

AGENDA ITEM NO. 6.2

SARASOTA MANATEE AIRPORT AUTHORITY
MARCH 27, 2023 MEETING
STAFF NARRATIVE

REQUEST FOR APPROVAL: CONSTRUCTION PHASE PROFESSIONAL SERVICES CONTRACT WITH GRESHAM SMITH FOR TERMINAL EXPANSION PROJECT

EXECUTIVE SUMMARY: The Terminal Expansion Project will add an additional five (5) gates, new concessions, new security checkpoint, expand and upgrade escalators, expand curbside roadway, and declutter Concourse B. Gresham Smith designed the Terminal Expansion project, and a Construction Manager at Risk (CMAR) was selected for this project. Gresham Smith will provide construction phase services to support the construction. The fee for the Construction Phase Services is \$3,321,825.55.

NARRATIVE: With the significant increases in airline traffic, an expansion of the terminal is required to maintain good level of service for passengers. The Terminal Concourse B will be renovated to increase holdroom areas, improve concession spaces, increase queuing space at each gate, add an additional escalator at both the ticket and baggage wings, and expand ticket counters. The new Ground Boarding Facility will add an additional five (5) gates at the east of the existing terminal, upgrade the existing central energy plant, relocate existing utilities, prepare a concept level plan for connection to future Concourse A, and coordinate drawings with the Construction Manager at Risk.

Gresham Smith will provide the construction phase services throughout the 730-calendar day construction duration at a negotiated, Not-to-Exceed cost of \$3,321,825.55. The fee was independently verified through an independent fee estimate and will be partially funded through FAA and FDOT grants for the project. This cost is 3.3 % of the construction cost and is well within the IFE.

RECOMMENDATION: It is hereby recommended that the Board authorize the Chairman to execute a construction phase services contract with Gresham Smith for the Not-to-Exceed amount of \$3,321,825.55, with a 10% contingency for a total budget of \$3,654,008.00.

ATTACHMENTS: Contract, scope & fee

**FIFTEENTH AMENDMENT
TO
CONTRACT FOR DESIGN PHASE SERVICES
FOR THE
TERMINAL EXPANSION PROJECT
BETWEEN
THE SARASOTA MANATEE AIRPORT AUTHORITY
AND
GRESHAM SMITH**

Additional Services: Construction Phase Services

This Amendment entered into this ____ day of _____, 2023, by and between the Sarasota Manatee Airport Authority, hereinafter referred to as the "AUTHORITY", and Gresham Smith (hereinafter, referred to as "the Consultant", 302 Knights Run Ave., Suite 900, Tampa, FL, 33602). The Contract is effective on the date of execution by the Authority.

WITNESSETH

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services for the Terminal Expansion Project, dated December 20, 2021; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Design Support for Escalator Replacement, dated February 9, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Design Support for a Hydrant Fueling System, dated April 13, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Digital Scanning, Concourse B Restroom Reconfiguration, Stair at B-11, dated April 27, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Construction Cost Consulting, dated May 9, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Terminal Fire Alarm Replacement, dated May 31, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Landscape Design Services, dated June 10, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Site Contamination Investigation, dated July 20, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Curbside Improvement Civil/Structural Design Services, dated July 20, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide a Concessions Program, dated July 20, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide a Hydrant Fuel System, dated July 27, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide a CEP Chiller Room Expansion Design, dated August 25, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide a Contamination Remedial Work Plan, dated September 13, 2022; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide Hydrant Fuel System Cathodic Protection, and WP-3 Site Development Review, dated February 9, 2023; and

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Design Services to provide a WP-5 GBF Asbestos Survey Report, dated February 28, 2023; and

WHEREAS, it is the intent of the AUTHORITY and the CONSULTANT to amend the Scope of Services to provide Construction Phase Services as noted on Attachment "A";

NOW, THEREFORE, in consideration of the foregoing and the covenants hereinafter contained, it is agreed as follows:

1. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated December 20, 2021, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
2. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated February 9, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
3. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated April 13, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
4. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated April 27, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
5. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated May 9, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
6. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated May 31, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
7. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated June 10, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
8. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated July 20, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."

9. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated July 27, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
10. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated August 25, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
11. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated September 13, 2022, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
12. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated February 9, 2023, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
13. Incorporation of Prior Documents: The Agreement for Professional Design Services, dated February 28, 2023, is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
14. Scope of Services: The scope and services are amended to incorporate the additional work set forth in Attachment "A" and is made a part hereof by reference and hereinafter collectively referred to as the "Agreement."
15. Compensation: The total amount of compensation for additional services as described in Attachment "A" is a **Not-To-Exceed amount of three million, three hundred twenty-one thousand, eight hundred twenty-five dollars and fifty-five cents (\$3,321,825.55)**.
16. Provision for Payment of Additional Services: Payment shall be in an amount equal to the estimated percentage of completion for that task during each billing period on the project times the lump sum fee established for that task.
17. Effect of Amendment: Except as expressly amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, this Fifteenth Amendment to the Agreement for Design Phase Services has been executed in duplicate, by the respective parties hereto. A facsimile or electronic (including "pdf") copy of this Contract, and any amendments thereto, and any signatures thereon, shall be considered for all purposes as an original. Alternatively, such documents may be executed by electronic signatures, as determined by Florida's Electronic Signature Act and other applicable laws.

WARRANTY OF AUTHORITY: Each person signing this Contract warrants that he or she is duly authorized to do so and to bind the respective party.

WITNESSED:

SARASOTA MANATEE AIRPORT AUTHORITY

Signature: _____ Signature: _____
By: _____ By: _____
As: Chairman

WITNESSED:

GRESHAM SMITH

Signature: _____ Signature: _____
By: _____ By: Altan Cekin, AIA
As: Market Vice President

**FIFTEENTH AMENDMENT TO THE
DESIGN PHASE SERVICES AGREEMENT
BETWEEN
THE SARASOTA MANATEE AIRPORT AUTHORITY
Sarasota Bradenton International Airport
AND
GRESHAM SMITH**

FEE SUMMARY OF CHANGES

Original Contract (December 20, 2021)	\$ 4,542,933.77
Amend No. 1, Additional Services (February 2022)	\$ 16,400.00
Amend No. 2, Additional Services (April 2022)	\$ 71,600.00
Amend No. 3, Additional Services (April 2022)	\$ 131,737.04
Amend No. 4, Additional Services (May 2022)	\$ 59,171.73
Amend No. 5, Additional Services (May 2022)	\$ 110,700.00
Amend No. 6, Additional Services (June 2022)	\$ 30,341.00
Amend No. 7, Additional Services (July, 2022)	\$ 11,865.00
Amend No. 8, Additional Services (July 2022)	\$ 93,982.12
Amend No. 9, Additional Services (July, 2022)	\$ 122,700.00
Amend No. 10, Additional Services (July, 2022)	\$ 150,000.00
Amend No. 11, Additional Services (August, 2022)	\$ 47,878.00
Amend No. 12, Additional Services (September, 2022)	\$ 19,220.00
Amend No. 13, Additional Services (February, 2023)	\$ 67,160.00
Amend No. 14, Additional Services (February, 2023)	\$ 16,214.00
Amend No. 15, Additional Services (March, 2023)	\$ 3,321,825.55
TOTAL:	\$ 8,813,728.21



January 16, 2023 (Rev. Mar 15, 2023)

Kent D. Bontrager P.E.
Senior Vice President, Engineering, Planning & Facilities
Sarasota Manatee Airport Authority
Sarasota Bradenton International Airport
6000 Airport Circle
Sarasota, FL 34243

Subject: **Construction Contract Administration Scope**
SRQ Terminal Expansion Project
Sarasota Bradenton International Airport
Gresham Smith Project No. 45192.00

Dear Kent:

Gresham Smith (GS) is pleased to submit below scope of basic professional services for Construction Contract Administration (CCA) Scope of services for the Terminal Expansion project at Sarasota Bradenton International Airport.

Attachments:

Exhibit A: Project Fee Proposal
Exhibit B: Project Schedule provided by CMAA

Sincerely,

Matthew Wilson
Senior Architect

Copy John Wright - SMAA
Altan Cekin - GS

Genuine Ingenuity

FL Qualifier No. AR0013420
FL Registry No. RY3806

302 Knights Run Avenue
Suite 900
Tampa, FL 33602
813.251.6838
GreshamSmith.com



CONSTRUCTION CONTRACT ADMINISTRATION (CCA) SCOPE OF WORK:

Upon full execution of the Design Team Construction Contract Administration Services Agreement (or amendment), Gresham Smith will provide design team oversight, project management and architectural CCA services/tasks as defined below and the design team subconsultants will provide CCA services for each work package listed below and defined for each subconsultant in this scope of services narrative.

- Work Package 1 (WP-1 Escalator Replacement)
- Work Package 2 (WP-2 Hold-room Realignment)
- Work Package 3 (WP-3 Utilities Relocation)
- Work Package 5 (WP-5 Ground Boarding Facility)
- Work Package 6A (WP-6A Concourse B Improvements)
- Work Package 7 (WP-7 Fire Alarm Improvements)

CCA services will end when the Final Completion Certificates (or equivalent) for each of the work packages above are issued per attached schedule provided by CMaR (See attached Exhibit B). During this period, Consultants will provide Administration of the Construction Contract as set forth in the construction contract documents (hereafter referred to and defined as the "Contract Documents") between the Owner and the Contractor (CMaR). CCA Services, as proposed, are based on a 24-month construction schedule. Extension of the construction period beyond that threshold, and potential associated CCA services will be handled via additional services request/proposal submittal to the Authority. Services will be performed upon receiving written approval from the Authority.

PROJECT MANAGEMENT & ARCHITECTURAL SCOPE OF SERVICES (GS):

1. **BIM Design Model Exchanges:** Gresham Smith will provide design team model exchanges with CMaR via Newforma on an as-needed basis no more than once a month (fee associated with monthly effort is included). The model update will include revisions made during the course of Construction Contract Administration. CMaR will be responsible for maintaining the latest model updates with the subcontractor fabrication models. It is assumed that CMaR will be facilitating Clash Detection at various intervals to ensure subcontractor fabrication models are coordinated. Design Team scope of services do not include performance of clash detection or coordination between various subcontractor fabrication models.
2. **Clash Coordination Meetings:** Gresham Smith and sub-consultants will not attend clash coordination meetings in-person. Gresham Smith (not all design team members) will attend clash detection meetings on an as-needed basis, as requested by the CMaR to provide assistance from design team with resolving clashes which can't be resolved internally among the CMaR and subcontractors. (Limited to a total of twelve (12) virtual meetings, 2-hours in duration)



- Revit model or design revisions requested by the CMAr, SMAA or stemming from attendance and/or clash resolutions discussed at such meetings are not included and shall be compensated by SMAA as additional services

3. Project Management & CCA Coordination

Gresham Smith will provide project management and design team oversight as the prime design consultant during the construction contract administration phase for all of the work packages for the Terminal Expansion Project. This includes coordination and management of subconsultant CCA agreements, additional services requests/ agreements, invoicing and invoice tracking/administration, general coordination of design team CCA activities and coordination of communications between design team (including document control and distribution), CMAr and the Authority.

