

May 19, 2025 Regular Meeting

Dan McClure Auditorium East
6000 Airport Circle Dr
Sarasota, FL 34243



May 19, 2025 11:30 AM

Agenda Topic	Presenter	Page
1. Call to Order, Invocation, and Pledge to Flag	Chairman Biter	
2. Introduction of New Employees	Anita Eldridge	
3. Approval: Minutes of Regular Meeting of March 31, 2025	Chairman	3
4. Public Comments - Items on the Agenda	Chairman	
Members of the public who wish to speak on a topic, whether on the agenda or not, are asked to fill out a Citizen's Comment card and present it to the Board Secretary. This is the time for anyone wishing to speak on ANY agenda item, even those that may involve a contract in excess of the \$500,000 threshold amount. A later item on the agenda is set aside for those wishing to speak on items NOT on the agenda.		
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	Anyone wishing to speak on items not on the agenda must complete a Citizen's Comment card and present it to the Board Secretary. Comments are limited to five minutes per person. No individual may give their time to another speaker.		
11.	Comments by Commissioners	Chairman	
12.	Adjournment	Chairman	

Proceedings of this public meeting will be digitally recorded. Copies may be purchased from the SMAA executive assistant at 941-359-2770, ext. 4216. Anyone wishing to appeal a decision made by the Airport Authority concerning any matter considered at this public meeting will need a record of the proceedings and must ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based.



Minutes for March 31, 2025 Regular Board Meeting

03/31/2025 | 01:00 PM - 03:24 PM - Eastern Time (US and Canada)

Dan McClure Auditorium

Attendees (4)

Kristin Incrocci; Doug Holder; Jeff Jackson; Robert Spencer

Agenda

Attendees - Board

Kristin Incrocci, Doug Holder, Jeff Jackson, Robert Spencer

Attendees - Staff

Fredrick Piccolo, Kent Bontrager, Anita Eldridge, Mark Stuckey, Lionel Guilbert, Evan Knighting, Joseph Filippelli, Ray Anderson, C. Dan Bailey, Zack Buffington, Karen Garofalo, Kimberly Steele

Item 1. Call to Order, Invocation and Pledge to Flag

Vice Chair Incrocci called the meeting to order at 1:00 p.m. and gave the invocation and led the pledge.

Item 2. Introduction of New Employees

Anita Eldridge introduced new employees Scott Bacon, HVAC Supervisor; Wendy Lee and Mike Grunzweig, Traffic Control Specialists; Mark Monaghan, Firefighter & Paramedic; and Tamara Nesbitt, Maintenance Technician, Facilities.

Presentation by Police Chief Jeremy Beal:

Chief Beal commended the quick actions taken by the Airport Police Department employees, Terry Dowdy, Shedrick Stephens, Israel Dros, and Brian Turner, and the alert observations by new employee Tamara Nesbitt, Maintenance Technician, which led to the arrest of a person acting in an extremely suspicious manner close to the Terminal. He reviewed the actions of the subject and the concerns of the officers that led to the arrest. Following his

presentation, the Board congratulated the employees on their quick thinking and proactive police work avoiding a possible incident at the airport.

Item 3. Approval: Minutes of Workshop & Regular Meetings of January 27, 2025

The Board unanimously approved the minutes of the Regular meetings of the Workshop and Regular meetings of January 27, 2025.

Item 4. Public Comments - Items on the Agenda

Mr. Gary Stevens, Experimental Aircraft Association, spoke on Item 5.12, approval of the general ground lease one year extension with the EAA and thanked the Board for the cooperation and great working relationship they maintain with staff, and discussed the programs and the history of the EAA at the Airport.

Item 5. Items Needing Action

Items 5.6 through 5.16:

The Board unanimously approved Items 5.6 through 5.16 at this time.

- 5.6** Approval: Increase Contract Scope for The Terminal Expansion Project with DeAngelis Diamond – Magnum Builders, Work Program Incentive Bonus
- 5.7** Approval: Increase Contract Scope for West Apron & Employee Parking Lot Renovations – Drainage Improvements
- 5.8** Approval: Interlocal Agreement Fire Marshal Services in Unincorporated Manatee County
- 5.9** Approval: Agreement with 911 Billing Services and Consultant Inc. for Professional Ambulance Billing Services
- 5.10** Approval: Amendment to Commercial Lease with Aircraft Services Group, Inc.
- 5.11** Approval: Amendment to Lease and Development Agreement with SRQ Hangar, LLC
- 5.12** Approval Amendment to General Ground Lease with Experimental Aircraft Assoc, Manasota Chapter 180, Inc.
- 5.13** Approval: Amendment to Lease and Concession Agreement with Paradies-Shell Factory III, LLC Incorporating Additional Premises
- 5.14** Approval: Amendment to Lease, Development and Operating Agreement with DaVinci Inflight Training Institute, Inc.
- 5.15** Approval: Three Year Police Collective Bargaining Agreement and Retroactive Pay for Bargaining Unit

5.16 Approval: Seventh Amendment to President, CEO Employment Contract

Commissioner Spencer motioned to approve Items 5.6 through 5.16. Commissioner Jackson seconded.

MOTION PASSED UNANIMOUSLY (4-0)

5.1 Public Hearing to Approve Resolution 2025-03 Airport's Minimum Standards for Aeronautical Activities.

Vice Chair Incrocci opened the public hearing to approve Resolution No. 2025-03 adopting Minimum Standards for Aeronautical Activities at the Sarasota Bradenton International Airport as presented. Mr. Piccolo advised this adjustment will lower the excess liability insurance required for Aircraft self-fueling operators from \$25 million to \$10 million to better reflect the risk associated with the lower level of fueling activity conducted at the airport. Mr. Piccolo recommended the Board approve the adjustment as presented. There were NO public comments offered on the Resolution.

MOTION: Commissioner Spencer motioned to close the Public Hearing. Commissioner Holder seconded.

MOTION PASSED UNANIMOUSLY (4-0)

THE PUBLIC HEARING WAS CLOSED.

5.2 Approval of Resolution 2025-03, Adopting the Airport's Minimum Standards for Aeronautical Activities

MOTION: Commissioner Spencer motioned to approve Resolution 2025-03 as presented. Commissioner Holder seconded.

MOTION PASSED UNANIMOUSLY (4-0)

Item 6. Items Needing Action - Over \$500,000 Threshold

6.1 Approval: Increase Contract Scope for Terminal Expansion Project with DeAngelis Diamond-Magnum Builders, Work Program Curbside Ceiling Replacement

MOTION: Commissioner Spencer motioned to approve the Increase Contract Scope for Terminal Expansion project with DeAngelis Diamond-Magnum builders, Work Program Curbside Ceiling Replacement as presented. Commissioner Holder seconded.

MOTION PASSED UNANIMOUSLY (4-0)

6.2 Approval: Construction Contract Award to Stellar Development Inc. For The QTA Phase 1 - Overflow Lot A

MOTION: Commissioner Spencer motioned to approve the Construction Contract Award to Stellar Development Inc. For The QTA Phase 1 - Overflow Lot A as presented. Commissioner Jackson seconded.

MOTION PASSED UNANIMOUSLY (4-0)

The following items were presented at this time:

Item 5.3 SELECTION: Professional Planning, Engineering and Architectural Design Services for RW 14-32 ROFA Improvements

The Board ranked the firms as follows:

1. **Garver, USA, Inc.**
2. **Mohsen Design Group, Inc.**
3. **Michael Baker International**

Contract negotiations will begin with the first-ranked firm of Garver, USA, Inc. and a contract will be brought back to the Board if successful.

Item 5.4 SELECTION: Professional Planning, Engineering and Architectural Design Services for Emergency Operations/Public Safety Complex

The Board ranked the firms as follows:

1. **Mead & Hunt**
2. **C&S Engineers, Inc.**
3. **Goodwin Mills Cawood**

Contract negotiations will begin with the first-ranked firm of Mead & Hunt and a contract will be brought back to the Board if successful.

Item 5.5 SELECTION: Professional Planning, Engineering and Architectural Design Services to Rehabilitate Taxiway ALPHA & ALPHA Connectors

The Board ranked the firms as follows:

- 1. Kimley Horn & Associates**
- 2. AVCON**
- 3. C&S Engineering**

Contract negotiations will begin with the first-ranked firm of Kimley Horn & Associates and a contract will be brought back to the Board if successful.

Item 7. Department Reports Accepted

- 7.1 Financial Statements
- 7.2 Investment Portfolio
- 7.3 Finance & Administration
- 7.4 Real Estate Development & Properties
- 7.5 ARFF, Operations & Police
- 7.6 Development/Community Relations & Activity Report
- 7.7 Engineering, Planning & Facilities
- 7.8 Internal Audit & Investment Compliance
- 7.9 Information Technologies

Item 8. Attorney Presentations

Mr. Bailey presented the Second Amendment to the General Ground Lease between F. I. International, Inc and the Authority for use of non-exclusive off-site stormwater facilities, to enable F.I. International to treat runoff generated by improvements developed or redeveloped on the premises to meet stormwater requirements; subject to the terms of payment of \$15,877 per year to the Authority and subject to CPI increases. Mr. Bontrager answered questions from the Board on the depletion of the airport's stormwater capacity. He stated it slightly reduces our future development, but we have alternatives that will not limit the airport's future capabilities. Mr. Bailey stated we have other tenants that currently pay the airport for use of our stormwater system.

MOTION: Commissioner Spencer motioned to approve the General Ground Lease with F.I. International as presented to the Board. Commissioner Jackson seconded.

MOTION PASSED UNANIMOUSLY (4-0)

Item 9. Old/New Business

Mr. Piccolo advised the Board that two At-Large seats, on the Airport Advisory Commission, appointed by the Airport Authority commissioners, one in Manatee County and one from Sarasota County, need reappointments or replacement and will be on the agenda at the May 19 meeting.

Mr. Piccolo stated we are very close to hiring a new CFO and will send a resume to the Board for their concurrence. He thanked Anita Eldridge for agreeing to return to the Airport and for performing an incredible job with her team to ensure development of our grant process. Currently, the Airport has \$35 Million in cash, and \$27 Million in investments. Passenger activity hit a record this past week with a total of 14,000 passengers through the check point, with the same number coming back through, in one day.

Mr. Piccolo advised we will have a review at the May Board meeting of candidates for a new CEO.

Item 10. Public Comments - Items Not on the Agenda

There were no public comments offered regarding items not on the agenda.

Item 11. Comments by Commissioners

There were no additional comments from Commissioners.

Item 12. Adjournment

The meeting adjourned at 3:24 p.m.

AGENDA ITEM NO. 5.1

SARASOTA MANATEE AIRPORT AUTHORITY

MAY19, 2025, MEETING

STAFF NARRATIVE

REQUEST FOR APPROVAL

REPAIRS TO THE AUTHORITY'S AGAPE AND T-HANGARS

EXECUTIVE SUMMARY: Staff requests authorization from the Board to approve the Authority to do the needed repairs to the Agape and T-Hangars caused by Hurricane Milton. All the repairs were determined by structural engineers hired by us and our insurance carrier.

NARRATIVE: During Hurricane Milton the Agape Hangar, and the D & J T-Hangars suffered damage. Most of the repairs are to the roofs and a few hangar doors. The most severe was the J-1 hangar, which will have to be knocked down due to the extensive damage. The repair list was determined by our own structural engineering consultant and by our insurance carrier's structural engineering team.

The Authority has made needed temporary repairs, so our tenants have been able to use their hangars. We have been waiting for our insurance carrier to confirm the payment amounts per building before moving forward. Insurance has come back with a payment of \$4.6 million for all damages to the Agape and T-Hangars. This amount would cover our internal repair estimates for each building.

So far, the Authority has received \$4.6 million in payments from our insurance carrier.

Staff is requesting the Board for approval to proceed to create a construction project up to the \$4.6 million Insurance Payment to make the repairs needed to all the hangars. The Authority is concerned about the buildings not being ready for the next hurricane season. The Authority is reviewing the best way to communicate our concerns to our tenants as we anticipate the repairs will more than likely be performed during the hurricane season so they can make plans to protect their assets in their hangars if needed.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority Board authorize the President and Chief Executive Officer to execute the contract awards for up to \$4.6 million for the repairs to the Agape Hangar and the T-Hangars, and request authorization for the President and Chief Executive Officer to execute the contracts and prepare any and all documents necessary to implement this action.

AGENDA ITEM NO. 5.2

**SARASOTA MANATEE AIRPORT AUTHORITY
MAY 19, 2025 MEETING
STAFF NARRATIVE**

REQUEST FOR APPROVAL: P-250007

MANAGED NETWORK SERVICES

EXECUTIVE SUMMARY: Staff requests authorization from the Board to approve an award of contract to Netsync Network Solutions to provide installation, monitoring, and co-managed services for the Authority's five (5) networks, for a one (1) year period with an option to renew for four (4) additional one-year periods at the Authority's option.

NARRATIVE: Staff assembled a Request for Proposal (RFP) to identify an experienced and qualified vendor to provide the following services: (1) installation of devices and connectivity to permit network monitoring from the vendor's network operations center (2) network monitoring on a 24x7x365 basis providing early detection of impending problems (3) remote and/or on-site assistance to SMAA ITS Department with the resolution of problems detected through the monitoring process (4) routine reporting of network statistics gathered through the monitoring process (5) on-call remote and/or on-site assistance to the SMAA ITS Department with network moves, adds and changes. The SMAA ITS Department currently supports the SMAA's primary network as well as four (4) other networks. The accepted proposer will provide the above-described services requested for all five (5) networks in FY26.

The RFP was publicly noticed through the Bradenton Herald and Sarasota Herald, and distributed on March 04, 2025, and broadcast through Onvia/DemandStar. 254 firms were notified of the RFP. There were 22 firms that requested and downloaded bid documents. A Mandatory Pre-submittal Conference was held on March 25, 2025, with seven firms in attendance. Addendum Number One was issued and uploaded to Onvia/DemandStar on April 07, 2025, for additional clarification. On April 22, 2025, Purchasing received four responses to the RFP.

Committee members Evan Knighting, ITS Sr. VP, Mary Malloy, Network Administrator, Lionel Guilbert, Sr. VP Operations, Jose Yengle, Network Administrator, and Glenn Sievert, Network Administrator, met on April 30, 2025, to evaluate the submittals. The selection committee determined that they would like to interview the top two ranked firms, Netsync Network Solutions and United Data Technologies. Interviews were held on May 07, 2025, and United Data Technologies was the most responsive and responsible bidder. Upon a thorough review of the submittals received, a formal recommendation was submitted to Purchasing to request the Board's approval of United Data Technologies submittal. As specified in the RFP, the fee proposal was not the sole determining factor in the selection process.

Included in the proposed contract for FY26 is an annual base support fee of up to \$195,000 which includes Managed Services support for the Airport's five networks. Therefore, to allow for growth in the number of supported networks and any technological advancements, staff recommend that the Sarasota Manatee Airport Authority Board approve a contract in year one for a not to exceed total annual cost of \$195,000 with an option for a Security Operation Center (SOC) solution for an additional annual increase of \$83,952.

The initial term of the contract is for one (1) year with the Authority having the option of exercising four (4) one-year extensions.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority Board approve the installation, monitoring, and co-managed support services of United Data Technologies for an annual cost of up to \$278,952 for year one for the five Authority Networks. Staff also request authorization to prepare any and all documents necessary to implement this action.

AGENDA ITEM NO. 5.3

**SARASOTA MANATEE AIRPORT AUTHORITY
MAY 19, 2023, REGULAR MEETING
STAFF NARRATIVE**

**REQUEST FOR APPROVAL OF AN AMENDMENT TO
THE GROUND LEASE WITH THE SCHOOL DISTRICT OF MANATEE COUNTY**

EXECUTIVE SUMMARY: Request for Approval of an Amendment to the Ground Lease with the School District of Manatee County to Extend the Start Date of the Initial Term and the Commencement of Rent.

NARRATIVE: The School District of Manatee County, Florida, through Manatee Technical College (the "School District"), and the Sarasota Manatee Airport Authority (the "Authority") are parties to that certain Ground Lease, dated May 23, 2022 (the "Lease"). Under the terms of the Lease, the School District is to construct multiple classrooms, offices and aircraft hangars (the "Improvements"), and provide aviation education, instruction and training, including aircraft maintenance and repair at the Airport.

The Lease includes an initial term of thirty (30) years with four (4) five-year renewal terms. The premises contain approximately 2.92 acres of land near the northeast corner of the Airport with direct access to aircraft aprons, taxiways, utilities, and storm water drainage. Rent for the premises is scheduled to begin on May 23, 2025, at the rate of \$0.39/SF per annum, subject to rate adjustments throughout the term of the Lease. Due to events outside the School District complete control, the School District experienced delays in budget appropriations required to fund the Improvements. However, the School District has subsequently obtained the appropriations required and does not anticipate any further delays.

The proposed amendment is intended to extend the start date of the initial term and the rent commencement date to account for the delays incurred. Under the terms of the proposed amendment, the start date of the initial term will be extended from the effective date of the Lease to the first of the following to occur: (a) the date of substantial completion of the Improvements; (b) the date the School District begins using the Improvements; or (c) forty-eight (48) months after the effective date of this Lease, which date is May 23, 2026; and the rent commencement date will be extended from the first day of the 37th month after the effective date of the Lease to the first day of the 49th month after the effective date of the Lease. All other terms, covenants and conditions of the Lease shall remain unchanged.

The School District will provide a vital resource to meet the demand for aircraft maintenance technicians. Based on the School District's commitment to the aviation industry, the President and CEO recommends approval of the proposed amendment to the Lease, as presented.

RECOMMENDATION: It is hereby recommended that the Airport Authority Board approve an Amendment to the Ground Lease with the School District of Manatee County to extend the Start Date of the Initial Term and the Rent Commencement Date of the Lease as set forth herein.

ATTACHMENT: Proposed Amendment No. 1 to the Ground Lease with the School District of Manatee County, Florida, dated May 19, 2025.



