighting approaches, heating and cooling loads, fire detection and protection requirements, telephone infrastructure, furnishings, building systems and other utilities/services, such as compressed air, networks, etc. Throughout the Document distinction is made between obligations, prohibitions, recommendations and discretionary status.

Based on desired student throughput and operational parameters, the JSF ITC Simulation Model is used to determine the number of training resources required to support a given student throughput and to create site specific facility-sizing matrix. After the facility has been sized, possible locations are determined, ZHA creates a functional relationship based layout.

After scoping is completed, ZHA tasks generally became more traditional Owner's Representative roles of Design Management and Construction oversight.

Projects have been completed in 17 locations, US and abroad. Additional projects have also been planned in four overseas locations.

Date: 2009 - Present (Continuous On-Call Contract)

Engagement Partners: Lockheed Martin is the prime consultant; ZHA is a sub-consultant

Project Contact: Robert Venema, Systems Analyst, (252) 444-1134

Detailed Statement of Qualifications

Construction Project Management/OR Services – Osceola County Government

ZHA is providing overall Project Management services, on a continuous basis, including but not limited to design and construction oversight for various horizontal and vertical construction capital improvement projects for the County. Tasks include development of project scopes, budgets, schedules and conceptual plans, as well as oversight of design and construction to ensure the design criteria is met and the construction scope, cost and quality are achieved. ZHA has provided these services to Osceola County since 2011; ZHA is currently under its second five-year contract awarded by the County. Project highlights include:

Osceola Heritage Park: ZHA has provided professional services during the programming, design, bid, construction, and turn-over for ten different projects at the Osceola Heritage Park (OHP). OHP is owned by Osceola County and managed by a private company who's responsible for attracting and staging events, shows and exhibits to generate tourism traffic in the County and to maintain the facilities. ZHA works an extension of staff for the County in developing identified capital projects that are integral to the marketability of the OHP. These projects include:

- Arena and Exhibition Hall Lighting System Renovation – the replacement of lighting fixtures and control systems in the two largest and busiest building at OHP.
- Arena Concession Stand Upgrades – upgrades to the four major concession stand in the Arena, including new menu boards, exterior upgrade to provide unique themes for each concession stand.
- Arena Ribbon Signage – provide state-of-art ribbon signage around the Arena bowl.
- Arena Scoreboard – provide state-of-art scoreboard, approximate 4 times larger than the existing scoreboard – complete with state-of-art graphics and timing devices to support Arena events.
- Concrete Pad – Mecum Auto Show – provide a 60,000 sf concrete slab on an accelerated schedule with strict flatness and strength requirements.
- Heritage Club – converted a back-of-house area in the Arena into a high-end Club area for use by VIP events at the Arena.
- Remedial Roof Repair (all buildings) – based on a condition evaluation completed by a ZHA special consultant, all of the roofs in the Osceola Heritage Park have been repaired. As a result, roof leaks are no longer experience at the Park.
- Storage Building – provide a 10,000 sf storage building adjacent to the Arena, fitting the building within the confines defined by existing infrastructure (that was not disturbed by this construction).



OHP HERITAGE CLUB



OHP STORAGE BUILDING

This example shows our experience working performing multiple projects on a single campus while it is in operation. We have the obligation to achieve the goals of expansion, upgrades and maintenance while limiting interruptions to service. This requires careful scheduling and project planning.

Fire Station: ZHA has provided professional services during the programming, design, bid, construction services for Osceola County proto-type 4-Bay Fire Station. This fire station, currently under construction, will be the first of several duplicate fire stations to be site-adapted and constructed to upgrade the firefighting capabilities of Osceola County.

Detailed Statement of Qualifications

Mary Jane Arrington Park – Gym and Aquatic Center: ZHA provided professional services during the programming, design, bid, construction services for the 16,000-square-foot Mary Jane Arrington Gym and Aquatic Center. It includes a gym, fitness room, meeting rooms, locker rooms and a warming kitchen. Outside, features include a fitness trail around the pond, a multi-use lawn for sports and outdoor activities, an event lawn and an outdoor pavilion. High school swimmers in Poinciana will be able to compete at “home” thanks to the completion of this new facility. The pool has 8-lap lanes that are 25-yards long. There is also a 12-foot deep dive well with two boards.

Marydia Community Center: ZHA provided professional services during the programming, design, bid, construction services for the Marydia Community Center, located on the site of a former fire station. The 4,715-square-foot building was renovated to incorporate many amenities, including a multi-purpose room for special events, a computer room and a warming kitchen. The center’s innovative design features an emphasis on natural light, and seating that is both warm and welcoming. Residents can participate in community and educational programs offered at the center.

Health Clinic Projects: ZHA has provided professional services during the programming, design, bid, construction, and turn-over for five different Health Clinics in Osceola County. These have included two health clinics that were constructed in pre-existing storefronts, which shows our experience to add new partners to the campus and later fill in tenants. The remaining three are standalone which illustrates experience with health related facilities and working with local authorities having jurisdiction.

Additional projects include:

- Phase 1 Parking Garage: A new parking garage to provide in excess of 800 parking spaces within a confined downtown location.
- Clerk of Courts Renovations: Renovations of interior office areas in the operating Osceola Courthouse.
- Fire Department EOC Build-Out: Renovation of an existing operational Emergency Operations Center.
- Sheriff’s Office DNA Laboratory and Latent Fingerprint facility: Renovation of the existing Osceola County Sheriff’s Facility with new state-of-art equipment within an operation Sheriff’s Administration office.
- Sheriff’s Office Fleet Fueling Facility: New multi-dispenser fueling facility for Sheriff’s vehicles.
- Sheriff’s Office Evidence Storage Building: A new 1,000 sf evidence storage building.
- Sheriff’s Training Center: A new training facilities for the Osceola County Sheriff.
- Austin Tindall Park: Expansion of the existing park to provide additional playing fields and parking.



PHASE 1 PARKING GARAGE



STADIUM PLACE HEALTH CLINIC

Date: 2011 - 2016 (contract #1), 2016 - present (contract #2)

Engagement Partners: ZHA as the prime consultant; sub-consultants - CMC; ECS; Hackenberg Engineering; HW Fort; Kittleson & Associates; P.A. Wallace & Associates; Paul J. Ford Co.; SMG Engineering

Project Contact: Frank Raymond, Asset & Construction Management Director, (407) 742-0662

Detailed Statement of Qualifications

Customs and Border Protection Facility – St. Pete-Clearwater International Airport

AVCON provided professional services for this \$7M project initiated in 2015 with a feasibility study to determine if the existing Customs and Border Protection (CBP) facility could be re-configured to be brought up to current Airport Technical Design Standards (ATDS). The existing facility was approximately 16,718 square feet, had seen little use in the last several years, and was outdated. The Airport anticipated that the demand for the use of the CBP would increase significantly within a short period due to scheduled service from a foreign carrier, which began in the Summer of 2017. It was determined that the facility could be re-configured if the project could be phased so that only the most essential elements of the CBP standards were provided in the first phase and the remaining elements would be addressed in the second phase. The CBP Authority eventually recommended that the entire facility be constructed to the DRAFT March 2017 CBP Standards. The new standards would have the passenger retrieving their baggage before going through any clearance at all. This is known as “Baggage First”. The new facility was designed to accommodate 300 peak hour passengers.

The size of the facility increased to 17,477 SF by pushing into adjacent areas of the terminal and ramp as required. Long lead items included one flat-plate baggage claim device, a single baggage screening device with rollers, and a large generator with attached load bank. The first phase of the project included the majority of the facility with the exception of the new and existing offices. The LAN room was moved and made fully operational during the first phase since the existing LAN room could not be shut off until the new LAN room was fully operational. CBP personnel required a minimum of 30 days to bring in their equipment and make the LAN operational.

Phase 2 consisted of the construction of the new offices in the location of the existing primary processing area. As the CBP facility was required to remain operational during construction, a portion of the existing office was also required to remain operational for public access from the terminal. The closing of this area was advertised 90 days in advance with date and hour information for the closing and reopening.



Detailed design of the primary processing kiosks and secondary screening equipment was provided as well as new baggage handling equipment design to accommodate 300 passengers per hour. Additional services included:

- HVAC:
 - Air system redistribution for new tenant partitioned spaces and dedicated packaged units for LAN rooms
- Plumbing:
 - Sanitary waste and vent, domestic water piping, and hot water heating systems to serve the

Detailed Statement of Qualifications

locker rooms, restrooms, break areas, agriculture lab, holding areas, and canine kennel

- Fire Protection:
 - A wet type automatic fire sprinkler system was retrofitted to comply with NFPA 13
- Electrical:
 - Power distribution
 - Emergency power generation
 - Interior lighting
- Low Voltage:
 - Fire alarm
 - Physical access control
 - Video surveillance system
 - Telecommunications
 - Duress alarm

Date: 2015 - 2019

Engagement Partners: AVCON served as Prime Consultant. Subconsultants included SchenkelShultz and JSM & Associates.

Project Contact: St. Pete-Clearwater International Airport; Scott Yarley, PE; 727.453.7830

Terminal Parking Lot Expansion – Gainesville Regional Airport

The Gainesville Airport Public Terminal was served by surface parking lots with two separate entrances on the eastern and western segments of the Entrance Loop Road. The parking lots had a fee structure for both Short-Term and Long-Term Parking with the closest spaces reserved for the former, and farther spaces dedicated for the later. Push-button ticket dispensers were at each entrance to each type lot for parking attendant payment upon exiting. The overflow parking was directed to a large grass field west of the short-term lot during peak demand periods. The need for overflow parking had been increasing, which was the impetus to add more paved parking. Three areas were identified where the existing lots could be expanded: the existing grass area, a strip of grass along the westernmost long-term spaces, and a grass area bordered by the southeastern long-term spaces.

AVCON was responsible for project management and coordination with subconsultants, design development, and construction document preparation for this \$1M project. Design development included.

- Analyzing Short-Term and Long-Term parking utilization
- Evaluating and determining City of Gainesville parking requirements (required space, dimensions, geometry, landscaping, etc.)
- Preparation of stormwater and drainage, geometry, paving and grading, signing and marking, utility adjustments, and electrical and lighting plans and specifications
- Preparation and submittal of St. Johns River Water Management District Environmental Resource Permit application

Detailed Statement of Qualifications



Specific tasks included:

- Replacement of unpaved overflow parking adjacent to the southeast paved parking area resulting in a net increase in 69 standard paved parking spaces. The work included clearing and stripping, earthwork, stormwater structures, curb, curb and gutter, signing, marking, landscaping, FOC adjustments and electrical improvements for parking lot lighting. This task also included replacement of a section of GRU PVC water main with Ductile Iron Pipe including all associated valves, fittings, appurtenances, GRU permitting and coordination, testing, disinfection, and clearance of the line for service, plus filling the abandoned PVC main with flowable fill, and relocation of the existing meter and service to the exit toll booths.
- Replacement of unpaved overflow parking adjacent to the northwest paved parking area resulting in a net increase in 87 standard paved parking spaces and 3 handicap spaces. The work included clearing and stripping, earthwork, stormwater structures, curb, curb and gutter, signing, marking, landscaping, FOC adjustments and electrical improvements for parking lot lighting and for a new automated exit gate arm.
- Expansion of the existing stormwater pond located in the southwest area of the project including clearing and stripping, excavation, hauling material, placement of embankment to achieve required subgrade of areas to be paved, and delivery and stockpiling of surplus material. The suitable excavated material was used for all project embankment needs, and surplus suitable material was turned over to the Airport for future use. Also included was landscaping for the pond area.

Date: 2015 - 2018

Engagement Partners: AVCON served as Prime Consultant. Subconsultants included Cal-Tech Testing.

Project Contact: Gainesville Regional Airport; Allan Penksa, A.A.E.; 352.373.0249

Terminal Entrance Loop Road Rehabilitation – Gainesville Regional Airport

AVCON provided professional services for a \$700K pavement rehabilitation of the Airport Terminal Entrance Loop Road, which is the historic primary access to the Airport off Northeast 39th Avenue, S.R. 222 in Gainesville, Florida. The Terminal Entrance Loop Road intersects NE 39th Avenue in Northeast Gainesville and runs north toward the terminal building complex. The Loop Road passes the long-term and short-term parking lots to the west and the taxi staging and employee parking to the east; and then runs west in front of the departure and arrival areas before looping south and east and back south to exit toward NE 39th Avenue.

Detailed Statement of Qualifications

The entrance loop road system was constructed in 1978 and had not been rehabilitated. The road surface exceeded its expected design life. While the pavement base was very sound, the pavement was more than 35 years old and was heavily oxidized. Sun and weather made the pavement surface brittle. Areas of the loop road were showing distress from reflective cracking. The project included milling and overlaying the entrance loop road system in a controlled way, preventing future, piecemeal patching operations, which may become disruptive to airport operations.



The major items of work included in this project consisted of:

- Preliminary engineering consisting of topographic survey; geotechnical investigation of the existing asphalt pavement by performing 14 pavement cores, auger borings of the base, and including two limerock bearing ratio (LBR) tests; and engineering field reviews by AVCON staff.
- Final engineering design for the optimum pavement rehabilitation based on the original design section, encountered current conditions, noted deficiencies, projected traffic, and other important design parameters.
- Additional project elements included:
 - Upgrading the taxi queue area with a new call-up signal light system indicates the call-up origination station (call-up location 1, 2, or 3). Developed a control sequence and operating system to account for human factors.
 - Replacement of selected roadway signage including evaluation of existing placement locations, sizes, and messages. Consideration of modifications to enhance speed reduction in front of the terminal. Consideration of changes to reduce “sign clutter.”
 - Providing spare duct banks under the pavement at select locations for future electric/communication use.
 - Providing limited widening or curbing at select locations to improve roadway geometry, as well as complete pavement taper of new entrance roadway termination, and consideration of limited widening at the intersection of the new exit roadway with the RAC Ready Lot.

Date: 2014 - 2016

Engagement Partners: AVCON served as Prime Consultant. Subconsultants included Cal-Tech Testing and EDA.

Project Contact: Gainesville Regional Airport; Allan Penksa, A.A.E.; 352.373.0249



ENRICHING
LIVES
THROUGH
DESIGN

AIRSIDE MODERNIZATION OF CONCOURSES T, A, B, C HARTSFIELD-JACKSON ATLANTA INTERNATIONAL AIRPORT | ATLANTA, GEORGIA



COMPLETED
February 2019

SERVICES
Schematic Design
Design Development
Construction Documentation
Construction Administration
Interior Design

SIZE
1.25 Million SF

REFERENCE
Gary Summerlin, Aviation
Engineer, Sr. Design Manager
(404) 530-6600
gary.summerlin@atl.com

The scope of this 1.25M square foot project is the renovation/modernization of Concourses T, A, B, and C and the lower-level transportation tunnels. Inspired by the International Concourse, the goal was to maximize daylight in the hold rooms and replace the ceilings throughout with a clean, modern aesthetic. We worked with HKS in Atlanta and Corgan in Dallas as a Joint Venture to complete the project. Fitzgerald Collaborative's scope specifically was to replace the corridor ceilings, the hold room ceilings, hold room carpet, and design visually interesting Quarter-points that connect with the Midpoints designed by HKS.



ENRICHING
LIVES
THROUGH
DESIGN

ARFF FIRE STATION 40

HARTSFIELD-JACKSON ATLANTA INTERNATIONAL AIRPORT | ATLANTA, GEORGIA



COMPLETED
March 2020

SERVICES
Schematic Design
Design Development
Construction Documents
Construction Administration
Interior Design

SIZE
28,000 SF

REFERENCE
Jorge Cortes
(404) 530-6600
jorge.cortes@atl.com

Fire Station 40 is a ground-up facility designed to replace an older, smaller building. In order to meet the new capacity, Fire Station 40 increased in size to approx. 30,000 square feet. This contains an expanded capacity of personnel as well as a larger apparatus bay to house up to 11 additional emergency vehicles, and an attached observation tower to overlook the airport's runway. As improving sustainability is a major priority for the City, this project preliminarily attained LEED Gold over the city's minimum of LEED Silver. Further increasing the complexity of this project is its relationship with the airport and its associated need for heightened security measures and communication systems.





ENRICHING
LIVES
THROUGH
DESIGN

INTERNATIONAL PASSENGER PROCESSING FACILITY

TALLAHASSEE INTERNATIONAL AIRPORT | TALLAHASSEE, FLORIDA



COMPLETED

Anticipated 2022

SERVICES

Architecture
Construction Documents
Interior Design / FF&E
Construction Administration

SIZE

58,607 Sq. Ft.

REFERENCE

Heather Nelson, PMP
(850) 879-0150
3300 Capital Circle SW
Tallahassee, FL 32310

The International Passenger Processing Facility is envisioned to develop a new Federal Inspection Services (FIS) facility with the capacity to process 200 passengers per hour, be connected to two international arrival gates, as well as to the main terminal at the east of the existing facilities. Accommodations for additional international passenger flows per hour is being designed into future expansion. Based on direction from the airport, the new facility shall be a bright, open, and airy facility reflecting modern and contemporary design, accommodate future growth, and the design will minimize operational impacts to the current facility during construction.

Detailed Statement of Qualifications

NEW CONSTRUCTION

PANAMA CITY BEACH FIRE STATION

PANAMA CITY BEACH, FLORIDA



A new 15,600 s.f. facility which will serve as the third Fire Station for the Panama City Beach Fire Department and also will be their main building. Facility will accommodate 30 full time Firemen, 4 bays accommodating a minimum of (4) large service vehicles. It also contains a 5 compartment auxiliary bay which will house all their forestry division equipment as well. Construction cost of \$5 million.

Client

City of Panama City Beach
110 S. Highway 79
Panama City, FL 32413
Mario Gisbert, City Manager

Size

12,000 SF

Construction Cost

Under Construction

Completion

2020

Key Team Members

Owen Gipson, AIA
Patrick L. Ballasch, AIA, LEED AP
Michael Higdon, RA
Jim Tatum, CGC, LEED AP

Detailed Statement of Qualifications

City Hall – Panama City Beach, Florida

DAG Architects provided professional services to the City of Panama City Beach for a new City Hall. As a critical component to the Panama City Beach Municipal Master Plan completed by DAG, this new City Hall was designed to complement the desired style of the new town center and to deliver the spaces needed by the city and constituents. With approximately 12,500 SF of space on the ground floor, this building includes a council meeting auditorium, new front lobby, a waiting and pre-function space, and office space for City administrative staff including Civil Service, Human Resources, Payroll, Accounts Payable, CFO, PIO, City Clerk, Council Member office space, City Manager and Mayor. The second floor contains 1,500 SF of much needed storage space.



Date: 2018 – 2019

Engagement Partners: DAG Architects – Architectural Design, Construction Administration; McNeil Carroll Engineering – Civil Engineering; NOVA Engineering and Environmental – Geotechnical, Threshold

Project Contact: Mario Gisbert, City Manager, 850-233-5100

Detailed Statement of Qualifications

Additional Information

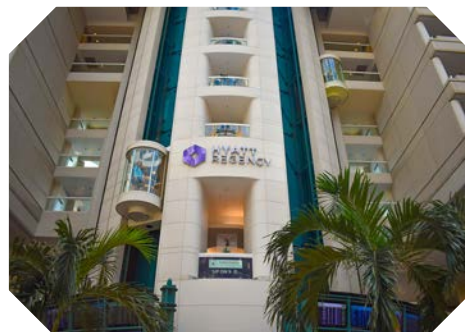
Over the last ten years, the airport has transitioned from completing construction of the 1st new green-field airport in the US in 20 years to becoming a fully functional operating airport. Through this transition there have been a number of challenges and milestones. There have been leadership changes at the board level, at the executive director level and within ZHA's team. A Consent Order addressing the water quality from stormwater runoff was issued, the causes were identified, modification were completed and the Order was closed. Lawsuits regarding the construction were filed and concluded with the final lawsuit being resolved a couple weeks ago. The required mitigation efforts have been accelerated and are moving toward less costly long-term management. The third and fourth major carriers began regular service and signed on as Signatory Airlines. These airlines began scheduling larger aircraft. Passenger traffic steadily increased and revenues and financial reserves continued to grow prior to the pandemic. As the pandemic brought the national aviation industry to a near standstill, management made bold moves to preserve resources and have fared better than all of the competition. Traffic has begun to come back and there has been increased interest to utilize the vast airport facilities to bring new economic development to the region. The challenges that have been encountered have been and will be dealt with and the milestones that have been achieved are impressive. Northwest Florida Beaches International Airport's future is bright!



ZHA Team

ZHA is proud to have been involved with NWFBI A over the last ten years. We have supplemented our team to be ready to address the new challenges and achieve the next milestones. ZHA has assembled a quality group of firms, led by capable, dedicated, talented and experienced professionals that will provide the airport a level of service the airport has grown to expect. We share the same philosophy, work ethic and client attentiveness to provide professional services to the airport that focus on the community's and the airport's long-term best interests. We look forward to the opportunity to continue to serve you.

Additional support personnel for the team are included in this section for reference. Resumes will be made available as needed.



B

DBE Status

ZHA is not a Disadvantage Business Enterprises (DBE) firm. Our subconsultant team includes six Disadvantage Business Enterprises (DBE) firms—Fitzgerald Collaborative Group, ERC, VoltAir, Digital Building Services, MySmartPlans, and Taffy Pippin Consulting. Copies of the certifications are included.

ZHA has worked primarily in the public sector since its inception and has routinely achieved all affirmative action objectives for our clients. ZHA has acted as a mentor to numerous DBE firms, many of whom have gone on to secure public work as a prime and use ZHA as a sub-consultant.



DBE Status

(continued)



DBE Status

(continued)



C

Current Workload

Current and Projected Workload	FTE	Assigned Personnel *	Availability	Cont. Services (as needed)	Design/Construction Operations Mgmt	Project Commencement	Completion Status		Project Value
							Percent Completion	Anticipated Completion	
Northwest Florida Beaches Intl Airport - Continuing Engineering Consultant Services	1.5		30%	✓	✓	2010	90%	Apr-2021	100,000 - 15,000,000
Osceola County - Capital Improvement Projects Management	1		50%	✓	✓	2011	90%	Oct-2021	100,000 - 25,000,000
Osceola County - Community Development Projects Management	1		60%	✓	✓	2011	90%	Jun-2024	100,000 - 10,000,000
City of Ocoee - City Hall Design-Build Project Management	0.75		50%		✓	2020	20%	Apr-2022	22,000,000
Osceola County Schools - Operational Analysis Consulting	0.2		15%	✓		2016	N/A	On-call	No limit
Lakeview Terrace Retirement Community - Independent Living Tower, Villas & Clubhouse	1.5		50%	✓	✓	2019	95%	Apr-2021	34,000,000
Lakeview Terrace Retirement Community - General Consulting & Project Management	0.5		70%	✓	✓	2007	N/A	On-call	50,000 - 10,000,000
Orlando Health - Project Management - Multiple Projects	3		20%	✓	✓	2015	N/A	On-call	50,000 - 23,000,000
Lockhead Martin - F-35 Fighter Training Simulator Deployment - Design Reviews - Multiple Projects	1		20%	✓		1984	N/A	On-call	No limit
Ustler Development Group - EA Orlando, 5-Story Office & 10 level Garage - Project Management	1		60%	✓		2020	70%	Aug-2021	32,000,000

Statement of Qualifications

Insurance Coverage / Bonding Capacity



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/4/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sihle Insurance Group, Inc. 1021 Douglas Ave. Altamonte Springs FL 32714		CONTACT NAME: Certificate Dept. PHONE (A/C, No, Ext): 407-869-0962 FAX (A/C, No): 407-774-0936 E-MAIL ADDRESS: Certificates@sihle.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Continental Casualty	
		INSURER B: Technology Insurance Company	
		INSURER C: Landmark American Insurance Company	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 712212675 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			6045383187	9/5/2020	9/5/2021	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6045383187	9/5/2020	9/5/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10,000			6045382704	9/5/2020	9/5/2021	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	TWC3959599	4/1/2021	4/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Professional Liability			LHR785562	11/2/2020	11/2/2021	Each Claim \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Panama City Airport is included as Additional Insured with respect to General Liability when required by written contract.

CERTIFICATE HOLDER Panama City Airport 6300 West Bay Parkway, Box A Panama City FL 32409	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

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ACORD 25 (2016/03)

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Legal Actions

ZHA has no past or pending legal actions at federally-obligated airports within the past five (5) years.

Agreement to sign sample Professional Services Contract

ZHA has no requested changes to the sample Professional Services Contract and, if selected, agrees to sign the Professional Services Contract.

D

REQUIRED FORM #1**STATEMENT OF QUALIFICATIONS CERTIFICATION****RFQ# 2020-ENGINEERING SERVICES**

In compliance with the Request for Proposals and subject to all conditions thereof, the undersigned certifies that all information contained in this Statement of Qualifications is accurate and true and that any misrepresentation herein is grounds for non-consideration, or dismissal in the event of selection or contract award by the Airport.

03/29/2021

DATE

AUTHORIZED SIGNATURE

Frederick J. Mellin, Jr.

PRINT OR TYPE NAME ABOVE

ZHA Incorporated

COMPANY NAME

601 N. Magnolia Ave, Suite 100

COMPANY ADDRESS

Orlando, Florida 32801

CITY, STATE, ZIP+4

407-422-7487, ext. 210

COMPANY TELEPHONE NUMBER

407-422-7413

COMPANY FAX NUMBER

Rick.Mellin@zhaintl.com

CONTACT EMAIL ADDRESS

FEDERAL EMPLOYER IDENTIFICATION NO.

DUNS NO. (if applicable)

FDOT DBE NAICS Codes (if applicable)

REQUIRED FORM #2**REFERENCES**

List a minimum of three (3) references of individuals who can attest to the Submitter's experience. Provide the name, telephone number, and email address of at least three (3) appropriate references familiar with the quality of work done by the firm on similar projects. (use additional sheets if necessary)

ENTITY	Osceola County Government, Florida
CONTACT PERSON	Frank Raymond, Asset & Construction Management Director
TELEPHONE	(407) 742-0662
EMAIL ADDRESS	Frank.Raymond@osceola.org

ENTITY	Orlando Health
CONTACT PERSON	John Walsh, Director - Facilities Development Asset Strategies
TELEPHONE	(321) 841-4855
EMAIL ADDRESS	John.Walsh@orlandohealth.com

ENTITY	DSI Management, LLC
CONTACT PERSON	Kenneth Schultz, President/CEO
TELEPHONE	(407) 645-3211
EMAIL ADDRESS	KSchultz@dsimanagement.com

REQUIRED FORM #3**NON-COLLUSION AFFIDAVIT FORM**STATE OF FLORIDA)COUNTY OF ORANGE)Frederick J. Mellin, Jr.

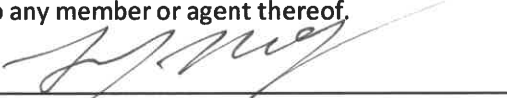
being first duly sworn, deposes and says that he/she is

President/CEO

(Sole owner, a partner, president, secretary, etc.)

of ZHA Incorporated

the party making the foregoing Submittal that such submittal is genuine and not collusive or sham; that said Submitter has not colluded, conspired, connived, or agreed, directly or indirectly with any SUBMITTER or person, to put in a sham Statement of Qualifications, or that such other person shall refrain from offering and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the submittal of affiant or any other SUBMITTER or to fix any overhead, profit or cost element of said Submittal or of that of any other SUBMITTER or to secure any advantage against OWNER any person interested in the proposed contract; and that all statements in said Submittal are true; and further, that such SUBMITTER has not, directly or indirectly submitted this Statement of Qualifications, or the contents thereof, or divulged information or data relative thereto to any association or to any member or agent thereof.



(Signature of Submitter)

Sworn to and subscribed before me this 29 day of March, 2021.