ARCHITECTURAL CCA SERVICES (GS) :

The term "Consultant" used below includes Gresham Smith (GS) unless otherwise indicated. Project Architectural CCA scope of services for the Terminal Expansion Project will be performed as indicated directly below and are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B).

Gresham Smith will perform the architectural scope of services for:

- Work Package 2 (WP-2 Concourse B Holdroom Realignment; architecture and interior design).
- Work Package 3 (WP-3 Utility Relocation; architecture related to AOA barriers, shade structures and utility points of connection to building)
- Work Package 5 (WP-5 GBF; architecture and interior design)
- Work Package 7 (WP-7 Fire Alarm Improvements; limited CCA relative to architectural finishes and enclosures)

Architectural Scope of CCA Services will include:

Construction Meetings with CMAr & Subcontractors: GS will attend the following meetings for coordination:

1. Construction OAC Meetings:

- Consultant project professional will attend regularly scheduled, weekly OAC meetings once a month in-person on-site (6-hour duration) and three times a month via phone conference (2-hour duration) with PM and supporting professionals/coordinators attending selected OAC meetings. (supporting professionals/coordinators will not attend all regularly scheduled OAC meetings)


2. CMAr/Subcontractor Coordination Meetings: GS will not attend all CMAr/subcontractor coordination meetings. Project professional will attend these meetings virtually up to twice per month, 2-hour duration (may attend on-site/in-person when organized around scheduled site

visits) with PM and supporting professionals/coordinators attending only selected meetings as needed.

3. Site Visits and Observation Reports: GS project professional will perform site visits once per month to observe progress of construction work, inform respective subconsultants of findings and prepare construction site observation reports. Site visits may be organized to occur in conjunction with GS attendance at OAC meetings and or other scheduled site visits. PM and supporting professionals/coordinators may support these site visits or perform separate supplemental site visits as needed.
4. Additional Site Visits: GS will perform limited additional site visits to observe key construction activities and installation of work per construction schedule demands, review on-site mock-ups and/or at the request of the CMAr or SMAA.
 - *These visits are intended to occur at peak construction periods when timely construction observations are required which can't be coordinated with on-site attendance at OAC and other scheduled site visits included in the scope of services.*
 - *These visits are also intended to support subconsultants that do not currently have "additional site visits" included within their scope of services to aid in their understanding of jobsite conditions/progress of construction relative to their design scope.*

Note: *Additional meetings and site visits, whether requested by SMAA or CMAr, in excess of those listed above and included in the fee proposal will be performed by the consultant and compensated by SMAA as additional services as required by project construction demands.*

5. Submittals and Shop Drawings:
 - a. Submittal Log-in & Distribution (document control): Gresham Smith will be managing all submittal and Requests For Information (RFI) log-ins and distributions to Design Team. Submittals and RFI's will be sent by the CMAr to GS via NewForma/ Procore Bridge and Responses to RFI's and reviewed submittals will be returned back to CMAr via NewForma/ Procore Bridge and to SMAA via NewForma by GS (according to requirements of specification section 01 3300 Submittal Requirements).
 - b. Submittal Reviews: Consultants will review product data and shop drawings submittals and respond within ten (10) business days. Submittals of Product Data and Shop Drawings must be prepared and submitted to the Architect according to requirements of specification section 01 3300 Submittal Procedures. The submittal schedule provided by the CMAr will be reviewed by Design Team. Approved submittal schedule shall allow reasonable time for Design Team to review and respond to submittals. Proposal includes two (2) rounds of reviews for the submittals: The original submittal (10 business days) and a resubmittal review (additional 10 business days). Cost of further review will be borne by the CMAr.

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6. Request for Information (RFI) Responses: Consultants will review RFI's and respond within ten (10) business days. RFI's must be prepared and submitted to the Architect according to requirements of specification section 01 3100 Project Management and Coordination.
 7. Supplemental Instructions: Consultants will provide supplemental instructions to CMAr team in drawing and/or specification format.
 8. Application for Payment Reviews: Consultants will review and certify (if certification required by the owner) the monthly pay applications submitted by the CMAr.
 9. Punch Lists: Consultants will walk the construction site at substantial completion of each applicable phase (Work Package) of the construction and prepare punch lists as listed below:
 - o WP-1, MLM w/ GS PM/PA participation
 - (2) Total Visits- one for each phase (east side and west side)
 - o WP-2, GS
 - (1) visit to restroom area (incl time for travel and punch list assembly).
 - (13) punch lists for each sub-phase/gate area (travel and site visit time managed when on-site for other purposes described above)
 - o WP-3, AECOM w/ GS PM/PA participation
 - (2) Total Visits-one each for Phases 1 & 2
 - o WP-5, GS (w/ MLM for SSCP areas) (CEP work included with WP-5)
 - May require more than 1-day visit (distribution of hrs in fee estimate allows for this)
 - o WP-6A, MLM-Martin w/GS PM/PA participation
 - (1) Total Visit
 - o WP-7, TLC w/ GS PM/PA participation
 - May require more than 1 -day visit due to alarm system testing and inspection schedule (distribution of hrs in fee estimate allows for this)

Total of up to ten (10) punch list visits
 13. Substantial Completion Documents: Consultants will provide Substantial Completion letters to the Owner after punch list items have been satisfactorily completed.
 14. Final Completion Site Visits: Consultants will walk the construction site at final completion of each applicable Work Package of the construction to verify all punch list items have been completed as follows:
 - o WP-1, MLM w/ GS PM/PA participation
 - One (1) final visit at completion of both phases
 - o WP-2,GS - One (1) final visit at end of last phase
 - o WP-3, AECOM w/ GS PM/PA participation
 - Two (2) Total Visits- One (1) final visit for each applicable phase.
 - o WP-5, GS - One (1) final visit
 - o WP-6A, MLM w/ GS PM/PA participation
 - One (1) final visit
 - o WP-7, TLC w/ GS PM/PA participation

- One (1) final visit

Total of seven (7) final completion visits

15. Project Closeout:

- a. Consultant's will review warranty and O&M documents. *Scope does not include warranty walk after one year of project completion.*
- b. Record Documents: Design team will provide final model exchange with the CMaR team during close out. Final model exchange will include revisions made by Design Team throughout the construction. However, it will not include final subcontractor fabrication models as indicated above for BIM model exchanges. CMaR team shall provide design team with final as-built information (Latest Updated As-Built Construction Revit Model including subcontractor as-built construction models and latest design model information - or- as-built CAD files/PDF as-built markups) from which the Final Project Record Documents in CAD and PDF format will be produced. Design team will audit combined the final construction model from CMaR to produce the final record documents.
- c. Gresham Smith will provide FDOT Architect/Engineer's Certification of Compliance Letter(s) for grant agreement closeout.

In addition to above indicated basic services consultants will provide:

16. Review of Owner furnished Equipment/Products that are designed/specified by the Design Team. Coordination of /for Owner or Tenant (Airlines, Concessionaires) furnished/provided items.
17. AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Review of Owner furnished Equipment/Products specified/procured by the Owner or by means other than by design team.
- Concessions TI's or Design Revisions required by Concessions TI work.
- Performance of clash detection procedures
- Attendance at CMaR team clash detection meetings (unless noted above)
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner.

**Gresham
Smith**



ARCHITECTURAL CCA SERVICES (MLM-Martin) :

The term “Subconsultant” used below includes MLM-Martin Architects (MLM-Martin) unless otherwise indicated. Project Architectural CCA scope of services for the Terminal Expansion Project will be performed as indicated directly below and are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B).

MLM- Martin Architects, Inc. will perform the architectural scope of services for:

- Work Package 1 (WP-1 Escalator Replacement; architecture, interior design, coordination)
- Work Package 5 (WP-5 GBF- SSCP related items only)
- Work Package 6A (WP-6A Concourse B Improvements – architecture, interior design, coordination)

Architectural Scope of CCA Services will include:


Project Management & CCA Coordination

MLM-Martin Architects will provide project oversight and subconsultant CCA coordination for the work packages they are directly responsible for (WP-1 & WP-6A).

Construction Meetings with CMAr & Subcontractors: MLM will attend the following meetings for coordination:

1. Construction OAC Meetings:
 - Subconsultant will not attend regularly scheduled, weekly OAC meetings. Will once a month in-person on-site and three times a month via phone conference for duration of construction for each applicable work package. 2-hour duration
2. CMAr/Subcontractor Coordination Meetings: Subconsultant will only attend such meetings in-person on as-needed basis. Attendance at these meetings should be coordinated by the CMAr to coincide with monthly site visits and other scheduled in-person site attendance within this scope . Fee has been included for a maximum of two (2) on-site meetings and four (4) virtual/phone meetings for this purpose.
3. Site Visits and Observation Reports: Consultants will visit site to observe progress of construction work and prepare observation reports monthly on the weeks of in-person attendance at OAC meetings.
4. Additional Site Visits: Subconsultant will not perform additional site visits to observe key construction activities and installation of work specific to their discipline per construction schedule and/or at the request of the CMAr or SMAA.

Note: Additional meetings and site visits, whether requested by SMAA or CMAr, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.

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5. Submittal Reviews: Consultants will review product data and shop drawings submittals and respond within ten (10) business days. Submittals of Product Data and Shop Drawings must be prepared and submitted to the Architect according to requirements of specification section 01 3300 Submittal Procedures. The submittal schedule provided by the CMaR will be reviewed by Design Team. Approved submittal schedule shall allow reasonable time for Design Team to review and respond to submittals. Proposal includes two (2) rounds of reviews for the submittals: The original submittal (10 business days) and a resubmittal review (additional 10 business days). Cost of further review will be borne by the CMaR.
 6. Request for Information (RFI) Responses: Consultants will review RFI's and respond within ten (10) business days. RFI's must be prepared and submitted to the Architect according to requirements of specification section 01 3100 Project Management and Coordination.
 7. Supplemental Instructions: Consultants will provide supplemental instructions to CMaR team in drawing and/or specification format.
 8. Application for Payment Reviews: Consultants will review and certify (if certification required by the owner) the monthly pay applications submitted by the CMaR.
 9. Punch Lists: Consultants will walk the construction site at substantial completion of each applicable phase (Work Package) of the construction and prepare punch lists as listed below:
 - WP-1, MLM w/ GS PM/PA participation
 - (2) Total Visits- one for each phase (east side and west side)
 - WP-5, GS (w/ MLM for SSCP areas – up to two (2) visits) (CEP work included with WP-5)
 - WP-6A, MLM-Martin w/GS PM/PA participation
 - (1) Total Visit

Total of up to six (6) punch list visits
 10. Substantial Completion Documents: Consultants will provide Substantial Completion letters to the Owner after punch list items have been satisfactorily completed.
 11. Final Completion Site Visits: Consultants will walk the construction site at final completion of each applicable Work Package of the construction to verify all punch list items have been completed as follows:
 - WP-1, MLM w/ GS PM/PA participation
 - One (1) final visit at completion of both phases
 - WP-6A, MLM w/ GS PM/PA participation
 - One (1) final visit

Total of two (2) final completion visits
 12. Project Closeout:
 - a. Consultant's will review warranty and O&M documents. *Scope does not include warranty walk after one year of project completion.*
 - b. Record Documents: Design team will provide final model exchange with the CMaR team during close out. Final model exchange will include revisions made by Design



Team throughout the construction. However, it will not include final subcontractor fabrication models as indicated above for BIM model exchanges. CMAr team shall provide design team with final as-built information (Latest Updated As-Built Construction Revit Model including subcontractor as-built construction models and latest design model information - or- as-built CAD files/PDF as-built markups) from which the Final Project Record Documents in CAD and PDF format will be produced. Design team will audit combined the final construction model from CMAr to produce the final record documents.