AMENDMENT NO. 1
TO
GROUND LEASE
BETWEEN
SCHOOL DISTRICT OF MANATEE COUNTY, FLORIDA
AND
SARASOTA MANATEE AIRPORT AUTHORITY

Effective Date: May 19, 2025

**AMENDMENT NO. 1
TO
GROUND LEASE
BETWEEN
SARASOTA MANATEE AIRPORT AUTHORITY
AND
SCHOOL DISTRICT OF MANATEE COUNTY, FLORIDA**

This Amendment No. 1 to the Ground Lease, dated May 19, 2025, between the School District of Manatee County, Florida, a Political Subdivision, organized and existing under the laws of the State of Florida, hereinafter referred to as the "Lessee", and the Sarasota Manatee Airport Authority, an Independent Special District, organized and existing under the laws of the State of Florida, hereinafter referred to as the "Authority", collectively hereinafter referred to as the "Parties".

WITNESSETH:

WHEREAS, the Authority owns and operates the Sarasota Bradenton International Airport located in the Counties of Sarasota, Florida and Manatee, Florida (the "Airport"), and

WHEREAS, the Authority is permitted to lease land at the Airport pursuant to the Florida Statutes for Aeronautical Use; and

WHEREAS, the Authority and Lessee are Parties to that certain Ground Lease, dated May 23, 2022, for the construction of certain improvements to provide aviation education, instruction and training at the Airport (the "Lease"); and

WHEREAS, the Lessee has incurred delays in the design, permitting and construction of improvements attributable to the lack of sufficient budget appropriations to fund the improvements; and

WHEREAS, the Lessee has subsequently obtained sufficient budget appropriations to fund the improvements and anticipates no further delays; and

WHEREAS, the Parties wish to amend the Lease to extend the start date of the initial term and the rent commencement date to account for the delays incurred,

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants hereinafter contained, and other good and valuable considerations, the Parties hereby agree as follows:

Article 4.2, Initial Term, is hereby deleted in its entirety and replaced with the following Article 4.2:

4.2 Initial Term. The initial term of this Lease shall begin on the first of the following to occur ("Commencement Date"), which Commencement Date shall be memorialized by the Authority in writing and provided to the Lessee: (a) the date of substantial completion of the Lessee's Improvements as evidenced by Lessee's receipt of a certificate of occupancy for said Improvements; (b) the date Lessee commences using the Premises, or any portion thereof, to conduct aviation education, instruction or training; or (c) forty-eight (48) months immediately following the Effective Date of this Lease, which date is May 23, 2026, and shall expire thirty (30) years following Commencement Date (the "Initial Term"), unless sooner terminated pursuant to the terms, covenants and conditions of this Lease.

Article 5.1, Rent Commencement Date, is hereby deleted in its entirety and replaced with the following Article 5.1:

5.1 Rent Commencement Date. Rent shall commence on the first day of the forty-ninth (49th) month immediately following the Effective Date of this Lease (the "Rent Commencement Date").

Except as specifically amended herein, all other terms, covenants and conditions of the Lease between the Parties shall remain unchanged and in full force and effect.

IN WITNESS THEREOF, the Parties have hereunto set their hands this 19th day of May in the year 2025.

SARASOTA MANATEE AIRPORT AUTHORITY

SCHOOL DISTRICT OF MANATEE COUNTY, FLORIDA

Signature _____
Name _____
Title _____
Date _____

Signature _____
Name _____
Title _____
Date _____

Witness

Witness

Signature _____
Name _____
Title _____
Date _____

Signature _____
Name _____
Title _____
Date _____

**Approved as to Form & Legality for
Sarasota Manatee Airport Authority**

Charles D. (Dan) Bailey, Jr., Esq.
General Counsel, Williams Parker

AGENDA ITEM NO. 5.4

**SARASOTA MANATEE AIRPORT AUTHORITY
SEPTEMBER 25, 2022, REGULAR MEETING
STAFF NARRATIVE**

**REQUEST FOR APPROVAL OF AMENDMENT TO
THE LEASE AND OPERATING AGREEMENT WITH ELIXIR AIRCRAFT NORTH AMERICA, INC.**

EXECUTIVE SUMMARY: Request for Approval of an Amendment to the Lease and Operating Agreement with Elixir Aircraft North America, Inc., to Extend the Commencement Dates for Premises I and II.

NARRATIVE: Elixir Aircraft North America, Inc. ("Elixir") and the Sarasota Manatee Airport Authority (the "Authority") are parties to that certain Lease and Operating Agreement, dated September 25, 2023, (the "Lease") for aircraft assembly, maintenance and repair at the Airport. Under the terms of the Lease, Elixir is to use and occupy two aircraft hangars located at 7990 15th Street East, containing approximately 12,185 SF and 5,760 SF, respectively, and to enter negotiations with the Authority for the lease of approximately five (5) acres of land at, or in the proximately of, the Airport for development by Elixir for aircraft assembly, maintenance and repair.

Elixir is EASA CS-23 certified in Europe and seeking Title 14 Part 23 FAA certification for production in the United States. Elixir has incurred delays in the aircraft certification process with the FAA. However, Elixir has made progress with its application to the FAA and anticipates the receipt of the FAA aircraft certification required. To that, the proposed amendment is intended to extend the availability and commencement date for the use and occupancy of Premises I from July 1, 2024, to July 1, 2025, and for Premises II from July 21, 2025, to July 21, 2026. All other terms, covenants and conditions of the Lease shall remain unchanged.

Elixir's presence at the Airport will directly support the aviation education complex emerging at the Airport. Based on Elixir's value to the Airport and the industry, the President and CEO recommends approval of the proposed amendment to the Lease and Operating Agreement with Elixir, as presented.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority Board approve the proposed Amendment to the Lease and Operating Agreement with Elixir Aircraft North America, Inc., as presented.

ATTACHMENTS: Proposed Amendment No. 1 to the Lease and Operating Agreement with Elixir Aircraft, dated May 19, 2025.



**SARASOTA
BRADENTON
INTERNATIONAL**

AMENDMENT NO. 1

TO

AIRCRAFT ASSEMBLY AND AIRCRAFT MAINTENANCE AND REPAIR

LEASE AND OPERATING AGREEMENT

BETWEEN

ELIXIR AIRCRAFT NORTH AMERICA, INC.

AND

SARASOTA MANATEE AIRPORT AUTHORITY

**AMENDMENT NO. 1
TO
AIRCRAFT ASSEMBLY AND AIRCRAFT MAINTENANCE AND REPAIR
LEASE AND OPERATING AGREEMENT
BETWEEN
ELIXIR AIRCRAFT NORTH AMERICA, INC.
AND
SARASOTA MANATEE AIRPORT AUTHORITY**

This Amendment No. 1 to the Aircraft Assembly and Aircraft Maintenance and Repair Lease and Operating Agreement, dated September 25, 2023, between **ELIXIR AIRCRAFT NORTH AMERICA, INC.**, a Corporation organized and existing under the laws of the State of Delaware and authorized to do business in the State of Florida (the "Lessee") and **SARASOTA MANATEE AIRPORT AUTHORITY**, an Independent Special District, organized and existing under the laws of the State of Florida (the "Authority"), collectively the "Parties".

WITNESSETH:

WHEREAS, the Authority owns and operates the Sarasota Bradenton International Airport located in the Counties of Sarasota and Manatee, in the State of Florida, (the "Airport"); and

WHEREAS, the Authority is permitted to lease land and facilities at the Airport pursuant to the Florida Statutes for Aeronautical Use; and

WHEREAS, the Authority and Lessee are Parties to that certain Aircraft Assembly and Aircraft Maintenance and Repair Lease and Operating Agreement, dated September 25, 2023 (the "Lease"); and

WHEREAS, the Lessee has not used or occupied Premises I or Premise II (collectively the "Premises") of the Lease due to delays in gaining Federal Aviation Administration ("FAA") certification of aircraft for assembly at the Airport; and

WHEREAS, the Lessee has achieved progress with its application for aircraft certification to the FAA and does not anticipate any further delays; and

WHEREAS, the Parties desire to amend the Lease to extend the commence dates of the Lease to account for the delays incurred,

NOW THEREFORE, for and in consideration of the foregoing and of the mutual covenants contained herein, the parties do hereby enter this Lease (hereinafter "Lease") and agree as follows:

Article 3.01, Initial Term - Premises I, is hereby deleted in its entirety and replaced with the following Article 3.01:

3.01 Initial Term - Premises I. The Initial Term for Premises I shall commence on July 1, 2025 ("Commencement Date") and shall terminate fifteen (15) years immediately after the Commencement Date ("Initial Term"), unless sooner terminated pursuant to the terms of this Lease. As used herein, "Lease Year" shall have the following meaning: the first Lease Year shall be the period beginning on the Commencement Date and ending on the last day of the previous calendar month one year later; successive Lease Years shall be the annual periods immediately succeeding the end of the first Lease Year.

Article 3.02, Initial Term - Premises II, is hereby deleted in its entirety and replaced with the following Article 3.02:

3.02 Initial Term - Premises II. The Initial Term for Premises II shall commence on July 1, 2026 ("Commencement Date") and shall terminate fifteen (15) years immediately after the Commencement Date ("Initial Term"), unless sooner terminated pursuant to the terms of this Lease. As used herein, "Lease Year" shall have the following meaning: the first Lease Year shall be the period beginning on the Commencement Date and ending on the last day of the previous calendar month one year later; successive Lease Years shall be the annual periods immediately succeeding the end of the first Lease Year.

Article 3.05 Early Termination Rights, (A) Availability and Condition of Premises, is hereby deleted in its entirety and replaced with the following Article 3.05(A):

3.05 (A) Availability and Condition of Premises. This Lease may be terminated by Lessee at Lessee's election subject to written notice by Lessee to Authority as required herein in Article 29.11, if the Lessee determines as a result of the Inspections or for any other reason that the condition of Premises, or any portion thereof, is not, for any reason acceptable to Lessee, or available for the use, occupancy, and enjoyment of Lessee by October 1, 2025, or if Premises II, or any portion thereof, is not, for any reason, available for the use, occupancy, and enjoyment of Lessee by October 1, 2026.

IN WITNESS WHEREOF, the Parties have hereunto set their hands the day and year written here.

SARASOTA MANATEE AIRPORT AUTHORITY

Signature _____

Name _____

Title _____

Date _____

Witness

Signature _____

Name _____

Title _____

Date _____

ELIXIR AIRCRAFT NORTH AMERICA, INC.

Signature _____

Name _____

Title _____

Date _____

Witness

Signature _____

Name _____

Title _____

Date _____

**Approved as to Form & Legality for
Sarasota Manatee Airport Authority**

Charles D. (Dan) Bailey, Jr., Esq.
General Counsel, Williams Parker

AGENDA ITEM NO. 5.5

**SARASOTA MANATEE AIRPORT AUTHORITY
MAY 19, 2025 MEETING
STAFF NARRATIVE**

**REQUEST FOR APPROVAL: PROFESSIONAL ENGINEERING SERVICES FOR RUNWAY 14-32 ROFA
IMPROVEMENTS**

EXECUTIVE SUMMARY: The Board selected Garver USA, Inc. as the number one ranked firm at the March Board meeting to provide professional engineering services to design, permit, and provide bidding services for Runway 14-32 ROFA Improvements. The design will include survey, geotechnical services, and the design effort to realign the vehicle service road outside of the Runway Object Free Area. The design, permitting and bidding service fees were negotiated in the amount of \$123,095.90.

NARRATIVE: The existing vehicle service road (VSR) was constructed in 2010, and a portion of it bisects the Runway Object Free Area (ROFA). During the Master Plan Update, FAA recommended realignment this roadway, removing the VSR outside the ROFA to improve aircraft safety. The project will realign the VSR to the south, reconfigure the drainage swale, and rehabilitate the VSR back to Gate 19S.

A detailed design scope was prepared by Garver and was submitted to staff for review. A fee was negotiated in the amount of \$123,095.90. This project is partially funded with FAA and FDOT grants.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority authorize the Chairman to execute a design contract with Garver USA, Inc. in the amount of \$123,095.90 with a 15% contingency providing an authorized level of \$141,560.00. Staff also request authorization to prepare all documents necessary to implement this action.

ATTACHMENT: Contract, Scope and Fee

**CONTRACT FOR PROFESSIONAL ARCHITECTURAL & ENGINEERING DESIGN SERVICES
FOR RUNWAY 14-32 RUNWAY OBJECT-FREE AREA (ROFA) IMPROVEMENTS**

**SARASOTA MANATEE AIRPORT AUTHORITY
AND
GARVER USA, INC.**

SMAA PROJECT RFQ-02-2025-ROFA

THIS CONTRACT is made and entered into this _ _ _ _ day of _ _ _ _ _ , 2025 (the " Effective Date") by and between the Sarasota Manatee Airport Authority, an independent Special District of the State of Florida, (hereinafter referred to as the " Authority"), and (CONSULTANT NAME) (hereinafter, referred to as the " Consultant"), collectively hereinafter referred to as the " Parties" .

WITNESSETH

The Parties hereto agree that the scope of professional services to be performed by the Consultant under this Contract (the " Scope of Services" or " Services"), the terms, covenants, and conditions of the Contract, the fees to be paid for such Services, and the time of performance of this Contract shall be as follows:

SCOPE OF SERVICES

Except as modified herein by this Contract, the Consultant shall provide all Services when authorized by the Authority as outlined in the attached Exhibit A, " Scope of Work" .

GENERAL CONDITIONS

- A. Data Provided by Authority.
The Authority shall make available to the Consultant such appropriate data and information as is available to the Authority and under its control.
- B. Coordination.
Consultant shall provide and maintain continuous coordination with the Authority throughout the Term of this Contract to assure the accuracy and applicability of the Consultant' s findings with respect to all local site conditions consistent with the Authority' s general policies and objectives.
- C. Representatives.
To expedite the undertaking of Services performed under this Contract and to permit the coordination of materials, data and communications, the Authority hereby designates Kent Bontrager, AAE , PE , Senior Vice President of Engineering, Planning & Facilities as its representative, and the Consultant hereby designates David Gordon, PE as its representative to whom all materials, data, and communications, shall be directed.
- D. Term of Contract.
This Contract shall commence on the date signed by the Authority and shall expire on September 30, 2025. Any extension of the Contract shall be at the sole discretion of the Authority.
- E. Compensation.
The Authority agrees to pay the Consultant a not- to- exceed amount of one hundred twenty-three thousand, ninety- five dollars and ninety cents. (\$123,095.90).

F. Method of Payment.

The Authority shall pay the Consultant for Services described in the attached Exhibit A Scope of Services, in accordance with statements to be submitted by the Consultant to the Authority. Such statements shall be submitted monthly and shall cover all Services performed during the preceding month.

G. Books and Records.

During the Term of this Contract and for three years thereafter, the Consultant shall keep all information, materials, and data of every kind and character including without limitation records, books, papers, and documents in accordance with generally accepted accounting principles that may in the Authority's judgment pertain to any matters or obligations covered by the Contract. Such records shall also include, but not be limited to those records necessary to evaluate and verify direct and indirect costs (including overhead allocations). Such records shall include (hard copy, as well as computer readable data if it can be made available), written policies and procedures, time sheets, payroll registers, cancelled checks, original estimates, estimating work sheets, correspondence, change order file, back charge logs and supporting documentation, general ledger entries detailing cash and trade discounts earned, insurance rebates and dividends to the extent necessary to adequately permit evaluation and verification of:

1. Consultants' compliance with Contract Requirements, and
2. Compliance with provisions for pricing change orders, invoices or claims submitted by the Consultant or any of its payees.

The Consultant shall require all payees (i.e., subconsultants/suppliers) to comply with the provisions of this article by insertion of the requirements in any Contract between the Consultant and the payee; such requirements to include flow-down right of the audit provision to all payees.

Audits and Inspections.

The Consultant's records shall be open to inspection and subject to audit and/or reproduction during normal business working hours. An Authority representative or outside representative engaged by the Authority may perform such audits or inspections throughout the term of this Contract and for a period of three years after final payment or longer if required by law.

The Consultant shall provide, at its sole cost and expense, the books of account and records requested by the Authority for audit within sixty (60) calendar days of receiving a written request. If the books of account and records are kept at locations other than the Airport, the Consultant shall arrange for them to be brought to a location convenient to the auditors for the Authority, or the Consultant may at its option transport the Authority audit team to the Consultant's headquarters for purposes of undertaking said audit. In such an event, the Consultant shall pay reasonable costs of transportation, food and lodging for the Authority's audit team. There may be no limitation in the scope of the examination that would hinder the Authority or its authorized representative in testing the accuracy of the claims submitted.

An audit report will be issued by the Authority or its representative and made available to the Consultant. Consultant shall have thirty (30) calendar days to comment in writing on the audit report. Failure of Consultant to submit written comments shall constitute acceptance of the audit report as issued.

Any adjustments and/or payment which must be made because of any such audit or inspections of the Consultants' invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from presentation of the Authority's findings to the Consultant.

If an audit inspection or examination in accordance with this article, discloses overpricing or overcharges (of any nature) by the Consultant to the Authority more than one-half of one percent (.5%) of the total Contract billings the reasonable actual cost of the Authority's audit shall be reimbursed to the Authority by the Consultant.

H. Public Records Law and Confidentiality.

Consultant acknowledges that all submittals provided with its proposal are subject to public disclosure and will not be afforded confidentiality. All proposal documents or other materials submitted by the Consultant will be open for inspection by any person and in accordance with Chapter 119, Public Records Law, and as amended, Florida Statutes. The Vendor shall agree to comply with public records laws, and shall, specifically:

1. Keep and maintain public records required by the Authority to perform the service.
2. Upon request from the Authority's custodian of public records, provide the Authority with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Ch. 119, F.S. or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Consultant does not transfer the records to the Authority.
4. Upon completion of the Contract, transfer, at no cost, to the Authority all public records in possession of the Consultant or keep and maintain public records required by the Authority to perform the service. If the Consultant transfers all public records to the public agency upon completion of the Contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the Contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Authority, upon request from the Authority's custodian of public records, in a format that is compatible with the information technology systems of the Authority.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S ~~FOR~~ PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE AUTHORITY'S CUSTODIAN OF PUBLIC RECORDS AT 6000 AIRPORT CIRCL E , SEASOTA, FL 34243.