(Notary Public in and for)

State: Florida County: OrangeMy commission expires JUNE 13, 2024.

REQUIRED FORM #4**ANTI-LOBBYING FORM****CERTIFICATION REGARDING LOBBYING**

I, Frederick J. Mellin, Jr., hereby certify on behalf
(name and title of Submitter's official)

of ZHA Incorporated, to the best of my knowledge and belief, that:
(name of Submitter)

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Executed this 29 day of March, 2021.

By 
(signature of authorized official)

President/CEO
(title of authorized official)

REQUIRED FORM #5

CERTIFICATION OF OFFERER/BIDDER REGARDING DEBARMENT
(BIDDER OR OFFEROR CERTIFICATION)

By submitting a proposal under this solicitation, the Submitter certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONSULTANTS / CONTRACTORS REGARDING DEBARMENT
(LOWER TIER CONTRACT CERTIFICATION)

The successful Submitter, by administering each lower tier subcontract that exceeds twenty-five thousand dollars (\$25,000) as a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>.
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the FAA later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.



SIGNATURE OF CONSULTANT

March 29, 2021

DATE

Frederick J. Mellin, Jr.

PRINTED NAME

President/CEO

TITLE

REQUIRED FORM #6**TRADE RESTRICTION CERTIFICATION**

By submission of an offer, the Submitter certifies that with respect to this solicitation and any resultant contract, the Submitter -

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (U.S.T.R.);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the U.S.T.R.; and
- c. has not entered into any subcontract for any product to be used on the Federal on the project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

The Submitter must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

- (1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R. or
- (2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such U.S.T.R. list or
- (3) who incorporates in the public works project any product of a foreign country on such U.S.T.R. list;

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by U.S.T.R, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.



SIGNATURE OF CONSULTANT

March 29, 2021

DATE

President/CEO

TITLE

REQUIRED FORM #7**TRAFFICKING IN PERSONS**

I, Frederick J. Mellin, Jr., President/CEO, hereby certify on
(name and title of submitter's official)

behalf of ZHA Incorporated that:
(name of submitter)

Prohibitions: The prohibitions against trafficking in persons (Prohibitions) that apply to any entity other than a State, local government, Indian tribe, or foreign public entity. This includes private Sponsors, public Sponsor employees, subrecipients of private or public Sponsors (private entity) are:

- (1) Engaging in serve forms of trafficking in persons during the period of time that the agreement is in effect;
- (2) Procuring a commercial sex act during the period of time that the agreement is in effect; or
- (3) Using forced labor in the performance of the agreement, including subcontracts or subagreements under the agreement.

In addition to all other remedies for noncompliance that are available to the FAA, Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), allows the FAA to unilaterally terminate this agreement, without penalty, if a private entity –

- (1) Is determined to have violated the Prohibitions; or
- (2) Has an employee who the FAA determines has violated the Prohibitions through conduct that is either –
 - a. Associated with performance under this agreement; or
 - b. Imputed to the Sponsor or sub-recipient using 2 CFR part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Non- procurement)," as implemented by the FAA at 49 CFR Part 29.

Executed this 29 day of March, 2021.

By:


(signature of authorized official)

President/CEO
(title of authorized official)

REQUIRED FORM #8

ACKNOWLEDGEMENT OF ADDENDA

Submitter hereby acknowledges receipt of all Addenda through and including:

Addendum No. N/A, dated N/A.

Addendum No. _____, dated _____.

Addendum No. _____, dated _____.

Addendum No. _____, dated _____.

Company: ZHA Incorporated

Authorized Signature:  _____

Print Name: Frederick J. Mellin, Jr.

REQUIRED FORM #9

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A)
FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to the Panama City-Bay County Airport and Industrial District by Frederick J. Mellin, Jr., President/CEO
(print individual's name and title)

for ZHA Incorporated
(print name and entity submitting sworn statement)

whose business address is 601 N. Magnolia Ave, Suite 100
Orlando, Florida 32801

and (if applicable) its Federal Employer Identification Number (FEIN) is XXXXXXXXXX

(if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

2. I understand that a "Public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

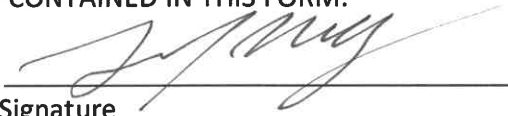
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(a), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are actively in management of an entity.
6. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

 X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are actively in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY, AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.


Signature

Sworn to and subscribed before me this 29 day of March, 2021.

Personally known X or produced identification _____




Notary Public

My commission expires JUNE 13, 2024

REQUIRED FORM #10**DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**

The following bid condition applies to this U.S. Department of Transportation (DOT) assisted contract. Submission of a bid/proposal by a prospective contractor shall constitute full acceptance of these bid conditions.

1. **DEFINITION** - Disadvantaged Business Enterprise (DBE) as used in this contract shall have the same meaning as defined in 49 CFR Part 26.
2. **POLICY** - It is the policy of DOT that DBEs as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds. Consequently, the DBE requirements of 49 CFR Part 26 apply to this contract.
3. **OBLIGATION** - The contractor agrees to ensure that DBEs as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds. In this regard, all contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBEs have the maximum opportunity to compete for and perform contracts. Contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT assisted contracts.
4. **COMPLIANCE** - All bidders, potential contractors, or subcontractors for this DOT assisted contract are hereby notified that failure to carry out the DOT policy and the DBE obligation, as set forth above, shall constitute a breach of contract which may result in termination of the contract or such other remedy as deemed appropriate by the owner.
5. **CONTRACT CLAUSE** - All bidders and potential contractors are required to will include the above clauses in all subcontracts which offer further subcontracting opportunities.
6. **CONTRACT AWARD** - Bidders are hereby advised that meeting the DBE subcontract goal or making an acceptable good faith effort to meet said goal are conditions of being awarded this DOT assigned contract. The owner proposes to award the contract to the most responsive Bidder provided it has met the goal for DBE participation or, if failing to meet the goal, it has made an acceptable good faith effort to meet the established goal for DBE participation. Bidder is advised that the owner reserves the right to reject any or all bids submitted.
7. **DBE PARTICIPATION GOAL** - The attainment of the goal established for this contract is to be measured as a percentage of the total dollar value of the contract. The DBE goal established for this contract is **6.92%** for all **FAA-AIP funded projects**. **Non FAA-AIP funded projects do NOT count towards the satisfaction of this goal.**
8. **AVAILABLE DBEs** - The Airport has on file a DBE program approved by the Federal Aviation Administration. This program contains a listing of DBEs that is accessible through the Florida Department of Transportation's DBE directory at <https://fdotxwp02.dot.state.fl.us/EqualOpportunityOfficeBusinessDirectory/Home.aspx/Error?aspxerrorpath=/EqualOpportunityOfficeBusinessDirectory/aspix>. Bidders are encouraged to inspect this list to assist in locating DBEs for the work. Other DBEs may be added to the list in accordance with the owner's

approved DBE program. Credit toward the DBE goal will not be counted unless the DBE to be used can be verified by the owner.

9. CONTRACTOR'S REQUIRED SUBMISSION - The Airport requires the submission of the following Demonstration of Good Faith Efforts information with the bid:

- Form 10-1 – Disadvantaged Business Enterprise (DBE) Utilization
- Form 10-2 – Letter of Intent (one form for each DBE subcontractor)
- Form 10-3 – Good Faith Efforts Outreach

10. GOOD FAITH EFFORTS - If the Contractor fails to meet the contract goal established in Section 7 above, the following information must be submitted prior to contract award to assist the owner in determining whether or not the contractor made acceptable good faith efforts to meet the contract goal. **This information (when applicable), as well as the DBE information, should be submitted with detailed outreach records.**

Suggested guidance for use in determining if good faith efforts were made by a contractor are included in 49 CFR Part 26.

A list of the efforts that a contractor may make and the owner may use in making a determination as to the acceptability of a contractor's efforts to meet the goal as included in 49 CFR Part 26 are as follows:

- a. Whether the contractor attended any pre-solicitation or pre-bid meetings that were scheduled by the recipient to inform DBEs of contracting and subcontracting opportunities;
- b. Whether the contractor advertised in general circulation, trade association, and minority-focus media concerning the subcontracting opportunities;
- c. Whether the contractor provided written notice to a reasonable number of specific DBEs that their interest in the contract was being solicited in sufficient time to allow the DBEs to participate effectively;
- d. Whether the contractor followed up initial solicitations of interest by contacting DBEs to determine with certainty whether the DBEs were interested;
- e. Whether the contractor selected portions of work to be performed by DBEs in order to increase the likelihood of meeting the DBE goal (including, where appropriate, breaking down contracts into economically feasible units to facilitate DBE participation);
- f. Whether the contractor provided interested DBEs with adequate information about the plans, specifications, and requirements of the contract;
- g. Whether the contractor negotiated in good faith with interested DBEs, not rejecting DBEs as unqualified without sound reasons based on a thorough investigation of their capabilities.
- h. Whether the contractor made efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance required by the recipient or contractor; and
- i. Whether the contractor effectively used the services of available minority community organizations; minority contractors' groups; local and state Federal Minority Business Assistance Offices; and other organizations that provide assistance in the recruitment and placement of DBEs.

NOTE: The nine items set forth above are merely suggested criteria and the owner may specify that you submit information on certain other actions a contractor took to secure DBE participation in an effort to meet the goals. A contractor may also submit to the owner other information on efforts to meet the goals.

- 11. CONTRACTOR ASSURANCE** - Agreements between bidder/proposer and a DBE in which the DBE promises not to provide subcontracting quotations to other bidders/proposers are prohibited. The bidder shall make a good faith effort to replace a DBE subcontract that is unable to perform successfully with another DBE subcontractor. Substitution must be coordinated and approved by the owner.

The bidder shall establish and maintain records and submit monthly reports (and for other periods as needed) which will identify and assess progress in achieving DBE subcontract goals and other DBE affirmative action efforts.

- 12. PROMPT PAYMENT** - The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than **10** days from the receipt of each payment the prime contractor receives from the owner. The prime contractor agrees further to return retainage payments to each subcontractor within **10** days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the owner. This clause applies to both DBE and non-DBE subcontractors.

As a condition of bid responsiveness, the Bidder or Offeror must submit the following information with its proposal on the forms provided herein:

- 1) The names and addresses of Disadvantaged Business Enterprise (DBE) firms that will participate in the contract;
- 2) A description of the work that each DBE firm will perform;
- 3) The dollar amount of the participation of each DBE firm listed under (1);
- 4) Written statement from Bidder or Offeror that attests their commitment to use the DBE firm(s) listed under (1) to meet the Owner's project goal;
- 5) Written confirmation from each listed DBE firm that it is participating in the contract in the kind and amount of work provided in the prime contractor's commitment; and
- 6) If Bidder or Offeror cannot meet the advertised project DBE goal, evidence of good faith efforts undertaken by the Bidder or Offeror as described in appendix A to 49 CFR part 26.

REQUIRED FORM #10-1

Demonstration of Good Faith Efforts

FORM 1: DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

The undersigned bidder/offeror has satisfied the requirements of the bid specification in the following manner:

☒ Bidder/offeror has met the DBE contract goal.

The bidder/offeror is committed to a minimum of 25.0 % DBE utilization on this contract.

☐ Bidder/offeror has not met the DBE contract goal.

The bidder/offeror is committed to a minimum of _____% DBE utilization on this contract and has submitted documentation demonstrating good faith efforts. **Form 10-3** Good Faith Efforts Outreach Information is required.

Legal name of bidder/offeror's firm: ZHA Incorporated

Bidder/Offeror Representative:

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

Signature:  Date: March 29, 2021

REQUIRED FORM #10-2

Demonstration of Good Faith Efforts

FORM 2: LETTER OF INTENT

Note: The authorized representative named below must be an individual vested the authority to make contracting decisions on behalf of the firm.

Company Name of Bidder/Offoror: ZHA Incorporated

Name & Title of Authorized Representative: Frederick J. Mellin, Jr., President/CEO

Phone: 407-902-2550 Email: Rick.Mellin@zhaintl.com

Name of DBE Firm: Digital Building Services, LLC

Address: 11290 SW 30 St City: Miami

State: FL Zip: 33165 Phone: 305-202-1208 Email: JMesa@dbuilds.com

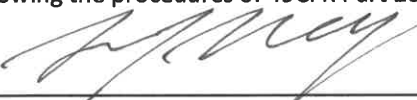
Work to be performed by DBE firm:

Description of Work	NAICS Code	Dollar Amount or %*	Dealer/Manufacturer**
Drafting Services	541340	1.5%	

*Percentage is to be used only in negotiated procurements, including design-build contracts.

**For material supplies only, indicated if DBE is a manufacturer or regular dealer as defined in §26.55.

The undersigned bidder/offoror is committed to utilizing the above-named DBE firm for the work described above. The total expected dollar value of this work is \$TBD by task order. The bidder/offoror understands that if it is awarded the contract/agreement resulting from this procurement, it must enter into a subcontract with the DBE firm identified above that is representative of the type and amount of work listed. Bidder/offoror understands that upon submitting this form with its bid/offer, it may not substitute or terminate the DBE listed above without following the procedures of 49CFR Part 26, §26.53.

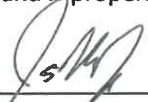


Signature of Bidder/Offoror's Authorized Representative

29 MAR 21

Date

The undersigned DBE affirms that it is ready, willing and able to perform the amount and type of work as described above, and is properly certified to be counted for DBE participation under the contract/agreement.



Signature of DBEs Authorized Representative

3-18-21

Date

If the bidder/offoror does not receive award of the prime contract, any and all representations in the Letter of Intent shall be null and void.

REQUIRED FORM #10-2

Demonstration of Good Faith Efforts

FORM 2: LETTER OF INTENT

Note: The authorized representative named below must be an individual vested the authority to make contracting decisions on behalf of the firm.

Company Name of Bidder/Offoror: ZHA Incorporated

Name & Title of Authorized Representative: Frederick J. Mellin, Jr., President/CEO

Phone: 407-902-2550 Email: Rick.Mellin@zhaintl.com

Name of DBE Firm: Ecological Resource Consultants, Inc.

Address: 100 Amar Place City: Panama City Beach

State: FL Zip: 32413 Phone: 850-230-1882 Email: Griffin1882@hotmail.com

Work to be performed by DBE firm:

Description of Work	NAICS Code	Dollar Amount or %*	Dealer/Manufacturer**
Forestry Support Activities	115310	75%	
Environmental Consulting	541620	75%	
Remediation Services	562910	75%	

*Percentage is to be used only in negotiated procurements, including design-build contracts.

**For material supplies only, indicated if DBE is a manufacturer or regular dealer as defined in §26.55.

The undersigned bidder/offoror is committed to utilizing the above-named DBE firm for the work described above. The total expected dollar value of this work is \$ TBD by task order. The bidder/offoror understands that if it is awarded the contract/agreement resulting from this procurement, it must enter into a subcontract with the DBE firm identified above that is representative of the type and amount of work listed. Bidder/offoror understands that upon submitting this form with its bid/offer, it may not substitute or terminate the DBE listed above without following the procedures of 49CFR Part 26, §26.53.



Signature of Bidder/Offoror's Authorized Representative

29 MAR 21

Date

The undersigned DBE affirms that it is ready, willing and able to perform the amount and type of work as described above, and is properly certified to be counted for DBE participation under the contract/agreement.



Signature of DBEs Authorized Representative

3.29.2021

Date

If the bidder/offoror does not receive award of the prime contract, any and all representations in the Letter of Intent shall be null and void.

REQUIRED FORM #10-2

Demonstration of Good Faith Efforts

FORM 2: LETTER OF INTENT

Note: The authorized representative named below must be an individual vested the authority to make contracting decisions on behalf of the firm.

Company Name of Bidder/Offoror: ZHA Incorporated

Name & Title of Authorized Representative: Frederick J. Mellin, Jr., President/CEO

Phone: 407-902-2550 Email: Rick.Mellin@zhaintl.com

Name of DBE Firm: Fitzgerald Collaborative Group LLC

Address: 1213 Miccosukee Road City: Tallahassee

State: FL Zip: 32308 Phone: 850-350-3500 Email: Donald@fc-groupllc.com

Work to be performed by DBE firm:

Description of Work	NAICS Code	Dollar Amount or %*	Dealer/Manufacturer**
Architectural Services	541310	15%	
Interior Design Services	541410	15%	

*Percentage is to be used only in negotiated procurements, including design-build contracts.

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The undersigned bidder/offoror is committed to utilizing the above-named DBE firm for the work described above. The total expected dollar value of this work is \$ TBD by task order. The bidder/offoror understands that if it is awarded the contract/agreement resulting from this procurement, it must enter into a subcontract with the DBE firm identified above that is representative of the type and amount of work listed. Bidder/offoror understands that upon submitting this form with its bid/offer, it may not substitute or terminate the DBE listed above without following the procedures of 49CFR Part 26, §26.53.



Signature of Bidder/Offoror's Authorized Representative

29 MAR 21

Date

The undersigned DBE affirms that it is ready, willing and able to perform the amount and type of work as described above, and is properly certified to be counted for DBE participation under the contract/agreement.



Signature of DBE's Authorized Representative

7.27.2021

Date

If the bidder/offoror does not receive award of the prime contract, any and all representations in the Letter of Intent shall be null and void.

REQUIRED FORM #10-2

Demonstration of Good Faith Efforts

FORM 2: LETTER OF INTENT

Note: The authorized representative named below must be an individual vested the authority to make contracting decisions on behalf of the firm.

Company Name of Bidder/Offeror: ZHA Incorporated

Name & Title of Authorized Representative: Frederick J. Mellin, Jr., President/CEO

Phone: 407-902-2550 Email: Rick.Mellin@zhaintl.com

Name of DBE Firm: Marathon Reprographics Inc., dba MySmartPlans

Address: 901 North 8th St City: Kansas City

State: KS Zip: 66101 Phone: 816-221-7881 Email: shelley@mymartplans.com

Work to be performed by DBE firm:

Description of Work	NAICS Code	Dollar Amount or %*	Dealer/Manufacturer**
Computer Programming Svcs	541511	1.5%	
Computer Systems Design Svcs	541512	1.5%	

*Percentage is to be used only in negotiated procurements, including design-build contracts.

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The undersigned bidder/offeror is committed to utilizing the above-named DBE firm for the work described above. The total expected dollar value of this work is \$ TBD by task order. The bidder/offeror understands that if it is awarded the contract/agreement resulting from this procurement, it must enter into a subcontract with the DBE firm identified above that is representative of the type and amount of work listed. Bidder/offeror understands that upon submitting this form with its bid/offer, it may not substitute or terminate the DBE listed above without following the procedures of 49CFR Part 26, §26.53.



Signature of Bidder/Offeror's Authorized Representative

29 MAR 21

Date

The undersigned DBE affirms that it is ready, willing and able to perform the amount and type of work as described above, and is properly certified to be counted for DBE participation under the contract/agreement.



Signature of DBEs Authorized Representative

3-17-21

Date

If the bidder/offeror does not receive award of the prime contract, any and all representations in the Letter of Intent shall be null and void.

REQUIRED FORM #10-2

Demonstration of Good Faith Efforts

FORM 2: LETTER OF INTENT

Note: The authorized representative named below must be an individual vested the authority to make contracting decisions on behalf of the firm.

Company Name of Bidder/Offoror: ZHA Incorporated

Name & Title of Authorized Representative: Frederick J. Mellin, Jr., President/CEO

Phone: 407-902-2550 Email: Rick.Mellin@zhaintl.com

Name of DBE Firm: Taffy Pippin Consulting LLC

Address: 3153 Lexington Rd City: Montgomery

State: AL Zip: 36106 Phone: 334-546-4717 Email: TaffyPippin@gmail.com

Work to be performed by DBE firm:

Description of Work	NAICS Code	Dollar Amount or %*	Dealer/Manufacturer**
Management Consulting Svcs	541611	75%	

*Percentage is to be used only in negotiated procurements, including design-build contracts.

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The undersigned bidder/offoror is committed to utilizing the above-named DBE firm for the work described above. The total expected dollar value of this work is \$ TBD by task order . The bidder/offoror understands that if it is awarded the contract/agreement resulting from this procurement, it must enter into a subcontract with the DBE firm identified above that is representative of the type and amount of work listed. Bidder/offoror understands that upon submitting this form with its bid/offer, it may not substitute or terminate the DBE listed above without following the procedures of 49CFR Part 26, §26.53.

Signature of Bidder/Offoror's Authorized Representative

29 MAR 21

Date

The undersigned DBE affirms that it is ready, willing and able to perform the amount and type of work as described above, and is properly certified to be counted for DBE participation under the contract/agreement.

Signature of DBEs Authorized Representative

3/18/2021

Date

If the bidder/offoror does not receive award of the prime contract, any and all representations in the Letter of Intent shall be null and void.

REQUIRED FORM #10-2

Demonstration of Good Faith Efforts

FORM 2: LETTER OF INTENT

Note: The authorized representative named below must be an individual vested the authority to make contracting decisions on behalf of the firm.

Company Name of Bidder/Offoror: ZHA Incorporated

Name & Title of Authorized Representative: Frederick J. Mellin, Jr., President/CEO

Phone: 407-902-2550 Email: Rick.Mellin@zhaintl.com

Name of DBE Firm: VoltAir Consulting Engineers, Inc.

Address: 6005 Benjamin Rd, Suite A City: Tampa

State: FL Zip: 33634 Phone: 888-891-9713 Email: JDavis@voltairinc.com

Work to be performed by DBE firm:

Description of Work	NAICS Code	Dollar Amount or %*	Dealer/Manufacturer**
Engineering Services	541330	7%	

*Percentage is to be used only in negotiated procurements, including design-build contracts.

**For material supplies only, indicated if DBE is a manufacturer or regular dealer as defined in §26.55.

The undersigned bidder/offoror is committed to utilizing the above-named DBE firm for the work described above. The total expected dollar value of this work is \$TBD by task order. The bidder/offoror understands that if it is awarded the contract/agreement resulting from this procurement, it must enter into a subcontract with the DBE firm identified above that is representative of the type and amount of work listed. Bidder/offoror understands that upon submitting this form with its bid/offer, it may not substitute or terminate the DBE listed above without following the procedures of 49CFR Part 26, §26.53.



Signature of Bidder/Offoror's Authorized Representative

29 MAR 21

Date

The undersigned DBE affirms that it is ready, willing and able to perform the amount and type of work as described above, and is properly certified to be counted for DBE participation under the contract/agreement.



Signature of DBEs Authorized Representative

March 29, 2021

Date

If the bidder/offoror does not receive award of the prime contract, any and all representations in the Letter of Intent shall be null and void.

REQUIRED FORM #10-3**FORM 3: GOOD FAITH EFFORTS OUTREACH****SOLICITATION OF SUBCONTRACTORS, SUPPLIERS, AND SERVICE PROVIDERS**

(Complete this form only if DBE goal is not met.)

List all subcontractors solicited, both DBE and non-DBE contractors, truckers and suppliers for this specific contract. Include initial contact and follow-up dates, as well as methods of contact (Phone, Fax, Email, etc.)

The good faith effort submission should include evidence of the solicitation effort such as: copies of request for bids sent to DBE firms with the name of the DBE firms clearly identified; fax confirmation sheets showing the date, fax number, name of DBE firm and information sent; list of all DBE firms called time of call, person contacted and response; or email lists with time/day sent with response clearly indicated; etc.

NOTE: ZHA has met or exceeded the Airport's required DBE participation as noted on Form 1.

	Subcontractor Name & Address	DBE?		Phone #	Date/Contact Method		Description of Work
		Yes	No		DATES	METHOD	
1		<input type="checkbox"/>	<input type="checkbox"/>				
2		<input type="checkbox"/>	<input type="checkbox"/>				
3		<input type="checkbox"/>	<input type="checkbox"/>				
4		<input type="checkbox"/>	<input type="checkbox"/>				
5		<input type="checkbox"/>	<input type="checkbox"/>				
6		<input type="checkbox"/>	<input type="checkbox"/>				
7		<input type="checkbox"/>	<input type="checkbox"/>				
8		<input type="checkbox"/>	<input type="checkbox"/>				
9		<input type="checkbox"/>	<input type="checkbox"/>				
10		<input type="checkbox"/>	<input type="checkbox"/>				

Make additional copies of this page as necessary.

Legal name of bidder/offeror's firm: _____

Bidder/Offeror Representative: Printed Name and Title: _____

Signature: _____ Date: _____



FREDERICK J. MELLIN JR.
CHIEF EXECUTIVE OFFICER / PRESIDENT

YEARS EXPERIENCE

27 years at ZHA
13 years at other firms

**REGISTRATION/
CERTIFICATION**

Florida Real Estate Broker

EDUCATION

B.S., Design, College of
Architecture, Clemson
University

**PROFESSIONAL
AFFILIATIONS**

Past Chairman, Orange County
Code Enforcement

PROJECT EXPERIENCE | OVERVIEW

Mr. Mellin, chief executive officer and president, has more than 40 years' experience in design, development, and construction of various kinds of projects. He has served as project manager for schools, medical facilities, entertainment complexes, aviation facilities, government buildings, and military bases. He has directed real estate development activities for health care facility providers across the country. Mr. Mellin's corporate experience has expanded his organizational and management skills on both small and large projects.

AVIATION

Northwest Florida Beaches International Airport, Panama City, FL — Project Executive | Provide general consulting and planning services under a continuing services contract for projects that include building design and construction; roadway design and construction; taxiway construction and reconstruction; runway construction and reconstruction; aircraft parking apron construction; parking facility design and construction; land acquisition; drainage and stormwater related projects; airfield lighting improvements; tenant facility relocation; project inspection; construction management; airport planning and design; and regulatory compliance.

Nigerian Airports Authority Master Plan, Land Use Planning for Lagos, Abuja, Ilorin, Calabar - Nigeria — Project Executive | Provide land use planning for four airports in Nigeria. Existing projections were analyzed to calculate land area requirements for airfield, terminal/apron, terminal support, cargo, general aviation, commercial, and government. Based on this analysis, existing and future land use graphics were produced for each airport showing the land area required for each specific land use category.

Orlando International Airport, Roadway Signage Program and Master Plan, Orlando, FL — Project Manager

EDUCATION

Consulting Services, Access Charter School, FL — Project Executive | Providing Owner's Representative (OR) services for: Phase I—acquisition, relocation, design and construction/ renovation of a newly acquired campus to serve as the school's future home; and Phase II— roof replacement, electrical service upgrades, and site improvements.

Disaster Recovery Assistance, Central and South Florida Schools — Project Executive | ZHA provided facility condition assessments, replacement cost estimates, program/project management, FEMA grant applications and project worksheets, and as-needed coordinated bidding, scheduling, construction contract administration, construction observation, FF&E procurement, and value engineering to the school districts of Charlotte, Glades, Hendry, Indian River, Martin, and St. Lucie counties, and Saint Edward's Preparatory School in Vero Beach.

Orange County Public Schools, Orlando, FL — Deputy Program Manager | Coordinate daily activities of a five-year school renovation program (190-plus projects), which included more than \$485 million of renovation, remodeling, and repair work.

GOVERNMENT/CIVIC

NeoCity Office Building, Osceola County, FL — Project Executive/Design-Build | Provide owner's representative services and construction oversight of a four-story,

100,000-square-foot office building located in Kissimmee, Florida, adjacent to the “Center for Neovation”. The project is part of the 500-acre NeoCity master plan that is focused on becoming the most significant and comprehensive global center for smart sensor, photonics, and nanotechnology research and development. Key project features include a new 250-space parking lot, a foot court, an engaging landscaped courtyard connecting to the adjacent laboratory/cleanroom facility, and a sleek skin design including curtainwall glazing systems and decorative metal screens.