In addition to above indicated basic services consultants will provide:

13. Review of Owner furnished Equipment/Products that are designed/specified by the Design Team. Coordination of /for Owner or Tenant (Airlines, Concessionaires) furnished/provided items.
14. AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Review of Owner furnished Equipment/Products specified/procured by the Owner or by means other than by design team.
- Concessions TI's or Design Revisions required by Concessions TI work.
- Performance of clash detection procedures
- Attendance at CMAr team clash detection meetings
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner.



SIGNAGE AND WAYFINDING SCOPE OF SERVICES (Gresham Smith):

It is anticipated that the Gresham Smith Signage and Wayfinding (XDW) staff work will be primarily performed during WP-5 (GBF) portion of the project construction schedule for the duration of when signage and wayfinding construction work is procured and installed and will include:

1. Construction OAC Meetings: GS Wayfinding and Signage (XDW) Staff will not attend regularly scheduled, weekly OAC meetings. *Will attend 2 meetings virtually (2-hour duration) and once in-person (6-hour duration) as needed.*
2. Site Visits and Observation Reports: GS Wayfinding and Signage Staff will perform site visits at scheduled key milestone dates to monitor progress of wayfinding signage and graphics installation work and prepare observation reports. A written observation report will be provided for each site visit. These visits will be coordinated by GS & CMaR according to the project schedule. *(Max Two (2) visits)*

Note: Additional meetings and site visits, whether requested by SMAA or CMaR, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.

3. Submittal Reviews: Subconsultant will review product data and shop drawing submittals pertaining to the Wayfinding Signage and Graphics scope of work. Subconsultant will review these items for general compliance with the contract documents.
 - o Review and approval of prototype signage on site along with SMAA
 - o Review and approval of mockup signage in context along with SMAA
4. Request for Information (RFI) Responses: Subconsultant will respond to RFI's pertaining to the Wayfinding Signage and Graphics scope of work.

The following tasks will be performed by GS XDW staff in conjunction with the efforts of the architectural team on same tasks as described above:

5. Participate in production of supplemental instructions,
 6. Participate in substantial completion & final completion walkthroughs,
 7. Support punch list assembly,
 8. Participate in preparation of project record documents
 9. AHJ Review Comments on design changes
- Temporary signage and wayfinding (not included) – once the CMaR has developed a plan for the temporary construction barricades and construction phasing the Gresham Smith XDW group will prepare a scope and fee associated with the temporary signage as needed/as defined.



EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Review of Owner furnished Equipment/Products specified/procured by the Owner or by means other than by design team.
- Concessions TI's or Design Revisions required by Concessions TI work.
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner.



CIVIL SCOPE OF SERVICES (AECOM):

These services are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B), particularly construction of Work Packages 3 and 5 (WP-3 Utility Relocation and WP-5 GBF-including the curbside and shade lot modifications construction). See below for the services to be provided by AECOM:

Civil Scope of CCA Services will include:

Project Administration & CCA Coordination:


AECOM will provide project administration, coordination and oversight during the construction contract administration phase for the CCA services covering disciplines and areas of scope AECOM will provide for the project

Construction Meetings with CMAr & Subcontractors: AECOM will attend the following meetings for coordination:

1. **Construction OAC Meetings:** Subconsultant will not attend regularly scheduled, weekly OAC meetings. Civil PM will attend in-person once a month on-site (during 14 month civil/utilities work peak) and selected OAC meetings via phone conference for the period of time that civil and underground utility work is being constructed and is on the agenda. Project engineers will attend selected OAC meetings virtually as needed. *(Max 14 on-site meetings)*
2. **CMAr/Subcontractor Coordination Meetings:** Subconsultant will not attend all CMAr/subcontractor coordination meetings. Subconsultant will attend such meetings as-needed to address civil and underground utility-related items and issues. *(Max 4 on-site meetings; 10 virtual meetings)*.
3. **Site Visits and Observation Reports:** Subconsultant will visit site monthly and prepare observation during peak civil/utilities construction for WP-3 scope only. *(Max 12 site visits)*
4. **Additional Site Visits:** Subconsultant will perform a limited number of additional site visits to observe key construction activities and installation of work specific to civil and underground utility construction scope and/or at the request of the CMAr or SMAA per needs of the construction schedule. (These visits are intended to occur at peak construction periods when timely construction observations are required which can't be coordinated with scheduled on-site attendance at OAC and other CM meetings) *(Max 6 site visits)*

Note: Additional meetings and site visits, whether requested by SMAA or CMAr, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.

5. **Submittal Reviews:** Subconsultant will review product data and shop drawing submittals pertaining to the civil scope of work. Subconsultant will review these items for general compliance with the contract documents.
6. **Request for Information (RFI) Responses:** Subconsultant will respond to RFI's pertaining to the civil scope of work.

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7. Supplemental Instructions: Subconsultant will provide supplemental instructions to CMAr team in drawing and/or specification format.
 8. Application for Payment Reviews: *Not Included* Subconsultant will not review the CMAr's monthly applications for payment as they pertain to the civil scope of work.
 9. Punch Lists: Subconsultant will perform a site visit and prepare a punch list for each applicable phase of the utility and civil scope in WP-3 [total of two (2) GBF-1 & GBF-2] and one (1) punch list for civil scope at the end of WP-5 detailing any discrepancies or incompleteness in the civil items following the substantial completion of the civil scope of work for each phase.
 10. Substantial Completion Documents: Subconsultant will prepare any substantial completion documents specifically pertaining to the civil scope of work for each phase.
 11. Final Completion Site Visits: Following the CMAr verifying that all punch list items have been addressed in each phase, Subconsultant will revisit the site to confirm the completeness and acceptability of the civil punch list items in each applicable phase WP-3 GBF -1 & GBF-2) & WP-5 Civil Scope.
 12. Project Closeout:
 - a. Subconsultant will review warranty and O&M documents. *Scope does not include warranty walk after one year of project completion.* Includes submission of final design team posted CADD files.
 - b. Project Record Drawings— Subconsultant will prepare Civil CAD files and PDF's from latest updated design CAD files and CMAr final updated as-built documents (markups or CAD files from CM team)
 - c. Buy American Compliance Review – Subconsultant will review Product Submittals for compliance with the Buy American Act and tabulate all submitted products as Domestic Material, Buy America Waiver Material, or Foreign Material. Subconsultant will assist the airport in complying with the Buy American Total Facility requirements by review of the CM team's preparation of Type III waivers as follows:
 - i. List all manufacturers that are not comprised of 100% U.S. Domestic content
 - ii. Tabulate Cost of non-domestic products
 - iii. Calculate percentage of non-domestic costs compared to the "total facility cost"
 - d. DBE Participation Compliance Review – Subconsultant will review and track pay applications for Disadvantaged Business Enterprise (DBE) compliance documentation throughout the project.
 - e. Grant Closeout Support – Subconsultant will assist SMAA with gathering and preparing grant closeout documentation for the Federal Aviation Administration (FAA) and Florida Department of Transportation (FDOT) grants. Documentation includes but is not limited to the following documents:
 - i. Summary of Construction Costs
 - ii. Final Construction Quantities
 - iii. Review Final Application for Payment
 - iv. Gather Final Release of Liens



- v. Obtain Consent of final Security for Payment
- vi. Gather and organize material certification and submittal data.

Performance and completion of task items c. and d., above, by the subconsultant relies on accurate and complete documentation provided by the construction team as part of their contractual obligation to SMAA under the Supplementary Conditions, modifying AIA A201 General conditions, in the contract between the Authority and the CMAA. Particularly, required documentation under FAA mandatory provisions: 2) Affirmative Action Requirements, 5) Buy American Certificate (including Type III & IV Waivers), 13) Davis Bacon Wage Requirements –maintained payroll records and 13) required DBE documentation of bidder commitments to DBE participation.

Note: Additional compliance review and/or closeout review effort required of the subconsultant that results from incomplete, incorrect or untimely information provided by the CMAA shall be preformed by the subconsultant and compensated by SMAA as additional services.

In addition to above indicated basic services, subconsultant will provide:

- 13. AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Application for payment reviews
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner



LANDSCAPE & IRRIGATION SCOPE OF SERVICES (AECOM):

These services are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B), particularly construction of Work Packages 3 and 5 (WP-3 Utility Relocation and WP-5 GBF-including the curbside and shade lot modifications construction). See below for the services to be provided by AECOM:

1. Construction OAC Meetings: Subconsultant will not attend regularly scheduled, weekly OAC meetings. *(Max of 2 meetings, 1 in-person; 1 virtual)*
2. CMAr/Subcontractor Coordination Meetings: Subconsultant will attend limited number of CMAr/Subcontractor coordination meetings to address Landscape and Irrigation-related items and issues. *(Max of 2 on-site meetings as requested by GS, CMAr and/or SMAA; 6-hr duration/trip).*
3. Site Visits and Observation Reports: Subconsultant will visit site to monitor progress and prepare observation reports weekly during period of tree protection work and landscape/ irrigation installation. *(Max 5 visits combined)*
4. Additional Site Visits: *Not included* for Landscape Architect.

Note: Additional meetings and site visits, whether requested by SMAA or CMAr, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.

5. Submittal Reviews: Subconsultant will review product data and shop drawing submittals pertaining to the landscape and irrigation. Subconsultant will review these items for general compliance with the contract documents.
6. Request for Information (RFI) Responses: Subconsultant will respond to RFI's pertaining to the landscape and irrigation scope of work.
7. Supplemental Instructions: Subconsultant will provide supplemental instructions to CMAr team in drawing and/or specification format.
8. Application for Payment Reviews: Subconsultant will review the CMAr's monthly applications in conjunction with Architect's review, for payment as they pertain to the landscape and irrigation scope of work.
9. Punch Lists: Subconsultant will perform a site visit and prepare a punch list for each applicable phase of the landscape and irrigation scope in WP-3 and WP-5 detailing any discrepancies or incompleteness in the landscape and irrigation items following the substantial completion of the landscape and irrigation of work.
10. Substantial Completion Documents: Subconsultant will prepare any substantial completion documents specifically pertaining to the landscape and irrigation scope of work for each applicable Work Package.