I. Early Termination.

This Contract may be terminated, in whole or in part, at any time upon not less than 24 hours' written notice, by the Authority if the Consultant is in material breach of any of the provisions of this Contract. In the event of such termination, (1) all finished and unfinished documents, data studies, surveys, drawings, maps, and reports prepared by the Consultant pursuant to this Contract shall become the property of the Authority and shall be delivered by the Consultant to the Authority and (2) the Consultant shall be entitled to receive just and equitable compensation for all work satisfactorily completed on such documents and other

materials or labor, said compensation to be based on the time and expense records kept in accordance with Paragraph H, provided that such compensation (together with all compensation previously paid under this Contract) shall not exceed the percentage of all work completed times the total compensation established by Paragraph E .

J . General L iability, Property and B usiness Auto insurance.

The Consultant shall obtain and maintain throughout the term of this Contract, comprehensive general liability, and property damage insurance in limits of not less than One Million Dollars (\$1,000,000). The Consultant shall furnish business automobile liability insurance in limits of not less than One Million Dollars (\$1,000,000), and proof of Workers Compensation or E mployers' L iability Insurance as req uired by the L aws of the State of Florida, covering all persons employed by the Consultant in the performance of the duties described herein.

K. Professional L iability Insurance.

The awarded firm(s) shall procure and maintain Professional L iability Insurance for the life of this Contract and continue thereafter for two (2) years after the expiration or earlier termination of this Contract as provided herein. This insurance shall provide coverage against such liability resulting from this Contract. The minimum limit of coverage shall be Five Million Dollars (\$5,000,000) with a deductible not to exceed One Hundred Thousand Dollars (\$100,000). The deductible shall be the responsibility of the Consultant.

M. Certificate of Insurance.

Prior to the E ffective Date, Consultant shall provide Authority with a certificate of insurance, or certificates of insurance, evidencing limits, coverages and endorsements req uired herein. All certificates of insurance shall include a minimum thirty (30) day endeavor to notify due to cancellation or non- renewal of coverage. In the event coverage is cancelled or is not renewed during the Term or any extension thereof, Consultant shall provide Authority a new certificate of insurance or certificates of insurance evidencing replacement coverage no later than thirty (30) days prior to the expiration or cancellation of the coverage. The certificate holder' s name and address shall read " Sarasota Manatee Airport Authority, an independent special district of the State of Florida, its governing board members and its Officers, E mployees, Agents, and Volunteers" c/o Sarasota Manatee Airport Authority, 6000 Airport Circle, Sarasota, Florida 34 24 3.

N. Waiver of Subrogation.

B y entering this Contract, Consultant agrees to a Waiver of Subrogation for each policy req uired to be maintained or maintained bythe Consultant pursuant to or in connection with this Contract. When req uired by the insurer or should a policy condition not permit an insured to enter into a pre- loss agreement to waive subrogation without an endorsement, Consultant shall notify the insurer and req uest the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its eq uivalent. This Waiver of Subrogation req uirement shall not apply to any policy, a condition to which the policy specifically prohibits such an endorsement, or voids coverage should Consultant enter into such an agreement on a pre- loss basis.

O. Assignment and Subcontracting.

The Consultant shall not assign any interest in this Contract and shall not transfer any interest in this Contract or subcontract any portion of the Scope of Servies accept as provided in E xhibit A hereto, without the priowritten consent of the Authority.

P. Conflict of Interest.

The Consultant covenants that he/she presently has no interest and shall not acq uire any interest, direct or indirect, which would conflict in any manner or degree with the

performance of the Scope of Services under this Contract. No person having such an interest shall be employed by the Consultant.

Q. Rules, Regulations and Title VI Assurance

During the performance of this Contract, the Consultant agrees that throughout the Term and any extension thereof, Consultant shall always remain in compliance with all applicable federal, state, and local laws, statutes, regulations, rules, rulings, orders, ordinances and directives of any kind or nature, as now or hereafter amended or promulgated, including, but not limited to, FAA Advisory Circulars, Orders and Directives, and the Airport Rules and Regulations as required to provide the Scope of Services, including but not limited to the following:

1. To comply with the requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21 Nondiscrimination in Federally- assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 , as may be amended from time to time, which are herein incorporated by reference and made part of this Contract.
2. The Consultant shall not discriminate on the grounds of race, color, gender, national origin, religion, ancestry, age, familial status, marital status, or disability, in the selection and retention of employees and subconsultants, including procurement of materials and lease of equipment. The Consultant shall not participate either directly or indirectly in discrimination prohibited by Title 49, Section 21.5 of the Federal Regulations.
3. In all solicitations either by competitive bidding or negotiation made by the Consultant in connection with the Services to be performed under a subcontract, each potential subconsultant or supplier shall be notified by the Consultant of the Consultant's obligations under this Contract and the regulations prohibiting discrimination on the grounds of race, color, or national origin.
4. In the event of the Consultant's noncompliance with the nondiscrimination provisions of this Contract, the Authority shall impose such sanctions as it or the appropriate federal agency may determine to be appropriate, including but not limited to:
 - a. Withholding of payments to the Consultant under this Contract until the Consultant complies.
 - b. Cancellation, termination, or suspension of this Contract, in whole or in part.
5. To include the provisions of paragraph L .1 through L .4 above in every subcontract, including Contracts for the procurement of materials and lease of equipment.

R. Licenses and Permits.

Consultant agrees that it shall, at its sole cost and expense, obtain, comply with, and maintain current all permits, licenses and other governmental authorizations required to provide the Scope of Services. The Consultant shall furnish a copy of its licensure and the permit to the Authority evidencing the existence of such permit.

S. Bagging, Safety and Security.

Consultant's officers, invitees, employees, suppliers, and agents must abide by all applicable security regulations of the Authority and the Transportation Security Administration (TSA).

Any of the Consultant's officers, invitees, employees, suppliers, and agents who require unescorted access to any areas of the Airport where access is controlled for security

reasons must make an application for, and wear, Airport security badges. Those individuals must submit personal data for a Security Threat Assessment conducted by the FBI as required by Part 154.2 of Federal Transportation Regulations and attend a security training session conducted by the Authority's Operations Department.

At the time the application is made, the Consultant is responsible for payment of the then current fee for fingerprinting and the fee for issuance of an initial security badge for any persons to whom this provision applies. The current fees are \$10 per badge and \$29 per threat assessment. Any badge not returned upon completion of the work contemplated by this solicitation is subject to a \$50 fee.

Any of Consultant's officers or employees who will be required to drive inside secured Airport areas must attend and successfully pass an airport approved driver training program. No vehicle shall be driven at the Airport without the driver possessing a valid State issued operator's license. No vehicle shall be driven at the Airport without proper identification (company logo or airport decal), proper safety marking (amber beacon or orange checkered flag) and proper insurance coverage. All drivers must comply with Section 3 of the Sarasota Bradenton International Airport Operating Rules & Regulations handbook.

No person who is authorized to drive inside secured Airport areas shall enter, cross or be present on any runway or taxiway pavement or safety areas without an approved airport escort. Any violation of this clause is subject to immediate suspension of the offender's airport access and a fine of up to \$10,000.

Details and form are available on the Airport's website at www.srq-airport.com, then "Airport Business", then "Bidding".

MISCELLANEOUS PROVISIONS

A. Notices.

Any notice hereunder shall be deemed sufficiently given by one party to the other if in writing and when delivered or tendered either in person, or by telegram or telex, or by the deposit of it in the United States mail, registered or certified, postage prepaid, addressed to the party to whom such notice is being given at such party's address provided below:

To the Authority: Kent D. Bontrager, AAE, PE
SVP., Engineering, Planning & Facilities
Sarasota Manatee Airport Authority
6000 Airport Circle, Third Floor
Sarasota, FL 34243

To the Consultant: David Gordon, PE
Aviation Design Center Leader
Garver USA, Inc.
4211 W. Boy Scout Boulevard, Suite 290
Tampa, FL 33607

Any notice not given as above shall, if it is in writing, be deemed given if received by the party to whom it is required or permitted to be given.

B. Governing Law.

This Contract shall be governed by and construed in accordance with Florida law. Venue for any action brought pursuant to this Contract shall be in the Twelfth Judicial Circuit Court,

Sarasota County, Florida.

C. Captions.

The captions to the sections, subsections, and paragraphs in this Contract are inserted for convenience only and shall not affect the construction or interpretation of this Contract.

D. Counterparts and Duplicates.

This Contract and all amendments hereto may be executed in several counterparts and each counterpart shall constitute a duplicate original of the same instrument.

E. Entire Contract.

This Contract, together with the attachments hereto, constitutes the entire Contract between the parties hereto pertaining to the subject matter hereof and supersedes all prior and contemporaneous Contracts and understandings of the parties in connection herewith. No supplement, modification, or amendment of this Contract or discharge of any of the obligations hereunder, shall be binding unless executed in writing by the parties hereto.

F. Severability.

Any provision hereof prohibited by or unlawful or unenforceable under any applicable law shall be ineffective without affecting any other provision of this Contract. To the full extent, however, that the provisions of such applicable law may be waived, they are hereby waived to the end that this Contract shall be deemed to be a valid and binding agreement in accordance with its terms.

G. Attorney's Fees.

In the event of any action to enforce or construe the provisions of this Contract, the prevailing party in such action (including in any bankruptcy proceeding) shall be awarded costs and reasonable attorney's fees in the defense or prosecution thereof as part of the judgment eventuating in such action.

H. Immigration Reform and Control Act.

Consultant acknowledges, and without exception or stipulation, Consultant shall be fully responsible for complying with the provisions of the Immigration Reform and Control Act of 1986 as located at 8 U.S.C. 1324, et seq. and regulations relating thereto, as either may be amended. Failure by the Consultant to comply with the laws referenced herein shall constitute a breach of the Contract and the Authority shall have the discretion to unilaterally terminate said Contract immediately.

I. Third Parties.

Nothing in this Contract, whether express or implied, is intended to confer any rights or remedies under or by reason of this Contract on any persons other than the parties to it and their respective successors and permitted assigns, nor is anything in this Contract intended to relieve or discharge the obligation or liability of any third persons to any party to this Contract, nor shall any provision give any third person any right of subrogation or action over or against any party to this Contract.

J. Waiver and Remedies.

The rights and remedies set forth herein shall be cumulative and in addition to any other remedies which may be available at law or in equity. The exercise of any remedy by either party shall not be deemed an election of remedies. No waiver of any of the provisions of this Contract shall be deemed, or shall constitute, a waiver of any other provision hereof or right hereunder, nor shall such waiver constitute a continuing waiver, and no waiver shall be binding unless executed in writing by the party making the waiver. Similarly, the failure of Authority to insist on a strict performance of any of the terms, covenants, and conditions

of this Contract shall not be deemed a waiver of any rights or remedies that Authority may have for any subsequent breach, default, or non-performance, and Authority's right to insist on strict performance of this Contract shall not be affected by any previous waiver or course of dealing.

K. Liability and Indemnification.

Authority hereby disclaims, and Consultant hereby release the Authority, its governing board members, officials, officers, employees and agents from any and all liability, whether in contract or tort (including strict liability, negligence and nuisance), for any loss, damage, or injury of any nature whatsoever sustained by Consultant parties during the term of this Contract or any extension hereof for loss, damage or injury to the improvements or personal property of Consultant parties that might be located or stored on the premises. Furthermore, Consultant acknowledges and agrees that its reliance or use of any information provided by authority, whether prepared or provided by the Authority or otherwise, in determining whether to enter this Contract was at its sole risk. Under no circumstance shall the Authority be liable for special or exemplary damages or for loss of revenue or anticipated profits.

Consultant shall protect, defend, reimburse, indemnify and hold Authority and its governing board members, officials, officers, employees and agents and each of them free and harmless at all times from and against any and all liability, losses, expenses, costs, suits, claims, judgments, fines and damages (including reasonable attorney fees at trial and appellate levels) and causes of action of every kind and character (hereinafter collectively referred to as, " Damages"), or in which Authority is named or joined, arising out of Consultant's or a Consultant Party's use or occupancy of the Premises or Airport by Consultant or a Consultant Party, including, but not limited to, those arising by reason of any damage to property or the environment, or bodily injury (including death) incurred or sustained by any party hereto, any agent or employee of any party hereto, and any third party or other Person whomsoever, or any governmental agency, arising out of or incident to or in connection with the condition of the Premises caused by Consultant, Consultant's or a Consultant Party's acts, omissions or operations at the Airport, or the performance, non-performance or purported performance of Consultant or any breach by Consultant or an Consultant Party of the terms of this Contract. The obligations arising under this Article shall survive the expiration or termination of this Contract.

L. Ownership of Work Product.

At the time of the completion of the work, the Consultant shall deliver to the Authority all results and proceeds of the Services performed under this Contract of any nature whatsoever and in whatever form (paper documents, electronic files, or otherwise) that are created, prepared, produced, authored, edited, or modified in the course of performing the Consultant's Services under this Contract, including, without limitation, all tracings, plans, specifications, maps, reports, schematics, renderings, drawings, elevations, sections, and designs (collectively, the " Works".) To the fullest extent under the law, the Consultant acknowledges and agrees that the Authority is and shall be the sole and exclusive owner of all right, title, and interest throughout the world in and to all Works, including all confidential, proprietary, intellectual property, and other rights therein. The Authority shall have the unrestricted right (but not any obligation), in its sole and absolute discretion, to use any Work, and no royalty or other consideration shall be due or owing to the Consultant or any individual or entity as a result of such activities; provided that any reuse of a Work other than for the specific purpose intended hereunder will be at Authority's sole risk and without liability or legal exposure to the Consultant or its subcontractors. Without limiting the generality of the foregoing, the Consultant specifically agrees that, to the extent permitted by law, each Work consisting of copyrightable subject matter is " work made for hire" as defined in the Copyright Act of 1976 (17 U.S.C. § 101), and

such copyrights are therefore owned by the Authority. In the event that, for any reason, all or any portion of any of the Works is not found to be owned by the Authority or otherwise does not constitute, or fails to be, a "work made for hire," the Consultant hereby irrevocably assigns to the Authority, without additional consideration, all right, title, and interest the Consultant may have or acquire in and to such Works throughout the world, including all intellectual property rights therein (including, for the avoidance of doubt, the right to sue, counterclaim, and recover for all past, present, and future infringement, misappropriation, or dilution thereof, and all rights corresponding to the foregoing throughout the world). To the extent any copyrights are assigned under this Section, the Consultant hereby irrevocably waives, to the extent permitted by applicable law, all claims it may now or hereafter have in any jurisdiction to all rights of paternity or attribution, integrity, disclosure, and withdrawal and any other rights that may be known as "moral rights" *droit moral* in relation to all works of authorship to which the assigned copyrights apply. The Consultant will require each of its employees and contractors to execute written agreements containing obligations consistent with the provisions of this Section prior to such employee or contractor providing any Services under this Contract. Nothing contained in this Contract shall be construed to reduce or limit the Authority's right, title, or interest in any Work or any right therein to be less in any respect than the Authority would have had in the absence of this Contract.

M. Additional Assurances.

Each of the parties hereto shall from time to time at the request of the other party, furnish to the other party such further information or assurances; execute and deliver such additional documents, instruments, and conveyances; and take such other actions and do such other things, in each case as may be reasonably necessary or desirable to carry out the provisions of this Contract and give effect to the transactions contemplated hereby. This provision will survive termination of this Contract.

N. Public Entity Crimes.

As provided in Section 287.132-133, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, Consultant certifies that it, its affiliates, suppliers, subcontractors, and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Authority of Management Services within the thirty-six (36) months immediately preceding the effective date hereof. This notice is required by Section 287.133(3)(a), Florida Statutes.

O. Scrutinized Companies.

As provided in Section 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, Consultant certifies that it, its affiliates, suppliers, subcontractors and consultants who perform hereunder, have not been placed on the Scrutinized Companies Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, Florida Statutes, or on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to Section 215.4725, Florida Statutes, or is engaged in business operations in Cuba or Syria. If Authority determines, using credible information available to the public, that a false certification has been submitted by Consultant, this Contract may be terminated and a civil penalty equal to the greater of Two Million Dollars (\$2,000,000) or twice the amount of this Contract shall be imposed, pursuant to Section 287.135, Florida Statutes.

P. Consent and Action.

Whenever this Contract calls for an approval, consent or authorization by the Authority or Authority, such approval, consent, or authorization shall be evidenced by the written approval of the CEO/President or his or her designee, as identified herein. In the event this Contract is silent as to the standard for any consent, approval, determination, or similar

discretionary action, the standard shall be at the reasonable discretion of Authority or Authority.

Q. Time of the Essence.
Time is of the essence of this Contract; and in case Consultant shall fail to perform the covenants or conditions on its part to be performed at the time fixed for the performance of such respective covenants or conditions by the provisions of this Contract, Authority may declare Consultant to be in default of such Contract.

IN WITNESS WHERE OF, this Contract for Architectural & Engineering Design 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.

Each person signing this Contract warrants that he or she is duly authorized to bind the respective party.

AUTHORITY

SARASOTA MANATEE AIRPORT AUTHORITY

CONSULTANT

GARVER USA, INC.

By _____

By _____

Name _____

Name _____

Title _____ Chairman _____

Title _____ Principal _____

Date _____

Date _____

WITNESSES AS TO AUTHORITY

WITNESSES AS TO CONSULTANT

By _____

By _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____



**EXHIBIT A
SCOPE OF SERVICES
FOR
SRQ RUNWAY 14-32 ROFA IMPROVEMENTS**

The Scope of Services includes design, permitting, bidding, and construction administration services for realignment and rehabilitation of the existing vehicle service road (VSR) around the Runway 32 approach at Sarasota Bradenton International Airport (SRQ). The project will generally consist of demolition and realignment of the VSR within the Runway 14-32 object free area (ROFA), rehabilitation of the VSR between the realigned section of road and Gate 19S, and modifications to the existing stormwater system. See Figure 1 below for a depiction of the project scope.