Florida Advanced Manufacturing Research Center, Osceola County, FL — Project Executive | Provide owner’s representative services and construction oversight of a two-story, 109,000-sf semiconductor research/manufacturing facility on approximately 20 acres in Osceola County. The project is a 109,000-sf high-tech facility with build-out of Class 1000 and Class 10000 clean rooms, office/laboratory space, utility and building support areas, and site development. After construction, the facility was renamed as the “Center for Neovation”.

New Ocoee City Hall, City of Ocoee, FL — Owner’s Representative/Project Executive | Provide professional construction management services for the design and construction of the new city hall. The city hall design-build project is an approximately 40,000-square-foot, 3-story building with a construction budget of approximately \$12 million over a 57-week schedule.

Consulting Services, Sumter County, FL — Project Executive | Provide continuing project management services for various capital projects including fire stations, libraries, parking areas, and other municipal facilities.

Seminole County, FL — Project Manager/Planner

- On-call OAR/Project Management Services – Provide design and construction oversight for various capital projects including fire stations, parks and other municipal buildings
- Five Points Campus Master Plan – Provide conceptual land use plan, design guidelines, and phasing plan for 119-acre site.

Nature Coast Emergency Management System Center, \$1.8 million facility, Inverness, FL — Project Executive/Design-Build | Provide budget development, concept design, site planning, programming, design criteria consultant, design management, construction phase management and owner’s representative services for an 8,400-sf facility containing corporate administrative offices, medical storage areas, and training rooms that also serve as an emergency operations center (EOC).

Cocoa City Hall, Cocoa, FL — Project Executive/Design-Build | Develop design criteria and consultant procurement packages, negotiate contracts, and provide design management and construction administration for the city’s \$11 million new city hall project in Historic Cocoa Village. The facility design consolidates city departments, council chambers, and an EOC. The design and materials project a strong, conservative, governmental image. The building has a LEED Silver certification.

City of Lake Mary, FL — Owner’s Representative

- Lake Mary Community Center – Renovation of an existing building to create a new community center. — Project Executive/ Design-Build
- Lake Mary Events Center – Develop design criteria and consultant procurement packages, negotiated contracts, and provide design management and construction administration for the city’s \$5.8 million events center project. — Project Executive/ Design-Build

- \$3.5 million City Hall Expansion – Provide OR services for expansion and renovation of the city hall building. — Project Manager/Design-Build
- Lake Mary Municipal Services Complex – Perform space programming and provide design management and construction administration for a \$5.3 million project to house a fire station, fire department headquarters, administration, and building and life safety. — Project Executive/Design-Build

City of Inverness, FL

- On-call general consulting, management, and advisory services — Project Executive
- Valerie Theatre Maintenance Program Development of an overall maintenance program and budget. The program also included a facility renewal and sustainment program (a 20-year capital replacement plan). — Project Executive
- Inverness Government Center – Develop design criteria and consultant procurement packages, negotiated contracts, and provide design management and construction administration for the city's \$5.7 million city hall replacement project. — Project Executive/Design-Build

City of Winter Park, FL

- Community Center – Develop design criteria package and consultant procurement packages; negotiate contracts; and provide design management and construction administration for the city's \$9 million new community center — Program Manager/Design-Build
- Welcome Center – Design Criteria Package, design and construction oversight of 10,000-sf welcome center/Design-Build
- Winter Park Civic Venues – Visioning and alternatives development for the U.S. Post Office, Winter Park Library, City Hall and the State Office Building site — Program Manager
- Brookshire Elementary School – Strategic planning and alternatives development for a new elementary school — Project Manager
- Community Redevelopment Area Plan — Planning Consultant

Baldwin Park/Naval Training Center Redevelopment, Orlando, FL — Project Executive | Demolition and Infrastructure Development. Oversee the creation of a demolition and infrastructure strategy for the developer selected to redevelop the Naval Training Center. Responsible for oversight of the demolition activities, which included 4.5 million square feet of building space, in 14 months. At the time, it was the largest “deconstruction project” in the world. The effort created \$6 million of savings by reusing deconstructed materials and kept 100,000 dump truck from leaving the site to take reusable materials to landfills.

Times Square Complex, Subic Bay, Philippines, Master Plan/Concept Drawings — Project Manager | Developed a master plan and schematic drawings for the redevelopment of a 10-acre block in the heart of the Subic Bay Redevelopment Area. The work included analyzing the existing navy base master plan and recommending building size and use mixes that met the owner's economic objectives without compromising the redevelopment plan. The final plan included a mix of retail and entertainment uses, patterned after Times Square in New York City. The 25,000-square-meter complex now includes a bowling center, movie theater, civic theater, restaurants, and retail shops.

HEALTHCARE

Lakeview Terrace Retirement Center, Altoona, FL — Program Manager | Phased expansion of a 100-acre continuing care retirement community in rural Lake County. Ultimate buildout includes addition of 250 independent living units, community center renovations, new skilled nursing and assisted living facilities as well as wastewater treatment plant relocation and improvements. Current phase will provide a 2nd new independent living tower, 9 new 4-unit villas and new clubhouse.

Assisted and Independent Senior Living Cost Model, Wyndemere Retirement Community, IL — Project Executive | Prepare a replacement cost model based on a similar size and quality senior living facility. The report included building and site cost models compiled of component and system costs which were modified to account for construction costs in the Chicago area.

Long Range Capital Forecast, The Terraces at Bonita Springs, FL — Project Executive | Prepare a 20-year capital forecast report for a recently opened senior living community. The report included building and site cost models and a detailed renewal and capital improvement schedule and systems summary by renewal interval.

Level 1 Facility Condition Assessment, Dadeland Towers South, Miami, FL — Project Executive | Prepare a facility condition assessment report for an office campus in South Florida over a 15-year planning period. The report included condition reports, deficiency reports, and renewal schedules for each of the two office buildings, parking garage, and site.

Citrus Memorial Hospital, Inverness, FL

- \$5.7 million Emergency Department Expansion and Renovation to increase treatment capacity — Project Executive/CM-at-Risk
- \$5.2 million Satellite Multi-Office Complex in Homosassa, Florida including physician's office, walk-in clinic, diagnostic facility, and outpatient therapy — Project Executive/Design-Build
- \$35 million New Bed Tower Project (Design Phase) – Project Executive/Owner's Rep
- \$14.2 million Open-Heart Program expansion and renovation project for a 171-bed, not-for-profit private community hospital — Project Executive/CM-at-Risk

The Mayflower Retirement Center, Winter Park, FL — Program Manager | Expansion of existing full-service continuing care retirement community. Expansion will include 40+ ILUs, conversion of 60 semi-private skilled nursing beds to private, relocation and expansion of assisted living units, a clinical assessment component, and teaching accommodations.

Assisted Living Development, ConDev Group, Orlando, FL — Planning | Analysis of site for acquisition purposes for capacity of independent and assisted living units.

Village on the Green, LifeCare Retirement Communities, Longwood, FL — Planning | Analysis of site for acquisition purposes for property valuation.

Indian River Memorial Hospital, Vero Beach, FL

- Ambulatory Services Program Development — Planning Consultant
- Satellite Medical Office Building/Ambulatory Center, Sebastian, FL — Development Consultant

PUBLIC USE

Level 1 Facility Condition Assessment – Trinity Episcopal Church, Vero Beach, FL — Project Executive | Perform a facility condition assessment for the purposes of developing a 10-year capital replacement plan for the church campus. The report included building condition reports, systems deficiency reports and renewal schedules.



ANDREW L. BROOKS, PE, LEED AP
EXECUTIVE VICE PRESIDENT

YEARS EXPERIENCE

27 years at ZHA
14 years at other firms

**REGISTRATION/
CERTIFICATION**

Professional Engineer:
Florida #42922,
Michigan #6201032018
LEED Accredited
Professional

EDUCATION

Master of Science, Civil
Engineering, University of
Florida
Bachelor of Science, Civil
Engineering, University of
Florida

**PROFESSIONAL
AFFILIATIONS**

Professional Member,
Construction Specifications
Institute

**RELEVANT CONTINUING
EDUCATION**

Arc Flash Basics & Hazard
Planning
Construction Project
Management
Design of Heavy Duty
Concrete Floor Slabs
Design of Reinforced
Concrete Beams
OSHA Fatal Facts
Previous Concrete
Project Manager
Steel Erection Safety
Requirements
Traffic Control for Work
Zones

PROJECT EXPERIENCE | OVERVIEW

With more than 41 years of engineering, construction, and management experience, Mr. Brooks has supervised all facets of large multidisciplinary, fast-paced, diverse projects, including project planning, programming, design, construction, occupancy, and contract administration. Mr. Brooks has a proven track record of successfully managing, coordinating, and communicating with all members of the project team, focusing on meeting the expectations of owners by completing projects on time, within budget, and without claims. Mr. Brooks' experience, beginning with programming and project controls, coupled with his field experience of managing construction projects, equips him with unique credentials and the ability to oversee and successfully complete capital improvement projects.

RELEVANT EXPERIENCE

New Ocoee City Hall, City of Ocoee, FL — Owner's Representative/Project Manager | Provide professional construction management services for the design and construction of the new city hall. The city hall design-build project is an approximately 40,000-square-foot, 3-story building with a construction budget of \$12 million (est.) over a 57-week schedule.

Continuing Construction Project Management Contract, Osceola County, FL — Owner's Representative/Project Executive | Provide overall project management for various capital projects including municipal buildings, parking facilities, health facilities, and roadway projects. To date, ZHA has managed more than 40 individual capital projects totaling approximately \$40 million in value.

Seminole County, FL — On-site Owner's Representative/Project Executive | ZHA successfully completed the following projects for Seminole County.

- On-call OAR/Project Management – Provided design and construction oversight for various capital projects including fire stations, parks, and other municipal buildings.
- \$43 million Criminal Justice Center, CM-at-Risk – A new courthouse project that included 10 courtrooms, judges' chambers, offices for the public defender, state's attorney, clerk of the court, and other court related facilities all with the latest technology and infrastructure for future technology.
- \$4.2 million Juvenile Justice Center, Design-Build – An expansion and renovation project that provided a 20,000-square-foot expansion to an existing 10,000-square-foot facility, adding two new courtrooms and support spaces, and allowing consolidation of court operations which were previously displaced due to space constraints.

Orlando Orange County Expressway Authority, Administration and Operations Center, Orlando, FL — Owner's Representative | Provided full-time, on-site project coordination as an extension of the owner's staff for construction of a \$28 million agency headquarters.

Orlando International Airport, Orlando, FL — Project Executive | Extensively involved in the development of the airport, including programming, cost estimating, and implementation:

- \$314 million North Terminal Program – A North Terminal completion plan was developed to maximize the capacity of Orlando International Airport (OIA). The expansion program included the design and construction of 23 projects. Two of the major projects were a new control tower and the last of four airside terminals—Airside 2). Construction and installation of an automated people-mover system to link Airside 2 to the main terminal were also part of the program's scope.
- \$204 million Near Term Program – The Program provided facility improvements and expansion to OIA. Services included conceptual and detailed airport planning activities that evaluated facilities and led to their modification or to the development of new facilities to accommodate forecast demand.
- \$500 million South Terminal Program—first phase infrastructure.



DARREL J. BROSTROM, AIA, LEED® AP

YEARS EXPERIENCE

6 years at ZHA

35 years at other firms

REGISTRATION/ CERTIFICATION

Registered Architect – Florida
#AR0014124, Nebraska;
NCARB Certified

EDUCATION

Master of Business
Administration, University of
Nebraska
Bachelor of Science
Construction Engineering, Iowa
State University
Bachelor of Architecture, Iowa
State University

PROFESSIONAL AFFILIATIONS

American Institute of Architects
(AIA) Member

RELEVANT CONTINUING EDUCATION

Architectural Acoustics
Energy Performance
Florida Building Code:
Preparing Code Compliant
Construction Documents
Floodplain Design,
Construction, and Impacts on
Flood Insurance
Life Safety Plans: Graphics and
Code
Air and Vapor Barriers
Concrete Tiltwall: Structural
Considerations for Design and
Construction
SBS Roofing Technology and
Design
Understanding the Energy
Code
Architectural Details of the
Control Layers
Florida Building Code: Masonry
Code Changes and Best
Practices
PVC Roofing Materials
FEMA Review
Using Building Envelope
Design for Moisture and Mold
Control in Framed Wall
Assemblies
IECC Energy Review and
Masonry Compliance Options
Advanced Florida Building
Code: Accessibility Demons-
Accessibility, 6th Edition (2017)
PMMA CFA Liquid Roofing &
Waterproofing Membranes
Florida Building Code: A Walk
Through Code Changes

PROJECT EXPERIENCE | OVERVIEW

Mr. Brostrom, Senior Vice President, has over 40 years of experience providing project planning, management, design, construction administration, and building evaluation services to various government agencies and private clients. These include asset development, management and the analysis of over 500 structures for factors such as current conditions, damage, life expectancy, energy audits, ADA code upgrades, and adaptability to alternate uses. His experience is based on a well-rounded background of education and training in Design, Construction and Management. He was selected to be a Peer Reviewer by the American Institute of Architects and American Consulting Engineers Council to evaluate the professional practices and procedures of their members.

RELEVANT EXPERIENCE

NeoCity Office Building (The OC), Osceola County, FL — Sr. Project Manager | Provide owner's representative services and construction oversight of a four-story, 100,000-square-foot office building located in Kissimmee, Florida, adjacent to the "Center for Neovation". The project is part of the 500-acre NeoCity master plan that is focused on becoming the most significant and comprehensive global center for smart sensor, photonics, and nanotechnology research and development. Key project features include a, an engaging landscaped courtyard connecting to the adjacent laboratory/cleanroom facility, a food court and a sleek skin design including curtainwall glazing systems and decorative metal screens.

Florida Advanced Manufacturing Research Center (The Center for Neovation) – Osceola County, Florida — Sr. Project Manager | Provide owner's representative services and construction oversight of a two-story, 109,000-sf secure semiconductor smart sensor nanotechnology research/manufacturing facility on approximately 10 acres in Osceola County. The project is a 109,000-sf high-tech facility with build-out of Class 1000 and Class 10000 clean rooms, laboratories, offices, utility and building support areas, and site development.

Lockheed Martin F-35 Lightning II Program – Locations in 10 states and 10 nations — Project Executive | On a global level, provide owner's representative services, planning and design conceptualization and relationship development, design management to provide technical facilities knowledge and support to help create curriculums and resulting facilities for the educational facilities where pilots and maintainers will learn to operate and maintain this advanced platform. To date we have worked on over two dozen training and simulation centers, the sizes of and component make up of each facility differs based on the student throughput and added functionality desired by each military service or government. Permanent facilities generally begin at 40,000 GSF and a few exceed 225,000 GSF.

Lockheed Martin's Missile and Fire Control Division, United States — Project Executive | Prepare Contracts, Scopes of Work and assist with the selection of Design and Construction teams for the modifications and expansion of Lockheed Martin's Missile and Fire Control Division. Establish task order system. Contract term: 10 years.

Orange County Convention Center Phase V, Orlando, FL — Mechanical, HVAC & Plumbing Design Services | The Orange County Convention Center complex is 3 million sq. ft. in total. The Phase V expansion, in combination with the existing Phases I through IV building across International Drive and is now the second largest convention center complex in the United States. The expansion comprises construction of a new free-standing facility that nearly doubles the size of the existing facility's exhibit hall space and from which it is physically connected by a new elevated pedestrian sky bridge that spans

across two roads and a lake to link the two buildings. With 1 million sq. ft. of exhibit space, 94 meeting rooms, four food courts, four restaurants, two 1,000 ft-long glass-walled pre-function concourse areas, and a 10,000-car parking area, this new facility truly represents the state-of-the-art in convention center design. Mr. Brostrom participated in project planning activities including participation in Program Management and technical meetings with representatives of Orange County, the pre-selected construction manager/ construction contractor, and the program manager.

Orange County Public School Projects, Orlando, FL — Owner's Representative Services | OCPS had renovation projects of various sizes that required inspection and engineering for various upgrade and replacement tasks with typical renovations requiring upgraded HVAC systems, upgraded/new fire alarm and lightning protection systems, sprinkler systems, DDC (direct digital control) systems, smoke detectors, upgraded mechanical and electrical components, repair/replacement of doors and windows, repair/replacement of roofs, new gutters and downspouts, installation of underground piping, repair/replacement of telephone and intercom systems, site and drainage improvements, parking lots and site lighting, patching, sealing and painting of exteriors, replacement of electrical switchgear, and upgraded ADA life safety issues requiring Owner's Representative services to oversee the construction. Mr. Brostrom provided services during the design, construction, negotiations, initial operations, one-year warranty inspections, and close-out of 30 projects for the Orange County Public School's (OCPS) Immediate Needs project totaling \$62,386,000.

RELEVANT AVIATION EXPERIENCE

- § United Airlines – Renovations to Facilities at LAX
- § United Technologies, Sikorsky Aviation, PBI
- § United (American) Airlines – Project Manager for multiple renovation projects
- § FAA Control Towers – Project Manager responsible for the design of FAA control tower upgrades at numerous locations at U.S. airports
- § U.S. Air Force – Support facility developments at Offutt and Edwards AFB's
- § U.S. Air Force Base – Chevies & AFCENT, Belgium – Project Manager for facilities assessments and planning of improvements.
- § U.S. Air Force Base Facilities in the U.S. – Renovation projects at multiple locations.
- § U.S. Air Force Base, Offutt & Edwards AFB – Project Manager responsible for the design of aviation support facilities
- § BP-223 Exit roadway signage upgrades to improve messaging and wayfinding
- § BP-281, BP-246, BP-241, BP-255, BP-231 and 7 additional facility improvement and technology upgrade projects, OIA
- § Airport, Orlando, FL, Design review for 12 Near-terminal and North Terminal projects for compliance to GOAA standards
- § BP-287 Northwest Terminal Support Area Apron Rehabilitation of approx. 135,000 SY of existing aircraft parking aprons, Northwest Terminal Support Area, OIA, Orlando, FL
- § BP-312 Chiller Expansion, OIA, Orlando, FL
- § BP-314 North Terminal Electric Signage (northeast area and Airside 2). Designed, developed and provided all associated ancillary components for a total electronic signage package – OIA, Orlando, FL
- § BP-317 East Airfield ARRF – Orlando International Airport, Orlando, FL
- § BP-337 Common Use Enplane Drive and Baggage Claim Signage Improvements OIA, Orlando, FL
- § BP-350 Smoke Control System Rehabilitation

- § BP-359 Airside 2 Extension, Wings 7 and 9, OIA, Orlando, FL
- § Electrical and Communications engineering design, infrastructure design, evaluation and documentation of existing conditions, verification of as-built conditions, cost estimating and scheduling for adding the electrical and communications
- § BP-S010 North Terminal Station South Terminal – OIA, Orlando, FL
- § BP-S012 Intermodal Transit System South Terminal – OIA, Orlando, FL
- § BP-S018 SST (Intermodal Terminal) Terminal Building Phase I – OIA, Orlando, FL
- § BP-X015 Airport Security Improvement Program–Systems Consultant, Security Gates Improvement & Centralization Project (17 gates), OIA, Orlando, FL
- § BP-X018 In-Line Baggage Security
- § BP-X019 & BP-X020 In-Line Baggage Improvements
- § Building 607 & 608 Building Assessment and Redevelopment Plan, OIA, Orlando, FL
- § Coco Oasis Restaurant, OIA, Orlando, FL
- § Entry Roadway Signage, OIA, Orlando, FL
- § Evaluation of Mechanical and Electrical Systems – Landside and All Airsides
- § Floribean Food Court, Airside B Hub – OIA, Orlando, FL
- § G-4 Exit Roadway Signage Upgrades
- § GOAA - Orlando International Airport Ticketing 3rd Floor Study
- § Los Angeles International Airport, Los Angeles, CA
- § Orlando International Airport, Terminal Development Planning – Mechanical/Electrical engineering services (Landside and Airside) for \$1 billion (est.) construction project
- § Preconditioned Air System for Airsides 1 & 3; Electrical Power Distribution Engineering and Condensate Collection Mechanical Engineering
- § Southwest Airlines, Tenant Improvements – Design/Build Mechanical/Electrical Svcs.
- § T-589 Au Bon Pain Tenant Improvements Review
- § T-680 Tenant Improvement for Southwest Airlines – Design/Build Process ME Svcs.
- § V-198 Miscellaneous HVAC Replacement
- § V-223 West Great Hall Smoke Control Systems Rehabilitation
- § V-234 Fire Protection Lighting & Soffit Renovation Great Hall, OIA, Orlando, FL
- § V-242 Installation of new slope plate equipment–bag makeup area, B Level 2, MEP
- § Engineering evaluation, documentation & design of existing systems, OIA, Orlando, FL
- § V-266 USDA Perishables, OIA, Orlando, FL
- § V-317 Hyatt Tertiary Pumps, OIA, Orlando, FL
- § V-328 Multi-User Flight Information Display System (MUFIDS), OIA, Orlando, FL
- § V-349 Water Protection for Exterior Elevators, OIA, Orlando, FL
- § V-385 Landside Level 2 BSO Modifications, OIA, Orlando, FL
- § W-034 Continuing Mechanical, Electrical, Plumbing & Fire Protection Services, OIA
- § W-110 Flight Information Display System (FIDS), OIA
- § T-900 Store I, Renovation Kennedy Space Center Airport Gift Shop, Landside OIA
- § T-901 Store II, Renovation Kennedy Space Center Airport Gift Shop, Landside 3 East Hall, OIA



DAVID A. SCRUGGS, RLA
SENIOR PROJECT MANAGER

YEARS EXPERIENCE

3 years at ZHA
36 years at other firms

**REGISTRATION/
CERTIFICATION**

Landscape Architecture:
Mississippi #0162
Real Estate: Sales Associate,
Florida #SL3303436

EDUCATION

Bachelor Landscape
Architecture, Mississippi State
University

**PROFESSIONAL
AFFILIATIONS
PAST/PRESENT**

Bay County Code Enforcement
Board, Past
Panama City Beach Planning
Board
Bay EDA Executive Committee
Bay EDA Enterprise Bay
Chairman
Half Cent sales tax Oversight
Committee PCB

PROJECT EXPERIENCE | OVERVIEW

Mr. Scruggs has more than 38 years of experience in landscape architecture, land planning, commercial construction, and real estate development. He has a unique approach to assemble, motivate and manage multidiscipline teams of professionals; he also understands the relationship nuances between clients, consultants and contractors. His experience over the years has facilitated a successful track record in residential, commercial and industrial ventures for clients including retail, hospitality, sports, office and aviation. Mr. Scruggs has an intimate understanding of project components, the roles of team members, and the expertise to accurately plan, budget and manage them to successful completion.

RELEVANT EXPERIENCE

Northwest Florida Beaches International Airport, Panama City, FL — Project Manager | Provide general consulting and planning services under a continuing services contract for projects that include building design and construction; roadway design and construction; taxiway construction and reconstruction; runway construction and reconstruction; aircraft parking apron construction; parking facility design and construction; land acquisition; drainage and stormwater related projects; airfield lighting improvements; tenant facility relocation; project inspection; construction management; airport planning and design; and regulatory compliance. Recent assignments include connector hall exit lane modifications, security upgrades, mitigation monitoring, stormwater drainage upgrades and a terminal expansion of two gates and a 7,000-square-foot hold room for 238 passengers. An apron repair and expansion project along with a taxiway improvement and 300' x 600' parking apron is nearing completion.

Lisenby on Lake Caroline (Retirement Center), Panama City, FL — Owner's Representative/Project Manager | Provide owner's representative services for a 60-bed assisted living and skilled nursing center built in 1941 and expanded in the late 1970s. Manage disaster recovery following severe damage caused by Hurricane Michael including hire and manage the contractor, architects and engineers, and coordinate communications with the city and ACHA. Work included roof repairs and replacement, mold and asbestos removal, air scrubbing, demolition, water supply line and fixture replacement due to high lead content. The project was brought to a point where the owner could enter into negotiations to sell for a use other than senior/assisted living.

International Aquatic & Sports Foundation — Owner's Representative/Project Manager The IASF is developing a sports event and training venue for floor sports and all swimming sports including gymnastics, cheerleading, swimming, diving, high diving, water polo, and synchronized swimming. The facility will consist of separate wet and dry arenas, health and wellness training, sports medicine and exercise physiology, administrative and spectator support. The buildings will total over 500,000 square feet along with outdoor training, recreation, and a high dive tower with a 27-meter platform. Total project budget is \$327 million and is expected to begin in 2021.

PREVIOUS EXPERIENCE

Strategic Development Advisors, LLC — Principal | Provide owner representation services, project feasibility, and project management for retail, mixed use, hospitality, and sports facilities. Recent projects include Seahaven Marriott, International Aquatic and Sports Center (Biloxi, MS), and Waterstone mixed use (Madison, AL).

PBS&J/Atkins — Vice President | Group manager for civil and design projects. Recent projects include Hurricane Katrina infrastructure reconstruction on Mississippi gulf coast;

Port Panama City intermodal distribution facility; Northwest Florida Beaches International Airport fire protection water supply, traffic study, parking expansion, MOR site selection, and industrial property development phasing plan (Panama City); Tyndall AFB state-of-the-art fitness center (Panama City); and Pier Park outparcel retail (Panama City Beach).

The St. Joe Company — Vice President | Manager for the commercial development team responsible for entitlement of properties for development including big box developments, multi-family, outparcels, mixed use town centers, and power centers in Walton and Bay counties.

Heartland Development Company — Vice President, Development | Coordinate design, construction, and development activities of multiple master planned communities and town centers. Tasks performed include work through the platting process to maximize lot density; manage the construction and implementation of all streets, water and sewer, natural gas, data, and storm water management; and oversaw the installation of design guidelines, plan and architectural review, amenities and landscape development.



CURT G. HOWARD JR., R.A., NCARB

YEARS EXPERIENCE

15 years at ZHA
26 years at other firms

REGISTRATION/ CERTIFICATION

Registered Architect: Florida
#14907

National Council of
Architectural Registration
Boards Certificate

EDUCATION

Bachelor of Science,
Architecture,
The Ohio State University

PROJECT EXPERIENCE | OVERVIEW

Mr. Howard is experienced in all phases of architectural practice, with special emphasis on planning, design, and project management. His 40+ years of experience include a strong background in programming, master planning, and design for a wide variety of projects such as office/corporate headquarters facilities; governmental facilities; air and ground transportation; parking and vehicle maintenance; education and training; sports and recreation; healthcare and wellness; and technology and research. He has received design honor awards from the American Institute of Architects for Port Columbus International Airport and Central Ohio Transit Authority.

RELEVANT EXPERIENCE

Team Member Center Parking Garage — Project Manager | Provide project management and coordination services for the planning, design and construction of a new design-build 1,025-car, 6-story precast concrete parking structure located immediately adjacent to the Team Member Center. Services included coordinating the work of the design/build firm with consultants and materials and equipment providers under contract to Orlando Health, coordinating the construction activities of the parking structure and TMC Phase 2 contractors, observing the progress of the work, and monitoring the project budget and schedule.

Team Member Center, Phase 2 – Major Renovations — Project Manager | Provide project management support services during the construction phase for the interior renovation of the first and second floors of the TMC to provide new manager offices and open office systems workstations together with new training and conference facilities. Services included conducting weekly project meetings to coordinate the efforts of the construction and design teams with the needs of the users and remaining occupants of the facility. Also provided oversight of the project budget to assure conformance and oversight of the construction schedule to meet the operationally-critical opening date established by the Owner.