11. Final Completion Site Visits: Following the CMaR verifying that all punch list items have been addressed in each phase, subconsultant will revisit the site to confirm the completeness and acceptability of the landscape and irrigation punch list items in each applicable Work Package
12. Project Closeout: Subconsultant will review warranty and O&M documents. *Scope does not include warranty walk after one year of project completion.* Includes preparation of project record documents CAD files and PDF's from latest updated design CAD files and CMaR final updated as-built documents (markups or CAD files from CM team)

In addition to above indicated basic services, subconsultant will provide:

13. AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Application for payment reviews
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner



STRUCTURAL SCOPE OF SERVICES:

AECOM (WP-5):

These services are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B), particularly construction of Work Package 5 (WP-5 Ground Boarding Facility) (including the curbside improvements/canopy construction and support of DOAS units at Ticket Wing roof). See below for the services to be provided:

HEES & ASSOCIATES (WP-1B, WP-5 & WP-6A):

These services are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B), particularly construction of Work Packages 1B, 5 & 6A [WP-1B Escalator Replacement; WP-5 GBF (CEP scope) and WP-6A Concourse B Improvements]. See below for the services to be provided:

Structural Scope of CCA Services for each subconsultant will include:

1. Construction OAC Meetings:

- AECOM Structural will attend regularly scheduled, weekly OAC meetings once a month in-person on-site and three times a month via phone conference for the period of time that structural work is being constructed and is on the agenda. 4-hour duration for in-person; 2-hour duration for phone conference.
- Hees & Associates will not attend regularly scheduled, weekly OAC meetings. Consultant will participate as needed via phone conference for the period of time that structural work is being constructed and is on the agenda for a maximum of 4 meetings. 2-hour duration.

2. CMAA/Subcontractor Coordination Meetings:

- AECOM Structural will attend these meetings, as needed, to address structural items and issues. 2-hour duration (as requested by GS, CMAA and/or SMAA). *(Maximum of 2 on-site meetings and 12 virtual/phone-conference meetings)*
- Hees & Associates will attend these meetings, as needed, to address structural items and issues. 2-hour duration (as requested by GS, CMAA and/or SMAA). *(Maximum of 6 meetings)*

3. Site Visits and Observation Reports:

- AECOM Structural will visit site to monitor progress and prepare observation reports every other month for the duration of structural work in each applicable work Package. *(Maximum of 6 visits)*
- Hees & Associates will visit site to monitor progress and prepare observation reports every other week for the duration of structural work in each applicable work Package.
- *Site visits will include site walk and written field observation reports for structural scope of construction work.*

4. Additional Site Visits: Attend periodic on-site coordination construction site visits (not related to special inspections scope). These may not necessarily coincide with OAC meetings and/or regularly scheduled site visits and are dependent on nature and pace of construction.



- AECOM Structural will perform a limited number of additional site visits to observe key construction activities and installation of work specific to structural construction scope and/or at the request of the CMAr or SMAA per needs of the construction schedule. (These visits are intended to occur at peak construction periods when timely construction observations are required which can't be coordinated with scheduled on-site attendance at OAC and other CM meetings) *(Max 6 site visits)*
- *Not included* for Hees & Associates.
- *Due to potential construction scheduling limitations of portions of the structural construction, some of the site visits may need to be made late at night or early in the morning, such as for concrete pours.*

Note: *Additional meetings and site visits, whether requested by SMAA or CMAr, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.*

5. Submittal Reviews: Subconsultants (both) will review product data and shop drawing submittals pertaining to the structural scope. Subconsultant will review these items for general compliance with the contract documents.
 - Includes two (2) rounds of review: The initial submittal review and review of the re-submittal for each supplier. Additional re-submittals will be reviewed as an additional service, to be reimbursed on an hourly basis.
 - Large volume shop drawings, such as structural steel, should be submitted in phases, and not in one large batch.
 - Unless otherwise requested by the CMAr or SMAA, the shop drawings will be reviewed in the order they are submitted.
 - Shop drawing review for items such as Structural Steel, Structural steel/metal decking, Cold-Formed metal stud exterior wall systems, light gage stud interior wall systems, curtain wall systems, concrete foundations and slab-on-grade (including any appropriate calculations for concrete mixes, concrete reinforcing, forms and miscellaneous steel). Review will be a general review for structural building code issues.
 - Subconsultant will not review dimensions, or accuracy of specific calculations or connection design, which shall be the responsibility of the engineer sealing the submitted calculations and shop drawings.
 - Subconsultant will note areas of contractual non-compliance where observed. Subconsultant's review does not include correcting nor completing erroneous shop drawing submittals (Subconsultant's review is not a supplement or replacement for the Contractor's required quality control program).
 - Services include re-review of shop drawings where re-submittal was caused by contractor generated modifications (Structural services neither include re-engineering nor changes to



construction documents desired or requested as a result of such contractor generated changes).

6. Request for Information (RFI) Responses: Subconsultants (both) will respond to RFI's pertaining to the structural scope of work. Review and responses are confined to issuance of routine clarifications and corrections to the structural documents, and response to contractor's requests for assistance with typical field questions and conditions.
7. Supplemental Instructions: Subconsultants (both) will assist in assembling supplemental instructions provided to CMaR team in drawing and/or specification format.
8. Application for Payment Reviews:
 - o *Not Included* for AECOM Structural.
 - o Hees & Associates will review the CMaR's monthly applications for payment as they pertain to the structural scope of work. *(Maximum of 1 per month)*
9. Punch Lists & Final Completion Site Visits:
 - o *Not Included* for AECOM Structural.
 - o Hees & Associates will make site to prepare lists of incomplete items and follow-up visits on such items prior to structural work being concealed or covered by other work.
10. Substantial Completion: Subconsultants (both) will support prime consultant in preparation of substantial completion documents as in pertains to structural construction scope.
11. Project Closeout: Subconsultants (both) will assist prime design consultants with preparation of closeout documents and materials. Includes production and submission of final project record documents in CAD and PDF format from combined final design and as-built construction Revit models.

In addition to above indicated basic services, subconsultants (both) will provide:

12. AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.
13. Attend Building Department/AHJ mandated meetings to initiate Special Inspections Programs.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Application for payment reviews
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner



THRESHOLD INSPECTION PROGRAM SCOPE OF SERVICES:

Each structural subconsultant will perform threshold inspection services in compliance with F.S. 553.79 to fully execute in the field the threshold inspection plan outlined within the contract documents. Each subconsultant will issue necessary documentation attesting to completion of the required threshold inspection (structural special inspections) plan. The Threshold Inspectors will not be on the construction site on a daily basis but will review all field reports, test results and related correspondence. The Threshold Inspector will make periodic site visits to spot check significant components of construction and offer consultations as required. The Threshold Inspector will be represented in the field on a will-call basis by the on-site resident inspector. This authorized representative will provide the required site visits and report his findings in written reports. The threshold inspection services will be executed by each structural subconsultant as follows:

- **AECOM (WP-5)** Threshold Inspections (Structural Special Inspections) will include:
 - **Detailed Inspection Items:** Threshold (Special) Inspector will provide site inspections for the structural portions of construction work including (but not limited to): Foundations, concrete, concrete reinforcing, steel framing, roofing, masonry, glazing, and miscellaneous structural components.
 - **Observations and reports:** Each inspection will include a signed and sealed report recording the structural work performed, jobsite location of the inspection, and photographs. All reports will include the progress of work (construction), any deviations from the official contract documents, and any issues encountered.

- **HEES & ASSOCIATES (WP-1B, WP-5 & WP-6):** Threshold Inspections (Structural Special Inspections) will include:
 - **Detailed Inspection Items:** Threshold (Special) Inspector will provide site inspections for the structural portions of construction work including (but not limited to): Foundations, concrete, concrete reinforcing, steel framing, roofing, masonry, glazing, and miscellaneous structural components.
 - **Observations and reports:** Each inspection will include a signed and sealed report recording the structural work performed, jobsite location of the inspection, and photographs. All reports will include the progress of work (construction), any deviations from the official contract documents, and any issues encountered.

Intent of subconsultant's structural CCA Services is to assist the contractor with field questions and conditions involved in constructing the project in accordance with the "Issued for Construction" (IFC) structural documents. The subconsultant's proposal is based on the following understanding of parameters:

- The design will be based on the 2020 Florida Building Code: (7th Edition with Amendments).



- The structural drawings will define the wind loads, end zone dimensions, and point of system connection to the main building, where applicable, (the basic design parameters) for the curtain wall supplier, cold-formed framing stud supplier, and cladding systems. However, the actual design of the components and connections for the cold-formed framing and cladding systems will be the responsibility of the framing supplier, cladding supplier and their respective licensed engineers.

Excluded Structural CCA Items:

- Design of secondary components, components of cladding systems, precast concrete panels, curtain wall systems, elements that are not part of the primary structure, underpinning or shoring of adjacent structures, and site utility structures, are not included in the scope of basic CCA services but can be provided as an additional service.
- The basic Design or Construction Contract Administration services do not include field verifications of existing conditions not defined or incorrectly defined by the owner furnished 'record' drawings; nor the associated analytical re-evaluation nor redesigning the structure to accommodate items found during construction to be incorrectly defined by the 'record' drawings.
 - Should significant deviations from the owner's as built documentation affect the structural design of post bid Subconsultant documents, Subconsultant will submit a request for additional services to the Authority, as required to modify the structural documents to accommodate the incorrectly documented & unforeseeable existing conditions.
- cursory review of existing field condition conflicts or issues with respect to the structural documents is a part of basic construction contract administration services.
 - Any analytical evaluation or redesign, drawing modifications, or additional site visits which is required due to existing building conditions or utilities different than or omitted by the existing condition documentation furnished to the Subconsultant during the design phase, shall be performed by the subconsultant, at the owner's request, as an additional service.
 - Correction or repair details for construction errors including evaluation of construction errors requiring engineering re-analysis or re-calculation, except as noted in the basic CCA scope of services above, are not included in the scope.
 - Incidental review of design calculations to assess original design capacity versus magnitude of construction errors is included in our Basic Services for CCA – new or re-worked design calculations to assess construction errors is not included.
- Site visits required due to construction errors or issues not defined by owner's 'record drawings' (such as undocumented underground utilities) are not included in the base fee.
- Subconsultant's proposed base fee does not include engineering nor computer drafting time associated with construction errors, omission of construction material (such as missing shear dowel bars), product availability, contractor preferences, post bid owner requested programming changes or post-bid Value Engineering.