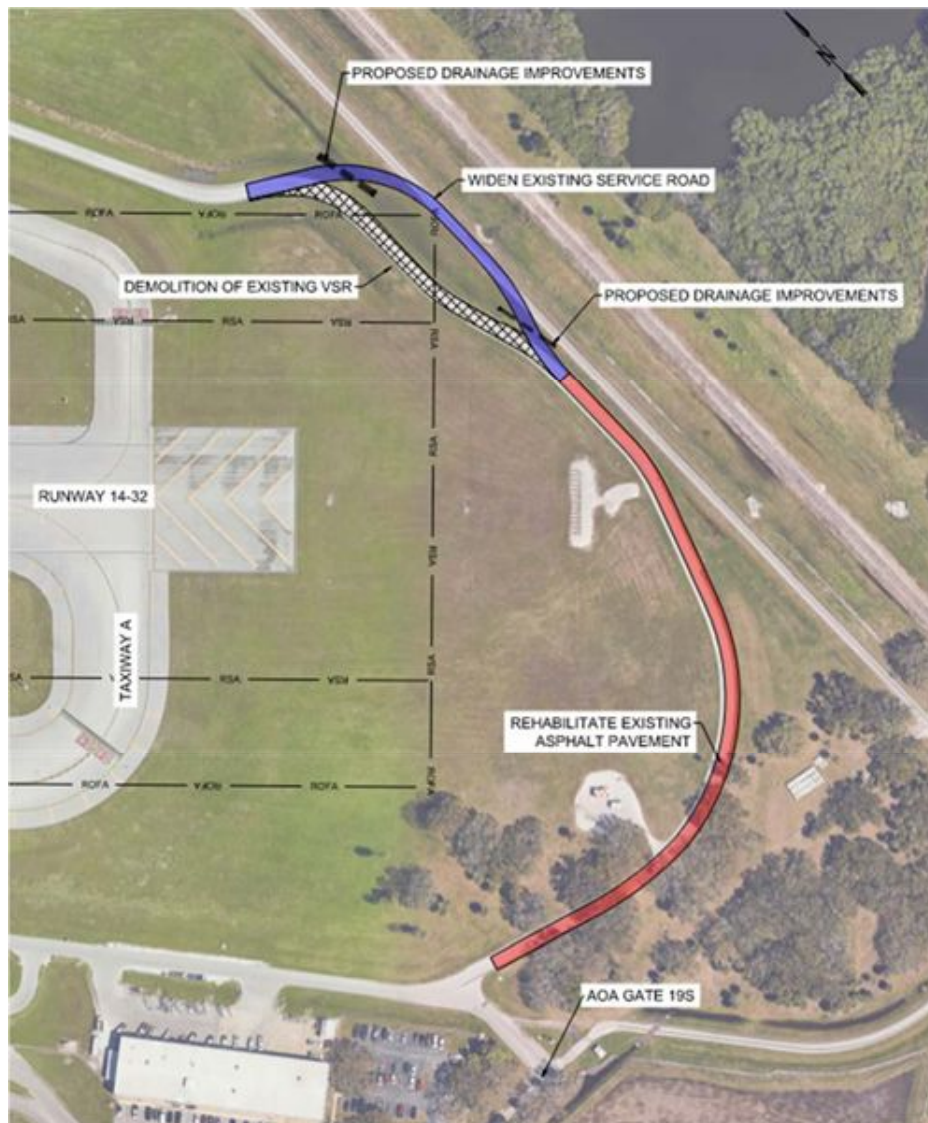


Figure 1: Project Scope

Exhibit A – Scope of Services
Runway 14-32 ROFA Improvements

Garver Project No. 2500189



The scope of services will include the following tasks:

- Project Management
- Site Investigations
 - Record Drawing Review
 - Field Visits
 - Surveying Services
 - Geotechnical Services
- Design Services
 - Preferred Concept Validation Technical Memo
 - 60% Preliminary Design
 - 90% Final Design
 - 100% Issued for Bid
- Permitting Services
- Bidding Services

Construction phase services will be addressed in a future work authorization.

In support of the professional services provided by Garver on this project, the following subconsultants will participate in the project under these defined roles:

- Northwest Surveying, Inc. – Surveying
- AREHNA Engineering, Inc. – Geotechnical Engineer

The approximate construction budget for the project is not anticipated to exceed \$1M.

1. PROJECT MANAGEMENT

Garver will provide project management and administration throughout the duration of the project.

- 1.1. Project Management Plan: Garver will develop an internal project specific project management plan. The project management plan will include the project background, scope of work, stakeholder contact information, project team organization and roles, design criteria, project schedule, deliverables, and quality control procedures. *Deliverable: Internal Project Management Plan*
- 1.2. Project Management: Garver will monitor the project budget and schedule with the assistance of a PowerBI dashboard throughout the duration of the project and will continually assess staff resources to ensure that the correct resources are applied to meet budget and schedule requirements. Garver will prepare and submit invoices meeting Sarasota Manatee Airport Authority (SMAA) invoicing requirements on a monthly basis. Invoices will include a status report. *Deliverable: Invoices*

2. SITE INVESTIGATIONS

Prior to starting design, Garver will conduct record drawing research and site investigations to familiarize themselves with the existing conditions. Any potential deviations from the project scope will be immediately brought to the attention of SMAA.

- 2.1. Site Visits: Garver will perform up to two (2) site visits to the project site to review existing conditions and evaluate survey and record document data. These site visits will be coordinated with SMAA prior to occurring. *Deliverable: N/A*



- 2.2. Site Survey: Northwest Survey, Inc. (NSI), as a subconsultant to Garver, will be responsible for obtaining, interpreting, and evaluating topographical survey data necessary for the design of this project. Refer to the attached Survey Scope of Services by NSI. for additional information. Garver will coordinate the survey field work with SMAA staff prior to commencing and will be onsite at the start of surveying to ensure that all survey scope elements are captured. *Deliverable: Topographic Survey*
- 2.3. Geotechnical Investigation: AREHNA Engineering, Inc. (AREHNA) as a subconsultant to Garver, will be responsible for obtaining, interpreting, and evaluating geotechnical data necessary for the design of this project. Refer to the attached Geotechnical Scope of Services by AREHNA for additional information. Garver will coordinate the geotechnical investigation with SMAA staff prior to commencing and will be onsite at the start of the investigation to ensure that all geotechnical scope elements are captured. *Deliverable: Geotechnical Investigation Report*
- 2.4. Subsurface Utility Exploration: ECHO UES, Inc. (ECHO) as a subconsultant to Garver, will be responsible for conducting subsurface utility exploration (SUE) survey of existing utilities which may be impacted as part of this project. Garver will coordinate the field work with SMAA prior to commencing work on site. *Deliverable: SUE Investigation Report*

3. 60% PRELIMINARY DESIGN

- 3.1. Kick-off Meeting: Garver will attend and participate in one (1) design kick-off meeting with the SMAA at the beginning of the project. The intent of the meeting is to discuss the project goals, scope, and schedule requirements. Garver will record minutes of the meeting and distribute them to all attendees. *Deliverable: Meeting Minutes*
- 3.2. Record Document Review: Garver will review record document data from the vicinity of the project site to evaluate existing conditions. Record document data may include record drawings, record surveys, utility maps, GIS data, and previous design reports. *Deliverable: N/A*
- 3.3. Concept Validation Memorandum: Garver will evaluate the preferred VSR realignment alternative to validate the concept and review with SMAA to confirm the preferred alternative meets the objectives of this project. The concept validation phase will culminate with a technical memorandum which outlines the elements of the preferred alternative which were investigated and note significant findings as it relates to validation of the concept. The memo will include a conceptual level construction cost estimate which is commiserate with the level of analysis performed to date. *Deliverable: Concept Validation Memo*
- 3.4. Plan Set Development: Garver will develop a plan set detailing the design elements of the project. The level of detail included in each plan set will increase as design progresses through each design level.

The following matrix details the plan drawings to be included in the design submittal:



Plan Set	60% Preliminary
Cover Sheet and Sheet Index	X
General Notes	X
Project Layout and Survey Control Plan	X
Construction Safety Plans	X
Construction Safety Details	
Existing Conditions, Demolition, and Erosion Plans	X
Demolition and Erosion Control Details	
Paving Plans	X
Typical Sections and Paving Details	X
Grading and Drainage Plans	X
Grading and Drainage Details	X
Pavement Elevation Plans	
Pavement Marking Plans	X
Pavement Marking Details	
Cross Sections	

Deliverable: 60% Preliminary Design Plans

- 3.5. Technical Specifications: Detailed specifications shall be developed using FAA AC 150/5370-10 Standards for Specifying Construction for Airports (latest edition), Florida Department of Transportation (FDOT) specifications, or other appropriate standards approved for use by the SMAA. Additional supplementary specifications will be developed for project requirements not covered by FAA AC150/5370-10. A table-of-contents listing of anticipated specifications will be provided at 60% Design. *Deliverable: Technical Specifications Table of Contents*
- 3.6. Engineer's Report: Garver will prepare an Engineer's Report to outline the project's design criteria and design considerations. The report will discuss and document design decisions of all major project parameters. *Deliverable: 60% Preliminary Design Engineer's Report*
- 3.7. Construction Cost Estimate: Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be broken down by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost at design milestones noted. Cost estimates will make reference to all previously submitted cost estimates for purposes of tracking changes with each design milestone. *Deliverable: 60% Preliminary Design Construction Cost Estimate*
- 3.8. Quality Control: Garver will complete quality control reviews for each deliverable prior to any design submission to SMAA or other agencies. Quality control reviews will be completed by qualified project engineers and/or senior construction observers who are experienced in the relevant discipline and design elements under review. In accordance with Garver's Quality Management SOP's, quality control review will be conducted in Bluebeam. Quality control documentation will be submitted to SMAA with each deliverable and will include a signed report or record of the quality control process conducted in Bluebeam. *Deliverable: Quality Control Documentation*



- 3.9. Design Review Meeting: Garver will attend and participate in one (1) design review meeting in person with SMAA and will be prepared to discuss specific elements of the design included in the submittal. Garver will record minutes of the meeting and distribute them to all attendees. *Deliverable: Design Review Meeting Minutes*

4. 90% FINAL DESIGN

- 4.1. Plan Set Development: Garver will develop a plan set detailing the design elements of the project. The level of detail included in each plan set will increase as design progresses through each design level. Review comments from SMAA on the 60% deliverable will be incorporated into the 90% deliverable.

The following matrix details the plan drawings to be included in the design submittal:

Plan Set	90% Final
Cover Sheet and Sheet Index	X
General Notes	X
Project Layout and Survey Control Plan	X
Construction Safety Plans	X
Construction Safety Details	X
Existing Conditions, Demolition, and Erosion Plans	X
Demolition and Erosion Control Details	X
Paving Plans	X
Typical Sections and Paving Details	X
Grading and Drainage Plans	X
Grading and Drainage Details	X
Pavement Elevation Plans	X
Pavement Marking Plans	X
Pavement Marking Details	X
Cross Sections	X

Deliverable: 90% Final Design Plans

- 4.2. Technical Specifications: Detailed specifications shall be developed using FAA AC 150/5370-10 Standards for Specifying Construction for Airports (latest edition), Florida Department of Transportation (FDOT) specifications, or other appropriate standards approved for use by the SMAA. Additional supplementary specifications will be developed for project requirements not covered by FAA AC150/5370-10. *Deliverable: 90% Final Design Technical Specifications*
- 4.3. Engineer's Report: Garver will prepare an Engineer's Report to outline the project's design criteria and design considerations. The report will discuss and document design decisions of all major project parameters. *Deliverable: 90% Final Design Engineer's Report*
- 4.4. Construction Cost Estimate: Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be broken down by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost at design milestones



noted. Cost estimates will make reference to all previously submitted cost estimates for purposes of tracking changes with each design milestone. *Deliverable: 90% Final Design Construction Cost Estimate*

- 4.5. Contract Documents: Garver will develop construction contract documents based on the SMAA-provided template. Draft construction contract documents will be submitted to the SMAA for final review and approval. *Deliverable: Draft contract documents*
- 4.6. Construction Safety and Phasing Plan (CSPP): Garver will develop a construction safety and phasing plan (CSPP) for the project. During development of the CSPP, Garver will hold a meeting with SMAA staff and other stakeholders at SMAA's request to obtain feedback regarding operations during each proposed phase of construction. After receiving comments from the meeting, Garver will develop a preliminary CSPP for the SMAA's review prior to submission to the FAA. After incorporating SMAA comments, the CSPP will be submitted by SMAA to the FAA for review through the OE/AAA website. Garver will address any comments received from the FAA and provide an updated CSPP document to SMAA for submittal to the FAA. *Deliverable: Construction Safety and Phasing Plan OE/AAA Submittal*
- 4.7. FAA Form 7460: Garver will prepare required obstruction data and provide the information to SMAA. It will be SMAA's responsibility to submit the project to the FAA for a Notice of Proposed Construction or Alteration to the Obstruction Evaluation and to the Airport Airspace Analysis (OE/AAA) website and coordinate with FAA representatives. Garver will address any comments received from the FAA and provide updated 7460 information to SMAA for submittal to the FAA. *Deliverable: 7460 Data*
- 4.8. Quality Control: Garver will complete quality control reviews for each deliverable prior to any design submission to SMAA or other agencies. Quality control reviews will be completed by qualified project engineers and/or senior construction observers who are experienced in the relevant discipline and design elements under review. In accordance with Garver's Quality Management SOP's, quality control review will be conducted in Bluebeam. Quality control documentation will be submitted to SMAA with each deliverable and will include a signed report or record of the quality control process conducted in Bluebeam. *Deliverable: Quality Control Documentation*
- 4.9. Design Review Meeting: Garver will attend and participate in one (1) design review meeting in person with SMAA and will be prepared to discuss specific elements of the design included in the submittal. Garver will record minutes of the meeting and distribute them to all attendees. *Deliverable: Design Review Meeting Minutes*

5. 100% ISSUED FOR BID

- 5.1. Plan Set Development: Garver will develop a plan set detailing the design elements of the project. The level of detail included in each plan set will increase as design progresses through each design level. Review comments from SMAA on the 90% deliverable will be incorporated into the 100% deliverable. The 100% plan set will be considered Issued for Bid (IFB).

The following matrix details the plan drawings to be included in the design submittal:



Plan Set	100% IFB
Cover Sheet and Sheet Index	X
General Notes	X
Project Layout and Survey Control Plan	X
Construction Safety Plans	X
Construction Safety Details	X
Existing Conditions, Demolition, and Erosion Plans	X
Demolition and Erosion Control Details	X
Paving Plans	X
Typical Sections and Paving Details	X
Grading and Drainage Plans	X
Grading and Drainage Details	X
Pavement Elevation Plans	X
Pavement Marking Plans	X
Pavement Marking Details	X
Cross Sections	X

Deliverable: 100% IFB Design Plans (CAD and PDF)

- 5.2. Technical Specifications: Detailed specifications shall be developed using FAA AC 150/5370-10 Standards for Specifying Construction for Airports (latest edition), Florida Department of Transportation (FDOT) specifications, or other appropriate standards approved for use by the SMAA. Additional supplementary specifications will be developed for project requirements not covered by FAA AC150/5370-10. *Deliverable: 100% IFB Technical Specifications*
- 5.3. Engineer's Report: Garver will prepare an Engineer's Report to outline the project's design criteria and design considerations. The report will discuss and document design decisions of all major project parameters. *Deliverable: Final Engineer's Report*
- 5.4. Construction Cost Estimate: Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be broken down by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost at design milestones noted. Cost estimates will make reference to all previously submitted cost estimates for purposes of tracking changes with each design milestone. *Deliverable: 100% IFB Construction Cost Estimate*
- 5.5. Contract Documents: Garver will develop construction contract documents based on the SMAA-provided template. Final construction contract documents will be submitted to the SMAA for final review and approval. *Deliverable: Final contract documents*
- 5.6. Plan-in-Hand Walkthrough: Garver will conduct an on-site plan-in-hand walkthrough to verify field conditions are accurately represented in the final design documents. SMAA will be notified of any conditions which may significantly impact the construction cost or duration. *Deliverable: N/A*
- 5.7. Quality Control: Garver will complete quality control reviews for each deliverable prior to any design submission to SMAA or other agencies. Quality control reviews will be completed by



qualified project engineers and/or senior construction observers who are experienced in the relevant discipline and design elements under review. In accordance with Garver's Quality Management SOP's, quality control review will be conducted in Bluebeam. Quality control documentation will be submitted to SMAA with each deliverable and will include a signed report or record of the quality control process conducted in Bluebeam. *Deliverable: Quality Control Documentation*

6. PERMITTING SERVICES

Garver will coordinate with and obtain the necessary permits and environmental clearances from all required agencies. For this project, it is anticipated that an Environmental Resource Permit (ERP) with the Southwest Florida Water Management District (SWFWMD) and coordination with Sarasota County will be required.

- 6.1 SWFWMD Coordination: Garver will conduct a pre-application meeting with the SWFWMD and develop and submit all required permit documentation (application, drainage report, exhibits, etc.) to the SWFWMD to obtain an approved ERP for the project. Garver will attend all meetings and provide any plan sheets and/or civil design related exhibits required as part of the permit documentation. Garver will review and respond to agency requests for additional information (RAI) as necessary to complete the permitting process. *Deliverable: SWFWMD Permit Application*
- 6.2 Sarasota County Coordination: Garver will coordinate with Sarasota County and develop and submit all required permit documentation required to obtain approval for the project. Garver will attend all meetings and provide any exhibits required as part of the permit documentation. *Deliverable: Sarasota County permit application*

7 BIDDING SERVICES

Garver will assist the SMAA with bidding of the project in accordance with the following tasks.

- 7.1 Pre-Bid Meeting: Garver will prepare for and conduct a Pre-Bid Meeting with prospective bidders. The intent of the meeting is to provide the bidders with a high-level overview of the project and address any relevant project specific requirements. A site visit will be included. *Deliverable: Pre-bid meeting presentation*
- 7.2 Addenda Preparation: Garver will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents. Garver will respond to bidder's questions and will consult with the SMAA concerning the acceptability of substitute materials and equipment proposed by bidders when substitution prior to the award of contracts is allowed by the Bidding Documents. *Deliverable: Bid document addenda*
- 7.3 Bid Evaluation: Garver will prepare a bid tabulation, perform a bid tabulation analysis, and assist the SMAA in evaluating bids and in assembling and awarding contracts for construction. *Deliverable: Bid tabulation and signed recommendation of award letter*
- 7.4 Issued for Construction Documents: Garver will compile bid addendums and any other necessary plan changes into a final Issued for Construction (IFC) set of plans and specifications. *Deliverable: Signed and sealed issued for construction plans (CAD and PDF) and specifications. Two (2) printed and bound sets of drawings (22"x34") and specifications (contract documents and technical specifications)*



8 ADDITIONAL SERVICES

The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the SMAA.