Winnie Palmer Hospital OB-Triage Expansion, Medical Office Space Buildout — Project Manager | Provide project management services for programming, preparation of construction documents, and construction through occupancy and project closeout of the 17,706-square-foot medical office space buildout. The project includes demolition of existing walls, reconfiguration of existing office and exam rooms, installation of new doors and hardware, installation of new lighting fixtures, updated cabinetry and plumbing fixtures, and modifications to the fire suppression system.

Medical Office Building Suites Tenant Space Buildout, Maternal Fetal Medicine – Pediatric Craniomaxillofacial Surgery Practices — Project Manager | Provide project management services to OH Facilities Development Department for programming, preparation of construction documents, construction through occupancy, and project closeout of the tenant space buildout. Coordinate efforts of the A/E design team, general contractor, and OH departments representing interior design, FF&E, graphics and signage, IT, medical equipment acquisition supply chain services, security and access control, facilities engineering, and materials management. Create and manage project schedule and budget. Oversee weekly project coordination meetings to track progress.

Due Diligence Condition Assessment, 83 W. Columbia Street Medical Office Building — Project Manager | Provide project management and consultant coordination services to Orlando Health (OH) Facilities Development Department to prepare a due diligence report regarding the future use and disposition of a 40,000-gross-square-foot medical office building located just south of downtown Orlando. The assessment included testing and evaluation of existing roof conditions; exterior wall and water intrusion; mold and asbestos

mitigation; HVAC systems conditions, and plumbing system functional issues. A project budget along with a report detailing estimated costs of proposed improvements was provided, along with comparative budgets for building demolition and replacement options for consideration by the Owner.

Capital Planning and Life Cycle Cost Estimation, Panama City Beach, FL —

Assessment Team | Conduct Level 1 assessment of approximately 23 identified facilities throughout the city including site work. Assessment reports for each facility and site will include a cost model/condition report, deficiency report and renewal schedule. Life cycles of building systems will also be established as listed by the Building Owners and Managers Association (BOMA).

Facilities Renewal Projects, St. Edward's School, Vero Beach, FL — Project Manager

| Provide construction documents development, bid/proposal solicitation and review, and limited construction phase services for certain facility renewal projects identified by a previous Level 1 Facility Condition Assessment.

Space Needs Update, Seminole County, FL — Project Manager/Planner

| As a follow-up to the master plan prepared for the County's Five Points Campus, ZHA will assess how to consolidate County departments dispersed throughout the County and accommodate growth for the next 40 years.

Howard Phillips Center, Orlando Health, Orlando, FL — Project Manager

| Provide owner's representative/project management services as an extension of staff to coordinate the renovation and build-out of a tenant office space.

Level 1 Facility Condition Assessment, The BETA Center, Orlando, FL — Project

Manager | Performed a facility condition assessment to develop a 10-year capital replacement plan for a 4.15-acre property consisting of two buildings and the site with surface parking and fence-enclosed activity areas. The report included building condition reports, systems deficiency reports, and renewal schedules.

Level 1 Facility Condition Assessment, Trinity Episcopal Church, Vero Beach, FL —

Project Manager | Performed a facility condition assessment for the purposes of developing a 10-year capital replacement plan for the church campus. The report included building condition reports, systems deficiency reports, and renewal schedules for a 7.03-acre campus consisting of nine buildings and a bell tower.

Facilities Condition Assessment and Capital Replacement Forecast, St. Edward's

School, Vero Beach, FL — Project Manager | Perform a Level 1 facility condition assessment and evaluation for 16 buildings on the campus plus a site assessment, including several athletic fields and courts, a pool complex, and a boathouse. Also tasked to create a capital replacement plan forecast with a 20-year horizon that extends to expiration of major building systems.

Access Charter School, Orange County, FL — Project Manager

| Provide owner's representative services for Phase I acquisition, relocation, design and construction/renovation of a newly acquired campus to serve as the school's future home; and Phase II, which consisted of a roof replacement, electrical service upgrades, and site improvements.

Northwest Florida Beaches International Airport, Panama City, FL — Project Architect

| Provide general consulting and planning services under a continuing services contract for projects that include building design and construction; roadway design and construction; taxiway construction and reconstruction; runway construction and reconstruction; aircraft parking apron construction; parking facility design and construction; land acquisition; drainage and stormwater related projects; airfield lighting improvements; tenant facility relocation; project inspection; construction management; airport planning and design; and regulatory compliance.

Lake Mary Community Center, City of Lake Mary, FL — Project Manager

| Provided Owner's Representative services, as part of a continuing contract, for the design-build renovation of the community center.

Space Needs Assessment/Forecast, Osceola County, FL — Architect/Planner |

Developed a master plan for the County's Courthouse Square Complex to provide a long-term plan for the existing complex while also considering the county's growth and service requirements. Tasks included visioning for the future of the complex, facility/infrastructure inventory and assessment, alternatives development and analysis, and presentation of the forecast adapted solution.

Consulting Services, Sumter County, FL — Project Manager | Providing continuing project management services for various capital projects including fire stations, libraries, parking areas, and other municipal facilities.

Cape Canaveral Air Force Station General Plan — Project Designer/Planner | Provided planning and conceptual alternatives development for a General Plan to be used for planning ongoing and future development at the Air Force Station. Also provided alternative detailed Area Development Plans for seven specific areas within the 17,260+ acre campus: North Launch, Central Launch, South Launch, Administration/Industrial, Skid Strip, South Phillips, and South Gate (Port) areas.

Patrick Air Force Base General Plan — Project Designer/Planner | Provided planning and conceptual alternatives development for a General Plan to be used for planning ongoing and future development of an 1,100+ acre Air Force facility. Also produced several detailed Area Development Plans (ADP) such as the Headquarters/Administrative Campus, the Military Community Services Area, and Base Industrial/Support Facilities.

NASA Kennedy Space Center, FL — Planner | Provided assessments and evaluation of over 400 existing facilities with a replacement value of approximately \$4 billion and conceptual development for seven ADPs, as part of planning for the evolution of Kennedy Space Center. The completed ADPs would serve as a guide for future development within the activity centers and identify ways by which NASA could streamline its operations to meet the evolving needs of civil and commercial launch providers and reduce operational costs. Based on facilities condition assessment and extensive discussions with facility operators, users, and KSC planners, ZHA prepared alternative plan concepts for the future development of each activity center during the 20-year study planning period. The finalized ADP for each activity center would serve as a guideline for present improvements and future growth within the Spaceport.

Yuma Proving Grounds, Yuma, AZ — Architect/Planner | Strategic assessment, planning and alternatives development for a 1,300-square-mile army testing facility and 500,000-acre expansion.

Cape Canaveral Air Force Station, Patrick Air Force Base, FL — Architect/Planner | Enhanced Use Lease. Preparation of a business case analysis of the options for offering some, or all, of the CCAFS proposed property for enhanced use lease.

Cape Canaveral Spaceport, FL (Kennedy Space Center and Cape Canaveral Air Force Station — 157,000 acres)

- Master Plan — Development of land use classifications; development of future land use program requirements based on projected launch configurations and demand; facilities consolidation planning; and future development planning and site interrelationships.
- Review of existing KSC and CCAFS design guidelines and standards and recommendations for developing one comprehensive standard for future development. Included the methodology to establish and administer the standards.
- Spaceport Visioning Study — Conceptual study for ground-based systems to support MagLifter and Star Tram HRST low cost-to-orbit launch technologies. Study included description of required facilities, a ground flow analysis, conceptual facility site plans, and computer-generated renderings of facilities.
- Transition Planning, South Gate Campus — Land use planning to establish a near-term (10-year) land use and area development plan that identifies land use changes and accommodates improvement projects. Planning was consistent with long-range land use objectives of the spaceport master plan.

- FIRST (Future Interagency Range and Spaceport Technology) Initiative — A partnership and interagency working group of NASA, the Department of Defense, and the Federal Aviation Administration, established to guide development of technologies and the transformation of U.S. ground and space launch operations toward a single, integrated national system of space transportation that enables low-cost, routine, safe access to space for a variety of applications.

Orlando International Airport, Orlando, FL — Project Manager/Planner/Design Architect

- Airside 2 Concept Development Study
- Airsides 1 and 4 FIS Facilities Expansion Planning Study
- Airsides 1 and 3 Renovations Study
- Parking Garage Expansion Study and development of expansion concept
- Employee Parking Facilities Planning Study
- Level 3 Curbside Fabric Canopy Replacement Project
- Level 2 Curbside Enhancements Project
- North Terminal Capacity Analysis Study, including vertical circulation capacity analysis and conceptual development of capacity enhancements; taxi staging and circulation analysis and development of alternatives; public circulation analysis; and garage cores and tunnels
- Parking Manager's Administration Facility and related parking garage entry/exit facilities improvements, planning, and design
- Landside Terminal Multi-User Flight Information Display System Design and Upgrades
- Level 3 Curb and Ticketing Improvements Study
- Airline Gate Backfill Analysis
- Curbside Study – Development and analysis of expansion alternatives at the terminal roadways and curbsides
- Terminal Facilities Condition Assessment and Report
- Baggage Handling Facilities Modifications and Expansion



ROSSER "PETE" L. PACE, II, CGC

ROLE: CONSTRUCTABILITY ANALYSIS/CONSTRUCTION MANAGER

YEARS EXPERIENCE

1 year at ZHA
35 years at other firms

REGISTRATION/ CERTIFICATION

Certified General Contractor:
Florida No. CGC1511552

EDUCATION

B.S. Construction Management,
University of Florida

PROFESSIONAL AFFILIATIONS

Kissimmee/Osceola Chamber
of Commerce: Board Member,
Past Chairman, 2005 – Present

Osceola Center for the Arts:
Board Member, Past President,
2008 – Present

Silver Spurs Rodeo Committee:
Member, Past Big Boss
(President), 1986 – Present

Osceola Education Foundation
Board Member, 2008 – 2016

Chairman of Student Liaison
Committee, 2010 – 2014

University of Florida Guest
Lecturer, College of Building
Construction, 2005 – 2010

University of Florida Executive
Committee

PROJECT EXPERIENCE | OVERVIEW

Mr. Pace has more than 36 years of hands-on construction and project management experience. He has led teams that have designed and delivered projects in the commercial, educational, hospitality and governmental sectors with a total project value in excess of \$1.2 billion. Pete has a proven track record of delivering complex projects on time and within established budgets. His skill set includes conceptual project planning and budgeting, contract negotiations, budget review and management as well as project management and quality control. During his career in the construction industry his clients have included Sunstone Hotel Investors, Sea World of Orlando, Holiday Inn, NASA, Marriott, Greater Orlando Aviation Authority, Trammell Crow, multiple Universities and School Districts, Home Depot, Target, and Florida Power.

RELEVANT EXPERIENCE

EA Orlando Office Building, Orlando, FL — Owner's Representative/Project Manager | Provide project management, schedule review, change order review, and testing services and reports review for a 175,000-square-foot build-to-suit office building. This \$30 million project will provide offices for EA Sports Orlando at the Creative Village in Downtown Orlando, featuring high-tech audio-visual systems, enhanced HVAC and lighting systems, and a parking garage.

Lakeview Terrace Retirement Center, Altoona, FL — Project Manager (Construction) | Phased expansion of a 100-acre continuing care retirement community in rural Lake County. Ultimate buildout includes addition of 250 independent living units, community center renovations, new skilled nursing and assisted living facilities as well as wastewater treatment plant relocation and improvements. Current construction includes an additional independent living tower, nine 4-unit villas and a new clubhouse.

OTHER RELEVANT EXPERIENCE

Center for Neovation, Osceola County, FL — Director, Construction and Asset Management, Osceola County Government | Responsible for the design and construction County buildings and real estate assets, including the two-story, 109,000-square-foot secure semiconductor smart sensor nanotechnology research/manufacturing facility on approximately 10 acres in Osceola County. The project is a high-tech facility with build-out of Class 1000 and Class 10000 clean rooms, laboratories, offices, utility and building support areas, and site development. ZHA was the Owner's Representative and, along with the specialty cleanroom consultants, prepared the project's design criteria package.

Prototype Fire Station, Osceola County, FL Director, Construction and Asset Management, Osceola County Government | Worked with the County's Construction Project Management Consultant on the programming, design, bidding, and construction for Osceola County proto-type 4-bay Fire Station. This fire station was the first of several duplicate fire stations to be site-adapted and constructed to upgrade the firefighting capabilities of Osceola County. ZHA serves as the County's Construction Project Management Consultant since 2011.

Replacement City Hall Program, Winter Garden, FL — Regional Manager, Clancy & Theys Construction | Constructed a new Winter Garden City Hall consisting of a 40,000-square-foot building that included appropriate space for expansion and parking for 130 cars. The project budget was approximately \$10.5 million with a 15-month construction schedule. ZHA was the Owner's Representative and prepared the project's design criteria package.

Events Center, Lake Mary, FL — Regional Manager, Clancy & Theys Construction | Design-build delivery of a 20,000-square-foot events center on a 3-acre site. This \$6 million lakeside facility features a 3,600-square-foot banquet hall with capacity to seat 250, a catering kitchen, meeting rooms, pre-function areas and multiple porches for extended function areas. ZHA was the Owner's Representative for design and construction, and prepared the project's design criteria package.

Orlando-Orange County Expressway Authority, Orange County, FL — Regional Manager, Clancy & Theys Construction | Design-build delivery of a three-story 86,000-square-foot facility that serves as the administrative offices and Operations Center for the Expressway Authority. The \$28 million facility featured a 1,500-square-foot computer room with raised floor and stand-alone air conditioning, emergency UPS power and fire protection to house the extensive IT capabilities that allow monitoring of the Expressway's road system and toll collections. ZHA was the Owner's Representative and provide on-site Construction Administration for the duration of the project.



RANDAL L. COOMBES
PROJECT CONTROLS/SENIOR COST ESTIMATOR

YEARS EXPERIENCE

3 years at ZHA
35 years at other firms

**REGISTRATION/
CERTIFICATION**

RF (Wireless) Certification,
University of Central Florida
Primavera P6 Advanced
Certification
Project Time and Cost
MCACES 2nd Generation
Certification
US Cost Success Estimator
Advanced Certification

EDUCATION

B.A., Business Administration,
Trinity College
Project Management Institute –
Continuing Education
A.A., Metropolitan Tech CC

**PROFESSIONAL
AFFILIATIONS**

Association for the
Advancement of Cost
Engineering (AACE)

SOFTWARE SKILLS

MCACES (MII 3.0 and 4.0) –
cost engineering application
(PT&C)
Success Estimator® Advanced
(US Cost)
PACES – parametric cost
engineering application
On Center Software–On-
Screen Take Off®
Sage Timberline® Estimating –
Extended
MC2 – ICE 2000® Advanced
Primavera Project Planner® –
P3 and P6
Primavera P6 Administration
and Advanced PM
Primavera P6 Web Resource
Management (Advanced
Certification)
Primavera Contract Manager
(formerly Expedition)
Prolog® PMIS application
IMPACT® - Web based PMIS
applications
ORBIT® - Web based PMIS
applications
COMET® – Facility Condition
Assessment application
Crystal Ball and Monte Carlo
Risk Analysis

PROJECT EXPERIENCE | OVERVIEW

Mr. Coombes has more than 38 years of experience in all facets of cost estimating in the construction industry. He has a comprehensive track record for the successful completion of cost estimates for multi-million-dollar projects for hospitals, public school districts, and government and private entities. Mr. Coombes provides specialized experience in parametric cost modeling and conceptual estimating for budget preparation and change order management. He is well-versed in estimating standards and practices, developing positive relationships with contractors, subcontractors, A/E firms, and vendors for successful completion of budgets and estimates to the user. His strong background in cost engineering has provided opportunities to be a collaborative team member on several high profile and sensitive projects for the Department of Defense as well as the private sector.

Capabilities:

- Conceptual, schematic, design development and 100 percent estimating capability
- Strong background in electrical, mechanical and civil works estimating including substations, OH/UG electrical transmission, generator and UPS systems and chilled water systems; Tier III facilities
- Cost estimating and change management for O&M, facilities maintenance, public works, utility services, engineering and minor construction for base operations support
- On Screen Take-Off, MCACES, PACES, Timberline, Success Estimator and ICE 2000
- Construction Planning and Scheduling (Primavera P3 and P6)
- Functional Analysis Concept Development (FACD)
- Change Order Analysis
- DFARS Contracting Requirements
- Job Order Contracting estimates
- SATOC contract unit price estimating
- IDIQ Firm Fixed Price proposal development and execution
- Quality Assurance and Quality Control

RELEVANT EXPERIENCE (PERFORMED WITH VARIOUS FIRMS)

New Ocoee City Hall, City of Ocoee, FL — Owner's Representative/Project Controls | Provide professional construction management services for the design and construction of the new city hall. This design-build project is an approximately 40,000-square-foot, 3-story building with a construction budget of approximately \$12 million over a 57-week schedule.

Osceola County Public Schools, Orlando, FL — Project Controls Manager | Perform review of A/E design documents, schedules, and review of contractor estimates, GMPs, change order requests, and schedules for the purpose of evaluating the cost and schedules prepared to implement the work. Also developed a master program schedule and review of baseline monthly progress schedules.

Orange County Public Schools, Orlando, FL — Cost Control Manager | As part of the Cost Management, Inc. Program Management Team, responsibilities included establishing project change order control processes and procedures; generating cost estimates and parametric cost models including delivery to the client (design and construction), contractor cost validation, value engineering, and all change order management for the 11th largest K12 school district in the U.S. (10-year, \$3.0 billion building program for new schools and capital renewal projects). Analyzed construction documents, specifications, proposals, and other documentation to prepare time, cost and labor estimates, and parametric cost models. Also provided procurement services for the clients, where applicable, for architectural, engineering, and construction services, including RFP, RFQ, and bid analysis documents.

Naval Facilities Engineering Command (NVFAC) Hawaii FACD and Value Engineering Charrettes, Guam — Senior Cost Estimator | Participated in on-site FACD

and value engineering charrettes in Guam for the first of four recently awarded projects for the DPRI program for NAVFAC Hawaii. Responsible for all conceptual estimating and on-site in collaboration with the design team, NAVFAC, US Marine Corps, and Navy representatives. Charrette duration for each project was 10 days and cost estimates were generated and updated based on team discussions and approval. After the charrette, all stakeholders were able to sign off on scope and budget giving the A/E clear direction to incorporate all agreed upon scope to stay within budget. Program conceptual and schematic design estimate was within three percent of the final contractor's negotiated amount; total cost of four projects was \$65 million.

Honolulu Area Rail Transit Authority Program, Hawaii — Senior Cost Estimator | Provided project control services for a \$6.8 billion commuter rail program. Responsibilities included cost estimating and A/E and contractor change order review services using the Federal Transit Administration standardized cost categories (FTA SCC) method and basis of estimate. Performed quantity surveys of conceptual, schematic, design development, and final design documents for unit price estimating of civil, architectural, mechanical, and electrical systems. Provided change order reviews and estimates for comparison and recommendation to Owner's project representatives. Updated current labor and material unit costs within the cost library database utilizing Sage Timberline Extended estimating platform (historical data and RS Means). Generated cost estimates for heavy civil works and infrastructure including demolition, relocation of existing, and new construction to establish budgets and comparison to contractor bid proposals. Provided basis of estimate using technical writing skills to articulate the means and methods used to justify labor, material, and equipment cost.

NSA Data Center, US Army Corps of Engineers, Camp Williams, UT — Senior Cost Estimator | Responsibilities included all phases of cost estimating services including change order review estimates, single award task order contract (SATOC) unit price estimates for data hall fit-up, base operations support (BOS) for facility maintenance, operations and maintenance, environmental, and utility services. Strong civil works and MEP estimating proficiency as well as CSI Divisions 2–17, including MasterFormat 2010. Preparation of Earned Value and Crystal Ball analysis, RFQ and RFP proposals, and DD 1391 development including initial budgeting and preparation of IDIQ proposals to the design and contractor community. Prepared conceptual estimate and DD 1391 budget for USACE Baltimore District for new NSA Data Hall project. Elements of the program included over one million square feet, early site package valued at \$220M and two 34.5-megawatt substations including OH transmission lines.

Starwood Hotels and Resorts Worldwide, Orlando, FL — Senior Project Manager/Senior Cost Estimator | Provided oversight of pre-development planning, programming, conceptual (pro-forma) budgets, and estimates. Completed budget estimating, program schedule integration, CM/GC bid solicitation, review and recommendation. Generated RFQ and RFP documents to A/E design and specialty consultants for domestic and international projects – Mexico (Baja California, Campeche, Yucatan and Quintana Roo), Caribbean Lesser Antilles (Aruba), US Virgin Islands (St. John), Hawaiian Islands (Kauai and Maui), Paradise Island Bahamas (Nassau); domestic projects included Florida (Orlando, Miami-Bal Harbour) and New York City (Manhattan).

Walt Disney Worldwide-Buena Vista, Orlando, FL — Parametric Cost Modeling and Estimating Contract Consultant | Provided cost modeling, estimating support, and conceptual and rough order of magnitude estimates with integral schedule to establish capital budgets for new build and renovation projects, campus wide. Reviewed requests for change order documents for accuracy and value added to the original scope of work. Supported design-build planning with cost modeling and estimates from pre-construction through design phase. Assisted practice leaders in constructability reviews and value engineering recommendations and regulatory requirements, property wide - \$50,000 to \$35,000,000.



DONALD A. DOEHRING, CBI, CGC
SENIOR INSPECTOR

YEARS EXPERIENCE

20 Years at ZHA
19 Years at other firms

**REGISTRATION/
CERTIFICATION**

Certified General Contractor:
Florida
International Code Council:
Commercial Building Inspector /
Residential Building Inspector
State of Florida: Certified
Commercial Building Inspector /
Certified Residential Building
Inspector
Florida State Requirements for
Educational Facilities (SREF)
Certification

EDUCATION

Construction Business
Management Course / 10-hour
OSHA Course / Business
Practice, Workplace Safety and
Workers' Compensation Course
Uniform Building Code
Inspector Course / 2002 Florida
Building Code Review / 2006
Principles & Practices

PROJECT EXPERIENCE | OVERVIEW

Mr. Doehring has more than 42 years of experience in residential, commercial, and public construction with 30 years as a Florida Certified General Contractor. His most recent areas of expertise are in the disciplines of project management and inspection on public projects ranging in scope from \$1.8 million to \$80 million. He has provided CEI services and quality control inspection. He is a hands-on supervisor with excellent skills in site development through project completion.

RELEVANT EXPERIENCE

Tenant Space Program, Orlando Health, Orange County, FL — Owner's Representative, Senior Inspector | Provide observation and inspection services for the renovation and build-out of tenant spaces in various locations throughout Central Florida to be occupied by various medical modalities and affiliates of Orlando Health's hospital services.

NeoCity Office Building (The OC), Osceola County, FL — Sr. Inspector | Provide owner's representative services and construction oversight of a four-story, 100,000-square-foot office building located in Kissimmee, Florida, adjacent to the "Center for Neovation". The project is part of the 500-acre NeoCity master plan that is focused on becoming the most significant and comprehensive global center for smart sensor, photonics, and nanotechnology research and development. Key project features include a new 250-space parking lot, a food court, an engaging landscaped courtyard connecting to the adjacent laboratory/cleanroom facility, and a sleek skin design including curtainwall glazing systems and decorative metal screens.

Capital Planning and Life Cycle Cost Estimation, Panama City Beach, FL — Assessment Team | Conduct Level 1 assessment of approximately 23 identified facilities throughout the city including site work. Assessment reports for each facility and site will include a cost model/condition report, deficiency report, and renewal schedule. Life cycles of building systems will also be established as listed by the Building Owners and Managers Association.

Florida Advanced Manufacturing Research Center (Center for Neovation) – Osceola County, Florida — Design Review and Field Inspection | Provide owner's representative services and construction oversight of a two-story, 109,000-square-foot secure semiconductor smart sensor nanotechnology research/manufacturing facility on approximately 20 acres in Osceola County. The project is a 109,000-sf high-tech facility with build-out of Class 1000 and Class 10000 clean rooms, laboratories, offices, utility and building support areas, and site development.

Lockheed Martin F-35 Lightning II Program — Design Review | Provide owner's representative services; planning and design conceptualization and relationship development; and design management to provide technical facilities knowledge and support to help create curriculums and resulting facilities for the educational facilities where pilots and maintainers will learn to operate and maintain this advanced platform. Permanent facilities generally begin at 40,000 GSF and a few exceed 250,000 GSF.

Northwest Florida Beaches International Airport, Panama City, FL — Senior Inspector | Currently providing general consulting and planning services under a continuing engineering services contract. Projects include Terminal Push Back Apron and ATCT Security; Emergency Repairs Area 1, 8, 11 and 13; Emergency Repairs estimates, all areas; Emergency Repairs Investigative Study; and North, South, and Infield Development Plan.

Continuing Construction Project Management Contract, Osceola County, FL — Senior Inspector | Perform inspection/project management tasks as needed for various capital projects including municipal buildings, parking facilities, health facilities, and roadway projects.

Valerie Theatre, Inverness, FL — Project Manager | Development of an overall maintenance program and budget. The program also included a facility renewal and sustainment program—a 20-year capital replacement plan.

Orlando International Airport, Orlando, FL — Senior Inspector |

- Security improvements for landside terminal
- Master grading and drainage South Terminal Complex Phase 1A
- \$80 million Airside 2 concourse construction and tenant finish
- \$1.8 million renovation of the landside commercial road including a bridge extension, the widening of entrances, and repaving
- Central energy plant
- Aircraft support systems
- \$2.9 million renovation of airport parking administration building and addition of two new lanes and booths
- Vertical core improvements A and B Garages, including more escalators, two elevators, two new pedestrian bridges, enclosures to elevator and escalator lobbies, conditioned air new electrical and mechanical rooms, and generators

Waste Water Treatment Plant, City of Inverness, FL — Sr. Inspector | Provide independent oversight services for the construction, operation, and maintenance of the City's wastewater system which includes a 1.5 MGD facility and reclaimed water distribution system.

NASA/Kennedy Space Center, FL ADP Centers Condition Assessment — Inspector | Conduct building assessment surveys for Launch Complex 39 area buildings.

Hendry County, FL Public Schools, Hurricane Wilma Repairs Program — Project Manager | Provide management of hurricane repairs for six schools in Clewiston and six schools in LaBelle, Florida.

Colonial High School Comprehensive Needs Project, Orange County Public Schools, FL — Project Manager | This \$49 million project replaced 80 percent of the existing campus with new construction, including a new two-story administration building, a two-story media center, a two-story, 110,000-square-foot general classroom/science building, a gymnasium, and a new central chiller plant. Five existing buildings were renovated.

Seminole County, FL Criminal Justice Center and Juvenile Justice Center — Quality Control Inspector | The new Criminal Justice Center project was a \$43.6 million, 223,000-square-foot facility. The Juvenile Justice Center project was a \$4.2 million addition and renovation of the Seminole County Juvenile Justice Center.

St. Edwards Schools, Upper School, Middle School, Lower School, Vero Beach, FL — Owner's Representative | Provide project management of a \$10 million repair program for damages caused by Hurricanes Frances and Jeanne to the three school facilities.

Lake Sumter Community College, FL, South Lake Campus Softball Complex — Construction Administration/Inspection

City Government Center Inverness, FL — Project Manager | Development of a Maintenance Program

Consulting Services, Sumter County, FL — Construction Administration/Inspection | Provide continuing project management services for various capital projects including fire stations, libraries, parking areas and other municipal facilities.



TONIA NATION, PE

Senior Project Manager

Ms. Tonia Nation, PE has over 20 years of experience and has been working with the Panama City-Bay County Industrial District for most of her career. Her background focuses on aviation design and permitting. She has experience working all facets of aviation design. Her experience includes the airfield design, fuel storage facilities, runway and taxiway design, markings, roadway & parking design, and construction management to name a few. Ms. Nation has been involved in all facets of the Northwest Florida Beaches International Airport and has in-depth knowledge of the existing infrastructure and permitting requirements to expedite the expansion and modification of the infrastructure at ECP. Ms. Nation works daily with the staff, FDOT, and FAA to ensure projects are funded and the airport's capital improvement plan continues to be robust and meets the development needs as ECP continues to grow.