- Design and drawing preparation for post bidding contractor requested design changes which structural redesign and/or changes to issued contract documents, or subtract from, the construction cost of any of the components, is not included in the scope of basic services would also be provided as an additional service.
- Design services as related to post bid Value Engineering alternatives, options, or investigations are not included in the scope of CCA services but can be provided as an additional service.
- Significant re-design of foundations due to existing, undocumented or incorrectly documented conditions discovered during construction shall be an additional service.
- Where the contractor has constructed a portion of the structure not in compliance with the contract documents, all time to document the error, travel time, analyze, evaluate, design remedial corrections, correspondence, drawing modifications, printing and shipping; as required to design and issue a remedy for the construction error, shall be performed by subconsultant as an additional service and reimbursed.



MEP & FIRE PROTECTION (FP) SCOPE OF SERVICES (TLC):

These services are based on the attached anticipated Terminal Expansion Project construction schedule provided by the CMAr (See attached Exhibit B), primarily Work Packages 1B, 2, 5, 6A & 7 (WP-1B Escalator Replacement, WP-2 Concourse B Holdroom Realignment, WP-5 Ground Boarding Facility, WP-6A Concourse B DOAS Units and B11 Stair and WP-7 Fire Alarm Modification). See below for the services to be provided by TLC for each discipline:

MEP & FP Scope of CCA Services will include:

Project Administration & CCA Coordination: Subconsultant will provide project administration, coordination and oversight during the construction contract administration phase for the CCA services covering disciplines and areas of scope the subconsultant will provide for the project.

Construction Meetings with CMAr & Subcontractors: TLC will attend the following meetings for coordination:

1. **Construction OAC Meetings:** Subconsultant will attend regularly scheduled, weekly OAC meetings once a month in-person on-site, 4-hour duration, and twice a month via phone conference, 2-hour duration, for the period of time that MEP & FP work is being constructed and is on the agenda.
2. **CMAr/Subcontractor Coordination Meetings:** Subconsultant will attend these meetings, as needed, to address MEP/FP items and issues. 2-hour duration (as requested by GS, CMAr and/or SMAA). *(Maximum of 20 meetings).*
3. **Site Visits and Observation Reports:** Subconsultant will visit site and prepare observation reports monthly on the weeks of in-person OAC meetings. *(Twelve (12) observation reports per discipline)*
4. **Additional Site Visits:** *Not included* for MEP/FP.

Note: Additional meetings and site visits, whether requested by SMAA or CMAr, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.

5. **Submittal Reviews:** Subconsultant will review product data and shop drawing submittals pertaining to the MEP/FP scope of work. Subconsultant will review these items for general compliance with the contract documents.
6. **Request for Information (RFI) Responses:** Subconsultant will respond to RFI's pertaining to the MEP/FP scope of work.
7. **Supplemental Instructions:** Subconsultant will provide supplemental instructions to CMAr team in drawing and/or specification format.
8. **Application for Payment Reviews:** Subconsultant will review the CMAr's monthly applications for payment as they pertain to the MEP/FP scope of work.



9. Punch Lists: Subconsultant will perform a site visit and prepare a punch list for applicable MEP/FP scope in each applicable work package detailing any discrepancies or incompleteness in the MEP/FP items following the substantial completion of the MEP & FP scope of work.
10. Final Completion Site Visits: Following the CMAA verifying that all punch list items have been addressed in each work package, subconsultant will revisit the site to confirm the completeness and acceptability of the MEP/FP punch list items in each applicable Work Package
11. Subconsultant will review Commissioning agent reports of the Mechanical and Electrical systems and attend coordination meetings & site visits as needed.
12. Project Closeout: Subconsultant will assist prime design consultants with preparation of closeout documents and materials. Includes production and submission of final project record documents in CAD and PDF format from combined final design and as-built construction Revit models.

In addition to above indicated basic services, subconsultant will provide:

13. Coordination with/for Owner Furnished Equipment/ Products.
14. AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Review of Owner furnished Equipment/Products specified/procured by the Owner or by means other than by design team.
- Concessions TI's or Design Revisions required by Concessions TI work.
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner.



SPECIAL SYSTEMS SCOPE OF SERVICES (Arora):

These services are based on the attached anticipated Terminal Expansion Project construction schedule provided by CMAr (see attached Exhibit B), particularly for Work packages 2, 5 & 6A (WP-2 Concourse B Holdroom Realignment, WP-5 Ground Boarding Facility and WP-6A Concourse B Improvements). Scope includes Structured Cabling and Telecom rooms, Access Control and CCTV Systems, SSCP with Access Control & CCTV, Public Address System, EVIDS, Passenger Processing Systems (CUTE, shared tenant services, voice/data), Hearing Loop, Active Shooter Detection/ Gunshot Detection System and DAS Infrastructure coordination with vendor, Site Utility Relocation and WiFi cabling and coordination with vendor as applicable to design scope of each applicable work package noted above. See below for the services to be provided by Arora:

Special Systems Scope of CCA Services will include:

Project Administration & CCA Coordination: Arora will provide project administration, coordination and oversight during the construction contract administration phase for the CCA services covering disciplines and areas of scope Arora will provide for the project.

Construction Meetings with CMAr & Subcontractors: Arora will attend the following meetings for coordination:

1. **Construction OAC Meetings:** Subconsultant will not attend regularly scheduled, weekly OAC meetings. Project engineers will attend selected OAC meetings virtually as needed for the period of time that special systems work is being constructed and is on the agenda. 2-hour duration (*Arora will attend OAC meetings on site only when scheduled to visit the project site - visits will be coordinated by GS and the CMAr team according to the project construction schedule*).
2. **CMAr/Subcontractor Coordination Meetings:** will attend these meetings, as needed, to address special systems items and issues. 2-hour duration (as requested by GS, CMAr and/or SMAA). (*Maximum of 16 virtual/phone-conference meetings. Arora will attend such meetings on site only when scheduled to visit the project site*).
3. **Site Visits and Observation Reports:** Subconsultant will visit site to monitor progress and prepare observation reports as scheduled and coordinated by GS & CMAr team according to the project construction schedule. The purpose of these visits is to observe key construction and installation of work specific to special systems scope and will be performed primarily during the period of time when Special Systems work is being installed. A written observation report will be provided by the subconsultant after each site visit. (*Total of up to three (3) site observation visits*)

Note: Additional meetings and site visits, whether requested by SMAA or CMAr, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.



4. Submittal Reviews: Subconsultant will review product data and shop drawing submittals pertaining to the Special Systems scope of work. Subconsultant will review these items for general compliance with the contract documents.
5. Request for Information (RFI) Responses: Subconsultant will respond to RFI's pertaining to the Special Systems scope of work.
6. Supplemental Instructions: Subconsultant will provide supplemental instructions to CMAr team in drawing and/or specification format.
7. Application for Payment Reviews: Subconsultant will review the CMAr's monthly applications for payment as they pertain to the Special Systems scope of work.
8. Punch Lists: Subconsultant will perform a site visit and prepare a punch list for Special Systems scope in each applicable work package, detailing any discrepancies or incompleteness in the Special Systems items following the substantial completion of the Special Systems scope of work. *(Will require one (1) site visit per package)*
9. Final Completion Site Visits: Following the CMAr verifying that all punch list items have been addressed in each work package, subconsultant will revisit the site to confirm the completeness and acceptability of the Special Systems punch list items in each applicable Work Package. *(Will require one (1) site visit per package)*
10. Project Closeout: Subconsultant will assist prime design consultants with preparation of closeout documents and materials. Includes production and submission of final project record documents in CAD and PDF format from combined final design and as-built construction Revit models.

In addition to above indicated basic services, subconsultant will provide:

11. AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Review of Owner furnished Equipment/Products specified/procured by the Owner or by means other than by design team.
- Concessions TI's or Design Revisions required by Concessions TI work.
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner.



BUILDING ENVELOPE SCOPE OF SERVICES (CMC):

These services are based on the attached anticipated Terminal Expansion Project construction schedule provided by CMaR (see attached Exhibit B), particularly for Work packages 1B, 5 and 6A (WP-1B Escalator Replacement, WP-5 Ground Boarding Facility and WP-6A—roofing penetrations). Scope includes building envelope and waterproofing consulting and site observation following the design scope reviewed by subconsultant for each applicable work package noted above. See below for the services to be provided by CMC:

1. **Construction OAC Meetings:** Consultants will not attend regularly scheduled, weekly OAC meetings. Consultant will participate as needed via phone conference for the period of time that building envelope work is being constructed and is on the agenda or need to be discussed. 2-hour duration (*Virtual Attendance eight (8) mtgs. Subconsultant will only attend such meetings in-person when these meetings coincide with site visits described below*)
2. **CMaR/Subcontractor Preinstallation Meetings:** Subconsultant will attend pre-installation meetings/conferences on site as specified in the contract documents and when they are scheduled to occur according to the construction schedule. (*Four (4) visits total; travel time included*)
 - o WP-1B: One (1) meeting - pit-waterproofing
 - o WP-5: Three (3) meetings - assuming major envelope preinstallation meetings will be consolidated (in lieu of having one for each spec section/trade)
Additional pre-installation meetings required on site will be requested and performed as additional services.
3. **Site Visits and Field Observation Reports:**
 - o **Site Visits:** Subconsultant will visit the construction site periodically to observe mockups, monitor the progress of installation and required specified testing of building envelope and waterproofing components of construction and prepare field observation reports. (*Fourteen (14) visits total; travel time included*)
 These site visits will generally include:
 - Mock-up review and/or visit(s) at start of installation (*1-2 visits total*)
 - Intermediate progress site visits (*12-13 visits total; coordinated with manufacturer's reps required site visits*)
 - The subconsultant will witness testing of installed building envelope systems required in the project specifications. (*coordinated with intermediate progress site visits*)
 - The subconsultant will provide a written field observation report for each construction site visit during the course of applicable construction for the applicable work packages.

Note: Additional meetings and site visits, whether requested by SMAA or CMaR, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.



4. Submittal Reviews: Subconsultant will review major building envelope component submittals (i.e. roofing, waterproofing, building envelope weatherproofing cladding systems) after such information has been reviewed by the Contractor/CMaR and Architect.
5. Substantial Completion: Subconsultant will walk site toward the end of construction of each applicable phase or Work Package, in coordination with Architect's punch-list walk activities (or as otherwise scheduled) to observe installed construction and will generate a punch list for exterior building envelope components. Deficiencies noted during testing of envelope components will be included. *(Two (2) total visits- travel time included)*
 - o WP-5 & WP-6: Two (2) visits coordinated with Architect's punch list site visit. (2 visits planned because this may require more than one day to complete)
6. Final Completion: Subconsultant will walk site at end of construction at each of each applicable phase of work or Work Package, in coordination with Architect's punch-list walk activities (or as otherwise scheduled) to observe installed construction and verify satisfactory resolution of punch list items. *(Three (3) total visits- travel time included)*
 - o WP-1B: Two (2) site visits (one per each phase) prior to construction being concealed and preventing observation – to be closely coordinated with const. schedule for WP-1B
 - o WP-5 & WP-6: One (1) site visit coordinated with Architects final walkthrough.