- Redesign for the SMAA's convenience or due to changed conditions after previous alternate direction and/or approval.
- Deliverables beyond those listed herein.
- Design of any unforeseen utility relocation.
- Engineering, architectural, or other professional services beyond those listed herein.
- NEPA documentation.
- Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.
- Construction administration or on-site inspection services (to be addressed in a future work authorization)
- Services after construction, such as warranty follow-up, operations support, and Part 139 inspection support.

9 SCHEDULE

Garver shall begin work under this Agreement within ten (10) days of execution of this Agreement and shall complete the work in accordance with the schedule below:

Design Phase	Calendar Days
Kick-Off Meeting	10 Days from Agreement Execution
Site Investigations	45 Days from Agreement Execution (Concurrent with 60% Design)
Concept Validation Memo	30 Days from Agreement Execution
Concept Validation Memo Review Meeting	7 Days from Concept Validation Memo Submittal
60% Preliminary Design	30 Days from Concept Validation Memo Review Meeting
60% Design Review Meeting	7 Days from 60% Design Submittal
90% Final Design	30 Days from 60% Design Review Meeting
90% Design Review Meeting	7 Days from 90% Design Submittal
100% Issued for Bid	14 Days from 90% Design Review Meeting
<i>Total Design Duration</i>	<i>125 Calendar Days</i>
Bidding Services	Tied to the SMAA Bidding Process

10 COMPENSATION

Garver will be compensated on a lump sum basis for all labor and on a time and materials basis for all reimbursable expenses.

END OF EXHIBIT A

Exhibit A – Scope of Services
Runway 14-32 ROFA Improvements

Garver Project No. 2500189



Northwest Surveying, Inc.
A certified MBE/DBE/SBE Corporation
8409 Sunstate Street. Tampa, Florida 33634-1309
(813) 889-9236; Fax: (813) 886-3315
www.nsitampa.com

April 16, 2025

Mr. David Gordon, PE
Garver

RE: SRQ R/W 14-32 ROFA Improvements
NSI Proposal No. 250408

Dear Mr. Gordon:

Thank you for the opportunity to submit this fee proposal for surveying services at the above referenced project.

The scope of work included in this proposal is a topographic survey of the areas shown on your Exhibit attached hereto.

Specifically, based on the PACs and SACs, we will establish control points and Bench Marks for our and the Contractor's use. We will perform a 50' grid topographic survey of the area to include the service roads, trees, all manmade improvements, drainage structures, along with pipe sizes, shape, type material and invert elevations.

The horizontal datum will be NAD 83/2011 adjustment and the vertical datum will be NAVD 88.

Our fee to perform the surveying services described above will be **\$12,910.00**.

We will require 3 weeks from your notice to proceed date to complete the survey and submit an Autocad Civil 3D file along with a digitally signed PDF map.

All of the work will be performed under the direct supervision of a Professional Land Surveyor and will meet or exceed the Standards of Practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J17.050 to 5J17.052, Florida Administrative Code, pursuant to Section 472.027 Florida Statutes.

If you have any questions, please do not hesitate to contact our office.

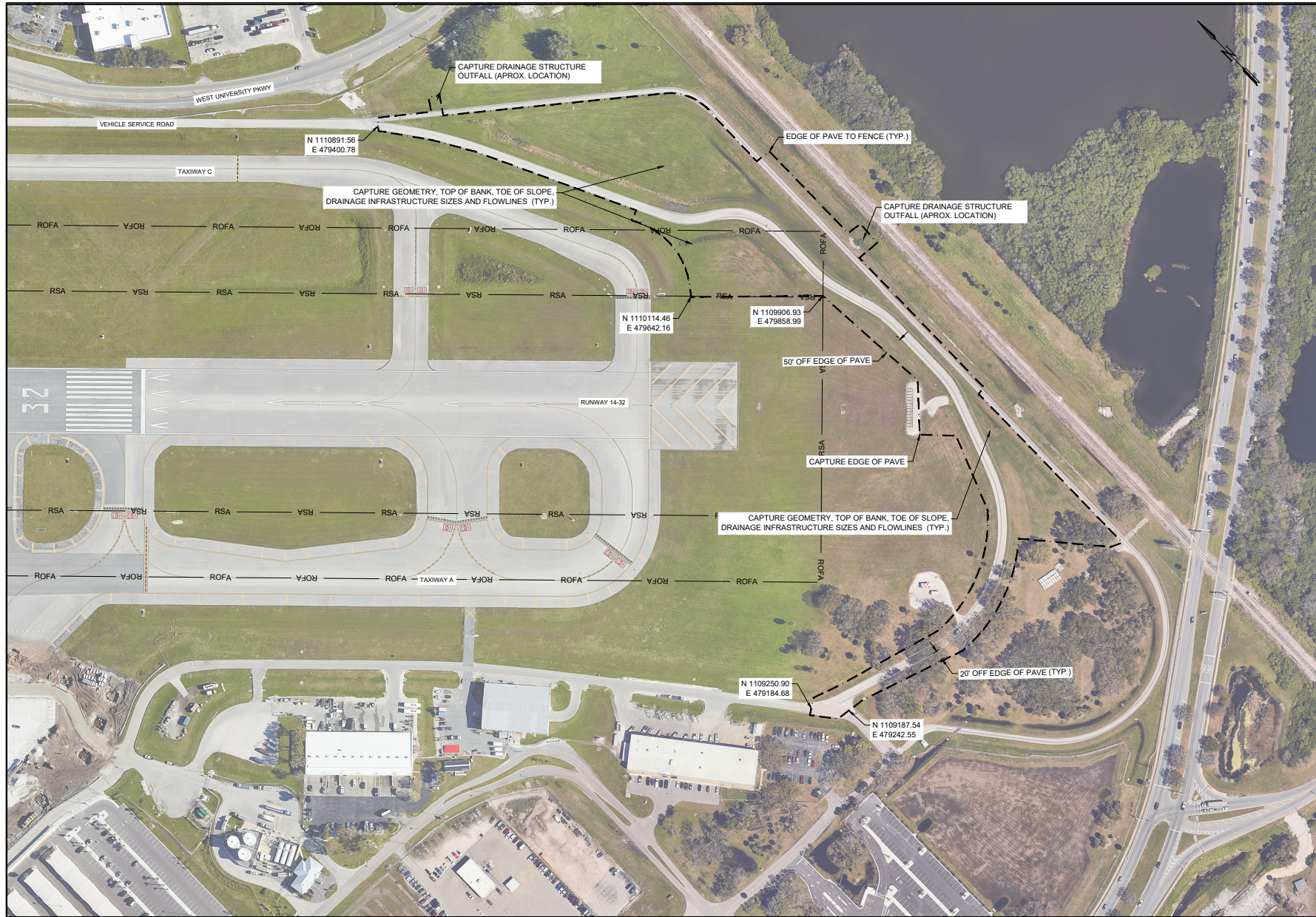
Sincerely,


NORTHWEST SURVEYING, INC.

A handwritten signature in black ink that reads "Gerald Silva". The signature is written in a cursive, flowing style.

Gerald Silva, PSM
President

FILE: L:\2025\A3-2000\89 - SRQ RWY 14-32 ROFA Improvements\Drawings\EXHIBIT.dwg Plot Date: 4/11/2025 9:10 AM Last Saved By: SFCollins
 Last Plotted By: Collin, Sean F. Plot Date: 4/11/2025 9:26 AM Plotter Used: DWG TO PDF.pc3





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 AGREEMENT FOR THIS WORK.

REV	DATE	DESCRIPTION	BY

**SARASOTA BRADENTON
 INTERNATIONAL AIRPORT**
 SARASOTA, FL

SURVEY EXHIBIT

JOB NO.: 2500189
 DATE: MAY 2025
 DESIGNED BY: DAG
 DRAWN BY: SFC

BAR IS ONE INCH ON
 ORIGINAL DRAWING
 IF NOT ONE INCH ON SHEET
 ADJUST SCALES ACCORDINGLY

DRAWING NUMBER

EX001

**RUNWAY 14-32 ROFA
 IMPROVEMENTS**



5012 W. Lemon Street
Tampa, Florida 33609
Ph 813.944.3464 Fax 813.944.4959

April 17, 2025

Mr. David Gordon, PE
Garver, LLC

Via Email: DAGordon@GarverUSA.com

Subject: Proposal for Geotechnical Engineering Services
SRQ RW 14-32 ROFA Improvements
Sarasota Bradenton International Airport
6000 Airport Circle
Sarasota, Florida
AREHNA B.Prop-25-130

AREHNA Engineering, Inc. is pleased to present this proposal to provide geotechnical engineering services for the referenced project. This proposal summarizes our understanding of the project, presents our scope of services, and provides a proposed scope, fee and schedule.

Project Description

The project site is located within the airport, southeast of Runway 14-32. The scope includes evaluating existing pavement section and providing recommendations for a new pavement section along an existing access roadway as well as drainage improvements in the same area.

Based on recent aerial images, the site appears to be accessible for our equipment, which will consist of 1 to 2 pickup trucks. This proposal assumes that AREHNA will obtain access badges for access or be escorted by badged personnel while onsite.

Scope of Services

The purpose of our geotechnical study is to obtain information on the general subsurface soil conditions at the project site. The subsurface materials encountered will then be evaluated with respect to the available project characteristics. In this regard, engineering assessments for the following items will be formulated:

- Identification of the existing groundwater levels and estimated normal seasonal high groundwater fluctuations.
- General location and description of potentially deleterious materials encountered in the borings which may have an impact on the proposed construction.
- Existing pavement and base layer thicknesses.
- General geotechnical recommendations for the proposed construction including new pavement replacement and milling and resurfacing recommendations, as well as compaction recommendations.
- Infiltration rate based on the results of the Double Ring Infiltration (DRI) test. A horizontal infiltration value will be estimated based on correlations from the vertical infiltration rate and soil types encountered.
- California Bearing Ratio (CBR) results for the two shallow bulk samples collected.

SRQ RW 14-32 ROFA Improvements
Sarasota, Florida

AREHNA Proposal B.Prop-25-132
April 17, 2025

The following services will be performed:

- Acquire access badges as needed to perform the fieldwork or be escorted by badged personnel.
- Request utility location services from Sunshine811.
- Collect two shallow bulk samples of soil for CBR testing in our laboratory.
- Perform one Double Ring Infiltration (DRI) test within the existing pond at the depth provided by the client.
- Perform one seasonal high hand auger boring extending to an approximate depth of 6 feet below existing ground surface or auger refusal adjacent to the DRI test location to determine the soil profile and measure the water table depth, if encountered.
- Perform five pavement cores within the existing pavement section at locations provided by the client. A hand auger will be used to continue through the base material to determine the base layer thickness and material type at each core location. Core holes will be backfilled with asphalt cold patch and tamped down level with the existing pavement when complete.
- Visually classify and stratify soil samples in the laboratory and conduct a laboratory testing program as needed to verify soil classifications. CBR tests on the two bulk samples collected from the site.
- Report the results of the field exploration and engineering analysis. The results of the subsurface exploration will be presented in a written report signed and sealed by a professional engineer specializing in geotechnical engineering.

Schedule

We can perform the fieldwork within approximately three to four weeks from receiving the notice to proceed. During this time, access badges will be obtained as needed and a utility locates request will be submitted to Sunshine811. The fieldwork should require approximately one to two days to complete, weather and access permitting. Our signed and sealed report should be available approximately three weeks after completion of the fieldwork.

Service Fee

We propose to complete our geotechnical engineering services for a lump sum fee of \$9,800.00.

The attached Work Order is an integral part of this proposal. To authorize our services, please fill out the Client's billing address at the top of the first page and sign the bottom of the second page of the work order or reference this proposal in a letter of authorization. Please note that samples will be retained for 90 days after the date of the report and then disposed, unless other arrangements have been made.



SRQ RW 14-32 ROFA Improvements
Sarasota, Florida

AREHNA Proposal B.Prop-25-132
April 17, 2025

We appreciate the opportunity to support you on this project. If you have any questions regarding this proposal, please do not hesitate to contact us at 813.944.3464.

Sincerely,
AREHNA Engineering, Inc.



Andy Tao, P.E.
Senior Geotechnical Engineer



Kevin M. Hill, P.E., PMP
Senior Geotechnical Engineer

Attachments: Work Order





AREHNA ENGINEERING WORK ORDER

Project Name ("Project"): SRQ RW 14-32 ROFA Improvements

Proposal No. ("Proposal"): B.Prop-25-130

Date of Proposal: 4/17/2025

Project Location ("Site"): Sarasota Bradenton International Airport

Client: Garver, LLC

Client Address:

Scope of Services: Please refer to the attached Proposal, which is incorporated herein by reference.

In consideration of the mutual covenants expressed herein, and intending to be legally bound, the Parties agree as follows:

1. **STANDARD OF CARE.** AREHNA will perform the Scope of Authorized Services referenced above and in any subsequent change order ("Services") as an independent contractor, using that degree of skill and care ordinarily exercised under similar conditions by reputable members of AREHNA's profession practicing in the same or similar locality at the time of performance. NO OTHER WARRANTY, EXPRESS OR IMPLIED, IS MADE OR INTENDED, AND THE SAME ARE SPECIFICALLY DISCLAIMED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Any claim that Client may bring against AREHNA with respect to the Services to be performed by AREHNA must be commenced within one (1) year after the date on which Client first knew or should have known of the deficient Services upon which the claim is based.

2. **OPINIONS OR ESTIMATES OF COST.** If included in the Services, AREHNA will provide estimates of the cost of materials, remediation or construction based on AREHNA's experience on similar projects, which are not intended for Client's or others' use in developing firm budgets or financial models, or making investment decisions. Client agrees that any opinion of cost is still merely an estimate.

3. **PAYMENT.** Client will pay AREHNA for performing the Services in accordance with the fee provisions contained in the Proposal or the above Scope of Authorized Services. AREHNA's invoices are due upon receipt. If payment is not received within thirty (30) days from the date of AREHNA's invoice, in addition to the invoiced amount, Client will owe interest on the unpaid balance at a rate equal to the lesser of one and one-half (1½ %) percent per month or the maximum legal rate until the invoice, plus interest, is paid in full. AREHNA may suspend the performance of Services when any invoice is past due.

4. **LIMITATION OF LIABILITY.** TO THE MAXIMUM EXTENT PERMITTED BY LAW, CLIENT EXPRESSLY AGREES, FOR ITSELF AND ANYONE CLAIMING BY, THROUGH OR UNDER IT, THAT THE LIABILITY OF AREHNA, AFFILIATES AND SUBCONTRACTORS, INCLUDING THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SUCCESSORS AND ASSIGNS, FOR ANY AND ALL CAUSES OF ACTION WHATSOEVER, INCLUDING, WITHOUT LIMITATION, TORT, CONTRACT, STRICT LIABILITY, INDEMNITY OR OTHERWISE, ARISING OUT OF, OR IN CONNECTION WITH, THIS AGREEMENT OR AREHNA'S PROFESSIONAL SERVICES, SHALL BE LIMITED TO THE AGGREGATE SUM, INCLUDING AMOUNTS PAID TO THIRD PARTY RECIPIENTS OF DELIVERABLES, ATTORNEYS' FEES AND ALL OTHER LITIGATION COSTS AND EXPENSES, IF ANY, OF FIFTY THOUSAND DOLLARS (\$50,000) OR THE TOTAL FEES PAID TO AREHNA BY CLIENT UNDER THIS AGREEMENT, WHICHEVER IS GREATER. Client acknowledges that (i) without the inclusion of this limitation of liability provision, AREHNA would not have performed the Services, (ii) it has had the opportunity to negotiate the terms of this limitation of liability as part of an "arms-length" transaction, (iii) the limitation amount may differ from the amount of professional liability insurance required of AREHNA under this Agreement, (iv) the limitation of liability provision is merely a limitation of, and not an exculpation from, AREHNA's liability and (v) it has received special consideration of ten dollars (\$10) for this

limitation of liability provision and waives any and all rights to dispute the receipt and sufficiency of such consideration. **PURSUANT TO FLORIDA STATUTES, SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.**

5. **INDIRECT DAMAGES.** EACH PARTY HEREBY WAIVES ITS RIGHTS TO RECOVER FROM THE OTHER PARTY ANY CONSEQUENTIAL, INDIRECT, OR INCIDENTAL DAMAGES (INCLUDING, BUT NOT LIMITED TO, LOSS OF USE, INCOME, PROFITS, FINANCING OR REPUTATION), ARISING OUT OF, OR RELATING TO, THIS AGREEMENT OR THE PERFORMANCE OF THE SERVICES, OR BOTH.

6. **SITE OPERATIONS.** If sampling or intrusive services are part of the Services, the Proposal or opinion of costs does not include the costs associated with surveying the Site to determine accurate horizontal and vertical locations of any tests, borings, or well installation locations. Client will establish test or boring locations. If surveying is required, those Services will be secured by Client. Field tests or boring locations described in the Deliverables or shown on sketches are based on information furnished by others or estimates made in the field by AREHNA's personnel. Such depths, dimensions, or elevations are approximations. Unless expressly stated otherwise, the Services do not include the costs of restoration of damage which is reasonably necessary to perform the Services. Client will defend, indemnify and hold harmless the Indemnitees from and against Liabilities related to, or arising from, any undisclosed or unknown surface or subsurface conditions, except to the extent such Liabilities were caused solely by the negligence of the Indemnitees.

7. **SITE RESPONSIBILITY.** Client will provide AREHNA with access to the Site and all available Site information deemed necessary by AREHNA. The Services do not include supervision or direction of the means, methods or actual work of other consultants, contractors and subcontractors not retained by AREHNA. Client agrees that each such other party will be solely responsible for its working conditions and safety on the Site. AREHNA's monitoring of the procedures of any such other party is not intended to include a review of the adequacy of its safety measures. It is agreed that AREHNA is not responsible for safety or security at the Site, other than for AREHNA's employees, and that AREHNA does not have the right or duty to stop the work of others.

