

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

**EXHIBIT II  
TASK ORDER # 56-A  
9-22-21**

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

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

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

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

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

**SCOPE OF SERVICES:** The CONSULTANT shall provide design services to add a two-story roughly 12,000 sf expansion with 6,000 sf of new first floor building space to the east of the existing TSA security checkpoint and 6,000 sf of shell space on the 2<sup>nd</sup> floor. The project intent is to create a larger space for a newly configured TSA security checkpoint that will increase the number of scanning lanes from three to five. Additionally, the existing TSA suite will be reconfigured to accommodate the TSA administrative offices adjacent to the checkpoint. The total TSA checkpoint and offices will encompass approximately 13,100 SF. The 2<sup>nd</sup> floor space will be shell space to accommodate future expansion of the airport's administration offices.

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

Services will include the design of a 12,000 SF two floor expansion (6,000 SF on each floor) and demolition and renovation of roughly 7,100 sf existing finished space. The design team will coordinate with TSA to size and locate existing and/or new screening equipment. A phasing plan will be developed for constructing the buildout area to minimize impacts to the facility operations.

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

**SCHEDULE OF SERVICES:** The CONSULTANT shall prepare Initial Concept Design Documents for review on or before 6 weeks from the Notice to Proceed (NTP). The CONSULTANT shall prepare 35% Schematic Design Documents for review on or before 4 weeks after receipt of review comments. The CONSULTANT shall prepare 65% Design Development Documents for review on or before 6 weeks after receipt of review

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comments. The CONSULTANT shall prepare 95% Construction Documents for review on or before 8 weeks after receipt of review comments. The CONSULTANT shall prepare Permit Documents 4 weeks after receipt of review comments. Owner review is assumed to be 2 weeks for each submission.

**COMPENSATION:** As noted below

The Total Fee for Design Services to design the TSA Screening Checkpoint Expansion services with monthly periodic billing is of Four Hundred Fifty-seven Thousand Four Hundred Forty Dollars and No Cents (\$457,440.00) which includes the following components:

- A. Hourly Not-to-Exceed Design Services Fees for the CONSULTANT: Hourly compensation with monthly periodic billing to provide professional services, a Not-to-Exceed budget of Eighty-seven Thousand Six Eighty Dollars and No Cents (\$87,080.00).
- B. Lump Sum Basis for TSA Screening Checkpoint Architectural and Engineering Fees for SUBCONSULTANT: Lump Sum compensation with monthly periodic billing to provide professional services, a Lump Sum fee of Three Hundred Twelve Thousand Five Hundred Ten Dollars and No Cents (\$312,510.00).
- C. Allowance Basis for LV-Data-Security Fees for SUBCONSULTANT: Allowance compensation with monthly periodic billing to provide professional services, an Allowance fee of Forty-two Thousand Dollars and No Cents (\$42,000.00).
- D. Allowance Basis for TSA Screening Checkpoint Expansion Survey & Geotechnical Fees for SUBCONSULTANT: Lump Sum compensation with monthly periodic billing to provide professional services, a Lump Sum fee of Five Thousand Two Hundred Fifty Dollars and No Cents (\$5,250.00).
- E. Lump Sum Basis for SUBCONSULTANT: for MySmartPlans mobilization and setup and maintenance fees of Five Thousand Three Hundred Fifty Dollars and No Cents (\$5,350.00).
- F. Allowance Basis for Reimbursable Expenses for CONSULTANTS reimbursable expenses a budget of Five Thousand Two Hundred Fifty Dollars and No Cents (\$5,250).

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

**ZHA INCORPORATED**

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

By: 

By: 

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

Print Name: Glen McDonald  
Title: Board Chairman