EXCLUDED SERVICES:

- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner.

VERTICAL TRANSPORTATION SCOPE OF SERVICES (LB):

These services are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B) and will be focused on construction of Work Package 1B (WP-1B Escalator Replacement). Construction Administration and Closeout Services to be provided by Lerch Bates are as follows:

1. Construction OAC Meetings: Subconsultant will not attend regularly scheduled, weekly OAC meetings. When vertical transportation/escalator equipment items or issues are on the agenda or require discussion, Subconsultant may attend such meetings in-person only when these meetings coincide with site visits described below. 2-hour duration
2. Site Visits and Observation Reports:
 - o Subconsultant shall conduct two (2) site visits for general progress reviews (one for each phase) during equipment installation to determine that work is proceeding in general accordance with the Construction Documents and Design Information provided for the project by Lerch Bates. *(Travel time included for each site visit)*
 - Submit written observation report for each site visit including:
 - Field observations.
 - Items not in conformance with contract documents.
 - Equipment not on the jobsite which could affect the completion schedule.

Note: Additional meetings and site visits, whether requested by SMAA or CMAA, in excess of those listed above and included in the fee proposal will be performed by the subconsultant and compensated by SMAA as additional services as required by project construction demands.

3. Submittal Reviews: Subconsultant will review follow-up or supplemental submittals (which were not reviewed as part of design phase services) of, or pertaining to, Division 14 Escalator scope of work.
4. Request for Information (RFI) Responses: Subconsultant will support MLM-Martin & GS on RFI's pertaining to Division 14 Escalator scope of work.
5. Punch Lists: Subconsultant shall conduct two (2) on-site substantial completion installation reviews (one for each phase) to verify final installation and performance compliance in accordance with the Construction Documents and the approved submittals. *(Travel time included for each site visit)*
 - o Submit written report. Report will include:
 - Measured performance data.
 - Itemized deficiencies.
6. Final Completion: Following the CMAA verifying that all itemized deficiencies/items from final installation reviews have been addressed in each phase, subconsultant will conduct one (1) on-site follow-up review for all units to verify compliance with the final installation review deficiency reports. The installation should then be complete and the equipment operating in accordance with specified performance criteria and all details of the Construction documents. *(Travel time included for site visit)*



- *If additional reviews are required, they will be requested and performed as additional services.*

7. Project Closeout: Subconsultant will assist with obtaining Closeout Documents as applicable.

In addition to above services, subconsultant will provide:

8. Assistance with responses to AHJ Review & Comments on Design Changes (supplemental instructions) submitted under permit revisions.
9. Assistance to design team for review and resolution of final escalator inspection/inspector comments or items.

EXCLUDED SERVICES:

- Owner Requested Design Changes and Bulletins
- Design Change Pricing Reviews
- CM/Contractor requested design changes to reduce cost, expedite construction, ease of construction, means and methods related items etc.
- Attendance at meetings or site visits/observations not included above

Excluded services may be performed only via additional services request/proposal submittal to the owner. Services will be performed upon receiving written approval from the owner.

COMMISSIONING SCOPE OF SERVICES (GS Cx): These services are based on the attached anticipated Terminal Expansion Project construction schedule- (Exhibit B) and will be focused on construction of Work Package 5 (WP-5 Ground Boarding Facility—including the existing CEP renovation/upgrade and cooling tower refurbishment) and Work Package 6A (WP-6A – Concourse B DOAS units). Construction Phase Commissioning Services to be provided by Gresham Smith are as follows. The scope is defined first in terms of “Equipment and Systems” and then in terms of “Tasks and Deliverables.”

Equipment and Systems: Gresham Smith proposes to commission the following systems required to undergo commissioning services under requirements in the Florida Energy Conservation Code and in alignment with best practice.

- **Mechanical Systems**
 - Equipment additions and renovations to the chilled water and condenser water systems
 - Chillers
 - CHWPs
 - CWPs
 - Refurbished Cooling Towers
 - Alterations to Building Automation System (BAS) controls associated with the CHW And CW Systems.
 - New air handling equipment
 - RTUs
 - AHUs
 - DOASs
 - FCUs
 - Split A/Cs
 - Air Terminal Units
 - Miscellaneous Fans
 - New Fuel Oil Pumps
 - Building Automation System Controls associated with the above.
- **Electrical Systems**
 - New Emergency Power Equipment (Generator and ATSS)
 - New Electrical distribution
 - New Lighting Controls
- **Plumbing Systems**
 - New Domestic Hot Water Systems
 - New Domestic Water Booster Pumps

Tasks and Deliverables: Gresham proposes to execute the following tasks and deliverables:

1. **Project Management and Coordination**:
 - Confirm incorporation of Commissioning (Cx) requirements into the construction documents.



- Coordinate commissioning activities with the contractor and assist in incorporating them into the construction schedule.
- Attend meetings as necessary to coordinate commissioning activities and communicate commissioning needs to the team.
- Maintain an issues and benefits log throughout the Cx process.
- Assist in troubleshooting efforts

2. Create Commissioning Plan:

- Development of a commissioning plan composed of the following elements:
 - A commissioning narrative describing the commissioning process in terms of roles, schedules, activities, deliverables, and any sustainability commissioning-related submissions.
 - Project-specific Pre-Functional Checklists (PFCs) based on contract document requirements to be executed by the contractor. PFCs are built based on specific contract document requirements with each line referencing specific locations in the contract documents and often attaching details/visuals from the contract documents. References include:
 - Piping and duct specifications regarding installation, insulation, labeling, piping trim (e.g., thermometers and pressure gauge types, locations, accessibility).
 - Equipment installation requirements including piping connections, duct connections, vibration isolation/seismic requirements, accessibility/maintainability.
 - Details (attached as images) of equipment installation requirements.
 - Schedule requirements of equipment provisions (e.g., bird-screen, motor operated dampers, etc.)
 - Controls diagrams indicating device locations, types, installation requirements.
 - Piping/Duct schematics for orientation.
 - Electrical provisions to equipment and VFD requirements.
 - Functional Performance Tests (FPTs) written according to the Engineer of Record's (EOR's) Sequences of Operations (SOOs) found within the contract documents. FPTs are type-written for each piece of equipment/system to be tested. All tests are written to reflect the exact detail of specificity provided by the EOR's SOOs.
 - A list of questions submitted to the project designers requesting any necessary input to complete the commissioning plan (e.g., notes on discrepancies, excluded modes/sequences, requests for more highly-defined installation requirements, missing/omitted information.)
- Integration of the commissioning plan elements (narrative, equipment lists, PFCs, FPTs) into CxAlloy, an online commissioning software program purchased by Gresham Smith to facilitate the construction phase commissioning for the project. This process includes the following activities:
 - Customizing project parameters with input encouraged from contractors, project designers, and Owner's personnel.
 - Uploading companies, personnel, roles, and adjusting permissions based on roles for all entities.



- Uploading project parameters (space names and other intangible parameters) into the project for sorting, filtering, and managing the commissioning scope.
 - Uploading PFCs and FPTs to the project with contract document images (details, schematics, etc.)
 - Including special notes for specific equipment and prompts for required parameter recordings in the FPTs.
 - Management of the commissioning software throughout the duration of the project and providing access for the team to the commissioning software. Activities include:
 - Customizing report types to Owner's desired format.
 - Issuing regular reports generated by the software updating the team on status, issues, upcoming activities.
 - Managing commissioning issues and facilitating resolution within CxAlloy.
 - Training installation personnel on how to execute work using the iPad application.
 - Training management personnel on how to leverage the tool on PC administratively to streamline coordination, issue resolution, and view progress in real time.
 - Verifying that contractor input into checklists is sufficient and accurate (e.g., validating that the required images of equipment tags are legible).
3. Construction Phase Cx Kick-off Meeting: Conduct a construction commissioning kickoff meeting with the project's commissioning team.
 4. Pre-functional Site Visits (Backcheck PFCs): Backcheck contractor-executed PFCs for compliance and accuracy.
 5. Functional Performance Testing (FPTs): Direct the contractor in execution of the FPTs and document the results.
 6. Review Trends for Commissioned Equipment: Review trends provided by contractor for performance over time.
 7. Review Training for Commissioned Equipment: Review training program for compliance with contract document requirements.
 8. Review O&M Manuals for Commissioned Equipment: Review contractor-submitted O&M Manuals for compliance with contract documents.
 9. Assemble Cx Final Report: Prepare a final commissioning report with PFCs and FPTs.

END SCOPE OF SERVICES

SRQ TERMINAL CONCOURSE EXPANSION PROJECT

CONSTRUCTION CONTRACT ADMINISTRATION (CCA) SERVICES

March 15, 2023

Construction Contract Administration (CCA) Services		DBE PARTICIPATION	Total
1	GS - Project Management, Architecture, Interiors		\$ 1,575,530.00
2	MLM MARTIN - Architecture, Interiors	DBE	\$ 198,953.59
3	GS - XDW (Wayfinding)		\$ 38,230.00
4	AECOM - Civil & Utilities		\$ 285,110.00
5	AECOM - Landscape		\$ 28,480.00
6	AECOM - Structural		\$ 319,820.00
7	HEES - Structural		\$ 131,740.00
8	TLC - MEP & FP		\$ 334,905.00
9	ARORA- Special Systems	DBE	\$ 95,217.00
10	CMC - Building Envelope, Waterproofing	DBE	\$ 99,625.27
11	Lerch Bates - Vertical Transportation Consulting--Escalators		\$ 20,171.25
12	GS - Commissioning		\$ 107,128.00
		Total CCA - Fees	\$ 3,234,910.11
Reimbursable Expenses - Construction Phase			
1	CCA Travel & Other Expenses		\$ 86,915.44
		Reimbursable Expenses Sub Total	\$ 86,915.44
		Overall Fees and Reimbursable Expenses	\$ 3,321,825.55
		Overall DBE Participation	12.17%
		(Overall Project DBE Participation Goal = 8.9%)	