8. **SAMPLES AND WASTES.** Samples are generally consumed or altered during testing and are disposed of immediately upon completion of the tests. If Client directs AREHNA to retain any samples, AREHNA will take reasonable steps to retain them, at Client's expense, but only for a mutually acceptable time. AREHNA reserves the right to refuse storage of any samples. If the samples or wastes resulting from the Services or any soils or materials contain asbestos, molds, fungi, bacteria, viruses, or any other hazardous, radioactive or toxic substances, pollutants, or their constituents (collectively, "Contaminants"), AREHNA, at Client's direction and expense, will either (i) return such samples, wastes, soils or materials to, or leave them with, Client for appropriate disposal or (ii) using a manifest signed by Client as generator and arranger, transport such samples, wastes, soils or materials to an approved facility selected by Client for final disposal, using a transporter selected by Client. In so doing, AREHNA will be acting solely as an independent contractor for Client and will at no time assume title, constructive or express, to any such samples, wastes, soils, or materials. Client will defend, indemnify and hold harmless the Indemnitees from and against all Liabilities arising from the Indemnitees handling of such samples, wastes, soils or materials, except to the extent of AREHNA's negligence or willful violation of any applicable law.

4/17/2025

AREHNA B.Prop-25-130 Work Order

9. **UNANTICIPATED CONDITIONS.** Client will inform AREHNA in writing of all known Contaminants or other conditions existing on or near the Site that present a potential danger to health, the environment, or AREHNA's equipment or personnel prior to commencement of the Services. Should AREHNA encounter such conditions which were not reasonably anticipated or which increase the risk or cost, or both, involved in AREHNA's performance of the Services, upon notice to Client, AREHNA, in its sole discretion, may (i) suspend the performance of Services and submit a change order to be signed by Client prior to proceeding or (ii) discontinue the performance of Services and terminate this Agreement. If the unanticipated condition presents an immediate or potential threat to health, safety, the environment, or AREHNA's equipment or personnel, AREHNA will immediately inform Client, so that Client can notify the appropriate government authorities. If Client fails to do so, Client will hold AREHNA harmless if AREHNA provides such notice.

10. **EXCUSABLE DELAY.** AREHNA will not be in breach of this Agreement due to any delay or failure to perform any obligation pursuant to a schedule, if such delay or schedule failure results from circumstances beyond the control of AREHNA. In the event of any such delay, AREHNA will be entitled to an extension of the time to put performance of the Services back on schedule, and AREHNA will be compensated for any necessary and reasonable increased costs of performance that result from such delay.

11. **ENVIRONMENTAL INDEMNITY.** Client (i) expressly releases the Indemnitees from all Liabilities arising from, or related to, any exposure, release, or dispersal of Contaminants on or about the Site and (ii) will defend, indemnify, and hold harmless the Indemnitees from and against all such Liabilities arising from or caused by Contaminants ("Environmental Liabilities"), except to the extent that such Environmental Liabilities are determined to have been caused solely by the negligence of, or the willful violation of any applicable environmental health or safety law, by AREHNA.

12. **TERM AND TERMINATION.** The term of this Agreement shall commence on the month, day and year first written above and shall continue in effect until completion of the Services and final payment, unless earlier terminated by Client for its convenience upon fourteen (14) days prior written notice to AREHNA. In such event, Client will take possession of the Site and the materials and equipment thereon, provided that such materials and equipment have been paid for by Client. AREHNA will be paid for all Services performed up to the effective date of termination, plus reasonable demobilization expenses and expenses related to the cancellation of previously-placed orders and other commitments regarding the Project.

13. **DISPUTE RESOLUTION.** The Parties shall undertake in good faith to settle or compromise all disputes, controversies, or differences between them that arise out of, or are related to, the performance of a Party under this Agreement (individually, "Dispute" and, collectively, "Disputes") by means of amicable discussions. All Disputes shall be dealt with as follows:

Any time there is a Dispute, either Party may send a written notice to the other Party setting forth a description of the Dispute ("Notice of Dispute"). If the Dispute is not resolved during the first fourteen (14) days following receipt of the Notice of Dispute, either Party may seek to have the Dispute resolved by non-binding mediation pursuant to the construction industry rules of the American Arbitration Association. Promptly upon selection of a mediator, the Parties shall provide the mediator with copies of the Notice of Dispute, all related, relevant documents and a statement of their respective positions and shall request that the mediator meet with the Parties within twenty (20) days of such selection to consider and propose a resolution or a procedure for reaching a resolution. If the Parties have not resolved the Dispute or have not agreed in a writing signed by an officer of both Parties to resolve the Dispute by binding arbitration, either Party, after sixty (60) days following receipt of the Notice of Dispute (regardless of whether any mediation process has occurred or is ongoing or concluded), may seek a resolution in any state or federal court that has jurisdiction over the Parties and the subject matter of the Dispute ("Court"). Either Party may apply to a Court for an order, if necessary, granting preliminary relief to maintain the status quo, to avoid irreparable injury, or to obtain other emergency relief at any time during the process described above. Despite such application, the Parties will continue to participate in good faith in the procedures specified in this Section 14. The procedures specified in this Section 14 shall be the sole and exclusive procedures for the resolution of Disputes. THE PARTIES HEREBY WAIVE TRIAL BY JURY WITH RESPECT TO ANY ACTION OR PROCEEDING BROUGHT IN CONNECTION WITH THIS AGREEMENT.

14. **ASSIGNMENT.** This Agreement may not be assigned by either Party without the written consent of the other Party, which said such consent shall not be unreasonably withheld or delayed. Client acknowledges that AREHNA may subcontract portions of the Services to its affiliated companies and/or utilize employees of its affiliated companies in performing the Services, without the approval of Client.

15. **SURVIVAL.** All of Client's and AREHNA's obligations and liabilities, including, but not limited to, Client's defense and indemnification obligations and the limitation of liability provision in Section 5, and AREHNA's rights and remedies with respect thereto, shall survive completion of the Services and the expiration or termination of this Agreement.

16. **SEVERABILITY.** If any provision of this Agreement is deemed invalid or unenforceable, it is the intent of the Parties that this entire Agreement not be invalidated or rendered unenforceable, that the remaining provisions shall continue in full force and effect and the invalid or unenforceable provision shall be interpreted and enforced as closely as possible to the intent of the Parties, or deleted if a valid or enforceable interpretation is not possible under applicable law, and that the rights and obligations of the Parties shall be construed and enforced accordingly.

17. **NO CONSTRUCTION AGAINST THE DRAFTER.** Each of the Parties has had an opportunity to negotiate the terms and conditions expressed herein; therefore, this Agreement will not be construed more strictly against either Party as the drafter.

18. **INTEGRATION.** This Agreement and other documents, if attached as exhibits hereto, constitute the entire Agreement between the Parties and supersede any previous written or oral contracts or negotiations. This Agreement and the above Scope of Authorized Services can only be changed by a written instrument signed by both Parties.

19. **GOVERNING LAW.** This Agreement shall be governed by the laws of the State of Florida, without giving effect to its choice of law principles.

AREHNA Engineering, Inc.**Garver, LLC**_____
Signature of Authorized AREHNA Representative_____
Signature of Authorized Client Representative_____
Print Name and Title_____
Print Name and Title_____
Date_____
Date



April 21, 2025

David Gordon, PE
Aviation Design Center Leader
Garver USA
813-509-2416 (O)
386-986-6507 (C)
DAGordon@GarverUSA.com

PROPOSAL FOR SUBSURFACE UTILITY ENGINEERING (SUE) SERVICES

Project: SRQ RW 14-32 ROFA, Sarasota County

Dear Mr. Gordon:

At ECHO UES, Inc. (ECHO) we value your consideration and appreciate the opportunity to provide a technical proposal for the provision of professional services. This technical proposal, inclusive of an economical offer, details the approach we consider the most suitable for this project.

Project Synopsis: Based on the information made available to ECHO, we understand the project consists of design services for a small service road realignment at the **SRQ RW 14-32 ROFA**, in Sarasota County as shown on the attached graphic exhibit. ECHO's professional services were requested to provide subsurface utility engineering (SUE) services within a portion of the project limits shown in the attached exhibits. Specifically, ECHO will perform utility investigation and utility survey, as directed by the EOR, searching for specific utilities at specific locations only.

Project Limits: ECHO's proposed services will be performed within well-defined limits (i.e. Project Limits) as shown in the attached graphic representation.

Subsurface Utility Engineering (SUE) Services

Using a combination of field investigative techniques and technology, including surface geophysical instruments (e.g. GPR, pipe/cable locators) and vacuum excavation if needed, ECHO will perform the following services.

1. **Identification and marking of existing utilities.** Utilities potentially in conflict with the project and located within the project limits will be investigated in the attempt

to identify their position. The results will be marked on the ground surface using the most appropriate method (i.e. pin flags, paint etc.) and showing the approximate position of the identified utilities.

ECHO will attempt to identify and mark detectable utilities located within the project limits, as requested by the EOR and at select locations only, with the exclusion of irrigation lines, services lines and gravity (sanitary and storm) lines.

2. **Verification of utility location and characteristics.** At specific locations ECHO will attempt to expose utilities via minimally intrusive methods (e.g. use of vacuum excavation) to confirm their characteristics (e.g. type, size, material, direction, configuration) and provide an accurate location. At completion of each excavation (test hole) ECHO will record all verifiable utility information, mark the utility location with the most appropriate method (e.g. wooden lathes, "X" mark on concrete, disc and nail on asphalt) and restore the field to as close as possible to its original conditions. **ECHO anticipates eight (8) test holes to be performed for this project.**

Utility Survey

- Garver is to provide the horizontal and vertical control for the purpose of collecting the subsurface utility engineering information.
- Collect utility information as identified per steps above.
- All survey efforts will be conducted in accordance with the Standards of Practice set forth in Rule Chapter 5J-17, F.A.C., pursuant to Section 472.027, F.S.

Deliverables:

- Field deliverables will consist of field marks (e.g. pin flags, paint marks, wooden lathes, nails/discs etc.) showing the position of the designated and located utilities.
- Office deliverables will consist of:
 - Images and a sketch (not to scale unless otherwise stated) based on the project plans or aerial imagery publicly available.
 - Survey digital CADD file, and a signed and sealed surveyor's report.

Proposed Schedule: To be discussed and agreed upon with the client following acceptance of this proposal. The proposed schedules shall be valid barring any unforeseen conditions.

Notes and Limitations:

1. Client shall facilitate access to the site and provide any relevant project information.
2. Site must be clear from obstacles impeding access to any portion of the project limits.
3. Standard work hours are from 7:00am to 4:00pm, Monday through Friday; additional charges may occur (following discussion with the Client) in case of weekend or nighttime work.
4. ECHO will not work on any site that is known to be contaminated with any hazardous or harmful substance.
5. Any permit or fee requested to perform the work complying with any stakeholder's requirement will be submitted to the Client with a 5% administrative markup.
6. FDOT Design Standards (Index 600 Series) will be utilized for the Maintenance of Traffic (MOT). Should the site require modification to the Index 600 for non-standard MOT arrangements, ECHO will seek the Client's concurrence to obtain signed and sealed project's specific MOT plans (to be provided by others).

7. Any cost associated with signed and sealed MOT plans will be submitted to the Client with a 5% administrative markup.
8. Unless otherwise stated within this proposal, test holes have usual depth of up to eight (8) ft. from the ground surface, and diameter of up to 1 ft. Should there be a need for deeper or wider excavations, additional charges may apply.
9. The original ground surface at each test hole location will be restored to as close as possible to its original conditions, using concrete mix or asphalt cold patch as applicable. Any deviation from this standard (e.g. use of hot asphalt, flowable fill etc.) may require additional charges and the use of specialty subcontractors.
10. Regardless of the type of estimate proposed (e.g. lump sum, time and materials, etc.) such estimate should be considered indicative and based on preliminary information. Should any situation out of ECHO's control heavily impact ECHO's field work performance (e.g. adverse site conditions), ECHO reserves the right to seek additional funds to complete the work.
11. The exact location of any underground utility is not guaranteed unless clearly exposed and visually verified at a specific location. Utility characteristics, methods of installation, soil conditions and the surrounding environment all may impact adversely the results of any utility investigation with surface geophysical instruments and technology. No guarantee is made that all utilities will be found and identified.
12. Independently from ECHO's scope of work and performance, the Client shall comply with the relative chapter from the Florida (or any other applicable) Statutes: "Underground Facility Damage Prevention and Safety Act" and call 811 prior to any excavation taking place.
13. Subsurface Utility Engineering, Designating and Locating terms all refer to the American Society of Civil Engineers / Utility Engineering and Surveying Institute / Construction Institute "Standard Guideline for Investigating and Documenting Existing Utilities" (ASCE/UESI/CI 38-22). Should ECHO adopt this standard for the performance of the scope of work and preparation of deliverables, clear mention to the Standard shall be made throughout the deliverable.

Fee: ECHO's competitive offer, which is inclusive of all field, office, materials, supplies, and equipment costs are detailed below.

- **Subsurface Utility Engineering (Limiting Amount) = \$7,455.90**

Acceptance: We will honor this proposal for 90 days. If accepted, please return to our attention together with a professional services agreement/task work order authorization and official Notice to Proceed.

At ECHO UES, Inc. we believe in collaboration and communication with our clients and are driven to understand their needs and provide time-efficient and cost-effective solutions. ECHO strives to provide quality utility and survey reliable data to design better, build faster, and safely enhance Engineering, Design, Construction and Maintenance of infrastructure.

Thank you for considering ECHO for this important project and please do not hesitate to contact me directly should you have any questions or concerns.

Sincerely,



Jerry Comellas, Jr., PE
President
ECHO UES, Inc.

12" WATER AND 4" GAS. ONE TEST LOCATION PER UTILITY

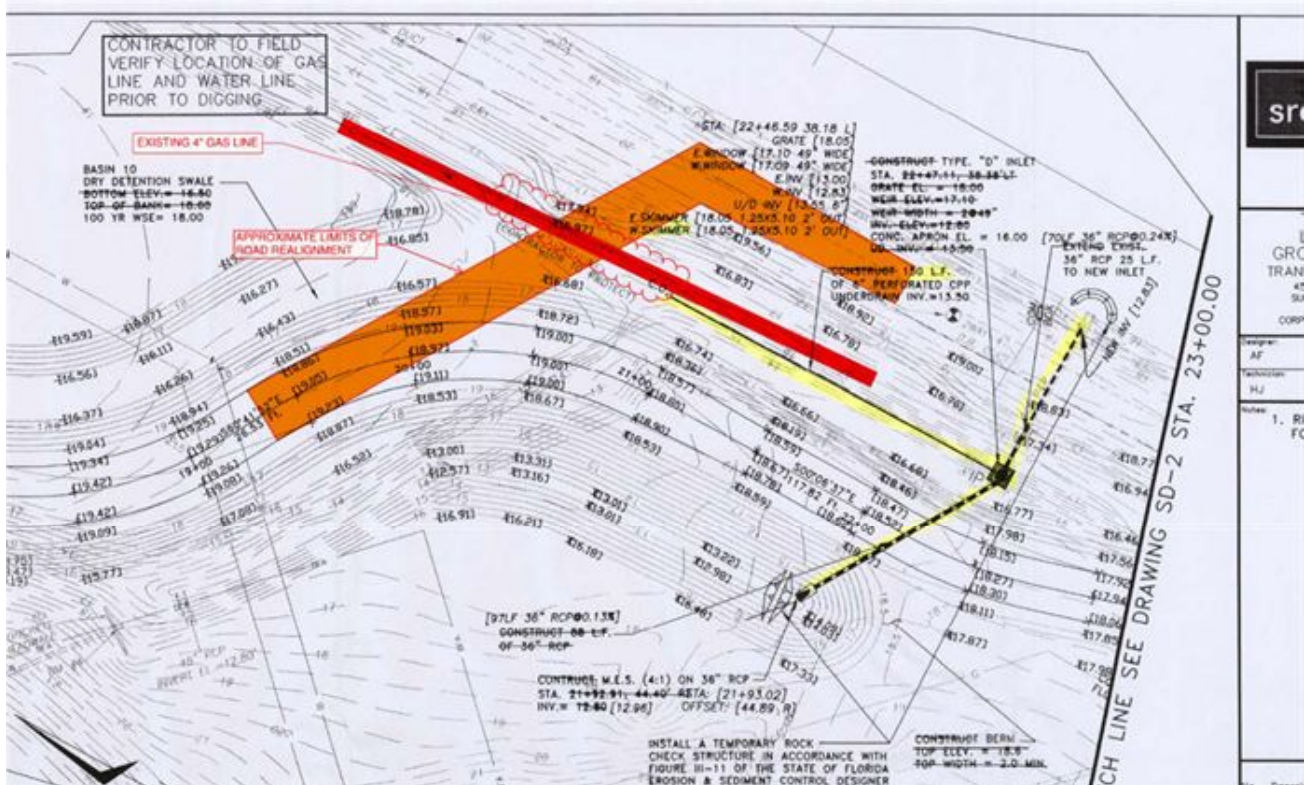
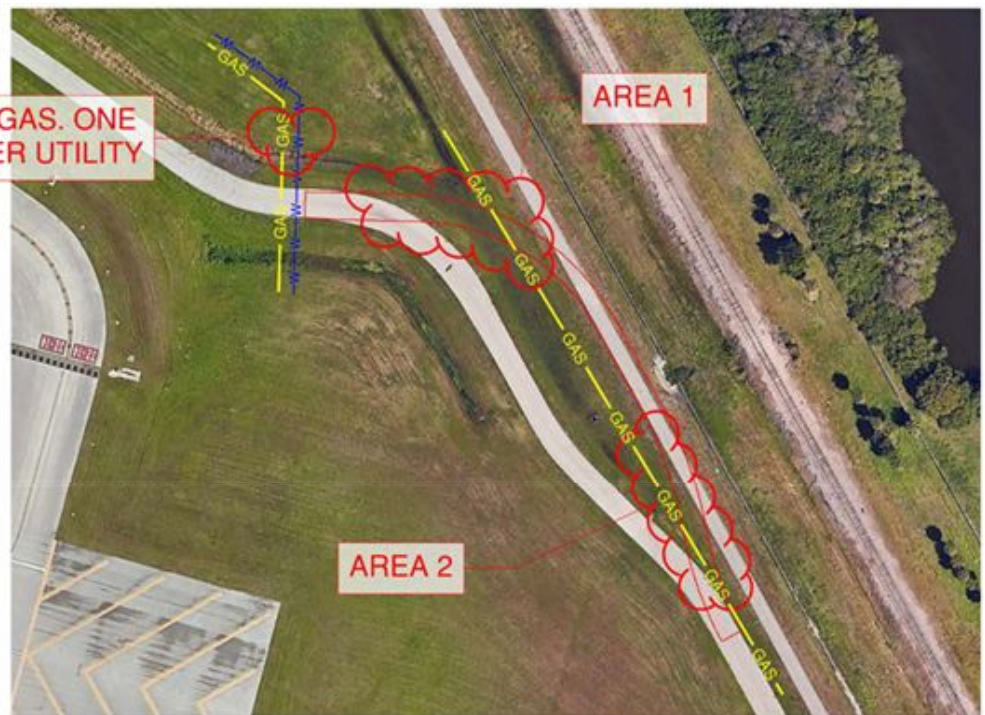