Relevant Project Experience:

TERMINAL APRON REPAIR AND EXPANSION

Northwest Florida Beaches International Airport, Panama City, FL
Project Manager

This project include the repair of the existing asphalt terminal apron where the asphalt abuts the existing concrete apron. This project required the a creative phasing strategy to ensure the apron remained active throughout construction. The project also included remarking the apron to ensure that the markings accommodate the expanding fleet mixes at ECP. In addition the apron was expanded to accommodate the terminal expansion to ensure that the bypass taxiway capability to the north and south gates remained with the terminal expansion. The apron expansion was key in ensuring the operational optimization of the terminal apron.

TERMINAL EXPANSION - GATES 6 AND 7

Northwest Florida Beaches International Airport, Panama City, FL
Project Manager

This project included the planning and design of the Gates 6 and 7 passenger boarding bridges and fixed walkways extending from the terminal expansion project. The project included the planning and design of a portable/temporary fixed walkway options to provide an affordable option to add PBBs for Gates 6 and 7. The project also included the refurbishment of an existing PBB and the specification of a new PBB to stretch the grant dollars available for the terminal expansion project.

TRANSIENT APRON AND TAXIWAY E1 CONNECTOR

Northwest Florida Beaches International Airport, Panama City, FL
Project Manager

This project included the procurement of the grant dollars required for the Transient Apron and Taxiway E1 connector, the design of a 300' x 600' transient apron and the associated Taxiway E1 connector. The project include the full design, grading, drainage, and airfield lighting.



Professional Development

Education:

BS Civil Engineering, 1999, Florida State University

Professional Registrations:

Professional Engineer, FL (#64631)

Professional Affiliations:

Society of American Military Engineers (SAME)

Greater Fort Walton Beach Chamber of Commerce

Friends of Scenic 30A, Chairman of the Board

Years Experience:

20

Years with AVCON:

19

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The \$6M project was instrumental in expanding transient apron parking at the airport and providing future expansion opportunities for future development of MRO and other opportunities at the airport. The project included a future phasing plan and lead to the design of the Aircraft Apron Phase I project that will begin construction in 2021.

RENTAL CAR FACILITIES

Northwest Florida Beaches International Airport, Panama City, FL

Project Manager

The project included facilitating the design and construction of the five tenant buildings, car wash systems, and fuel systems, as well as stormwater, pavement, and utility infrastructure for the facility. Specific design elements included site layouts, pavement analysis, stormwater management design, roadway profiling, and utility design (potable water and sanitary sewer). Permit coordination with the FDEP and Bay County staff throughout the design and construction process was essential for ensuring the facility was open on schedule.

T-HANGAR DEVELOPMENT

Northwest Florida Beaches International Airport, Panama City, FL

Project Manager

This project included design and construction management efforts for a T-hangar development, including the apron pavements, grading and drainage, stormwater improvements, utility infrastructure, and building construction within the development area. Specific design elements included site layouts, T-hangar area planning, pavement analysis, stormwater management design, taxilane profiling, and potable water and sanitary utility design. Project management included coordination with sub-consultants, airport staff, and tenant groups through the project design and construction.

SITE GRADING AND INFRASTRUCTURE

Northwest Florida Beaches International Airport, Panama City, FL

Project Manager

This project included the design and construction management effort for Runway 3-21, general aviation facilities and associated taxiway and taxilane, secured access roadway, helicopter pads, and grading and drainage for the improvement areas. The scope of work comprised facilitating the design and construction of the airfield and landside pavement areas, stormwater, and utility infrastructure for the development areas. Specific design elements included site layouts, general aviation planning, pavement analysis, stormwater management design, runway and roadway profiling, and limited utility design. Project management included coordination with sub-consultants, airport staff and General Aviation tenants through the project design and construction.

EXIT LANE - AIRPORT TERMINAL

Northwest Florida Beaches International Airport, Panama City, FL

Project Manager

AVCON was contracted to design and implement automated exit lane technology in the airport terminal to allow passengers to exit the secured airside, while providing safeguards to prohibit unauthorized entry into the secured area. The project utilized automatic doors, cameras, and other components to meet TSA security requirements. The automated exit system was designed to use CCTV cameras and software-based video analysis to detect wrong-way motion in the exit corridor and prohibit entry to the secured area. The project involved a detailed phasing strategy to ensure continuous passenger flows during construction. The exit lane technology was integrated into the terminal's existing security system.



Relevant Continuing Education:

Ethics for Florida Engineers

Florida Laws and Rules

Riprap Design for Erosion Protection

Drainage Pipe Strength, Cover, and Bedding

Intersection Grading Design

Emerald Coast Transportation Symposium

Parking Lot Design: Parking Studies

Design of Utility Infrastructure

ADA Guidelines: Designing Pedestrian Facilities using Public Right of Way Accessibility Guidelines

County Road 30A Transportation Planning Workshop



BRANDON HIERS, PE Pavement Engineer

Brandon Hiers, P.E. serves as AVCON's Senior Pavement Engineer for airfield and roadway pavements from initial materials evaluation through construction administration and acceptance testing. Mr. Hiers has been responsible for overall scope development for Airfield Pavement Management System (APMS) programs; in-field pavement evaluations including subconsultant administration of geotechnical testing and materials analysis; preparation of final reports detailing the findings of the evaluations; and modifications to technical specifications to achieve the final desired pavement matrix. From this information, he has designed numerous pavements for both portland cement concrete and hot mix asphalt for both airports and other civil design projects. Mr. Hiers also serves as a Project Manager for airport projects for the firm, ranging from major airfield rehabilitation projects to minor emergency repairs; airline gate, fueling and Passenger Boarding Bridge analysis; airfield master planning studies and capital improvement program development; grading and drainage design; utility adjustments; and hangar facility design projects. During construction phases of his projects, Mr. Hiers has been responsible for implementation of SWPPP and CSPP documentation, all phases of construction administration, resident inspections, quality assurance testing, and overall administration of the projects

Relevant Project Experience:

AIRFIELD PAVEMENT MANAGEMENT SYSTEM (APMS) UPDATE

Orlando International Airport, Orlando, FL
Pavement Engineer/Inspector

This project included an airfield pavement distress assessment, conducted for approximately 55 million square feet of asphalt and concrete pavements. Multiple types of advanced, specialized software were utilized for pavement evaluation, including MicroPAVER, FAARFIELD, and COMFAA. In addition, both a Capital Improvement Plan and a Maintenance Plan were developed as a budgeting tool to help the Airport create a program to successfully maintain their pavements.

RUNWAY 18-36 AND TAXIWAY A REHABILITATION

Tallahassee International Airport, Tallahassee, FL
Pavement Engineer

This project includes reconstruction and rehabilitation of a large portion of the runway and taxiway system west of the existing North, Central, and South General Aviation Aprons. Design comprises pavement rehabilitation/reconstruction, geometry upgrades, lighting improvements, and safety improvements to comply with the most recent Airport Layout Plan (ALP) for Runway 18-36, parallel Taxiway A, and multiple connector Taxiways. Significant surface cracking was identified on the older portion of Runway 18-36, and this rehabilitation project is designed to resolve the concerns posed by these cracks and improve the Runway system to the standards required by their usage.



Professional Development

Education:

M.S. Construction Engineering, 2010
University of Florida

B.S. Civil Engineering, 2009
University of Florida

Professional Registrations:

Professional Engineer, FL (#78617)

Training:

FDOT: Airfield Pavement Inspection
Training Course, 2016

Asphalt Institute Mix Design Training,
2016

ACPA: PCC Pavement Joint Design and
Construction Workshop, 2015

Changes to Runway & Taxiway Painting
Procedures under AC 150/5370-10,
#P620 (ACC Institute), 2015

FDOT: Airfield Pavement Inspection
and Repair Training Course, 2012

Years Experience:

11

Years with AVCON:

10

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This will be accomplished through Full-Depth Reclamation (FDR) of the existing asphalt and aggregate base course with additives to create a sound stabilized base course in which to construct a new asphalt surface course. The recent Runway 18-36 extensions, Taxiway A, and Taxiway connectors consist of milling the surface of the pavement to a depth that will remove a large percentage of the surface cracks and overlay to bring the asphalt up to grade, as well as the construction of new paved shoulders. Additionally, several existing taxiway connectors (TW A5, A6, A8, A9, A10) are being removed due to safety concerns and compliance with recent ALP criteria. Marking, signage, lighting, drainage, and other airfield improvements are also included as part of the rehabilitation program.

TERMINAL APRON HARDSTAND EXPANSION – PHASES 1 AND 2

St. Pete-Clearwater International Airport, Clearwater, FL

Pavement Engineer

Phase 1 included the rehabilitation of the eastern half of the terminal hardstand in conjunction with the terminal expansion and improvements project. The project called for the rehabilitation of approximately 7,200 square yards of 8-in. and 16-in. apron pavement. The scope of the project included the removal of the asphalt pavement, and select PCC pavement sections between the terminal service road and the terminal building in the vicinity of Gates 2 through 5. The new PCC pavement was constructed utilizing two thicknesses, with a lighter-duty pavement structure being used near the terminal where there is no aircraft traffic. Phase 2 entailed the reconstruction of existing asphalt pavement adjoining PCC hardstands for gate positions 7 through 11 and the creation of new air-carrier pavement at positions 1 and 1A. The project required close coordination with Airport staff, the terminal designer and other stakeholders and included installation of high mast lighting, relocation of SIDA fence and gate, and fiber-optic access control. It also included construction phasing, grading, markings, associated drainage, and utility adjustments.

TAXIWAY R RECONSTRUCTION AND TERMINAL APRON EXPANSION

Orlando Sanford International Airport, Sanford, FL

Pavement Engineer

This project included design services to expand the existing apron to accommodate additional aircraft parking near the Terminal. The current Terminal Apron had reached its expansion limit to the east. The apron expansion geometry accounts for future Terminal Expansion to the southeast, as identified on the current FAA-approved Airport Layout Plan (ALP) to ensure the apron parking will not obstruct any future airport development or protected areas/surfaces such as the Runway Visibility Zone (RVZ). In order to build the Terminal Apron expansion contiguous to the existing apron pavement, the Air Traffic Control Tower (ATCT) needs to be relocated. As the Airport is not prepared to complete the ATCT relocation at this time, the apron expansion is aligned with the future terminal apron expansion beyond the existing ATCT. Therefore, access to the Terminal Apron Expansion is via Taxiway R. In order to support the proposed ADG V, TDG 6 aircraft, Taxiway R needed to be widened and strengthened from Taxiway C to the apron expansion entrance. The design also included associated edge lighting, airfield signage, apron lighting infrastructure, existing asphalt pavement demolition and construction, clearing, grading and drainage improvements and permitting.

GATE UTILIZATION AND MARKING DESIGN – GATES 1-7

Northwest Florida Beaches International Airport, Panama City, FL

Project Engineer

This project comprised design of the new Northwest Florida Beaches International Airport terminal ramp aircraft parking layout for Gates 1 through 7, including lead-in lines, containment lines, ingestion zone lines, and personnel boarding bridge (PBB) parking locations, as well as parking for four B-737 aircraft, two regional jets, and one wide body (767) aircraft.



Relevant Continuing Education:

FAC Situational Leadership Development for Airport and Transportation Professionals (2019)

FL Aviation Professionals Academy Course (2019)

Florida Law and Ethics (2018)

Design Considerations for Joint Sealing and Spall Repair (2018)

Asphalt Institute Airport Pavement Technical Workshop (2018)

Airfield Pavement Inspection Training Course (2018)



CRAIG SUCICH, PE

Senior Project Engineer

Mr. Craig Sucich, PE is a civil engineer with over 20 years of experience managing and designing complex airport development projects. He has served as project manager, project engineer, technical consultant, construction manager and resident engineer on numerous aviation landside and airside development projects involving gate layout planning, jet blast analysis, site civil, security fencing, security and access control, and other elements associated with the interface between the airside and landside environments. His areas of expertise include airfield pavement evaluation and rehabilitation alternatives analyses, non-aviation development on airports, and alternate delivery methods such as Design-Build and CM@Risk.

Relevant Project Experience:

CUSTOMS AND BORDER PROTECTION REMODEL

Key West International Airport, Monroe County, FL

Project Manager

This project consisted of renovation of the existing single-story, 12,256 sf Terminal Building Annex that houses the U.S. Customs and Border Protection Facilities (CBP) at Key West International Airport (EYW). Work included demolition and renovation of approximately 5,000 sf of interior space (approximately half of the building). Demolition included removal of rooftop HVAC equipment, and full removal of all existing interior buildout

down to the building shell including existing walls, doors, ceilings, finishes, millwork, furniture fixtures and equipment (FFE), HVAC, electrical, lighting, plumbing, fire alarm, security, and IT. New construction and buildout included new structural infill of abandoned curbed roof openings, roof replacement for approximately 60% of existing roof, HVAC replacement, new electrical (power, data, lighting), plumbing (restrooms, sinks, drinking fountains), interior walls, doors, windows, ceilings, finishes, millwork, restrooms, x-ray screening equipment, furniture fixtures and equipment (FFE), security, IT and access control systems.

TERMINAL APRON REHABILITATION – CONSTRUCTION MANAGEMENT AND INSPECTION

Sebring Regional Airport, Sebring, FL

Project Manager

This project involved the rehabilitation/reconstruction of the Terminal Apron and associated infrastructure. The existing concrete pavement, originally constructed in 1943 for the Army, had exceeded its design life and was showing significant pavement distresses. With the increase in corporate jet traffic, and the possibility of larger aircraft utilizing the airport for maintenance, it was decided that the terminal apron should be reconstructed using a concrete pavement section. The existing concrete pavement was removed, crushed on-site, and recycled as P-219 Crushed Concrete Base Course. A concrete batch plant was set-up on the Airport to provide a consistent mix and volume of P-501 Portland Cement Concrete for the paving operation, which involved slip forming a 9-inch PCC section on top of the base course. In addition to the apron reconstruction, the entire stormwater drainage system for the apron was replaced. This included a new apron edge trench drain, 18" lateral reinforced concrete pipes, and new drainage structures. To meet FAA safety requirements, Taxiway connectors A2 and A3 were relocated to eliminate a direct connection from the runway to the apron. The relocation of these taxiway connectors involved grading, asphalt paving, and adjustments to the taxiway edge lights and signage.



Professional Development

Education:

B.S. Aerospace Engineering, 2000
University of Central Florida

Professional Registrations:

Professional Engineer, FL (#62570)

Professional Affiliations:

American Society of Civil Engineers
Florida Airports Council

Years Experience:

22

Years with AVCON:

2

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REPAIR T-6 AND ENJJPT APRON SURFACES

Sheppard Air Force Base, Wichita Falls, TX

Project Manager

Served as project manager and lead technical advisor, responsible for coordinating the work efforts of the AVCON project team. This project included the rehabilitation of Runway 15L-33R, Taxiway G, and Taxiway K. The proposed runway rehabilitation involved a 2-inch mill and 3 1/2-inch overlay of HMA, while the rehabilitation of Taxiways G and K involved the full depth reconstruction of the pavement section with 4-inches of HMA on 6-inches of crushed aggregate base, on 10-inches of cement stabilized sub-base. Work included new pavement markings and replacement of runway and taxiway edge lights with new base cans, circuiting, and ground grid.

TAXIWAY R RECONSTRUCTION AND TERMINAL APRON EXPANSION

Orlando Sanford International Airport, Sanford, FL

Senior Project Engineer/QA/QC

This project included design services to expand the existing apron to accommodate additional aircraft parking near the Terminal. The current Terminal Apron had reached its expansion limit to the east. The apron expansion geometry accounts for future Terminal Expansion to the southeast, as identified on the current FAA-approved Airport Layout Plan (ALP) to ensure the apron parking will not obstruct any future airport development or protected areas/surfaces such as the Runway Visibility Zone (RVZ). In order to build the Terminal Apron expansion contiguous to the existing apron pavement, the Air Traffic Control Tower (ATCT) needs to be relocated. As the Airport is not prepared to complete the ATCT relocation at this time, the apron expansion is aligned with the future terminal apron expansion beyond the existing ATCT. Therefore, access to the Terminal Apron Expansion is via Taxiway R. In order to support the proposed ADG V, TDG 6 aircraft, Taxiway R needed to be widened and strengthened from Taxiway C to the apron expansion entrance. The design also included associated edge lighting, airfield signage, apron lighting infrastructure, existing asphalt pavement demolition and construction, clearing, grading and drainage improvements and permitting.

TERMINAL ONE

Mobile Downtown Airport, Mobile, AL

Project Manager

The Terminal One project consisted of a 20,000 square foot renovation of an existing metal building that had previously been used as an air cargo facility. The existing building was renovated and reconfigured to accommodate two commercial service gates with associated hold rooms and facilities, airline ticket counters, rental car counters, concession areas, bathrooms, TSA screening areas, baggage make-up areas, baggage claim areas, new curbside, and a new parking lot to accommodate passenger vehicles and rental cars. New electrical service had to be provided to the building, along with security and access control, air conditioning, and plumbing upgrades. AVCON's roles and responsibilities on the team included Mechanical, Electrical, and Plumbing (MEP), Low Voltage Engineering, and Structural Engineering services for the renovation and build-out of this facility.

RUNWAY 18L-36R REHABILITATION

Orlando International Airport, Orlando, FL

Senior Project Engineer/QA/QC

This project consisted of rehabilitating the full length of Runway 18L-36R, as well as the crossing taxiway connectors (J, E, Y, A2, B1, B2, B5, B6, B7, and B10) between Runway 18L-36R and its safety areas. Included in the project is not only the rehabilitation of the pavement but also the upgrading of the lighting system (to LED lights/signage). Some drainage structures and turf grading were also addressed as well in grassed areas within the project limits.



Relevant Continuing Education:

Airport Engineering Seminar

Role of AV Technologies at Airports

Consultant Roles in Developing Airport Infrastructure

Florida Laws and Ethics

BIM Use and Risk Management

Green Infrastructure: Best Use for Pavements



MICHAEL BROOKER

Project Engineer



Mr. Brooker has both civil design and construction management experience. His experience includes asphalt design as well as design experience of stormwater systems, potable water systems, and sanitary sewer systems for both commercial and residential projects. He designs and implements projects in accordance with Florida Department of Transportation, Federal Aviation Administration, Florida Department of Environmental Protection and other local codes and regulations.

Relevant Project Experience:

TERMINAL APRON REPAIR AND EXPANSION

Northwest Florida Beaches International Airport, Panama City, FL
Project Engineer

This project included the repair of the existing asphalt terminal apron where the asphalt abuts the existing concrete apron. This project required a creative phasing strategy to ensure the apron remained active throughout construction. The project

also included remarking the apron to ensure that the markings accommodated the expanding fleet mixes at ECP. In addition the apron was expanded to accommodate the terminal expansion to ensure that the bypass taxiway capability to the north and south gates remained with the terminal expansion.

TERMINAL EXPANSION - GATES 6 AND 7

Northwest Florida Beaches International Airport, Panama City, FL
Project Engineer

This project included the planning and design of the Gates 6 and 7 passenger boarding bridges and fixed walkways extending from the terminal expansion project. The project included the planning and design of portable/temporary fixed walkway options to provide an affordable option to add PBBs for Gates 6 and 7. The project also included the refurbishment of an existing PBB and the specification of a new PBB to stretch the grant dollars available for the terminal expansion project.

TRANSIENT APRON AND TAXIWAY E1 CONNECTOR

Northwest Florida Beaches International Airport, Panama City, FL
Project Engineer

This project included the procurement of the grant dollars required for the Transient Apron and Taxiway E1 connector, the design of a 300' x 600' transient apron and the associated Taxiway E1 connector. The project included full design, grading, drainage, and airfield lighting. The \$6M project was instrumental in expanding transient apron parking at the airport and providing future expansion opportunities for future development of MRO and other opportunities at the airport.

AIRPORT TERMINAL, HANGAR, FUEL FARM, AND APRON EXPANSION

DeFuniak Springs Airport, DeFuniak Springs, FL
Project Engineer

This project consists of planning and preparation of design documents for construction of a 6,000 sf terminal including architectural, structural, mechanical, plumbing, electrical, and fire protection improvements; a 12,000 sf aircraft hangar with an electrically operated door including architectural, structural, mechanical, plumbing, and electrical improvements; parking lot to accommodate the proposed terminal and hangar; 15,000 sy asphalt apron expansion; and a fuel farm including one 10,000-gallon AVGAS tank, one 10,000-gallon Jet-A tank, and credit card reader.

Professional Development

Education:

BS Civil Engineering, 2019, University of Alabama

Years Experience:

1.5

Years with AVCON:

1.5

Transforming *Today's Ideas* into *Tomorrow's Reality*



DARRELL FITZGERALD, FAIA, LEED AP

Principal

BIOGRAPHY

Darrell Fitzgerald, FAIA, LEED AP, has over 40 years of experience in planning, design, and implementation of both small and large-scale facilities. His background includes strategic project development, master planning, design, management, and documentation of architectural projects. He was elected to the American Institute of Architects College of Fellows for his significant contributions to the profession. By meeting each client's unique design criteria, Darrell ensures that all projects meet their expectations for quality, and innovative design solutions.

REGISTRATIONS

Architect

Georgia, Florida, Texas,
Mississippi, Louisiana, Alabama

Registered Interior Designer
Texas

Certified, National Council of
Architectural Registration Boards
(NCARB)

US Green Building Council LEED
Accredited Professional

EXPERIENCE

43 Years

EDUCATION

Harvard University
Master of Architecture
1977

University of Pennsylvania
Bachelor of Arts in Architecture
1972

AFFILIATIONS

American Institute of Architects

National Organization of
Minority Architects

RECOGNITION

Atlanta Business League, Men of
Influence, 2007

100 Black Men of Atlanta,
Member of the Year, 2003

American Institute of Architects,
College of Fellows, 1996

AIA Honor Award Community
Services, 1991

AIA Merit Award,
Impact Dallas Competition, 1984

PROJECT EXPERIENCE

Aviation

Hartsfield-Jackson Atlanta International Airport, Atlanta, GA

Airside Modernization of Concourses T, A, B, C,

T-North Expansion

West Parking Deck

ARFF Fire Station 40

ARFF Fire Station 32 Design Concepts

K9/EOD Facility

Maintenance Facility

Tallahassee International Airport, Tallahassee, FL

International Passenger Processing Facility,

CONRAC Quick Turn Around Facility

Civic & Government

Federal Reserve Bank, Dallas, TX

R.B. Russell Federal Building Modernization, Atlanta, GA

Lew Steritt Justice Center Renovations, Dallas, TX

City of Tallahassee Chelsea Apartments Rehabilitation, Tallahassee, FL

Bexar Street Police Substation and Community Center, Dallas, TX

Atlanta History Center Expansion, Atlanta, GA,

St John Missionary Baptist Church Family Life Center, Dallas, TX

Oak Cliff YWCA, Dallas, TX

Park South YMCA Renovation, Dallas, TX

M. L. King, Redbird and Walnut Hill Recreation Center Additions, Dallas, TX

C.A.W. Clark Community Center, Dallas, TX

StudioPlex Art Center Showroom, Atlanta, GA

Tarrant County Sub-Courthouse, Fort Worth, TX

RELEVANT CONTINUING EDUCATION

2020

ADA Entrance Accessibility

UV and Near-UV as Disinfection Aids

Structural Glass Systems in Hurricane Wind Load Regions

Structural Challenges of Building Renovation

Automated Exterior Shade and Shelter

2019

The Secrets of Successful Strategic Planning

Beyond LEED in Sustainability

Making Florida's Buildings Smarter and Tougher

Designing Healthy Work Environments

2018

Flooring Safety by Design

Keep Calm, Go Green

"Get In, Get Out - Accessibility, Egress, & the Human Experience"

****Other classes taken to add up to the necessary AIA requirements for licensure renewal**



DONALD GRAY, JR., AIA, NCARB

Principal Designer

BIOGRAPHY

Donald serves the firm as principal, architect, urban designer and project manager. He is committed to design and redevelopment issues throughout the Southeast and, in particular, North Florida. He has also managed the design and production efforts for architecture projects spanning aviation, single and multi-family residential, commercial, higher learning, and mixed-use building programs. Donald is active in advocacy with the AIA, the local business community and mentorship initiatives for youth.

PROFESSIONAL REGISTRATIONS

Registered Architect: Florida
NCARB

EXPERIENCE

17 Years

EDUCATION

M.Arch. in Urban Design,
Harvard University
2012

Master of Architecture,
University of Michigan
2003

B. S. in Architectural Studies,
Florida A&M University
2001

AFFILIATIONS

American Institute of Architects,
Member

Leadership Tallahassee
Class 31, 2013,
Board of Governors 2019

AIA Florida Advocacy and
Communications Committees,
2015-present

Knight Creative Communities
Institute (KCCI), Catalyst, 2013

Urban Land Institute (ULI)
Capital Regional Board, 2019

PROJECT EXPERIENCE

Aviation

Tallahassee International Airport, Tallahassee, FL
International Passenger Processing Facility,
CONRAC Quick Turn Around Facility
Hartsfield-Jackson Atlanta International Airport, Atlanta, GA
Airside Modernization of Concourses T, A, B, C,
T-North Expansion
West Parking Deck
ARFF Fire Station 40
ARFF Fire Station 32 Design Concepts
K9/EOD Facility
Maintenance Facility

Civic & Government

Bay County Courthouse Addition Design, Panama City, FL
Florida Division of Administrative Hearings Office Renovation, Miami, FL
Panama City Beach Civic Complex Master Plan Update, Panama City, FL
Gainesville CRA Alcorn Property Studies, Gainesville, FL
Historic Towle House, Tallahassee, FL
Florida National Guard Armory Renovation, Quincy, FL

Corporate & Office

Florida Department of Revenue Capital Circle Office Complex, Tallahassee, FL
DAG SouthWood Office Interiors, Tallahassee, FL
Clary Mixed Use Office Building, Destin, FL
Farmers and Merchants Bank, Tallahassee, FL
Radiology Associates Medical Office Building, Tallahassee, FL

Academic - College & University

Florida A&M University, Tallahassee, FL
Gore Education Complex Remodeling
Entomology Building Programming & Design Concepts

RELEVANT CONTINUING EDUCATION

2020

Green Design and Construction
Sound Advice for Acoustics
Touchless Openings, When, Where, and Code Requirements
Lighting Trends & New Technology
Design Considerations & Options for SUccessful Resinous Flooring
2020 Advanced Building Code, 7th Addition, Accessibility

****Other classes taken to add up to the necessary AIA requirements for licensure renewal**

RESUMES

Owen's extensive design experience ranges from government projects, university sports venues to K-12 schools, healthcare, and community centers.

He has 39 years of experience in a diverse range of projects, including dormitories, classroom buildings, schools, and public safety facilities. Owen joined DAG Architects in 2005, after a career with other firms such as Heery Design in Atlanta, where he concentrated on the design of sports complexes.