CONSTRUCTION CONTRACT ADMINISTRATION (CCA) SERVICES - 08 April & ID													
Project: New Proposal - Greenham Smith													
NSRO Terminal Expansion Project													
31/12/2025													
Task Description	Project Executive	Project Manager	Project Subtotal	% Project Milestones	% Project Completion	Project Coordinator	Senior Interior Designer	Interior Designer	Interior Design Fees	Assistant PM	CCA Document Control	Administrative	Total
1 BIM Design Model Exchange (i.e. model) - 12 months			12	40	24		24						180
2 Clash Coordination Meetings (1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th) - 12 months			24	40	11			24					72
3 Project Management & CCA Coordination (1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th) - 12 months	142	768	62	36	12					208		180	360
4 Construction O&M Meeting (1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th) - 12 months			12	36	12			24					300
5 Construction O&M Meeting (1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th) - 12 months			12	36	12			24					300
6 Site Visits and Observations Reports (1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th) - 12 months			102	66	12		40	56					312
7 Additional Site Visits (1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th) - 12 months			102	32	12		48	48					312
8 Submittal Lists & Distribution (design team)			40	80	20						600		810
9 Submittal Reviews (Product Data and Shop Drawings)			625	150	200		150	150					1838
10 RFI Responses - Follow-up Distribution			518	128	205		154	154			366		1969
11 Supplemental Instructions Drawings/Special Details Issuance			400	24	400		40	100					1444
12 RFI Responses - Follow-up Distribution			40	80	48		48	48					384
13 Final List for Submittal Reviews			32	6	48		8	8					288
14 Final Completion Site Visits			20	8	20		20	20					120
15 Project Closeout			64	24	8		40	40					176
16 Review, Equip/Products developed by design team, coordinate for Owner/tenant provided items			8	160	160		160	160					424
17 All Review & Comments on Design Changes			80	80	40		20	80					460
18 Review, Equip/Products developed by design team, coordinate for Owner/tenant provided items			40	80	10		10	40					228
EXCLUDED SERVICES:													
Owner Provided Design Changes & Revisions (Not Included)													0
Design Change Pricing Review (Not Included)													0
CCA Review and Pricing Changes (Not Included)													0
CCA Review and Pricing Changes (Not Included)													0
ConsensusDocs or other Design Documents used by Construction (Not Included)													0
Subtotal Hours	142.00	1,712.00	2,695.00	552.00	2,563.00	3,115.00	1,500.00	832.00	95.00	208.00	7,056.00	1,000.00	11,239
Subtotal Labor \$	315.00	4,910.00	154.00	213.00	1,190.00	95.00	2,300.00	197.00	95.00	120.00	114.00	1,140.00	11,400
Subtotal Direct Labor \$	44,730.00	236,952.00	424,862.00	172,976.00	2,792,857.00	104,265.00	34,500.00	30,623.00	95.00	120.00	1,200.00	1,400.00	1,575,530.00
Based on 24 month Construction Duration													
Amount Cont'd (Task, Unit, Duration (months))	0.034	0.412	0.444	0.133	1.662	0.251	0.600	0.230	0.009	0.020	0.254	0.024	2.081

Task Description	Principal	Sr. Project Manager	Project Architect	Specification Writer	Sr. Interior Designer	Revit	Architectural Designer	CUA Document Control	Clerical I	Clerical II	Fill in staff title	Fill in staff title	Total
1. Project Management & CCA Coordination	3	44	204										49
2. Coordinate CCA Meetings - 2-3x/week. 1-2x/week - normal schedule		4	160										164
3. CMAA/Subcontractor Coordination Meetings - 2-3x/week. 1-2x/week - normal schedule		16	40										56
4. Site Visits and Observation Reports (1 x/week) - 16			0										0
5. Additional Site Visits (not included)		47	132				8	92					274
6. Submittal Reviews (Product Data and Shop Drawings)		40	233				3	27					303
7. RFQ Responses + Logos - Distribution		16	16										32
8. Supplemental Instructions, Drawings/Specification Revisions		2	2										4
9. Applications for Payment Reviews		2	2										4
10. Submittal Log		2	2										4
11. Submittal Completion Documents		2	2										4
12. Final Construction Site Visit		2	2										4
13. Project Closeout - final design model exchange/ Record Documents		16	60			30							156
14. Review/Approve/Products designed/spec'd by design team; schedule for Owner/Facility provided items	2	30	16			16							48
15. A/E Review & Comments on Design Changes	1		16			16							32
EXCLUDED SERVICES													0
Owner Change Orders - Changes & Building Over Install/Shop													0
Owner Change Orders - Procurement - Not Included													0
Owner Change Orders - Procurement - Not Included													0
Owner Change Orders - Procurement - Not Included													0
Owner Change Orders - Procurement - Not Included													0
Review of Owner Provided Items NOT specified by design team (Not Included)													0
Construction Ties or Design Revisions req'd by Construction TI (Not Included)													0
Performance of clash detection procedures													0
Attendance at CMAA team clash detection meetings													0
Attendance at meetings or site visits/observations not included above													0
Subtotal Hours	9/00	214/00	733/00	14/00	11/00	174/00	11/00	173/00	0/00	0/00	0/00	0/00	1470
Billing Rate	\$ 214.19	\$ 319.40	\$ 733.10	\$ 134.01	\$ 110.90	\$ 134.01	\$ 146.34	\$ 132.647	\$ 0/00	\$ 0/00	\$ 0/00	\$ 0/00	\$ 104,953.50
Subtotal Direct Labor	\$ 1,945.71	\$ 43,509.60	\$ 123,725.04	\$ 18,941.14	\$ 13,646.32	\$ 13,646.32	\$ 16,464.34	\$ 13,126.47	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 104,953.50
Based on M.P. 1. N. 6. Const Active 6 months													
Assumed Const. Phase Work Duration (months)													
M3 Admin TOTAL P/FEE												\$ 104,953.50	

CONSTRUCTION CONTRACT ADMINISTRATION (CCA) SERVICES - AEPON CIVIL													
Project Use Proposal - AECOM/Civil													
SRQ Terminal Expansion Project													
CONSTRUCTION CONTRACT ADMINISTRATION (CCA) SERVICES													
3/15/2023													
	AECOM Project Manager	SR Engineer	Project Engineer	SR Designer	CAD Tech	SR CADD	SR Utilities Engineer	Utilities Engineer	Specifications Writer	CCA Document Control	Administrative Assistant	Fill in staff title	Total
1	Project Admin. & CCA Coordination (2023)	28											28
2	Construction Meeting (12 months)	60	16										76
3	CMAA Subcontractor Coordination Meetings (4 months, 20 hrs/week)	32											32
4	Site Visits and Observation Reports (12 estimates/month 17.5 hrs/week)	60		4									64
5	Additional Site Visits (6 months)	16											16
6	Submittal Reviews (Product Data and Shop Drawings)	56	56										112
7	RFI Responses	32	30										62
8	Supplemental Instructions: Develop/Specification Issues	24											24
9	Verification of Permit Reviews and Issuance	8											8
10	Submittal Coordination Documents	8											8
11	Final Construction Site Visits	8											8
12	Project Closeout Tasks	8											8
13	Review Warranty and O&M documents	2	4										6
14	Project Record Drawings (2023) (12 months)	8	36	16	16	16		4		2	2		138
15	Buy American Compliance Review	2	4										6
16	DPR Participation Compliance Review	2	8										10
17	Cost Proposal Support	4	12										16
18	RFI Review & Comments on Design Changes	4	12										16
EXCLUDED SERVICES:													
Owner Requested Design Changes & Initiatives Not Included													
Design Change Pricing Reviews Not Included													
CM Requested Design Changes Not Included													
Applications for payment review Not Included													
Subtotal Items													
	262,000	210,000	192,500	300,000	36,000	14,000	56,000	72,000	16,000	14,000	2,100		1,340
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	262,000	210,000	192,500	300,000	36,000	14,000	56,000	72,000	16,000	14,000	2,100		1,340
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Subtotal Direct Labor	115,200.00	20,100.00	29,100.00	3,400.00	2,500.00	10,600.00	13,800.00	2,800.00	11,600.00	3,760.00		265,110.00
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Based on VP-3 & VP-4 Const Active 18 months													
Assumed Const Phase Work Duration (months)												18	
AECOM CIVIL TOTAL FEE												\$ 265,110.00	