Exhibit B**Sarasota Bradenton International Airport
Runway 14-32 ROFA Improvements****FEE SUMMARY**

Title I Service	Estimated Fees
Project Management	\$ 9,970.00
Site Investigations	\$ 2,330.00
60% Preliminary Design	\$ 30,022.50
90% Final Design	\$ 21,722.50
100% Issued For Bid	\$ 8,322.50
Permitting Services	\$ 11,585.00
Bidding Services	\$ 8,227.50
Expenses	\$ 750.00
Subconsultants	\$ 30,165.90
Subtotal for Title I Service	\$ 123,095.90

Exhibit B
Sarasota Bradenton International Airport
Runway 14-32 ROFA Improvements

WORK TASK DESCRIPTION		Principal in Charge		PM / Lead Airfield		Stormwater Engineer		Support Engineer		Admin	
E-6		E-6		E-5		E-4		E-2		AM-2	
hr		hr		hr		hr		hr		hr	
\$330.00		\$272.50		\$240.00		\$155.00		\$105.00			
1. Project Management		Project Management Plan		4						16	
Project Management		2		24							
Subtotal - Project Management		2		28		0		0		16	
2. Site Investigations				4				4		4	
Site Visits											
Site Survey											
Geotechnical Investigation											
Subtotal - Site Investigations		0		4		0		8		3	
3. 60% Preliminary Design											
Kick-off Meeting				4				4		1	
Record Document Review						1		4			
Concept Validation Memorandum				8		1		12		1	
Plan Set Development				12		2		60			
Technical Specifications				1				1			
Engineer's Report				8				12			
Construction Cost Estimate				2				4			
Contract Documents				1				1			
Construction Safety and Phasing Plan (CSPP)				8				2		4	
FAA Form 7460				2		8		1			
Quality Control				4				4		1	
Design Review Meeting				4				4			
Subtotal - 60% Preliminary Design		0		41		12		101		3	
4. 90% Final Design											
Plan Set Development				10		2		40			
Technical Specifications				6				2		1	
Engineer's Report				4		1		4			
Construction Cost Estimate				1				1			
Contract Documents				8				2			
FAA Form 7460				1		8		1			
Quality Control				2				4		1	
Design Review Meeting				4				4			
Subtotal 90% Final Design		0		37		11		54		6	
5. 100% Issued For Bid											
Plan Set Development				2		1		4			
Technical Specifications				1				2		1	
Engineer's Report				2		1		4			
Construction Cost Estimate				1				2			
Contract Documents				4				4			
Plan-in-Hand Walkthrough				4				4			
Quality Control				1				4			
Subtotal 100% Issued for Bid		0		15		6		16		3	
6. Permitting Services											
SWFWMDCoordination				2		24		8			
Sarasota County Coordination				8				12			
Subtotal Permitting Services		0		10		24		20		0	
7. Bidding Services											
Pre-Bid Meeting				4				8			
Addenda Preparation				4				6			
Bid Evaluation				10				4			
Issued for Construction Documents				1				1			
Subtotal Bidding Services		0		19		0		19		1	
Total Hours		2		154		53		218		29	

Exhibit B

Sarasota Bradenton International Airport
Runway 14-32 ROFA Improvements

DIRECT NON-LABOR EXPENSES	
Document Printing/Reproduction/Assembly	\$200.00
Postage/Freight/Courier	\$50.00
Office Supplies/Equipment	\$0.00
Travel Costs	\$500.00
SUBTOTAL - DIRECT NON-LABOR EXPENSES:	
\$750.00	
SUBTOTAL:	
\$92,930.00	
SUBCONSULTANTS FEE:	
Topographic Survey - Northwest Surveying, Inc. (DBE)	\$12,910.00
Geotechnical Engineering - AREHNA, Inc. (DBE)	\$9,800.00
Subsurface Utility Investigation - ECHO (DBE)	\$7,455.90
TOTAL FEE:	
\$123,095.90	
DBE Participation	
24.5%	



AGENDA ITEM NO. 5.6

SARASOTA MANATEE AIRPORT AUTHORITY

May 19, 2025, REGULAR MEETING

STAFF NARRATIVE

REQUEST FOR APPROVAL: INTERGOVERNMENTAL AGREEMENT FIRE MARSHAL SERVICES IN UNINCORPORATED SARASOTA COUNTY

EXECUTIVE SUMMARY: Staff requests approval of a First Amendment to Intergovernmental Agreement that will establish a process for reimbursing the Authority for its role in reviewing and approving building and construction plans and conducting inspections within portions of the Airport in unincorporated Sarasota County

NARRATIVE: On March 29, 2022, the Authority entered into an intergovernmental agreement with Sarasota County whereby the SMAA Fire Marshal was designated as the "Authority Having Jurisdiction (AJC)" within the portions of the Airport within unincorporated Sarasota County, including but not limited to the ticket and baggage wings, and adjacent apron areas; the southern six gates of Airside B; the curbside areas; and rental car and passenger short-term parking areas, and, specifically, to:

- Read, interpret, and enforce federal, state, and county fire prevention and life safety codes and regulations;
- Perform detailed inspections of buildings and facilities for compliance with pertinent codes and regulations; and
- Review and approve building and construction plans for any Airport or tenant improvements; and
- Conduct periodic inspections.

The County maintains a centralized online permitting system whereby building permit applicants pay fees to have their construction and building plans reviewed and their improvements inspected. But because it is the Authority's fire marshal, and not the County's, who reviews the plans and conducts the inspections for improvements covered by the Intergovernmental Agreement, the attached amendment provides a process for the Authority to be reimbursed for those services.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority approve the attached First Amendment to Intergovernmental Agreement and authorize the chairman to execute it.

Attachment: First Amendment to Intergovernmental Agreement

**FIRST AMENDMENT TO INTER-GOVERNMENTAL AGREEMENT BETWEEN
SARASOTA-MANATEE AIRPORT AUTHORITY AND
SARASOTA COUNTY**

Fire Marshal Services within Airport Boundaries

THIS FIRST AMENDMENT TO INTERLOCAL AGREEMENT (the "Amendment") is made and entered into by and between Sarasota County, Florida, a political subdivision of the State of Florida ("Sarasota County"), and Sarasota-Manatee Airport Authority (the "Authority"), an independent district of the State of Florida.

WHEREAS, Sarasota County is empowered pursuant to s. 12S.01(l)(d), Florida Statutes to provide fire protection, including the enforcement of the Florida Fire Prevention Code, as provided in ss. 633.206 and 633.208, and adopt and enforce local technical amendments to the Florida Fire Prevention Code as provided in those sections and pursuant to s. 633.202; and

WHEREAS, on March 29, 2022, Sarasota County and the Authority entered into an Interlocal Agreement ("Agreement") for the enforcement of the Fire Prevention Code at Sarasota Bradenton International Airport; and

WHEREAS, Sarasota County operates its own fire department which delegates to its Fire Marshal the authority to function as the "jurisdiction having authority" ("JHA") to enforce the Florida Fire Prevention Code within unincorporated Sarasota County; and

WHEREAS, the Authority is a body politic and corporate empowered pursuant to Ch. 2003-309, Laws of Florida, as amended, to acquire and operate any airport facilities within either or both of the Counties of Sarasota and Manatee, and, as such is the owner and operator of the Sarasota Bradenton International Airport (the "Airport"); and

WHEREAS, Sec. 5.(22) of Ch. 2003-309, as amended by Ch. 2015-185, Laws of Florida, authorizes and empowers the Authority to enforce the Florida Fire Prevention Code within the Enclave of the Airport, which, pursuant to Sec. 2.(4) thereof, consists of those lands owned by the Authority in unincorporated Manatee County, including the air operations area and various tenant parcels, which are not within the boundaries of the Cedar Hammock Fire Control District and not within the boundaries of the Southern Manatee Fire Control District; and

WHEREAS, most of the air carrier terminal area is located within unincorporated Sarasota County, including but not limited to the ticket and baggage wings, and adjacent apron areas; the southern six gates of Airside B; the curbside areas; and rental car and passenger short-term parking areas; whereas the northern seven gates of Airside B are within the Enclave area of unincorporated Manatee County; and

WHEREAS, the Sarasota County Fire Marshal is the "authority having jurisdiction" (AHJ) with responsibility for exercising building plans review, permitting and inspection responsibilities throughout portions of the Airport, including the air carrier terminal area, within unincorporated Sarasota County; and

WHEREAS, by virtue of the aforesaid Sec. 5.(22) of Ch. 2003-309, Laws of Florida, the Authority possesses concurrent power to function as the AHJ in the north half of the airside wing, and, in order to achieve maximum efficiency, Sarasota County now proposes to delegate to the Authority, and the Authority is prepared to accept, AHJ responsibility for reviewing and approving building and construction plans and conducting inspections for the portions of the Airport within unincorporated Sarasota County; and

WHEREAS, in order to achieve maximum efficiency, the parties now propose that Sarasota County delegate to the Authority, AHJ responsibility for reviewing and approving building and construction plans and for conducting inspections for the portions of the Airport within unincorporated Sarasota County.

WHEREAS, the parties agree to enter into this First Amendment of the Inter-Governmental Agreement to reflect the amended fee schedule and process for collecting on behalf of and transmitting fees to the Authority.

NOW THEREFORE, in consideration of the mutual terms, conditions and promises hereafter set forth, the Sarasota-Manatee Airport Authority and Sarasota County agree as follows:

1. Section 5 of the Agreement is hereby deleted in its entirety and replaced with the following:

5. Any fees or administrative charges necessary to cover the costs of any County inspections, review of plans and specifications or the administration of this Agreement shall be at rates established by Sarasota County, except to the extent that such services are provided by the Authority rather than Sarasota County.

2. Section 16 to the Agreement is hereby created as follows:

16. Sarasota County shall collect fees related to all development submittal applications for Airport and/or Airport Terminal improvements and shall continue to be submitted through Sarasota County's online electronic permitting system.

A. The Airport Authority shall provide their approved fee schedule on letterhead to Sarasota County and shall be responsible to notify Sarasota County on letterhead of any fee updates.

B. The Airport Authority shall provide Sarasota County with written notice, as provided in section 6 of this Agreement of any changes to Airport Authority fees to be collected by Sarasota County. Such notice, along with a copy of the Airport Authority resolution approving the change, shall be provided to Sarasota County at least 30 business days prior to the effective date of any such fee changes.

C. The Airport Authority will be responsible for paying Sarasota County for a license(s) to use Sarasota County's permitting system.

D. The administrative charge is in addition to and shall be paid separately from the inspection and review fees but shall be payable at the time of certificate of occupancy issuance.

E. The Airport Authority will be responsible to pay any fees necessary to cover the costs of the administration of this Agreement and the terms set forth herein shall be at rates established by Sarasota County. Any fee updates will be provided on Sarasota County.

3. Section 17 of the Agreement is hereby created as follows:

17. All fees and administrative charges collected by Sarasota County, with the exception of the administrative charge to defray Sarasota County's collection expenses, shall be transferred to the Authority once each month by wire transfer on the last working day of each month following the month of collection beginning with the effective date of this Agreement.

A. It is the responsibility of the Authority to maintain records of the fees collected.

4. Except as modified herein, all other terms, covenants, and conditions of the Agreement shall remain in full force and effect.

[signatures to appear on the following page]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment, by and through their duly authorized representatives, on the respective dates below.

COUNTY: Sarasota County, Florida, a political subdivision of the State of Florida, acting by and through the Board of County Commissioners, with a quorum present and voting, hereby approves the Agreement on the ____ day of _____, 2024.

Attest:

Sarasota County, Florida
a political subdivision of the State of Florida

ATTEST:

KAREN E. RUSHING, Clerk of the Circuit Court
and Ex-Officio Clerk of The Board of County
Commissioners of Sarasota County, Florida

By: _____
Deputy Clerk

Approved as to form and correctness:

By: _____
County Attorney

SARASOTA-MANATEE
AIRPORT AUTHORITY

ATTEST:

AGENDA ITEM NO. 6.1

**SARASOTA MANATEE AIRPORT AUTHORITY
MAY 19, 2025 MEETING
STAFF NARRATIVE**

**RE APPROVAL: INCREASE CONTRACT SCOPE FOR CONSTRUCTION OF THE WEST COMMERCIAL
APRON PROJECT WITH E.O. KOCH CONSTRUCTION**

EXECUTIVE SUMMARY: Staff requests authorization from the Board to approve an increase in contract scope for the West Commercial Apron Project with E.O. Koch Construction, Inc. The additional scope is for improvements to the grass overflow lot. The original plans provided for additional parking in an overflow grass lot, however, due to the increase in authority and tenant employees, this overflow lot is utilized on a daily basis. Changing this overflow lot from grass to pavement will reduce maintenance and improve the parking experience for airport employees.

NARRATIVE: At the May 2022 Board meeting, the Authority awarded the low responsive bidder, E.O. Koch Construction, a contract to expand the west apron and provide three additional Remain Overnight (RON) parking positions. In addition, the board approved expansion of the employee parking lot.

In this change order request, staff is requesting an increase in scope to E.O. Koch's contract to allow for stripping of grass, installation of base material, placement of asphalt pavement, markings and new signs. Kimley-Horn and Associates have evaluated these change order costs and have found them to be in conformance with current construction costs.

Staff requests an increase to the E.O. Koch's contract of \$540,865.80, no additional days are required to complete these improvements. This project is partially funded (50/50) with an FDOT grant.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority approve the increase in contract scope and fee of \$540,865.80 with E.O. Koch Construction to complete these parking improvements. Staff also requests authorization to prepare all documents necessary to implement this action.

ATTACHMENT: Contract Change Order

**SARASOTA BRADENTON INTERNATIONAL AIRPORT
SARASOTA MANATEE AIRPORT AUTHORITY
6000 AIRPORT CIRCLE
SARASOTA, FLORIDA 34243**



Project Title:	West Apron Expansion Construction Project	Date Prepared:	May 8, 2025
Project Description:	Expand aircraft apron to West and relocate employee parking area	AIP No.	N/A
Contractor:	E.O. Koch Construction Co., Inc.	FDOT Fin. Proj. No.	450356-4-94-01
Address:	1417 Swank Avenue Sebring, FL 33870	G.L. Acct. No.	18757-00-000
		Change Order #	10
ORIGINAL CONTRACT AMOUNT:		\$	8,890,708.80
COST OF PREVIOUS CHANGE ORDERS:		\$	599,082.29
COST OF THIS CHANGE ORDER		\$	540,865.80
REVISED CONTRACT AMOUNT:		\$	10,497,156.89

DESCRIPTION OF CHANGE	QUANTITY	UNIT PRICE	TOTAL AMOUNT
ADD Grass Parking Lot:			
- C-102-3 – Inlet protection	2 EA	\$1,200.00 EA	\$2,400.00
- M-102-2 – Single signpost and sign	5 EA	\$1,200.00 EA	\$6,000.00
- P-151-1 – Clearing and grubbing	1.5 AC	\$24,000.00/AC	\$36,000.00
- P-152-1 – Unclassified excavation	1,900 CY	\$39.00/CY	\$74,100.00
- P-152-2 – 12 FT Type B stabilization	4,550 SY	\$18.00/CY	\$81,900.00
- P-211-2 – FDOT Optional group 4 base	4,550 SY	\$39.60/SY	\$180,180.00
- SP-334-1 – Superpave asphaltic concrete	499 TON	\$194.40/TON	\$97,005.60
- P-620-2 – Permanent pavement markings	4,326 SF	\$2.70/SF	\$11,680.20
- D-751-7 – FDOT Type D curb	1,720 LF	\$30.00/LF	\$51,600.00
Change Order Total:			\$540,865.80

Reason for Change Order: Changes due to Owner's request.

Subject to the conditions set forth below, an equitable adjustment is established as follows:

The contract price is ...	The contract time to complete work is ...
<input type="checkbox"/> Not changed.	<input checked="" type="checkbox"/> Not changed.
<input checked="" type="checkbox"/> Increased	<input type="checkbox"/> Increased/Decreased

The foregoing is in accordance with your contract dated June 28, 2023 and as listed below:

A. The aforementioned change and work affected thereby are subject to all contract stipulations and covenants.
 B. The rights of the Owner are not prejudiced; and
 C. All claims against the Owner which are incidental to or as a consequence of the aforementioned change are satisfied.

SIGNATURE	TITLE	DATE
Owner Representative:	Chairman, SMAA	
Contractor	E.O. Koch Construction Co.	5-10-25
Design Consultant	Kimley-Horn & Associates	
FAA: (if applicable)	N/A	
FDOT (if applicable)		

DISTRIBUTION: Copy for Each Signatory Party, SMAA Finance, SMAA Project File



REQUEST FOR CHANGE ORDER

Owner	Sarasota Manatee Airport Authority, 6000 Airport Circle, Sarasota FL 34243
Project	West Commercial Apron and SMAA Employee Parking Lot Relocation
Project Address	6000 Airport Circle, Sarasota FL 34243
Date	5/01/25
Engineer	Kimely-Horn, 201 North Franklin St., Ste. 1400 Tampa FL 33602
Contractor	E. O. Koch Construction Co., 1417 Swank Avenue, Sebring FL 33870
Reference	Grass Parking Lot Final Costs

This change order is issued to add the remaining construction costs for the **Grass Parking Lot** to the scope of work. The additional work includes all labor, materials, equipment, and associated costs necessary for the completion of the parking lot as it was built per the engineer's instructions and plans.

The total cost for this additional work is outlined in the attached cost breakdown table. This Change Order does not impact the contract schedule; no additional calendar days are requested.