Relevant Projects

City of Panama City Trustmark Building City Hall Renovations, Panama City
City of Panama City Beach City Hall, Panama City
Bay County Health Department Chilled Water Piping Relocation, Panama City
Bay County Public Library Roof Repairs, Panama City
Bay County Simmons Park Restroom and Storage Building, Southport
Town of Excel, AL, Community Safe Room, Excel, AL
City of Callaway City Hall ADA Restroom Study, Callaway
City of Pensacola Community Resource Center at Legion Field
City of Pensacola Community Resource Center at Woodland Heights
Escambia County / Molino School Adaptive Re-Use to a Community Center,
Library and Museum, Molino
Bay County Jail Addition, Bay County
Okaloosa Administration Building, Shalimar
Kent Forest Lawn Funeral Home Exterior Renovations, Panama City
Landmark Center Mixed Use Development, Fort Walton Beach
16 Palafox Elevator Addition and Improvements, Pensacola
Athens Insurers Office Building, Twin Ponds Office Park, Watkinsville, GA
Gulf Power One Energy Place Third Floor Tenant Build Out / Renovation,
Pensacola
The Home Depot Store Support Center Master Plan and Phase I Design,
Atlanta, GA
Hancock Center
St. Joe Company Ashley Drive Beach Commerce Park Building, Panama City



OWEN GIPSON, AIA
PRINCIPAL IN CHARGE
DAG ARCHITECTS

Education

Bachelor of Architecture, Florida
A&M University, 1988

Registrations and Certifications

Registered Architect: Florida
#AR0017764

Certification: Florida Department
of Education, State Requirements
for Educational Facilities and
Chapters 453 and 468 of the
Florida Building Code, 2015

RESUMES

Jim's extensive construction experience and friendly disposition give him the insight and ability to work with both design and construction professionals.

Jim, a Certified General Contractor and experienced Construction Administrator, brings a high level of organization, industry knowledge and leadership to our project teams. He also excels in business development efforts because of his genuine friendliness and familiarity with the Northwest Florida region.

Relevant Projects

City of Panama City Trustmark Building City Hall, Panama City
Bay County Courthouse Addition, Panama City
City of Panama City Beach New Fire Station, Panama City Beach
West End Fire Station, Panama City
Panama City Beach City Hall Police/Fire Auxiliary Building, Panama City
Columbia Correctional Institute Laundry Addition, Lake City
Baker County Correctional Institute Kitchen Renovation, Sanderson
Bay County Jail Annex Women's Dorm Addition, Panama City
Bay County Public Library Roof Repairs, Panama City
Northwest Florida Beaches International Airport, Panama City
Franklin County Waterfront Park Improvements, Apalachicola
Beacon Hill Veterans Memorial Park, Port St. Joe
Ashley Drive Beach Commerce Park Building, Panama City Beach
St. Joe Company Beckrich Office Tenant Spaces, Panama City



**JIM TATUM, CGC,
LEED AP
CONSTRUCTION
ADMINISTRATION
DIRECTOR
DAG ARCHITECTS**

Education

Bachelor of Building Construction
University of Florida, 1986

Professional Certifications

LEED Accredited Professional
Certified General Contractor:
Florida



DANIEL WHITE

P.E. LEED AP (BD+C)

Project Manager
Electrical Engineer
Energy Engineer
Business Owner

14 Years Experience -- 14 Years with HG Engineers
Principal In Charge -- Panama City Office

HG ENGINEERS

142 Eglin Parkway SE
FORT WALTON BEACH
Florida 32548

621 N. Tyndall Parkway, Unit C
PANAMA CITY
Florida 32404

3308 Route 940, Suite 104-213
MOUNT POCONO
Pennsylvania 18344

AFFILIATIONS

Florida Engineering Society
National Society of Professional Engineers
Society of American Military Engineers
U.S. Green Building Council

SKILLS

Power Systems // Energy
Lighting // Fire Alarm Systems
Grid-Tie Photovoltaic Power
Power Metering // RF
ESS // CCTV // ACS

EDUCATION

May 2006
BSEE

FOUNDATION:
Bachelor of Science in Electrical Engineering,
Auburn University.

Jan 2012
PE

PROFESSIONAL LICENSES:
Professional Engineering license in Florida - 73790.
Licensed in AL and NC.

Apr 2011
LEED

INDUSTRY FOCUS:
Accredited Professional for Building Design and
Construction.

EXPERIENCE

Northwest Florida Beaches International Airport Terminal Expansion - Panama City, FL
HG provided design and construction administration for electrical engineering services. Scope of services included extending normal and emergency power to terminal expansion from existing terminal, as well as extending electrical connections to two new jetways. We provided power, lighting, HVAC power, access control, fire alarm, and telecommunications design for new terminal expansion. 2018 Client: JRA Architects/Dave Vincent/850-878-7891
Engagement Partners: ZHA/Rick Mellin

Northwest Florida Beaches International Airport Canopies- Panama City, FL
HG provided design lighting for the proposed shade structure to be constructed over the existing RAC ready/return parking, parking revenue control device modifications/relocations, remove existing mast lighting, and lighting for a waterproof fabric tension structure to be constructed over the pedestrian walkway between covered parking and the terminal building. 2013 Client: ZHA/Rick Mellin/407-902-2550 Engagement Partners: ZHA/Rick Mellin

Downtown Air Terminal at Brookley Field - Mobile, AL
HG provided electrical construction documents for the renovated air terminal, upgrading power (normal and emergency) to support future capacity to make the whole building a terminal space, and apron lighting for the new terminal area. 2018 Client: AVCON, Inc. /Zemp Pepper/ 850-678-0050 Engagement Partners: KPS Group/Raphael Arsenian

Ozark Airport New Terminal - Ozark, AL
Provide electrical and telecommunications engineering construction documents for 4,000 sq ft building 2016 Client: J Michael Lee & Assoc./Chad Brown/334-792-4726
Engagement Partners: Gencon Associates of Dothan

Jacksonville International Airport Terminal Expansion - Jacksonville, FL
\$175-million terminal expansion, responsibilities included power systems and lighting design for 145,000 sq ft terminal expansion 2006 Client: RS&H/Mahesh Adhyaru/904-256-2361
Engagement Partners: None

Springfield-Branson National Airport New Terminal - Springfield, MO
Responsibilities included 5000KVA 480V power systems design with 1000KW generator, lighting design and lighting control system for 275,000 sq. ft terminal building, design included more than 3,700 lighting fixtures, and produced 180 construction documents in six months. 2006 Client: RS&H/Mahesh Adhyaru/904-256-2361 Engagement Partners: None

COMPANY ROLE

Dan has 14 years of degreed consulting engineering engineering and seven years of experience working for a consulting engineering company prior to obtaining his degree. He leads the energy (LEED) and RF design services. He has field experience as a project engineer surveying power systems on military projects across the continental United States and internationally in Germany and Japan. His design experience includes military, schools, multi-family housing, airport terminals, churches, and commercial buildings.



Michael W. Harper: Vice President/Director of Engineering, Buchanan & Harper, Inc.

More than 35 years of civil engineering experience on private and public projects including residential, commercial, industrial, public use, and infrastructure projects. Sample areas of experience include master planning, DRI documents, LSPA documents, PUD documents, site and subdivision planning, regional and site stormwater management, water systems, sewer systems, roadway design, transportation impact analyses, minor coastal engineering, permitting, cost estimating, and construction management.

Sample Projects:

Venture Crossings

Project manager for a multi-phased enterprise center near the Beaches International Airport. The initial planned development encompassed 1,000± acres. Tasks included development master planning, utility master planning, roadway master planning, and PUD planning.

Huckelberry Creek

Buchanan & Harper performed preliminary engineering and participated in preparation of a Large Scale Plan Amendment and Development of Regional Impact documents for this 1,750 acre Planned Unit Development.

Gulf Coast State College

Project manager for various planning and engineering projects on multiple campuses. Sample projects include campus master plan, parking additions, baseball field rehabilitation, stormwater improvements, student services center, administrative center, wellness center, perimeter road, fire training facility, as well as other projects.

Watersound West Beach

Engineering project manager for a master planned residential development containing 200± lots and amenities. Tasks included themed development coordination, subdivision construction plans, stormwater management, utilities, platting and permitting.

Bay County Emergency Operations Center (EOC)

Project manager for the EOC. Tasks included site plan development, site engineering, traffic circulation, site utilities, stormwater management, lift station design, off-site force main extension, emergency operation infrastructure design, permitting and construction management.

Harbor Village

Buchanan & Harper assisted with master planning and prepared site construction documents for this condominium project. The project included streetscaping and roadway improvements within the project and within the right of way of 10th street, and design and permitting of a 37 slip private marina.

Credentials and Education:

Registration:

Professional Engineer, Florida License Number 37279

Education:

Bachelor of Science, Civil Engineering, University of Florida, 1981

Professional Associations:

American Society of Civil Engineers

American Water Works Association

Florida Engineering Society

National Society of Professional Engineers

Jacob A. Holtum, EI: Project Engineer, Buchanan & Harper, Inc.

2 years of civil engineering experience on private and public projects including residential, commercial, and infrastructure projects. Sample areas of experience include roadways, grading and drainage, stormwater management, water systems, sewer systems, permitting, cost estimating, and construction management.

Sample Projects:

Park Place Subdivision

Project engineer for Phase 1 of a multi-phased residential subdivision in eastern Bay County. The master planned development encompassed 120± acres with Phase 1 consisting of 42± Acres and 103 lots. Tasks included road design, grading, drainage, stormwater management, water and sewer system design, permitting and construction inspection.

Latitude Margaritaville WaterSound Amenity Center

Project engineer for 30± amenity center for multi-phased master planned community with 3,500± residential units. Amenity center includes recreation courts, fitness center, activities center, restaurant, office space and other miscellaneous uses. Tasks to date include stormwater management, grading and drainage, water and sewer systems with future tasks to include complete site development engineering.

West Bay Water & Sewer Extension

Project engineer for 1.5± mile water and sewer extensions of Bay County utilities. Tasks included 24-inch water main design, 8-inch sewer force main design, utility coordination, permitting and construction inspection.

LMWS Construction Management Center

Project engineer for a construction center for a multi-phased master planned community. Development consisted of multiple premanufactured structures, storage facilities, and construction material yard with attendant infrastructure. Tasks included grading, drainage, parking lot design, stormwater management, permitting and construction inspection.

Credentials and Education:

Registration:

Engineer Intern, Alabama License Number 18391

Education:

Bachelor of Science, Civil Engineering, University of Alabama, 2016

EXPERIENCE SUMMARY



ASHLEY GRIFFIN
Chief Executive Officer

EDUCATION

Executive Education Studies
2002-2005
Wharton School of Business
University of Pennsylvania

Graduate Studies
1994
Forest Ecology & Soils /
AUBURN UNIVERSITY

B.S.
1992
Natural Resources /
UNIVERSITY OF THE SOUTH
AT SEWANEE

PROFESSIONAL HISTORY

1997— present
Chief Executive Officer
ECOLOGICAL RESOURCE
CONSULTANTS, INC.

Ashley Griffin is Chief Executive Officer and founder of Ecological Resource Consultants, Inc. (ERC). ERC is an environmental consulting firm specializing in environmental resource assessments, permitting, and mitigation. Ms. Griffin received a Bachelor of Science degree from the University of the South at Seawee in Natural Resources (Forestry/ Geology) and attended graduate school at the School of Forestry, Auburn University. Ms. Griffin has participated in numerous Executive Education programs offered by the Wharton School of Business. These include Executive Education leadership development programs in Bhutan and India and intensive courses in negotiation and persuasion, strategic planning and implementation, and advanced management programs.

Ms. Griffin is an expert in environmental assessment, permitting, and design and implementation of wetland mitigation banking. Her experience in the private sector has focused primarily on wetland environmental regulatory permitting (dredge and fill) and compensatory mitigation planning in northwest Florida. She has conducted numerous complex environmental assessments and her regulatory permitting projects have included residential, commercial, industrial, and mixed-use development sectors. Ms. Griffin has had particular success in environmentally sensitive areas commonly located along the coast in Florida.

Since founding ERC, Inc., Ms. Griffin has served as agent for the majority of Individual Wetland Resource Permits issued for private sector developments within the regional watershed. Every permit application she has submitted has been issued. She is a skilled negotiator who has consistently arranged compromises to the satisfaction of both the developer (applicant) and the regulatory agencies. The wetland resource permit review process is extensive and development projects undergo close examination requiring considerable project justification. Justification can include detailed narratives, alternative sites analyses, public interest review, minimization and avoidance of direct, secondary and cumulative impacts, and compensatory mitigation plans to offset potential negative environmental impacts. Ms. Griffin attributes her success to early facilitation of the project development team, and incorporation of environmental constraints during the initial planning phases of the proposed development. The result is a profitable development plan that avoids and minimizes wetland impacts to the extent practicable.

SELECTED PROJECT EXPERIENCE

Northwest Florida Beaches International Airport, Bay County, Florida. Successfully managed an assessment for the Northwest Florida Beaches International Airport. The project scope included assessing existing environmental impacts associated with site construction and the preparation of an action plan that was satisfactory to the FDEP, the Corps, and the EPA to bring the site into compliance with issued permits. The field investigation included over 12 linear miles of ecosystem evaluation. The project received final regulatory agency approval and consensus, which has resulted in site compliance.

Regional General Permit (RGP) / Ecosystem Management Agreement (EMA), Bay County, Florida. Supervised evaluation of the 45,000 acres Regional General Permit / Ecosystem Management Agreement area surrounding the Panama City Beaches International Airport. The RGP / EMA agreement is between the St. Joe Company, the U.S. Army Corps of Engineers, and the Florida Department of Environmental Protection.

Breakfast Point and Devil's Swamp Mitigation Banks, Bay and Gulf Counties, Florida. Supervised modification of the State mitigation bank permits for the Breakfast Point and Devil's Swamp Mitigation Banks. ERC successfully modified both mitigation bank permits allowing the client to sell credits publicly within the expanded service area and to achieve success criteria in a shorter timeframe.

Development Feasibility Assessment, Bay County, Florida. Supervised an environmental assessment of a 35,000 (+/-) acres property for planning purposes. The assessment included an examination of the soils, vegetation, hydrological characteristics, habitats, and potential for listed species on the site. All potential wetland areas and the presence or absence of appropriate listed species were field verified to facilitate evaluation of regulatory jurisdiction, ecological productivity, and functions of the wetland habitats.

EXPERIENCE SUMMARY



MARTIN GAWRONSKI
V.P. of Regulatory Affairs

EDUCATION

B.S.
1993
Environmental Resource
Management / UNIVERSITY OF
WEST FLORIDA

PROFESSIONAL HISTORY

2002— present
V.P. / Director of Regulatory Affairs
ECOLOGICAL RESOURCE
CONSULTANTS, INC.

2001— 2002
Environmental Manager
FL DEPARTMENT OF
ENVIRONMENTAL PROTECTION

1999—2001
Environmental Supervisor
FL DEPARTMENT OF
ENVIRONMENTAL PROTECTION

1993—1999
Environmental Specialist
FL DEPARTMENT OF
ENVIRONMENTAL PROTECTION

Mr. Gawronski has over 26 years of experience in natural resource inventory, assessment, and permitting and has cultivated a team of highly skilled regulatory permitting staff. As an Environmental Manager and Supervisor with the Florida Department of Environmental Protection, Mr. Gawronski directed wetland resource and stormwater permitting throughout Florida. He administered and supervised all aspects of North Florida programs for dredge and fill permitting, State Lands and marina permitting, and stormwater and environmental enforcement. Moreover, Mr. Gawronski has successfully coordinated state and federal wetland jurisdiction teams; processed permitting on transportation, residential, commercial, industrial and mixed use projects; and acted as liaison between agencies and public or private interests on highly sensitive development projects.

Mr. Gawronski specializes in the following:

- Environmental Resource Permitting
- QMS Mitigation Implementation
- Jurisdictional Wetland Delineation
- Direct, Cumulative & Secondary Environmental Impacts Analysis
- Development Feasibility Assessments
- NEPA Environmental Permits
- Expert Witness for Florida State Wetland Jurisdiction

SELECTED PROJECT EXPERIENCE

Northwest Florida Beaches International Airport. Managing Federal and State permitting and NEPA authorizations for ongoing and new projects located within over 4,000 acre Airport boundary. Maintaining professional communications with regulatory agencies regarding Airport compliance, mitigation, new site development and future site planning. Supervising 9,609 acre mitigation area including on site supervision, reporting and accelerated restoration. Managing ongoing site investigations designed to help the airport with development planning efforts, surface water management, acceleration of expansion regulatory authorizations and maintaining regulatory site compliance.

Breakfast Point Mitigation Bank Modification, Bay County Supervised the modification of the mitigation bank from WRAP to UMAM credits and to make the success criteria achievable. The project included plant community delineations, wetland and upland functional assessments, restoration strategy, agency negotiations, formulating permit criteria, exhibit review, GIS analysis, and cost analysis. The major modification was completed in approximately 8 months.

Fanning Bayou Development, Bay County. Supervised state dredge and fill and Federal CWA 404 permitting on a 631 acre single-family development site. The project included delineation of the wetlands habitats, listed species surveys, secondary and cumulative impact assessments, wetlands functional assessments, and mitigation planning. This project resulted in 11.5 (+/-) acres of impact with 163 acres of on-site mitigation, 7 bridge crossings over Waters of the State, and 65,000(+/-) linear feet of roadway. Mitigation consisted of restoring the remaining wetlands to their historical condition. ERC also acted as the mitigation supervisor for the restoration process, which has already achieved success with the Florida Department of Environmental Protection.

Blair Cox

Vice President – Design



PROFESSIONAL EXPERIENCE
23 Years

AVIATION EXPERIENCE
18 Years

EDUCATION
B.S.E.E. Bachelor of Science in
Electrical Engineering,
Florida State University

M.B.A Master of Business
Administration, University of
Central Florida

PROFESSIONAL AFFILIATIONS
State of Florida certified EIT

Former Top Security Clearance
with Federal Government

American Association of Airport
Executives

Airport Consultant Council
Security Committee

Florida Aviation Council

Airports Council International

Florida Airports Council

SUMMARY OF EXPERIENCE

Mr. Cox has extensive experience related to Baggage Handling Systems (BHS) and specifically Checked Baggage Inspection System (CBIS) with a core focus in pre-construction services, including team assembly, system design, scheduling and planning, installation and commissioning, and budget establishment in the BHS field for over 18 years.

Blair is well versed in the operational aspects of baggage conveyance systems, design concepts, and operational efficiencies. Prior to JSM, Blair was working closely with the TSA in developing 100% tracking technologies for use in CBIS applications. He was directly responsible for the installation and testing of 100% tracking technologies in the TSIF (TSA Security Integration Facility) and testing of level 2 and level 3 screening applications. Blair has also been a part of the TSA "working committee" involved in rewriting the PGDS version 4.2, version 5.0 and version 6.0 as well as developing process concepts for the Risk Based Security (RBS) initiative.

Blair Cox is an Electrical Engineer by degree and has performed Project Engineering and Project Management work starting in 1987 on the Space Shuttle Program at Kennedy Space Center.

HIGHLIGHTED RELEVANT EXPERIENCE

Design Oversight / CA Services | Kansas City International Airport, Kansas City, MO
VP: Senior Project Manager. Responsible for design oversight and CA Services of the design-build procurement of a complete baggage handling system to be installed in the new Terminal Building at MCI. Estimated BHS construction costs in excess of \$50M. Total construction cost of program in excess of \$1.5B.

BHS Consultant Services | Cincinnati-Northern Kentucky International Airport, Hebron, KY
VP: Senior Project Executive. Responsible for providing master planning and BHS design services to enhance performance of the system. Baggage Handling System consulting

CBIS Optimization | Miami International Airport, Miami, FL
VP: Senior Project Manager. Responsible for CBIS / CBRA design oversight of largest TSA recapitalization and optimization project for the lead architect firm (Burns & McDonnell) and senior airport staff. Responsible for execution development and coordination of enabling work. Responsible for 30% design metric verification and preparation of estimates for budget adherence. Responsible for oversight of 70% & 100% TSA design submittals. Estimated BHS construction costs in excess of \$90M. Total construction cost

BHS Design of South Terminal Complex | Orlando International Airport, Orlando, FL
VP: Design Manager. Responsible for conceptual design of baggage handling system for new South Terminal Complex Phase 1C. Responsible for protecting right-of-ways for required system. Responsible for defining technologies to be used to produce Service Levels desired by GOAA of the BHS. Responsible for developing program budgets for BHS portion of the work. Estimated BHS construction costs in excess of \$100M. Total construction cost of program in excess of \$1.8B

Secure Claim Installation | Orlando International Airport, Orlando, FL
VP: Project Executive. Provided Baggage Handling System consulting services including BHS & PBB assessment and BHS design services.

James Weigand

Sr. BHS Designer



PROFESSIONAL EXPERIENCE

26 Years

AVIATION EXPERIENCE

26 Years

- 10 years with BAE
- 3 years with Siemens Airport Logistics
- 5 years with BEUMER Group
- 8 years of Individual Carrier Systems Development

EDUCATION

B.S.M.E. Bachelor of Science
Mechanical Engineering, Texas
A&M University

M.B.A Master of Business
Administration, University of
Texas at Dallas

PROFESSIONAL AFFILIATIONS

TSA Industry Working Group
(IWG)

PGDS Review Committee

Airports Council International

Florida Airports Council

International Association of
Baggage Companies

SUMMARY OF EXPERIENCE

Mr. Weigand has worked in the BHS industry as an engineer, project manager, estimator, installer and commissioning manager on major airport projects for more than 20 years. Jim has worked for three of the largest Baggage Handling System contractors in the world.

Jim started his aviation career as a mechanical engineer/designer for BAE Automated Systems. Jim later served as a project manager, leading pre-construction services for Siemens and finally as a systems manager for BEUMER Group.

Mr. Weigand has been a standing member of the TSA's Industry Working Group (IWG) co-authoring the last four (4) revision of the Planning Guidelines and Design Standards (PGDS) for Checked Baggage Inspection Systems (CBIS).

For the last 5 years, Jim has been the design manager for ICS technology baggage handling systems at international airports in North America. Jim's expertise is with melding the various BHS technologies to find the right solution for each unique situation.

HIGHLIGHTED RELEVANT EXPERIENCE

South Terminal BHS Design Services | Orlando International Airport, Orlando, FL
Senior Project Manager. Responsible for design development analysis to ensure BHS design will meet performance metrics set forth in the Design Criteria Package. Assist in coordination with the Senior Airport Staff and the TSA to gain stakeholder consensus.

New Terminal BHS Design Services | Kansas City International Airport, Kansas City, MO
Senior Project Manager. Responsible for design development analysis to ensure BHS design will meet performance metrics set forth in the Design Criteria Package. Assist in coordination with the Senior Airport Staff and the TSA to gain stakeholder consensus.

Design/Build Expanded Sortation System | Cincinnati- Northern Kentucky International Airport, Hebron, KY
Senior Project Manager. Responsible for BHS design and construction administration an expanded sortation system to address new airline coming online.

BHS Design for New Terminal 1 | San Francisco International Airport, San Mateo, CA
Senior Design Manager. Responsible for BHS design and design coordination with architect and engineers for the construction of a new Terminal 1 at SFO.

BHS Design | Ottawa Macdonald-Cartier International Airport, Ottawa, CA
Senior Design Manager Responsible for BHS design and design coordination with architect and engineers for the construction of a new Hold Baggage Screening operation at YOW.



Richard Kennedy P.E.

Senior Mechanical Engineer



PROFESSIONAL EXPERIENCE

38 Years BHS / CBIS

EDUCATION

B.S.M.E., University of Rhode Island
M.B.A, Temple University

REGISTRATIONS

P.E.
C.E.M.
C.C.P.
C.P.E.
Awarded Agriculture
Environmental Leadership
Award

PROFESSIONAL AFFILIATIONS

American Association of Airport Executives

Airports Council International

Florida Airports Council

SUMMARY OF EXPERIENCE

Mr. Kennedy is a Senior Registered Professional Mechanical and Electrical Engineer for Baggage Handling Systems (BHS) and Check Baggage Inspection System (CBIS) projects. Richard's extensive career experience has helped clients successfully complete complex BHS projects on-time and on-budget.

Richard has worked on airport terminal BHS and Checked Baggage Inspection Systems (CBIS) projects at both a management and technical level. With significant experience in the design, management, construction, and commissioning of BHS / CBIS, Richard has the ability to understand and solve complex BHS situations.

Richard also has a vast working knowledge of the TSAs Planning Guidelines and Design Standards for CBIS (PGDS).

HIGHLIGHTED RELEVANT EXPERIENCE

CBIS Optimization | Savannah International Airport, Savannah, GA

Professional Engineer. Responsible for validating the structural loads imparted by the Baggage Handling System on the ceilings of the baggage screening processing rooms for The Savannah Airport Commission.

CBIS Optimization | St. Petersburg-Clearwater International Airport, Largo, FL

Professional Engineer. Responsible for validating the structural loads imparted by the Baggage Handling System on the ceilings of the baggage screening processing rooms for Pinellas County.

CBIS Optimization | Orlando-Sanford International Airport, Sanford, FL

Professional Engineer. Responsible for validating the structural loads imparted by the Baggage Handling System on the ceilings of the baggage screening processing rooms for The Sanford Airport Authority.

FIS Upgrades & Optimization | Orlando International Airport, Orlando, FL

Professional Engineer. Responsible for validating and professionally certifying the structural impact of the Baggage Handling System for The Authority's FIS modifications project. Responsible for sealing the mechanical and electrical submittals.

FIS Upgrades & Optimization | Palm Beach International Airport, West Palm Beach, FL

Professional Engineer. Responsible for validating and professionally certifying the structural impact of the Baggage Handling System for The Authority's FIS modifications project. Responsible for sealing the mechanical and electrical submittals.



WILLIAM LAWRENCE, P.E. Senior Regional Engineer

PROFESSIONAL EXPERIENCE

Mr. Lawrence is the Senior Regional Engineer for NOVA's Panhandle branch offices (Pensacola, Panama City Beach and Tallahassee), and has over 24 years of experience in geotechnical engineering, subsurface exploration/drilling and construction materials testing services. He has performed geotechnical explorations for single- and multi-storied structures. Typical projects have included residential structures, commercial, heavy industrial and aerospace developments along with education and governmental facilities. Mr. Lawrence has served as project geotechnical engineer and project manager on a wide variety of geotechnical engineering and materials testing projects throughout the southeastern United States. He also has extensive background serving as a Threshold Special Inspector Representative on many projects along the Florida Panhandle.