Project: New Proposal - ARCOM Structural												
CONSTRUCTION CONTRACT ADMINISTRATION (CCA) SERVICES - ARCOM Structural												
SSQ Terminal Expansion Project												
3/13/2023												
	Task Description	SR Structural Engineer	JK Structural Engineer	SR CADD	Admin Assistant	SR Inspector	Fill in staff title	Fill in staff title	Fill in staff title	Fill in staff title	Fill in staff title	Total
1	Construction CAC Meeting (Attendance attendees only. Attendees must attend for entire meeting. See TD construction schedule)	24										24
2	Site Visit and Observation Reports (Attend in 6. All. Site visits are 8 weeks at date)	48										48
3	Additional Site Visit (Attend in 6. All. Site visits are 8 weeks at date)	48										48
4	Submittal Reviews (Product Data and Shop Drawings)	416										416
5	RFI Responses - 1st Level - Distribution	96										96
6	RFI Responses - 2nd Level - Distribution	96										96
7	RFI Responses - 3rd Level - Distribution	96										96
8	RFI Responses - 4th Level - Distribution	96										96
9	RFI Responses - 5th Level - Distribution	96										96
10	Submittal Completion Documents	0	24									24
11	Project Closeout (includes final change order cost, final permit exchange and project record documents in CAD and PDF format)	40										40
12	AHJ Review & Comments on Design Changes	16	24									40
13	Building Dept/AHJ Mandated Value to initiate Special Inspections Programs											
14	Threshold Inspection (Structural Special Inspections) Program Services (for WNS only)	40				1040						1080
EXCLUDED STRUCTURAL CCA ITEMS:												
	Owner Requested Design Changes & Additions (Not Included)											
	Design Change Permit Review (Not Included)											
	RFI Responses - 6th Level - Distribution (Not Included)											
	RFI Responses - 7th Level - Distribution (Not Included)											
	RFI Responses - 8th Level - Distribution (Not Included)											
	RFI Responses - 9th Level - Distribution (Not Included)											
	RFI Responses - 10th Level - Distribution (Not Included)											
	RFI Responses - 11th Level - Distribution (Not Included)											
	RFI Responses - 12th Level - Distribution (Not Included)											
	RFI Responses - 13th Level - Distribution (Not Included)											
	RFI Responses - 14th Level - Distribution (Not Included)											
	RFI Responses - 15th Level - Distribution (Not Included)											
	RFI Responses - 16th Level - Distribution (Not Included)											
	RFI Responses - 17th Level - Distribution (Not Included)											
	RFI Responses - 18th Level - Distribution (Not Included)											
	RFI Responses - 19th Level - Distribution (Not Included)											
	RFI Responses - 20th Level - Distribution (Not Included)											
	RFI Responses - 21st Level - Distribution (Not Included)											
	RFI Responses - 22nd Level - Distribution (Not Included)											
	RFI Responses - 23rd Level - Distribution (Not Included)											
	RFI Responses - 24th Level - Distribution (Not Included)											
	RFI Responses - 25th Level - Distribution (Not Included)											
	RFI Responses - 26th Level - Distribution (Not Included)											
	RFI Responses - 27th Level - Distribution (Not Included)											
	RFI Responses - 28th Level - Distribution (Not Included)											
	RFI Responses - 29th Level - Distribution (Not Included)											
	RFI Responses - 30th Level - Distribution (Not Included)											
	RFI Responses - 31st Level - Distribution (Not Included)											
	RFI Responses - 32nd Level - Distribution (Not Included)											
	RFI Responses - 33rd Level - Distribution (Not Included)											
	RFI Responses - 34th Level - Distribution (Not Included)											
	RFI Responses - 35th Level - Distribution (Not Included)											
	RFI Responses - 36th Level - Distribution (Not Included)											
	RFI Responses - 37th Level - Distribution (Not Included)											
	RFI Responses - 38th Level - Distribution (Not Included)											
	RFI Responses - 39th Level - Distribution (Not Included)											
	RFI Responses - 40th Level - Distribution (Not Included)											
	RFI Responses - 41st Level - Distribution (Not Included)											
	RFI Responses - 42nd Level - Distribution (Not Included)											
	RFI Responses - 43rd Level - Distribution (Not Included)											
	RFI Responses - 44th Level - Distribution (Not Included)											
	RFI Responses - 45th Level - Distribution (Not Included)											
	RFI Responses - 46th Level - Distribution (Not Included)											
	RFI Responses - 47th Level - Distribution (Not Included)											
	RFI Responses - 48th Level - Distribution (Not Included)											
	RFI Responses - 49th Level - Distribution (Not Included)											
	RFI Responses - 50th Level - Distribution (Not Included)											
	RFI Responses - 51st Level - Distribution (Not Included)											
	RFI Responses - 52nd Level - Distribution (Not Included)											
	RFI Responses - 53rd Level - Distribution (Not Included)											
	RFI Responses - 54th Level - Distribution (Not Included)											
	RFI Responses - 55th Level - Distribution (Not Included)											
	RFI Responses - 56th Level - Distribution (Not Included)											
	RFI Responses - 57th Level - Distribution (Not Included)											
	RFI Responses - 58th Level - Distribution (Not Included)											
	RFI Responses - 59th Level - Distribution (Not Included)											
	RFI Responses - 60th Level - Distribution (Not Included)											
	RFI Responses - 61st Level - Distribution (Not Included)											
	RFI Responses - 62nd Level - Distribution (Not Included)											
	RFI Responses - 63rd Level - Distribution (Not Included)											
	RFI Responses - 64th Level - Distribution (Not Included)											
	RFI Responses - 65th Level - Distribution (Not Included)											
	RFI Responses - 66th Level - Distribution (Not Included)											
	RFI Responses - 67th Level - Distribution (Not Included)											
	RFI Responses - 68th Level - Distribution (Not Included)											
	RFI Responses - 69th Level - Distribution (Not Included)											
	RFI Responses - 70th Level - Distribution (Not Included)											
	RFI Responses - 71st Level - Distribution (Not Included)											
	RFI Responses - 72nd Level - Distribution (Not Included)											
	RFI Responses - 73rd Level - Distribution (Not Included)											
	RFI Responses - 74th Level - Distribution (Not Included)											
	RFI Responses - 75th Level - Distribution (Not Included)											
	RFI Responses - 76th Level - Distribution (Not Included)											
	RFI Responses - 77th Level - Distribution (Not Included)											
	RFI Responses - 78th Level - Distribution (Not Included)											
	RFI Responses - 79th Level - Distribution (Not Included)											
	RFI Responses - 80th Level - Distribution (Not Included)											
	RFI Responses - 81st Level - Distribution (Not Included)											
	RFI Responses - 82nd Level - Distribution (Not Included)											
	RFI Responses - 83rd Level - Distribution (Not Included)											
	RFI Responses - 84th Level - Distribution (Not Included)											
	RFI Responses - 85th Level - Distribution (Not Included)											
	RFI Responses - 86th Level - Distribution (Not Included)											
	RFI Responses - 87th Level - Distribution (Not Included)											
	RFI Responses - 88th Level - Distribution (Not Included)											
	RFI Responses - 89th Level - Distribution (Not Included)											
	RFI Responses - 90th Level - Distribution (Not Included)											
	RFI Responses - 91st Level - Distribution (Not Included)											
	RFI Responses - 92nd Level - Distribution (Not Included)											
	RFI Responses - 93rd Level - Distribution (Not Included)											
	RFI Responses - 94th Level - Distribution (Not Included)											
	RFI Responses - 95th Level - Distribution (Not Included)											
	RFI Responses - 96th Level - Distribution (Not Included)											
	RFI Responses - 97th Level - Distribution (Not Included)											
	RFI Responses - 98th Level - Distribution (Not Included)											
	RFI Responses - 99th Level - Distribution (Not Included)											
	RFI Responses - 100th Level - Distribution (Not Included)											
	RFI Responses - 101st Level - Distribution (Not Included)											
	RFI Responses - 102nd Level - Distribution (Not Included)											
	RFI Responses - 103rd Level - Distribution (Not Included)											
	RFI Responses - 104th Level - Distribution (Not Included)											
	RFI Responses - 105th Level - Distribution (Not Included)											
	RFI Responses - 106th Level - Distribution (Not Included)											
	RFI Responses - 107th Level - Distribution (Not Included)											
	RFI Responses - 108th Level - Distribution (Not Included)											
	RFI Responses - 109th Level - Distribution (Not Included)											
	RFI Responses - 110th Level - Distribution (Not Included)											
	RFI Responses - 111th Level - Distribution (Not Included)											
	RFI Responses - 112th Level - Distribution (Not Included)											
	RFI Responses - 113th Level - Distribution (Not Included)											
	RFI Responses - 114th Level - Distribution (Not Included)											
	RFI Responses - 115th Level - Distribution (Not Included)											
	RFI Responses - 116th Level - Distribution (Not Included)											
	RFI Responses - 117th Level - Distribution (Not Included)											
	RFI Responses - 118th Level - Distribution (Not Included)											
	RFI Responses - 119th Level - Distribution (Not Included)											
	RFI Responses - 120th Level - Distribution (Not Included)											
	RFI Responses - 121st Level - Distribution (Not Included)											
	RFI Responses - 122nd Level - Distribution (Not Included)											
	RFI Responses - 123rd Level - Distribution (Not Included)											
	RFI Responses - 124th Level - Distribution (Not Included)											
	RFI Responses - 125th Level - Distribution (Not Included)											
	RFI Responses - 126th Level - Distribution (Not Included)											
	RFI Responses - 127th Level - Distribution (Not Included)											

Name of Traveller	Name of Firm	Length of Trip (nights)	Travel Origin City	Travel Destination City	Mileage Cost (\$)	Estimated Parking Cost (\$)	Transp Cost (Uber) (\$)	Air Fare Cost (\$)	Hotel Cost (\$)	Rental Car Cost (\$)	Transp Cost (Uber) (\$)	Total Fuel Cost (\$)	Estimated Meal Costs (\$)	Total Trip Cost (\$)	Number of Trips	Trip Costs (\$)	Total (\$)
1 Gresham Smith Arch	Gresham		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	97	\$ 11,640.00	\$ 11,640.00
2 Gresham Smith ID	Gresham		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	8	\$ 960.00	\$ 960.00
Gresham Smith XDW	Gresham		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	4	\$ 480.00	\$ 480.00
Gresham Smith XDW	Gresham	1	Nashville	SRQ	\$ 70.00	\$ 20.00	\$ 650.00	\$ 170.00	\$ 60.00	\$ 60.00	\$ 10.00	\$ 10.00	\$ 60.00	\$ 1,040.00	1	\$ 1,040.00	\$ 1,040.00
Gresham Smith Cx PM	Gresham	1	Nashville	SRQ	\$ 70.00	\$ 20.00	\$ 650.00	\$ 170.00	\$ 60.00	\$ 60.00	\$ 10.00	\$ 10.00	\$ 60.00	\$ 1,290.00	2	\$ 2,080.00	\$ 2,080.00
Gresham Smith Sr CxA Mech	Gresham	2	Nashville	SRQ	\$ 70.00	\$ 20.00	\$ 650.00	\$ 170.00	\$ 60.00	\$ 60.00	\$ 10.00	\$ 10.00	\$ 60.00	\$ 1,290.00	4	\$ 5,160.00	\$ 5,160.00
Gresham Smith Cx Mech	Gresham	1	Orlando	SRQ	\$ 156.00	\$ 20.00							\$ 60.00	\$ 476.00	4	\$ 1,904.00	\$ 1,904.00
Gresham Smith Cx Elec	Gresham	2	Nashville	SRQ	\$ 15.00	\$ 20.00	\$ 650.00	\$ 170.00	\$ 60.00	\$ 60.00	\$ 10.00	\$ 10.00	\$ 60.00	\$ 1,235.00	2	\$ 2,470.00	\$ 2,470.00
Steve Henriquez	AECOM		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	20	\$ 2,400.00	\$ 2,400.00
Kelli Piercy	AECOM		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	12	\$ 1,440.00	\$ 1,440.00
Dave Wilcox	AECOM		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	3	\$ 360.00	\$ 360.00
Jim Gillman	AECOM		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 100.00	3	\$ 300.00	\$ 300.00
Jessica Suleyn	AECOM		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 100.00	0	\$ -	\$ -
Saeed Hazzani	AECOM		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	5	\$ 600.00	\$ 600.00
Vincent Vaccarello-Wadehra	AECOM		Valrico	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	10	\$ 1,200.00	\$ 1,200.00
Nicholas Jno-Baptiste	AECOM		Tampa	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	6	\$ 720.00	\$ 720.00
George Papadopoulos	AECOM		Dunedin	SRQ	\$ 75.00	\$ 20.00							\$ 25.00	\$ 120.00	79	\$ 9,480.00	\$ 9,480.00
Miguel Martin	MLM	1	Winter Springs	SRQ	\$ 188.64	\$ 20.00		\$ 189.00	\$ 80.00	\$ -	\$ 80.00	\$ -	\$ 30.00	\$ 427.64	71	\$ 30,362.44	\$ 30,362.44
Arora Engineer II	Arora Engineer	2	RDU	SRQ	\$ -	\$ -	\$ 80.00	\$ 500.00	\$ 197.00	\$ -	\$ 80.00	\$ -	\$ 69.00	\$ 1,192.00	3	\$ 3,576.00	\$ 3,576.00
Arora Sr Specialist II	Arora Engineer	2	PHL	SRQ	\$ 22.00	\$ 28.00	\$ 600.00	\$ 197.00	\$ -	\$ -	\$ 80.00	\$ -	\$ 69.00	\$ 1,290.00	6	\$ 7,740.00	\$ 7,740.00
Jon Waclaw	CMC	0	Tampa	SRQ	\$ 57.00	\$ 20.00							\$ 77.00	\$ 77.00	16	\$ 1,232.00	\$ 1,232.00
Carey Hunt	CMC	0	Tampa	SRQ	\$ 57.00	\$ 20.00							\$ 77.00	\$ 77.00	23	\$ 1,771.00	\$ 1,771.00
															379	\$ 86,915.44	\$ 86,915.44