Education:

B.S. Civil Engineering,
University of South Alabama
1998

Certifications/Registrations:
Professional Engineer: GA,
FL, AL, MS, LA, AR, IN, TX

Affiliations:

Florida Engineering Society
(FES)
American Society of Civil
Engineers (ASCE)

REPRESENTATIVE PROJECT EXPERIENCE

Aviation:

North Taxiway A Extension - Calhoun	VPS RON Apron High Mast Lighting
Tri-County Airport Box Hangar - CMT	Duke Field RV Storage Lot
Enterprise Municipal Airport	Apalachicola RA Taxiway D Development
Dothan Regional Airport Verification	Tri-County Airport Runway Extension
Marianna Airport Runway 18-36	Sheltair Hangar 2 - ECP
Extension	New Taxiway E-1 & Transient Apron at
Tri-County Airport Box Hangar	ECP Airport
Calhoun County Airport	ECP Baggage Vehicles Roadway
ECP Terminal Expansion - GEO	Access Road Rehabilitation
DeFuniak Springs Airport Expansion	Fuel Farm Access Road
East Terminal Entry Pavement Condition	VPS Taxiway D1 & D2 - CMT QA Services
Apalachicola Regional Airport Hangar	Pensacola International Airport
John Givens Road Rehabilitation	Corporate
VPS Parking Lot Rehabilitation	High Mast Light Replacement - Bob
VPS VIP Parking Lot	Sikes
VPS Credit Card Parking Lot Entry/Exit C	Peter Prince Field Taxiways - CMT
Peter Prince Airport - New Taxiways	Peter Prince Airport Hangars
Barin Runway Extensions	Pensacola International Airport
Apalachicola AP East Apron Drainage	Pensacola GAF - CMT Services
CEW FBO Parking Lot	VPS Parking Lot B Expansion
Velasco Hanger	Peter Prince Airport D/B Hangar
CEW John Givens Road Improvements	CEW Krebs Hangar
Duke Field ALZ Shoulders	Peter Prince Airfield - Taxiway A
Destin Airport - Runway 14-32 Rehab	Summerdale Runway Extensions



William Lawrence, PE
Senior Regional Engineer

RON Apron Lighting
Valparaiso Airport
TLH International Airport Renovations
Destin ATCT
PIA VT MAE Hangar - QA Testing &
Inspection
NAS Pensacola Runway Repairs
SR 85 Cantilever Sign Drilled Shaft Insp
VPS Fuel Farm Utility Areas - GPR
Service
NAS Pensacola Taxiway
VPS Fuel Farm Expansion
Destin-Fort Walton Beach Airport
DTS Sound Barrier Wall
7th SFG Apron Expansion
Destin-Fort Walton Beach Airport Fuel
Farm
VPS Taxiway D1 & D2
Ruckel Field Hangars
BSA Asphalt Apron Rehabilitation
Pensacola Heliport
DTS Taxiway A
High Mast Light Replacement - Bob
Sikes
Defuniak Springs Airport - Access Road
FPY New Hangar



FOREST "BEAR" GREEN, EIT, ACI

Branch Manager – Panama City Beach

PROFESSIONAL EXPERIENCE

Mr. Green currently serves as the Branch Manager for NOVA's Panama City Beach operations. In addition to the overseeing the office and staff, Mr. Green's typical daily duties consist of on-site inspections and testing for a variety of clients and has experience providing a variety of inspections and field testing as they pertain to Threshold Special Inspections Services, reinforcing steel, concrete, masonry, soil, timber framing and general construction observations. In addition, Mr. Green provides laboratory testing services for FDOT and commercial projects as they pertain to soil, aggregate, and concrete materials.

Education:

BS, Civil Engineering, Florida State University, 2011

Certifications / Registrations:

American Concrete Institute (ACI):

Concrete Field Testing

Technician - Grade I

Aggregate Base Testing

Technician - Level I

Aggregate Testing

Technician - Level I

Florida Department of

Transportation, (FDOT/CTQP):

Aggregate Base Testing

Technician (exp)

Aggregate Testing

Technician (exp)

Qualified Sampler

Technician (exp)

Drilled Shaft Inspection

Nuclear Density Gauge

Certified

REPRESENTATIVE PROJECT EXPERIENCE

Aviation

ECP Terminal Extension

Tri-County Airport Taxiway Project

North Taxiway A Extension - Calhoun

Sheltair Airspace Study

Tri-County Airport Box Hangar - CMT

Enterprise Municipal Airport

NWFL Airport Terminal Expansion

Transient Apron & Taxiway E1

ECP Terminal Expansion - Gates 6 & 7

Dothan Regional Airport Verification

Calhoun County Airport Terminal & Hangar

Bob Sikes Airport Support Services

Runway 18-36 Rehabilitation

Peter Prince Airport - New Taxiways

Barin Runway Extensions

Apalachicola Regional Airport East

Apron

Tri-County Airport Taxiway

Calhoun Co. North Apron Ext. Phase II

Wildwood Road Sidewalks CEI

DeFuniak Springs Airport T-Hangars

ECP Terminal Push-Back Apron

Defuniak Springs Access Road Phase II

Tri-County Airport Taxiway Extensions

Defuniak Springs Access Road Coring

Sheltair ECP Phase 3 Apron

Tri-County Airport Runway Overlay

Taxiway A Calhoun County Airport

Perry Foley Airport Hangar

Marianna Airport

Partial Parallel Taxiway - Tri County

AAF Rehabilitate Airfield Pavements

Perry Foley Apron Rehabilitation

ECP Airport Hangar

Apalachicola Regional Airport

Dothan Regional Airport

L & G Equipment

Sheltair Hangar 2 - ECP

Concrete Pad for Static Display Building
186

Sheltair Hanger 2 - ECP

L & G Equipment Asphalt Apron

Taxiway A - Calhoun County Airport

Summerdale Runway Extensions

SR 85 Cantilever Sign Drilled Shaft Insp

FPY New Hangar

SKIPPER C RUTHERFORD, P.L.S.

PRESIDENT – SCR & ASSOCIATES NWFL, INC.

PROFESSIONAL SURVEYOR & MAPPER – LICENSE NO. LS 3961

MEMBER OF FLORIDA SURVEYING & MAPPING SOCIETY

50 YEARS EXPERIENCE SURVEYING IN NORTHWEST FLORIDA

BUSINESS OWNER SINCE 1983

PROFESSIONAL EXPERIENCE:

Skipper C. (Skip) Rutherford has been directly in charge of the following types of surveying: boundary, subdivision (including planning, surveying, developing, platting and construction layout), wetlands jurisdictional surveying, as-built, topographic, mean high water, construction, route, condominiums, horizontal and vertical control for aerial photography, bathymetric surveys for submerged land leases and marinas, right of way and land acquisition legal document preparation of exhibits and surveys for attorneys for court appearances, sanitary sewer layout for municipalities, jurisdictional, hydrographic, coastal construction setback and all types of engineering surveying.

SCOT C RUTHERFORD, P.E.

VICE PRESIDENT - SCR & ASSOCIATES NWFL, INC.

PROFESSIONAL ENGINEER – LICENSE NO. PE 70041

CERTIFIED STORMWATER MANAGEMENT INSPECTOR

MEMBER OF FLORIDA ENGINEERING SOCIETY

AMERICAN SOCIETY OF CIVIL ENGINEERS

25 YEARS EXPERIENCE SURVEYING & ENGINEERING

PROFESSIONAL EXPERIENCE:

Mr. Scot Rutherford, is a Florida licensed Professional Engineer and a civil engineering graduate from Florida State University in 2003. He worked his way through college in the surveying and engineering field through summers and after hours since 1994, and gained a wealth of knowledge as he obtained his education. Before coming to SCR & Associates he worked his internship with Greenhorne & O'Mara Engineering, a national firm later purchased by Stantec, where he worked until 2009. He began with SCR in June of 2009 offering civil engineering to our clientele.

FRANK B McMAHON III, P.E., P.S.M.

SCR & ASSOCIATES NWFL, INC.

PROFESSIONAL ENGINEER – LICENSE NO. PE 84394

PROFESSIONAL SURVEYOR & MAPPER – LICENSE NO. LS 7049

LICENSED DRONE PILOT

MEMBER OF FLORIDA SURVEYING & MAPPING SOCIETY

MEMBER OF FLORIDA ENGINEERING SOCIETY

20 YEARS EXPERIENCE SURVEYING & ENGINEERING

PROFESSIONAL EXPERIENCE:

Mr. Frank (Tres) McMahon, is a Florida licensed Professional Engineer and a civil engineering graduate from Florida State University with a Bachelor's Degree in 2013, Master's Degree in 2015 and currently an adjunct professor at Chipola Community College. He also holds a dual certificate in Surveying and Mapping in the State of Florida. He began surveying in 2000 with SCR, leaving for a short time but returning to work with us 2018. Since SCR has specialized in engineering surveying along with civil design Tres brings exceptional skills to our firm with his integration of engineering & surveying knowledge. We are proud to have him as an essential part of SCR.



GERALD "GERRY" CRNKOVICH, P.E.

Director of Electrical Engineering

As Director, Gerry provides general oversight of electrical system design for the T coordination and scheduling of projects, project development and client maintenance. aviation, industrial, institutional, municipal and commercial buildings.

HILLSBOROUGH COUNTY AVIATION AUTHORITY TAMPA INTERNATIONAL AIRPORT (TIA), CURBSIDE EXPANSION, NEW CENTRAL ENERGY PLANT & RELATED WORK - Tampa, FL

Expansion of curbsides including elevated & at-grade lanes and vertical circulation buildings for Blue & Red sides. Vertical circulation buildings will include conditioned lobbies to provide a means for passengers to access the Main Terminal via elevators and escalators from the new lanes / \$303 million

TIA AIRSIDES A & E, RESTROOM REFURBISHMENTS - Tampa, FL

Refurbishments to public restrooms at both Airside A and E on the boarding level, including accompanying companion restrooms / \$7.65 million

TIA CONRAC & AUTOMATED PEOPLE MOVER - Tampa, FL

New multi-level ConRAC facility and new APM to connect the new ConRAC to the Main Terminal. The 1.3 mile APM will have three stations, Terminal APM Station, Economy Garages APM Station, and ConRAC APM Station / \$736 million

TIA GATEWAY DEVELOPMENT AREA, SITE, ATRIUM & WALKWAY - Tampa, FL

Remote commercial curb, atrium, pedestrian walkway and all site infrastructure sup- garage, hotel, out parcels, etc.) within the Gateway Devel. Area / \$18 million

TIA CONRAC & APM DBOM (DESIGN-BUILD-OPERATE-MAINTAIN) IMPLEMENTATION - Tampa, FL

ConRAC and APM (Automated People Mover) project at Tampa International Airport. Scopes include: Guideway systems, North & South substations, M & SF (Maintenance & Storage Facility) substation, public passenger stations / \$200 million

TIA TRANSFER LEVEL EXPANSION & AIRSIDES CONCESSION REDEVELOPMENT (MTAC) - Tampa, FL

including new adjoining outdoor spaces, relocation of the APM stations, new way- Terminal

Term Parking Garage walkway vestibules / \$153 million

TIA TENANT IMPROVEMENT PROJECTS - Tampa, FL

Multiple tenant improvement projects at TIA (34 projects to date). Tenants include (but are not limited to): Hertz, Auntie Anne's, Ducky' Green Fields, Chick-Fil-A, Panda Express, PDQ, NY Pizza and others

TIA LONG-TERM PARKING RENOVATIONS - Tampa, FL

High Vehicle and Baggage Claim on Long-Term Parking levels I and II, also including expansion of existing CCTV systems / \$19 million / 1,000,000-SF A spaces at the

YEARS OF EXPERIENCE

41 years total Experience
4 years with VoltAir

EDUCATION

Bachelor of Science,
Electrical Engineering, 1991
University of South Florida

REGISTRATIONS

Registered Professional Engineer
Florida # 42527
Georgia # 043015
Texas # 130077
Tennessee # 120904

PROFESSIONAL AFFILIATIONS

Institute of Electrical & Electronic
Engineers (IEEE)

* Work performed with another Firm

Gerald Crnkovich, PE – CEUs

2021
Texas Board of Engineering Laws & Rules SL-02-603
2020
NEC 2020 Code Changes (Day 1) NEC 2020 Code Changes (Day 2) NEC 2020 Code Changes (Day 3) Circuit Breaker Basics Engineering Economics Made Easier w/MS Excel Quality Project Management Protocols for Professional Engineer OC: Project Management for the Engineer - TX Professional Conduct and Ethics for Texas Engineers
2019
OC: Ethical Principles for Professional Engineers (Approval # 0010159) OC: Laws and Regulations Governing Florida Professional Engineers (Approval #0010158)
2018
Solar Power Part I – Design for Small Structures – an Introduction Solar Power Part II – Designs for Grid-Tie Systems – an Introduction Solar Basics – Radiation Data Online Ethics for US Engineers Advanced FBC: The 6 th Edition (2017) Florida Building Code (ADV) (HSW) Laws and Rules for Florida Engineers CEU248 Selective Coordination



DAVID L. GARRETT II, PE, MBA

Senior Electrical Engineer

As Construction/Project Manager David provides oversight for engineering and architectural design, bid evaluation, contract administration, planning, project scheduling, value engineering, construction, and coordination to ensure projects are completed in accordance with schedule and budget requirements. David resolves operational problems, minimizes delays and unexpected costs, and provides oversight for infrastructure and facility plan reviews, cost estimates and projections, facilitates design processes and assists with Construction Administration. His expertise in Construction/Project Management for various project delivery models including traditional Design-Bid-Build, Design-Build and Progressive Design-Build enable him to quickly identify and resolve communication/coordination issues, coordinate team to identify practical solutions, lead design and development meetings, manage contracts and closeout phases and ultimately deliver projects with a high degree of success.

YEARS OF EXPERIENCE

15 years total Experience
2 years with VoltAir

EDUCATION

Bachelor of Science, Electrical Engineering, 2008
Tennessee Tech University

Master of Business Administration, 2014
Brenau University

REGISTRATIONS

Registered Professional Engineer
Tennessee #119328
Florida #87300
Texas #135040
Kansas #26907

PROFESSIONAL AFFILIATIONS

Institute of Electrical and Electronics Engineers (IEEE)
National Fire Prevention Association (NFPA)
International Code Council (ICC)

CITY OF NEW ORLEANS NEW ORLEANS AVIATION BOARD LOUIS ARMSTRONG NEW ORLEANS INTERNATIONAL AIRPORT ON-CALL A/E SERVICES – New Orleans, LA

VoltAir is providing on-call engineering design services for new construction along with remodeling and renovation projects for various programs, departments, and locations at MSY, including, but not limited to, the North Terminal and South Campus Facilities.

BNA BIG VISION – NORTH AND SOUTH TERMINAL PASSENGER SCREENING - Nashville, TN

Provided PM/CM oversight as the Electrical SME (Subject Matter Expert) for the North and South T

Passenger Screening areas being constructed now as part of the Vision project 3 Terminal Renovation. BNA Vision program provides for a new D Concourse Expansion, Garage/Terminal Lobby and International Terminal

Facility. Responsibilities include review and oversight of designs and construction, scope, schedule and budget development and project management for all Capital Improvement Projects, with a focus on resolving operational problems, minimizing delays, and unexpected costs. In his role, Dave is responsible for the overall electrical design, the construction program coordination and construction standards / \$1.2 billion

JMAA ENERGY STUDY - Jackson, MS

Performed an electrical assessment to identify potential savings with lighting and lighting controls. This included a full audit of spaces identifying existing lighting types and controls with recommendations for upgrade/replacement, as well as identifying potential energy/cost savings opportunities through rebates and other incentives with the local electric utility. The goal of the energy audit results is to provide ASHRAE Level 3 ECM investment grade recommendations for implementation at the airport. Due to time constraints, the Task 1 report is limited to ASHRAE Level 1 ECM recommendations using a simple payback analysis and assumptions regarding utility rates. Also due to time constraints, the ASHRAE Level 2 facility energy model is postponed to the Task 2 energy audit report.

TALLAHASSEE INTERNATIONAL AIRPORT (TLH) INTERNATIONAL PASSENGER PROCESSING FACILITY - Tallahassee, FL

New International Passenger Processing Facility (IPPF) that allows no less than 350 passengers/hour, and is equipped to meet projected growth in international travel and cargo operations.

cargo, passenger arrivals/departures, meets current requirements from the U.S. Customs and Border Protection ("CBP") Airport Technical Design Standards and ensures adequate safety and security of the facility. Additionally, the IPPF shall maximize passenger

(2) U.S. Customs and Border Protection agents, maximizes sustainable designs to reduce maintenance and operations costs, includes design technology enabled for automated processing and customer convenience, and incorporates emergency back-up power systems and supplies / \$10 million

David Garrett, PE – CEUs

2020
Ethics for Professionals UPS Monitoring NEC 2020 Code Changes – Day 3 NEC 2020 Code Changes – Day 2 NEC 2020 Code Changes – Day 1 Arc Fault Circuit Interrupters and Associated NEC Requirements Ground Fault Circuit Interrupters and Associated NEC Requirements Selective Coordination and OCPD Basics Short Circuit Calculations and Equipment Evaluations
2019
Electrical Fire Alarm Systems CoGeneration System Essentials Understanding Fire Sprinkler Drawings and Calculations Florida Laws & Rules for 2021 Ethics for Engineers Operable Glass Walls for Flexible Interior Space Division Contract Interpretations: Insight to the Myriad of Causes of Conflict Arising from the Drawings & Specifications Identification and Notification: Keys to Success Non-Complying Change Orders Making Guaranteed Maximum Price Contracts Work for You
2018
Arc Flash Hazards



Mr. Jose Mesa, President DBS, LLC
Project Manager

Bio/Summary of Experience



With 17 years of laser scanning and modeling experience, Mr. Mesa has created and implemented successful workflows integrating laser scanning with complex MEP environments, baggage handling system optimizations and Terminal Renovations in over 50 North American airports. Mr. Mesa's work in laser scanning and subsequent model generation has been documented in two Airport Improvement Magazine Articles, "3D Modeling Prevents Construction Conflicts at Orlando Intl" May/June 2009 and "Terminal Makeover Finally a Reality at Anchorage International" – Jan/Feb 2010. Mr. Mesa is certified on all Leica scanning equipment and is a Certified Cyclone Technician by Leica. Mr. Mesa is also Autodesk Trained on AutoCAD MEP and Revit. Also, qualified in BIM project coordination and management.

Years of Experience
17

Years with the Firm
5

Education
Bachelor of
Design/Architectural Studies
and Masters in Construction
Management – Florida
International University

Professional Registration
N/A

Certification & Accreditation
N/A

Affiliations
International Association of
Baggage System Companies

Project Manager Summary of Experience

Palm Beach International BHS Improvements, West Palm Beach, FL, 2012 – Hired by the design-build team of Whiting Turner and Corgan, the airport was undertaking a major upgrade to the BHS. The system was last modified shortly after September 2001 to support manual TSA inspection points. Any as built of the existing system were nonexistent. Scans of the 57,000 sf space was converted into a 3D Revit model. DBS was called back to PBI and awarded an additional 40,000 sf of baggage claims and curb side lines to scan and model for the team.

Reagan National Airport American Airlines BHS Crossover Project Arlington, VA 2017 – DBS was brought to the project by Whiting Turner, the General Contractor, to scan and generate a LOD300 Revit model of the existing 75,000 SF of baggage handling system space to be used for BIM Coordination and to assist with changes that needed to be corrected prior to engaging the work on site.



Mr. Jose Mesa, President DBS, LLC
Project Manager

Charleston International Airport (CHS), BHS Improvements Project In Line CBIS and BIM Consultant, Charleston South Carolina, August 2018 - Hired by the General Contractor Hill Construction, DBS was tasked to scan and generate a Revit model of the existing conditions of the BHS, MEP, and structural elements within the scope. DBS also acted as the BIM Management Coordinator for Hill Construction and the subcontractors throughout the construction coordination process. The Revit model we generated identified several major conflicts between design and actual field conditions.

Ft. Lauderdale Hollywood International Airport (FLL), Terminal One BHS and CBRA, Ft. Lauderdale, FL, 2018 – Contracted by Gresham Smith and Partners, DBS scanned and generated a Revit model of the existing Southwest Airlines space for the Terminal One CBRA. Model used by BHS design team, subcontractors and Project Architect. The Revit model generated from the scan was accurate to 6mm or less which benefitted the project as the space was extremely dense with existing MEP and BHS elements.

Orlando International Airport BP 432 (MCO), Inline Baggage System Screening Improvements, Orlando, FL 2012 – Working with the project Architect and the BHS consultant, Mr. Mesa's team was tasked with scanning the existing 72,000 sf BHS system ahead of the design and installation. This data was used by the team to identify conflicts with existing and resolution prior to installation.

Cleveland Hopkins International Airport (CLE), Inline Baggage System Screening Improvements, Cleveland, Ohio 2013 - Hired by the BHS Design team, Mr. Mesa's team was tasked with scanning a portion of the existing BHS and existing structural space to generate a LOD 300 Revit model of the system for redesign of a new Inline system. Project consisted of 200 scan positions and utilized conventional surveying practices to 'tie' spaces together as the existing conditions was not the standard one large bag room, instead a series of smaller air carrier spaces.

Denver International Airport (DEN), Concourse B Baggage System, Denver, Colorado, 2017, - Contracted by the BHS Design firm to generate a Revit model of the existing conditions within the Concourse B Baggage Handling Space totaling 288,000 sf. The primary scope we were tasked with is to add the mechanical, electrical, and plumbing components to the existing model to be used for clash detection and resolution between the existing utilities at the time of scanning and the new BHS design. Also, to ensure a smooth installation of the new system.

Dallas Ft. Worth International Airport Terminal A Phase One, Dallas, Texas 2012 – Hired by the BHS Installer to scan, model and provide TruViews of a multi level section inside Terminal A where the BHS system was to be installed. Logan Teleflex wanted the ability to identify MEPF obstructions in the BHS right of way as well as to verify penetration locations in walls and ceilings to ensure smooth installation. This project also included scanning in the tight "interstitial" areas that are common at DFW.





Vanessa Kjenaas

Vanessa has been with MySmartPlans for 2 years as a Senior Project Information Manager. She has worked on numerous projects and is the current team lead on the New Kansas City International Terminal. Certified in Microsoft Office 365 & Adobe DC. Vanessa has 2 years studies in Library Science.



James Johnston

James has been with MySmartPlans for 13 years and is our Chief Technology Officer and Lead Software Developer. James has developed and customized all MySmartPlans products and supports any technical issues. James has a passion for lifelong learning. James graduated in 2008 from Southeast Missouri State University with a B.S. in Computer Science and minor in Physics.



Carl Armato

Carl has been with MySmartPlans for 8 years and he supports our QA/QC along with our network services. Carl has multiple Microsoft Certifications. His primary responsibilities include:

- Develop an instrumentation strategy.
- Develop a Site Reliability Engineering (SRE) strategy
- Develop a security and compliance plan.
- Manage source control.
- Facilitate communication and collaboration.
- Define and implement continuous integration.

Taffy Pippin Consulting, LLC

DBE/ACDBE Consultant



Professional Experience

Taffy Pippin is an expert in the development of DBE/ACDBE Goals, Plans and Uniform Reporting. Learning the business from her father Bob Valdez at FAC, Inc. Taffy started Taffy Pippin Consulting, LLC after the passing of her father in 2012. Taffy has overseen and participated in the development over 200 DBE/ACDBE goals and plans for General Aviation, Non-Hub Primary, and Small Hub Primary airports throughout the US. Taffy Pippin is currently serving on the Advisory Council for the Aviation Council of Alabama and has served as a guest speaker at the Alabama Airports Conference as well as the Aviation Council of Alabama Airports Workshop conference on topics of DBE/ACDBE requirements, FAA Compliance, and guidance. Taffy has established excellent relationships with the FAA DBE/ACDBE compliance team.

DBE/ACDBE CONSULTANT

Education

University of Montevallo
Area of Study:
Communications
Troy University
Global Business

Project Experience

FY 2019-2021 Three-year ACDBE Goal Setting, and FY 2021-2023 DBE Goal Setting/ Rick Husband International Airport, Amarillo, TX – Preparation of both goals were set on the appropriate NAICS for DBE and ACDBE goals through the required two-step process according 49 CFR Part 26 and Part 23. Both DBE and ACDBE Program plans were updated, submitted and approved by the FAA. Compliance consulting was available on an ongoing basis.

Certification

DBE Certification
Alabama, Florida, Texas,
Mississippi, Georgia, North
Carolina, South Carolina,
Louisiana, Kentucky,
Tennessee

FY 2020-2022 Three-year ACDBE Goal Setting and FY 2019-2021 DBE goals and Program Plan Update Montgomery Regional, Montgomery, AL Preparation of both goals were set on the appropriate NAICS for DBE and ACDBE goals through the required two-step process according 49 CFR Part 26 and Part 23 and goals for both have been approved by the FAA. Both DBE and ACDBE Program plans were updated, submitted and approved by the FAA. Compliance consulting was available on an ongoing basis.

Years of Experience

20 years

Northwest Florida Beaches International Airport, Florida. FY 2021- FY 2023 DBE goals and Program Plan Update and FY 2019-2021 ACDBE goals and Program Plan Update. Preparation of both goals were set on the appropriate NAICS for DBE and ACDBE goals through the required two-step process according 49 CFR Part 26 and Part 23 and goals for both have been approved by the FAA. Both DBE and ACDBE Program plans were updated, submitted and approved by the FAA. Compliance consulting was available on an ongoing basis.



MAIN OFFICE: 601 N. Magnolia Ave, Suite 100, Orlando, Florida 32801 USA

BRANCH OFFICE: 5202 Johnny Reaver Road, Panama City Beach, Florida 32409 USA

PHONE / FAX: +1 407 422 7487 / +1 407 422 7413

E-MAIL: info@zhaintl.com





REQUEST FOR QUALIFICATIONS

for

Engineering Services

RFQ #2021-ENGINEERING SERVICES

Submissions Due: 2:00 p.m. CST, April 6, 2021

Prepared by:

***Panama City-Bay County Airport and Industrial District
6300 West Bay Parkway, Box A
Panama City, FL 32409***

Table of Contents

I. ADVERTISEMENT3

II. INSTRUCTIONS FOR REQUEST FOR QUALIFICATIONS (“RFQ”) SUBMISSION4

III. OBJECTIVE AND SCOPE OF SERVICES9

IV. RFQ RESPONSE REQUIREMENTS.....16

SAMPLE PROFESSIONAL SERVICES CONTRACT.....37

I. ADVERTISEMENT

PANAMA CITY-BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT

The Panama City-Bay County Airport and Industrial District is requesting for Northwest Florida Beaches International Airport ("Airport") Statements of Qualifications to provide **Engineering Services** under a continuing contract pursuant to Florida Statute §287.055. The services are to be carried out in accordance with Federal Aviation Administration (FAA), and all applicable Federal, State, and Local Codes, Regulations, Ordinances, and Policies.

Statements of Qualifications shall be submitted no later than **2:00 PM CST, April 6, 2021** in the Airport's Administrative Office at the address stated below. Any submissions received later than the **2:00 PM** deadline will be considered **LATE** and will not be accepted. **No facsimiles, emails or telephone submissions will be accepted.** Submissions shall be enclosed in a sealed envelope, clearly marked "**RFQ #2021-ENGINEERING SERVICES**" on the outside of the envelope and be delivered or mailed to: Northwest Florida Beaches International Airport, 6300 West Bay Parkway, Box A, Panama City, FL 32409.

The solicitation (RFQ) document and associated addenda can be accessed from the Airport's website by visiting <https://www.iflybeaches.com/airport-authority/business-opportunities>.

Contact information for this Project: Info@pcairport.com. **All contact MUST be in writing via email.**

The Airport, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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II. INSTRUCTIONS FOR REQUEST FOR QUALIFICATIONS (“RFQ”) SUBMISSION

A. GENERAL

Sealed qualifications shall be enclosed and secured in an envelope/package and properly marked and displayed on outside of envelope/package bearing the name and address of Submitter, solicitation name and solicitation number. No other information shall be included or written on the outside of the envelope/package. The Airport **shall not** be responsible for unidentified Proposals. Submissions should be either hand-delivered, sent via overnight delivery, or mailed and addressed to: **Executive Director, Northwest Florida Beaches International Airport, 6300 West Bay Parkway, Box A, Panama City, FL 32409.**

Proposals shall be submitted no later than **2:00 PM CST, April 6, 2021** in the Administrative Office at the address stated above. If requested, only the names of the Submitters will be made available. **No facsimiles, e-mails or telephone submittals will be accepted.** Any submission received later than the 2:00 PM deadline will be considered LATE and will NOT be accepted. The Airport is not responsible for late deliveries or submissions.

B. EXAMINATION OF RFQ DOCUMENT

Prior to submitting proposals, each Submitter shall carefully examine the RFQ documents and thoroughly familiarize themselves with the submittal and project requirements thereof, and notify Airport of all conflicts, errors, or discrepancies.

The Submitter shall certify their Statement of Qualifications by completing the required Submittal Certification Form. All submissions shall be entered in ink or typewritten. Proposals may be rejected if any omissions, alteration of form, additions not called for, or any irregularities of any kind are shown. The submission shall remain firm for not less than **one hundred-eighty (180) calendar days** from the due date.

The Submitter’s name and solicitation number shall be included when specifications or descriptive papers are submitted with proposal. By submission of a Statement of Qualifications, the Submitter guarantees that all services offered meet the requirements of the solicitation.

C. QUESTIONS

Submit written questions to Info@pcairport.com, no later than **2:00 PM, CST, March 11, 2021**. Place careful attention to ensure that “RFQ Engineering Services” is included in the subject line of the email message. Answers to submitted questions will be posted no later than **March 17, 2021**.

D. CONE OF SILENCE

Aside from Questions in Section C above, Firms and their subconsultants may not contact any District employee or representative, including any District Board member, regarding this RFQ, the qualifications of any firm, the selection of any firm, or any other matters related to this RFQ.

E. ADDENDUM

If it becomes necessary to revise any part of this RFQ, an addendum will be provided in writing and posted to the Northwest Florida Beaches International Airport website. All addenda issued by the Airport must be acknowledged in writing by the Submitter. **Verbal information obtained otherwise will not be considered in the awarding of the proposal.** It shall be the Submitter's responsibility to ensure that s/he has all addenda by visiting the Northwest Florida Beaches International Airport website: <https://www.iflybeaches.com/airport-authority/business-at-ecp>.

F. TAXES

The Airport is a Special District of the State of Florida and is not subject to sales tax.

G. LICENSES

All Submitters must be properly licensed to do business in the State of Florida and must comply with the Florida State Statutes. Submitters do not need to be based in Florida; however, Submitters are required to submit evidence of all professional licenses required to complete the work as part of the RFQ submittal. **Failure to comply may be automatic grounds for rejecting the submittal as non-responsive.**

H. MISCELLANEOUS PROVISIONS

The Airport reserves the right to reject any or all submissions and further reserves the right to waive technicalities and formalities in proposals as well as to accept in whole or in part such proposal or proposals where it deems it advisable in protection of the best interest of the Airport. The Airport shall be the sole judge as to whether proposals submitted meet all requirements contained in this procurement.

This procurement does not commit the Panama City-Bay County Airport and Industrial District to award a contract, to pay any costs incurred in the preparation of the submitted Statement of Qualifications, or to procure or contract for goods or services listed herein. Costs associated with proposal preparation, oral interviews or presentations shall be the sole responsibility of the Submitter.

The Airport hereby notifies all those responding to this RFQ that, in accordance with the provisions of the Civil Rights Act of 1964 (Chapter 21, Title 42, of the U.S. Code) and Regulations promulgated in connection therewith, it will affirmatively ensure that for any contract entered into pursuant to this RFQ, disadvantaged business enterprises will be afforded full and fair opportunity to make submittals in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

I. CONTRACT AWARD

This RFQ is anticipated to result in one (1) award. Only those interested parties who respond to the RFQ may be considered for contract award.

A contract award will be made to the Submitter whose proposal is deemed most advantageous to the Airport, considering all evaluation factors listed herein. The Airport shall be the sole judge of this determination. A Notice of Award will be emailed to all Submitters who respond to this RFQ.

If awarded, the selected firm will be required to sign a Professional Services Contract (reference Attachment 1). A copy of the firm's submission will be incorporated by reference to the contract; however, in the event of any ambiguity, the Airport's contract will prevail. Any requested changes to the sample contract shall be submitted in the RFQ response.

J. RIGHT TO ACCEPT OR REJECT

The Airport reserves the right to accept or reject any or all submissions received as a result of this RFQ, and to waive any informalities, defects, or irregularities in any submission, or to accept that submission which, in the judgment of the proper officials, is in the best interest of the Airport.

K. TERM OF CONTRACT

The proposed term of this contract is anticipated to be five years. More specifically, on or before the one-year anniversary of the contract, the Airport's Board will review performance and consider approval of a one-year renewal and will conduct the same process each of the succeeding four years during which the contract has remained in effect, for a total of up to a five-year term

L. GRIEVANCE

Any person who is adversely affected by the Airport's decision or intended decision shall file with the Airport's Executive Director a notice of protest in writing within 72 hours after the posting of the notice of decision or intended decision. With respect to a protest of the terms, conditions, and specifications contained in this Request for Qualifications, including any provisions governing the methods for ranking proposals or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within 72 hours after the posting of the Request for Qualifications. The formal written protest shall be filed within 10 days after the date the notice of protest is filed. Failure to file a notice of protest or failure to file a formal written protest shall constitute a waiver of proceedings. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and state holidays shall be excluded in the computation of the 72-hour time periods provided by this paragraph.

M. PUBLIC RECORDS LAWS

Procurement information shall be a public record to the extent required by Florida Statute Chapter 119. Accordingly, the resulting contract will include all clauses required by Florida Statute 119.0701 and Submitter agrees to comply with Chapter 119, as applicable, at its own cost. .

N. INSURANCE REQUIREMENTS

The successful Submitter shall maintain, at its own expense, continuous insurance as set forth below:

1. Worker's compensation and Employers Liability: Statutory
2. Comprehensive General Liability

Bodily Injury and Property Damage Combined	\$2,000,000 / \$2,000,000
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3. Automobile Liability

Bodily Injury and Property Damage Combined	\$1,000,000 / \$1,000,000
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4. Professional Liability Insurance

Including Errors and Omissions	\$1,000,000 / \$1,000,000
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Insurance shall indemnify the Airport against any and all claims arising under or as a result of the performance of the Contract. The Panama City-Bay County Airport and Industrial District shall be named as an additional insured on all liability policies. The Airport must also be provided with thirty (30) days' notice prior to cancellation, modification or reduction in limits of any stipulated insurance. It is the responsibility of the vendor/contractor to ensure that all subcontractors comply with all insurance requirements of this solicitation and the resulting contract.

O. INDEPENDENT CONTRACTOR STATUS

The selected Submitter shall not, by entering into a Contract, become a servant, agent, or employee of the Airport, but shall remain at all times an independent contractor to the Airport. The Contract shall not be deemed to create any joint venture, partnership, or common enterprise between the vending contractor and the Airport, and the rights and obligations of the parties shall not be other than as expressly set forth.

P. LAWS

Compliance with EEOC and other State and Federal Laws: To the extent set forth in the respective statutes, Submitter shall comply with the provisions of:

1. Title VII of the Civil Rights Act of 1964;
2. Age Discrimination in Employment Act of 1967;
3. Title I of the Americans with Disabilities Act of 1990;
4. Equal Pay Act of 1963;
5. Fair Labor Standards Act of 1938; and
6. Immigration Reform and Control Act of 1986.

Exhibit 3 to the Sample Contract (Attachment 1) contains additional required provisions for the contract:

1. Access to Records and Reports
2. Breach of Contract Terms
3. Civil Rights – General
4. Civil Rights – Title VI Assurances
5. Clean Air and Water Pollution Control
6. Contract Workhours and Safety Standards Act Requirements
7. Copeland “Anti-Kickback” Act
8. Davis-Bacon Requirements
9. Debarment and Suspension
10. Disadvantaged Business Enterprise
11. Distracted Driving
12. Energy Conservation Requirements
13. Equal Employment Opportunity (EEO)
14. Federal Fair Labor Standards Act (Federal Minimum Wage)
15. Lobbying and Influencing Federal Employees
16. Prohibition of Segregated Facilities
17. Occupational Safety and Health Act of 1970
18. Procurement of Recovered Materials
19. Right to Inventions

20. Seismic Safety
21. Tax Delinquency and Felony Convictions
22. Termination of Contract
23. Trade Restriction Certification
24. Veteran's Preference

Q. TITLE VI SOLICITATION NOTICE

The Panama City-Bay County Airport and Industrial District, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all Submitters that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Please submit one (1) original copy, four (4) paper copies, and one (1) electronic copy in Adobe PDF format on a USB storage drive. Original and copies should have a table of contents and tabs.

***** End of Instructions for Request for Proposal Submission *****

III. OBJECTIVE AND SCOPE OF SERVICES

A. INTRODUCTION

Northwest Florida Beaches International Airport ("ECP") is owned and operated by the Panama City-Bay County Airport and Industrial District. The Airport is served by American Airlines, Delta Air Lines, Southwest Airlines and United Airlines, and recently celebrated its tenth year of operations. For additional information about the Airport, "ECP", please visit www.iflybeaches.com.

The Airport is requesting Statements of Qualifications from qualified firms to perform professional services as hereinafter described at ECP, and these professional services may include architectural, civil, structural, mechanical, electrical, environmental engineering and planning services. Services may also include project inspection, construction management and planning services associated with the planning, design and operation of airport and related facilities. These services shall be performed in accordance with acceptable engineering practices, and are to be carried out in accordance with Federal Aviation Administration requirements, Florida Department of Transportation guidelines, Florida Statutes and Codes, and all applicable local codes, regulations, ordinances, policies and planning procedures.

A five-year contract is contemplated, subject to the annual review and recommendation of the Airport Board, the satisfactory negotiation of terms (including rates acceptable to both the Panama City-Bay County Airport and Industrial District and the selected firm), and the availability of an appropriation. The contract is non-exclusive. The Board of Directors reserves the right, at its sole discretion, to contract with other firms for engineering and other professional services.

B. SCOPE OF SERVICES

The successful Respondent shall perform all work in a timely manner and shall be responsible for ensuring coordination of its work with the Airport. The Panama City-Bay County Airport and Industrial District requires all services performed by the firm to comply with acceptable engineering practices and regulations. Said services may include, but will not be limited to, the following:

25. Building Design and Construction
26. Roadway Design and Construction
27. Taxiway Construction and Reconstruction
28. Runway Construction and Reconstruction
29. Aircraft Parking Apron Construction
30. Parking Facility Design and Construction
31. Land Acquisition
32. Drainage and Stormwater Related Projects
33. Airfield Lighting Improvements
34. Tenant Facility Relocation
35. Project Inspection
36. Construction Management Services
37. Airport Planning and Design
38. Regulatory Compliance
39. Mitigation Efforts
40. Grant Applications and Compliance

Appendix A is a listing of Airport projects included in the most recently completed Airport Master Plan and the Master Plan Update that is currently underway, along with estimated costs as set forth in the current Transportation Planning Organization Project Priority List for inclusion in the proposed Florida Department of Transportation Five-Year Work Program. Please note that inclusion of a project in this list does not guarantee that such work will be undertaken, nor does it guarantee that professional services awarded under this contract will be designated for the project.

The Engineer/Consultant's responsibilities for the above-mentioned scope of services may include, but not be limited to, the following:

1. **Preliminary Phase** – This phase involves those activities required for defining the scope of a project and establishing preliminary requirements. Some activities within this phase of a project include:
 - a. Conferring with the sponsor on project requirements, finances, schedules early phases of the project and other pertinent matters and meeting with the FAA and other concerned agencies and parties on matters affecting the project.
 - b. Planning, procuring and/or preparing necessary surveys, geotechnical engineering investigations, field investigations and architectural and engineering studies required for preliminary design considerations.
 - c. Developing design schematics, sketches, environmental and aesthetic considerations, project recommendations and preliminary layouts and cost estimates.
2. **Design Phase** – This phase includes all activities required to undertake and accomplish a full and complete project design. Examples include:
 - a. Conducting and attending meetings and design conferences to obtain information and to coordinate or resolve design matters.
 - b. Collecting engineering data and undertaking field investigations; performing geotechnical engineering studies and architectural, engineering and special environmental studies.
 - c. Preparing necessary engineering reports and recommendations.
 - d. Preparing detailed plans, specifications and cost estimates.
 - e. Printing and providing necessary copies of engineering drawings and contract specifications.
 - f. Providing to the Airport final "As-Built" drawings, plans, contract documents and other information as requested in electronic and/or hard copy formats at the conclusion of a project.
3. **Bidding or Negotiation Phase** – Assisting the sponsor in advertising and securing bids, ensuring compliance with contract requirements, negotiating for services, analyzing bid results, furnishing recommendations on the award of contracts and preparing contract documents.
4. **Construction Phase** – This phase includes all basic services rendered after the award of a construction contract including, but not limited to, the following activities:
 - a. Providing consultation and advice to the sponsor during all phases of construction.
 - b. Representing the sponsor at preconstruction conferences.
 - c. Inspecting work in progress periodically and providing appropriate reports to the sponsor. Inspection shall include steps necessary to ensure compliance with Disadvantaged Business Enterprise ("DBE") criteria in the construction contract.
 - d. Reviewing and approving shop and erection drawings submitted by contractors for compliance with design concept.
 - e. Reviewing, analyzing and approving laboratory and mill test reports of materials and equipment.
 - f. Preparing and negotiating change orders and supplemental agreements.

- g. Observing or reviewing performance tests required by specifications.
 - h. Determining amounts owed to contractors and assisting sponsors in the preparation of payment requests for amounts reimbursable from grant projects.
 - i. Approval of invoices prior to payment processing and ensuring invoice submittals include all required inspection and DBE reports.
 - j. Making final inspections and submitting reports of the completed projects to the sponsor.
5. **Special Services** – The development of some projects may involve activities or studies outside the scope of the basic design services routinely performed by the consultant. These special services may vary greatly in scope, complexity and timing and may involve a number of different disciplines and fields of expertise. Consultants performing special services may be employed directly by the Airport District to implement one or more phases of a project, or may be employed by the principal consultant via a subcontract agreement. In certain circumstances, these services may be performed by the principal consultant. Some examples of special services that might be employed for Airport projects include:
- a. Soils investigations including core sampling, laboratory tests and related analyses and reports.
 - b. Detailed mill, shop and/or laboratory inspections of materials and equipment.
 - c. Land surveys and topographic maps.
 - d. Field and/or construction surveys.
 - e. Photogrammetry surveys.
 - f. Onsite construction inspection and/or management involving the services of a full-time resident engineer(s), inspector(s) or manager(s) during the construction or installation phase of a project. This differs from the periodic inspection responsibilities included as part of the basic services.
 - g. Special environmental studies and analyses.
 - h. Land mitigation efforts including controlled burning.
 - i. Expert witness testimony in litigation involving specific projects.
 - j. Project feasibility studies.
 - k. Public information and community involvement surveys, studies and activities.
 - l. Preparation of as-constructed plans.
 - m. Assisting the sponsor in the preparation of necessary applications for local, state and federal grants.
 - n. Preparation of or updating the Airport Layout Plan.
 - o. Preparation of property maps.
 - p. Construction management.
 - q. Preparation of a Quality Control Plan.
 - r. Preparation of Final Reports.
 - s. All other Engineering Services as assigned.

C. EVALUATION CRITERIA

All properly submitted proposals will be reviewed and evaluated by the Airport. The Evaluation Committee will be comprised of an Airport Board Member and Airport Staff. By submitting a response to this RFQ, Submitter accepts the evaluation process and acknowledges the determination as judged by the Evaluation Committee will be recommended for selection. Further, the Airport may elect to reject all proposals and/or elect not to select any Consultant.

The Evaluation Committee will make the final judgment and determination as to which Firm is best qualified to perform the requested services and will employ such analysis techniques as it deems necessary to make such judgment. The Evaluation Committee may request submission of additional information and/or an interview with selected Firms to assist in the evaluation process.

Upon review and evaluation of all qualifying proposals, including any interviews that the Airport may require, the Evaluation Committee will select and recommend the Proposer that, in its sole judgement, is most responsive in meeting the requirements and objectives of this RFQ as set forth below. The Evaluation Committee's ranking will then be adopted by the Airport's Board of Directors at a public meeting of the Board or the Board will modify and adopt a ranking and state with particularity on the record its reasons for rejecting or modifying the Evaluations Committee's ranking.

Criteria	Description
Key Personnel	Key personnel's professional background, caliber, physical location and availability for proposed services/projects.
References	Proposer will be evaluated on the extent and quality of the references provided.
Experience	Capability to perform all or most aspects of proposed projects such as planning, environmental evaluations, financial analysis, architectural design and mechanical, electrical and civil engineering.
	Recent experience in airport projects comparable to proposed projects.
	Evidence that the firm has established and implemented an Affirmative Action Program.
	Current workload.
	Recent experience in special areas associated with airport projects such as energy conservation and life-cycle costing. Capability to conduct a value engineering study for projects that are particularly complex or have unique features.
	Demonstrated ability to meet schedules or deadlines.
	Capability to complete projects without having major cost escalations or overruns.
	Qualifications and experience of outside consultants regularly engaged by the consultant under consideration.
	Quality and complexity of projects previously undertaken.
	Familiarity with and proximity to the geographic location of projects.
	Knowledge of FAA regulations, policies and procedures.
	Experience in completion of FAA, FDOT, FEMA and other applicable grant applications. Ensuring deadlines are met.

	Capability of a branch office which will do the work to perform independently of the home office, or conversely, its capability to obtain necessary support from the home office.
	Demonstration of an understanding of any project's potential problems and the sponsor's special concerns.
	Degree of interest shown in undertaking projects.
	Capability to incorporate and blend aesthetic and architectural concepts with project designs while accomplishing the basic requirements that transportation facilities be functional, safe and efficient.
	Capability to furnish qualified inspectors for construction inspection.
Oral Presentation	During the evaluation process, the Selection Committee may, at its discretion, request any one or all firms to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the Selection Committee may have on a firm's submittal. Not all firms may be asked to make such oral presentations.
Other	DBE participation.
	Proposer will be evaluated on the extent and quality of the submission response.
	Acceptability of Airport's Professional Services Agreement.

D. PROJECT SCHEDULE*

The following describes the estimated timeline for this RFQ process:

Date	Task	Remarks
2/26/2021	RFQ Package Available	www.iflybeaches.com/airport-authority/business-at-ecp
3/8/2021	Pre-Proposal Semi-Virtual Meeting (Non-Mandatory)	Monday 2:00 PM CST (Zoom link to be provided)
3/11/2021	Last Day for Questions	Thursday 2:00 PM CST
3/17/2021	Answers posted on Website	Wednesday 5:00 PM CST
4/6/2021	RFQ Submittals Due	Tuesday 2:00 PM CST
4/9/2021	RFQ Submittal Evaluations and Ranking by the Evaluation Committee	Friday 9:00 AM CST
4/21/2021	Finalists Presentations (if requested)	Wednesday 9:00 AM CST
4/21/2021	Final Ranking and Selection Approved by Airport Board	Wednesday 9:00 AM CST
<p><i>* Estimated timeline above is tentative and subject to change.</i></p> <p>All times are Central Time</p>		

Appendix A
Potential Projects List

<u>Submitted 2021 for 2022 - Proposed</u>	Estimated Total Project Budget
Environmental Mitigation (5 of 8)	\$ 143,676
ARFF Vehicle	\$ 950,000
Hurricane Mitigation (2 of 6)	\$ 1,406,161
Facility Rehabilitation - Doors/Equipment	\$ 274,000
OB Baggage Expansion - DESIGN	\$ 780,000
Commercial Apron Expansion - DESIGN	\$ 700,960
Crosswind Runway - DESIGN	\$ 3,000,000
Acquire RPZ property for Runway 21	\$ 400,000
North Concourse Expansion Phase I - DESIGN	\$ 1,795,000
<u>Submitted 2022 for 2023 - Proposed</u>	
Environmental Mitigation (6 of 8)	\$ 143,676
Hurricane Mitigation (3 of 6)	\$ 744,887
OB Baggage Expansion - CONSTRUCTION	\$ 5,307,120
Screening Checkpoint - DESIGN	\$ 691,000
CBP International Facility -DESIGN	\$ 411,740
Runway/Taxiway Improvements - Joint Seal	\$ 1,000,000
Commercial Apron Expansion - CONSTRUCTION	\$ 3,504,800
Upgrade Airport Security System	\$ 1,000,000
Vehicle Parking Expansion - Phase I - DESIGN	\$ 274,000
<u>Submitted 2023 for 2024 - Proposed</u>	
Environmental Mitigation (7 of 8)	\$ 143,676
Screening Checkpoint - CONSTRUCTION	\$ 7,338,240
Environmental Assessment Continuing	\$ 500,000
CBP International Facility - CONSTRUCTION	\$ 2,058,700
Hurricane Mitigation (4 of 6)	\$ 744,887
North Concourse Expansion Phase I - CONSTRUCTION	\$ 7,862,400
Vehicle Parking Expansion - Phase I - CONSTRUCTION	\$ 2,771,000
Rehabilitate Vehicle Access Road	\$ 2,075,000
<u>Submitted 2024 for 2025 - Proposed</u>	
Environmental Mitigation (8 of 8)	\$ 143,676
Hurricane Mitigation (5 of 6)	\$ 646,449
Security System Upgrade	\$ 2,000,000
Pave Perimeter Security Road (CONSTRUCTION)	\$ 2,369,000
<u>Submitted 2025 for 2026 - Proposed</u>	
Hurricane Mitigation (6 of 6)	\$ 646,449
Airport West Bay Parkway Pavement Rehabilitation Milling and Overlay	\$ 4,520,000
Expand Cell Phone Parking Lot	\$ 400,000
Airport Maintenance Building Expansion	\$ 500,000
Terminal Building Emergency Power Generator	\$ 1,600,000
Capital Equipment	\$ 600,000
ARFF Vehicle	\$ 800,000

***** End of Objective and Scope of Services *****

IV. RFQ RESPONSE REQUIREMENTS

The Airport does not desire voluminous submissions; therefore, please limit your presentation to essential information. By submitting a proposal, your firm agrees to the terms and conditions stated herein unless explicitly stated otherwise in your response to this RFQ. The Airport will not reimburse costs associated with development of proposals, interviews or presentations.

Submittals must contain the following information, in the following order:

1. Title Page

Title page showing the firm's name, the name, address, telephone number, fax number and e-mail address of the contact person and the date of the Statement of Qualifications.

2. Cover Letter

The Proposal must include a letter of transmittal attesting to its accuracy, signed by an individual authorized to execute binding legal documents on behalf of the Proposer. The cover letter shall provide the name, address, telephone number and email address of the Proposer and the executive that has the authority to contract with the Airport. The cover letter shall also include a statement as to the firm's understanding of the work to be done and why it believes itself to be the most qualified to perform the engagement. Please provide a summary of your firm's history, qualifications and its experience in the type of services requested in this RFQ.

3. Table of Contents

4. Detailed Statement of Qualifications

General Requirements:

Detailed Statement of Qualifications and Experience following the order set forth below. Submittals that do not follow this recommended format outline may be deemed unresponsive and disqualified from the process. In addition, failure on the part of a Firm to provide the required documentation may be cause for elimination from consideration.

The purpose of this section is to demonstrate the qualifications, competence and capacity of the firms seeking to undertake the engineering services of the Panama City-Bay County Airport and Industrial District in conformity with the requirements of this request. As such, the substance of information submitted will carry more weight than the form or manner of presentation.

THERE SHALL BE NO DOLLAR UNITS OR TOTAL COSTS INCLUDED IN THE STATEMENT OF QUALIFICATIONS. Fees will be negotiated with the highest ranked firm(s) after evaluation and ranking of the firms have been completed.

The submittal shall address all of the points outlined in this request (excluding any cost information). The submittal should be prepared simply and economically, providing a straightforward, concise description

of the firm's capabilities to satisfy the requirements of this request. While additional data may be presented, the following subjects, items a. through e., must be included.

a. Independence

The firm shall provide an affirmative statement that it is independent of the Panama City-Bay County Airport and Industrial District, its Board members and its staff.

The firm shall also list and describe the firm's and proposed subcontractors' professional relationships involving the Panama City-Bay County Airport and Industrial District for the past five (5) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed engineering services.

b. License to Practice in the State of Florida

An affirmative statement shall be included that the firm and all assigned key professional staff are properly registered/licensed to practice in the State of Florida.

c. Firm Qualifications and Experience

The submittal shall state the size of the firm, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff to be employed in this engagement. The firm shall also state whether it is local, regional, national or international in operations.

If the submittal is based on a joint venture or consortium, the qualifications of each firm comprising the joint venture or consortium shall be separately identified, and the firm that is to serve as the principal engineer shall be noted, if applicable.

The submittal shall include a description of the range of services performed by the local office.

The firm is also required to submit a copy of the report on its most recent external quality control review or peer review, if applicable.

The firm shall provide an affirmation that the firm meets all specific requirements imposed by state or local law or rules and regulations.

d. Staff Qualifications and Experience

Identify the principal supervisory and management staff, including partners, managers, other supervisors and specialists who will be assigned to this engagement, including staff from other than the local office. Indicate whether each such person is registered or licensed to practice as a Certified Engineer in the State of Florida. Provide information on the engineering experience of each person, including information on relevant continuing professional education for the past three (3) years, and membership in professional organizations relevant to the performance of this engagement.

Provide as much information as possible regarding the number, qualifications, experience and training, including relevant continuing professional education, of the specific staff to be assigned to this engagement. Indicate which staff member(s) will be local and which staff member(s) will be remote. Discuss how the quality of staff over the term of the agreement will be assured. Include an organizational

diagram that clearly shows the principal distribution of professional and supervisory personnel. If a change is required between submittal and award, the firm must notify the Airport of the proposed replacement.

The firm shall identify the extent to which staff to be assigned to this engagement shall reflect the Panama City-Bay County Airport and Industrial District's commitment to Affirmative Action.

Managers, supervisory staff and specialists may be changed if those personnel leave the firm, are promoted or are assigned to another office. These personnel may also be changed for other reasons with the express prior written permission of the Panama City-Bay County Airport and Industrial District. However, in either case, the Panama City-Bay County Airport and Industrial District retains the right to approve or reject replacements.

Consultants and firm specialists mentioned in response to this request for Statements of Qualifications can only be changed with the express prior written permission of the Panama City-Bay County Airport and Industrial District, which retains the right to approve or reject replacements.

Other engineering personnel may be changed at the discretion of the firm provided that replacements have substantially the same or better qualifications or experience.

e. Similar Engagements with Other Airports or Governmental Entities

For the firm's office that will be assigned responsibility for this engineering contract, list the most significant engagements performed in the last five (5) years that are similar to the services described in this request for Statement of Qualifications.

These similar engagements shall be ranked on the basis of engagement size. Indicate the scope of work, date, engagement partners and the name and telephone number for the principal client contact.

This same information shall be provided on other engineers who will participate in this proposed agreement, but who are not part of the lead firm.

f. Any additional information which will allow the selection committee the ability to properly evaluate the proposals.

5. DBE Status

Indicate whether firm and/or sub-contractors are a Disadvantaged Business Enterprise (DBE). If firm or sub-contractor(s) are a DBE, include current certification form for each DBE.

6. Current Workload

Provide a list of projects and/or contracts for which the firm is currently responsible. Provide a list of any projects and/or contracts the firm will be responsible for through December 2025.

7. Insurance Coverage / Bonding Capacity

Provide information regarding your insurance coverages and bonding capacity. List applicable coverage. Reference section I. Instructions for Statements of Qualifications, L. Insurance Requirements.

8. Legal Actions

If applicable, provide information on pending or past legal actions at federally-obligated airports within the past five (5) years for the Submitter.

9. Agreement to sign sample Professional Services Contract

Any requested changes to the Professional Services Contract (Attachment 1) shall be indicated. Requested changes may or may not be considered.

10. Required Forms

Provide executed copies of Required Forms as listed below:

The following forms MUST be completed by the Submitter and attached to the proposal. Failure to submit these forms may be grounds for disqualification of the Submitter from consideration.

1. Statement of Qualifications Certification
2. References
3. Non-Collusion Affidavit Form
4. Anti-Lobbying Form
5. Debarment Certification
6. Trade Restriction Certification
7. Trafficking in Person
8. Acknowledgement of Addenda *(even if none are issued)*
9. Sworn Statement Pursuant to Section 287.133 (3)(A) Florida Statutes on Public Entity Crimes
- 10.1 Disadvantaged Business Enterprise (DBE) Utilitization
- 10.2 Disadvantaged Business Enterprise Letter of Intent (one form for each DBE subconsultant)
- 10.3 Good Faith Efforts Outreach

***** End of RFQ Response Requirements *****