Item No.	Description	Qty	Unit	Unit Price	Total Price
C-102-3	INLET PROTECTION	2	EA	1200	2,400.00
M-102-2	SINGLE SIGN POST AND SIGN	5	EA	1200	6,000.00
P-151-1	CLEARING AND GRUBBING	1.5	AC	24,000.00	36,000.00
P-152-1	UNCLASSIFIED EXCAVATION	1,900.00	CY	39	74,100.00
P-152-2	12"TYPE B STABILIZATION	4,550.00	SY	18	81,900.00
P-211-2	FDOT OPTIONAL GROUP 4 BASE	4,550.00	SY	39.6	180,180.00
SP-334-1	SUPERPAVE ASPHALTIC CONCRETE (TYP)	499	TON	194.4	97,005.60
P-620-2	PERMANENT PAVEMENT MARKINGS WIT	4,326.00	SF	2.7	11,680.20
D-751-7	FDOT TYPE D CURB	1,720.00	LF	30	51,600.00
	TOTAL				540,865.80

Thank you,
Aaron Nadaskay, *Vice President*

AGENDA ITEM NO. 6.2

**SARASOTA MANATEE AIRPORT AUTHORITY
MAY 19, 2025 MEETING
STAFF NARRATIVE**

**REQUEST FOR APPROVAL: PROFESSIONAL ENGINEERING SERVICES FOR THE TAXIWAY ALPHA
REHABILITATION/RECONSTRUCTION**

EXECUTIVE SUMMARY: The Board selected Kimley-Horn and Associates, Inc. as the number one ranked firm at the March Board meeting to provide professional engineering services to design, permit, and provide bidding services for Taxiway Alpha Rehabilitation/Reconstruction. The design will include survey, geotechnical services, subsurface exploration, storm drain video, electrical improvements, and pavement design of Taxiway Alpha from Runway 14 to 32. In addition, the bid set documents will include an additive alternate that adds two new holding aprons for small aircraft. The design, permitting and bidding service fees were negotiated in the amount of \$1,567,192.53.

NARRATIVE: A pavement evaluation study was conducted on all airside pavements at SRQ. The evaluation determined that Taxiway Alpha was in fair condition, while multiple connectors were nearing poor condition. It was recommended that Taxiway Alpha be rehabilitated and reconstructed in some areas to extend the pavement life for another 20 years and provide safe use by taxiing aircraft. The Taxiway Alpha project will rehabilitate/reconstruct the taxiway pavement, replace the taxiway edge lights and conductors, upgrade electrical components in the airfield vault, modify geometric layout to meet the latest FAA Advisory Circular, and design two new holding aprons for small aircraft utilizing Taxiway Alpha.

A detailed scope was prepared by Kimley Horn and Associates and was submitted to staff for review. An Independent Fee Analysis was conducted, and a fee was negotiated in the amount of \$1,567,192.53. This project is partially funded with FAA and FDOT grants.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority authorize the Chairman to execute a design contract with Kimley Horn and Associates, Inc. in the amount of \$1,567,192.52 with a 10% contingency providing an authorized level of \$1,723,912.00. Staff also requests authorization to prepare all documents necessary to implement this action.

ATTACHMENT: Contract, Scope and Fee

**CONTRACT FOR PROFESSIONAL ARCHITECTURAL & ENGINEERING DESIGN SERVICES
FOR TAXIWAY ALPHA REHABILITATION/RECONSTRUCTION**

**SARASOTA MANATEE AIRPORT AUTHORITY
AND
KIMLEY-HORN AND ASSOCIATES, INC.**

SMAA PROJECT RFQ-01-2025-TWA

THIS CONTRACT is made and entered into this _ _ _ _ day of _ _ _ _ _ , 2025 (the "Effective Date") by and between the Sarasota Manatee Airport Authority, an independent Special District of the State of Florida, (hereinafter referred to as the "Authority"), and (CONSULTANT NAME) (hereinafter, referred to as the "Consultant"), collectively hereinafter referred to as the "Parties".

WITNESSETH

The Parties hereto agree that the scope of professional services to be performed by the Consultant under this Contract (the "Scope of Services" or "Services"), the terms, covenants, and conditions of the Contract, the fees to be paid for such Services, and the time of performance of this Contract shall be as follows:

SCOPE OF SERVICES

Except as modified herein by this Contract, the Consultant shall provide all Services when authorized by the Authority as outlined in the attached Exhibit A, "Scope of Work".

GENERAL CONDITIONS

- A. Data Provided by Authority.
The Authority shall make available to the Consultant such appropriate data and information as is available to the Authority and under its control.
- B. Coordination.
Consultant shall provide and maintain continuous coordination with the Authority throughout the Term of this Contract to assure the accuracy and applicability of the Consultant's findings with respect to all local site conditions consistent with the Authority's general policies and objectives.
- C. Representatives.
To expedite the undertaking of Services performed under this Contract and to permit the coordination of materials, data and communications, the Authority hereby designates Kent Bontrager, AAE, PE, Senior Vice President of Engineering, Planning & Facilities as its representative, and the Consultant hereby designates Jared Moreng, PE as its representative to whom all materials, data, and communications, shall be directed.
- D. Term of Contract.
This Contract shall commence on the date signed by the Authority and shall expire on April 1, 2026. Any extension of the Contract shall be at the sole discretion of the Authority.
- E. Compensation.
The Authority agrees to pay the Consultant a not-to-exceed amount of: One million, five hundred sixty-seven thousand, one hundred ninety-two dollars and fifty-three cents (\$1,567,192.53).

F. Method of Payment.

The Authority shall pay the Consultant for Services described in the attached Exhibit A Scope of Services, in accordance with statements to be submitted by the Consultant to the Authority. Such statements shall be submitted monthly and shall cover all Services performed during the preceding month.

G. Books and Records.

During the Term of this Contract and for three years thereafter, the Consultant shall keep all information, materials, and data of every kind and character including without limitation records, books, papers, and documents in accordance with generally accepted accounting principles that may in the Authority's judgment pertain to any matters or obligations covered by the Contract. Such records shall also include, but not be limited to those records necessary to evaluate and verify direct and indirect costs (including overhead allocations). Such records shall include (hard copy, as well as computer readable data if it can be made available), written policies and procedures, time sheets, payroll registers, cancelled checks, original estimates, estimating work sheets, correspondence, change order file, back charge logs and supporting documentation, general ledger entries detailing cash and trade discounts earned, insurance rebates and dividends to the extent necessary to adequately permit evaluation and verification of:

1. Consultants' compliance with Contract Requirements, and
2. Compliance with provisions for pricing change orders, invoices or claims submitted by the Consultant or any of its payees.

The Consultant shall require all payees (i.e., subconsultants/suppliers) to comply with the provisions of this article by insertion of the requirements in any Contract between the Consultant and the payee; such requirements to include flow-down right of the audit provision to all payees.

Audits and Inspections.

The Consultant's records shall be open to inspection and subject to audit and/or reproduction during normal business working hours. An Authority representative or outside representative engaged by the Authority may perform such audits or inspections throughout the term of this Contract and for a period of three years after final payment or longer if required by law.

The Consultant shall provide, at its sole cost and expense, the books of account and records requested by the Authority for audit within sixty (60) calendar days of receiving a written request. If the books of account and records are kept at locations other than the Airport, the Consultant shall arrange for them to be brought to a location convenient to the auditors for the Authority, or the Consultant may at its option transport the Authority audit team to the Consultant's headquarters for purposes of undertaking said audit. In such an event, the Consultant shall pay reasonable costs of transportation, food and lodging for the Authority's audit team. There may be no limitation in the scope of the examination that would hinder the Authority or its authorized representative in testing the accuracy of the claims submitted.

An audit report will be issued by the Authority or its representative and made available to the Consultant. Consultant shall have thirty (30) calendar days to comment in writing on the audit report. Failure of Consultant to submit written comments shall constitute acceptance of the audit report as issued.

Any adjustments and/or payment which must be made because of any such audit or inspections of the Consultants' invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from presentation of the Authority's findings to the Consultant.

If an audit inspection or examination in accordance with this article, discloses overpricing or overcharges (of any nature) by the Consultant to the Authority more than one-half of one percent (.5%) of the total Contract billings the reasonable actual cost of the Authority's audit shall be reimbursed to the Authority by the Consultant.

H. Public Records Law and Confidentiality.

Consultant acknowledges that all submittals provided with its proposal are subject to public disclosure and will not be afforded confidentiality. All proposal documents or other materials submitted by the Consultant will be open for inspection by any person and in accordance with Chapter 119, Public Records Law, and as amended, Florida Statutes. The Vendor shall agree to comply with public records laws, and shall, specifically:

1. Keep and maintain public records required by the Authority to perform the service.
2. Upon request from the Authority's custodian of public records, provide the Authority with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Ch. 119, F.S. or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Consultant does not transfer the records to the Authority.
4. Upon completion of the Contract, transfer, at no cost, to the Authority all public records in possession of the Consultant or keep and maintain public records required by the Authority to perform the service. If the Consultant transfers all public records to the public agency upon completion of the Contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the Contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Authority, upon request from the Authority's custodian of public records, in a format that is compatible with the information technology systems of the Authority.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S ~~FOR~~ PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE AUTHORITY'S CUSTODIAN OF PUBLIC RECORDS AT 6000 AIRPORT CIRCL E , ~~FL~~ SOTA, FL 34 24 3.

I. Early Termination.

This Contract may be terminated, in whole or in part, at any time upon not less than 24 hours' written notice, by the Authority if the Consultant is in material breach of any of the provisions of this Contract. In the event of such termination, (1) all finished and unfinished documents, data studies, surveys, drawings, maps, and reports prepared by the Consultant pursuant to this Contract shall become the property of the Authority and shall be delivered by the Consultant to the Authority and (2) the Consultant shall be entitled to receive just and equitable compensation for all work satisfactorily completed on such documents and other

materials or labor, said compensation to be based on the time and expense records kept in accordance with Paragraph H, provided that such compensation (together with all compensation previously paid under this Contract) shall not exceed the percentage of all work completed times the total compensation established by Paragraph E .

J . General Liability, Property and Business Auto insurance.

The Consultant shall obtain and maintain throughout the term of this Contract, comprehensive general liability, and property damage insurance in limits of not less than One Million Dollars (\$1,000,000). The Consultant shall furnish business automobile liability insurance in limits of not less than One Million Dollars (\$1,000,000), and proof of Workers Compensation or Employers' Liability Insurance as required by the laws of the State of Florida, covering all persons employed by the Consultant in the performance of the duties described herein.

K. Professional Liability Insurance.

The awarded firm(s) shall procure and maintain Professional Liability Insurance for the life of this Contract and continue thereafter for two (2) years after the expiration or earlier termination of this Contract as provided herein. This insurance shall provide coverage against such liability resulting from this Contract. The minimum limit of coverage shall be Five Million Dollars (\$5,000,000) with a deductible not to exceed One Hundred Thousand Dollars (\$100,000). The deductible shall be the responsibility of the Consultant.

M. Certificate of Insurance.

Prior to the Effective Date, Consultant shall provide Authority with a certificate of insurance, or certificates of insurance, evidencing limits, coverages and endorsements required herein. All certificates of insurance shall include a minimum thirty (30) day endeavor to notify due to cancellation or non-renewal of coverage. In the event coverage is cancelled or is not renewed during the Term or any extension thereof, Consultant shall provide Authority a new certificate of insurance or certificates of insurance evidencing replacement coverage no later than thirty (30) days prior to the expiration or cancellation of the coverage. The certificate holder's name and address shall read " Sarasota Manatee Airport Authority, an independent special district of the State of Florida, its governing board members and its Officers, Employees, Agents, and Volunteers" c/o Sarasota Manatee Airport Authority, 6000 Airport Circle, Sarasota, Florida 34243.

N. Waiver of Subrogation.

By entering this Contract, Consultant agrees to a Waiver of Subrogation for each policy required to be maintained or maintained by the Consultant pursuant to or in connection with this Contract. When required by the insurer or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, Consultant shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, a condition to which the policy specifically prohibits such an endorsement, or voids coverage should Consultant enter into such an agreement on a pre-loss basis.

O. Assignment and Subcontracting.

The Consultant shall not assign any interest in this Contract and shall not transfer any interest in this Contract or subcontract any portion of the Scope of Services except as provided in Exhibit A hereto, without the prior written consent of the Authority.

P. Conflict of Interest.

The Consultant covenants that he/she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the

performance of the Scope of Services under this Contract. No person having such an interest shall be employed by the Consultant.

Q. Rules, Regulations and Title VI Assurance

During the performance of this Contract, the Consultant agrees that throughout the Term and any extension thereof, Consultant shall always remain in compliance with all applicable federal, state, and local laws, statutes, regulations, rules, rulings, orders, ordinances and directives of any kind or nature, as now or hereafter amended or promulgated, including, but not limited to, FAA Advisory Circulars, Orders and Directives, and the Airport Rules and Regulations as required to provide the Scope of Services, including but not limited to the following:

1. To comply with the requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21 Nondiscrimination in Federally- assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 , as may be amended from time to time, which are herein incorporated by reference and made part of this Contract.
2. The Consultant shall not discriminate on the grounds of race, color, gender, national origin, religion, ancestry, age, familial status, marital status, or disability, in the selection and retention of employees and subconsultants, including procurement of materials and lease of equipment. The Consultant shall not participate either directly or indirectly in discrimination prohibited by Title 49, Section 21.5 of the Federal Regulations.
3. In all solicitations either by competitive bidding or negotiation made by the Consultant in connection with the Services to be performed under a subcontract, each potential subconsultant or supplier shall be notified by the Consultant of the Consultant's obligations under this Contract and the regulations prohibiting discrimination on the grounds of race, color, or national origin.
4. In the event of the Consultant's noncompliance with the nondiscrimination provisions of this Contract, the Authority shall impose such sanctions as it or the appropriate federal agency may determine to be appropriate, including but not limited to:
 - a. Withholding of payments to the Consultant under this Contract until the Consultant complies.
 - b. Cancellation, termination, or suspension of this Contract, in whole or in part.
5. To include the provisions of paragraph L .1 through L .4 above in every subcontract, including Contracts for the procurement of materials and lease of equipment.

R. Licenses and Permits.

Consultant agrees that it shall, at its sole cost and expense, obtain, comply with, and maintain current all permits, licenses and other governmental authorizations required to provide the Scope of Services. The Consultant shall furnish a copy of its licensure and the permit to the Authority evidencing the existence of such permit.

S. Bagging, Safety and Security.

Consultant's officers, invitees, employees, suppliers, and agents must abide by all applicable security regulations of the Authority and the Transportation Security Administration (TSA).

Any of the Consultant's officers, invitees, employees, suppliers, and agents who require unescorted access to any areas of the Airport where access is controlled for security

reasons must make an application for, and wear, Airport security badges. Those individuals must submit personal data for a Security Threat Assessment conducted by the FBI as required by Part 154.2 of Federal Transportation Regulations and attend a security training session conducted by the Authority's Operations Department.

At the time the application is made, the Consultant is responsible for payment of the then current fee for fingerprinting and the fee for issuance of an initial security badge for any persons to whom this provision applies. The current fees are \$10 per badge and \$29 per threat assessment. Any badge not returned upon completion of the work contemplated by this solicitation is subject to a \$50 fee.

Any of Consultant's officers or employees who will be required to drive inside secured Airport areas must attend and successfully pass an airport approved driver training program. No vehicle shall be driven at the Airport without the driver possessing a valid State issued operator's license. No vehicle shall be driven at the Airport without proper identification (company logo or airport decal), proper safety marking (amber beacon or orange checkered flag) and proper insurance coverage. All drivers must comply with Section 3 of the Sarasota Bradenton International Airport Operating Rules & Regulations handbook.

No person who is authorized to drive inside secured Airport areas shall enter, cross or be present on any runway or taxiway pavement or safety areas without an approved airport escort. Any violation of this clause is subject to immediate suspension of the offender's airport access and a fine of up to \$10,000.

Details and form are available on the Airport's website at www.srq-airport.com, then "Airport Business", then "Bidding".

MISCELLANEOUS PROVISIONS

A. Notices.

Any notice hereunder shall be deemed sufficiently given by one party to the other if in writing and when delivered or tendered either in person, or by telegram or telex, or by the deposit of it in the United States mail, registered or certified, postage prepaid, addressed to the party to whom such notice is being given at such party's address provided below:

To the Authority: Kent D. Bontrager, AAE, PE
SVP., Engineering, Planning & Facilities
Sarasota Manatee Airport Authority
6000 Airport Circle, Third Floor
Sarasota, FL 34243

To the Consultant: Jared C. Moreng, P.E.
Project Manager
Kimley-Horn and Associates, Inc.
201 North Franklin Street, Suite 1400
Tampa, FL 33602

Any notice not given as above shall, if it is in writing, be deemed given if received by the party to whom it is required or permitted to be given.

B. Governing Law.

This Contract shall be governed by and construed in accordance with Florida law. Venue for any action brought pursuant to this Contract shall be in the Twelfth Judicial Circuit Court,

Sarasota County, Florida.

C. Captions.

The captions to the sections, subsections, and paragraphs in this Contract are inserted for convenience only and shall not affect the construction or interpretation of this Contract.

D. Counterparts and Duplicates.

This Contract and all amendments hereto may be executed in several counterparts and each counterpart shall constitute a duplicate original of the same instrument.

E. Entire Contract.

This Contract, together with the attachments hereto, constitutes the entire Contract between the parties hereto pertaining to the subject matter hereof and supersedes all prior and contemporaneous Contracts and understandings of the parties in connection herewith. No supplement, modification, or amendment of this Contract or discharge of any of the obligations hereunder, shall be binding unless executed in writing by the parties hereto.

F. Severability.

Any provision hereof prohibited by or unlawful or unenforceable under any applicable law shall be ineffective without affecting any other provision of this Contract. To the full extent, however, that the provisions of such applicable law may be waived, they are hereby waived to the end that this Contract shall be deemed to be a valid and binding agreement in accordance with its terms.

G. Attorney's Fees.

In the event of any action to enforce or construe the provisions of this Contract, the prevailing party in such action (including in any bankruptcy proceeding) shall be awarded costs and reasonable attorney's fees in the defense or prosecution thereof as part of the judgment eventuating in such action.

H. Immigration Reform and Control Act.

Consultant acknowledges, and without exception or stipulation, Consultant shall be fully responsible for complying with the provisions of the Immigration Reform and Control Act of 1986 as located at 8 U.S.C. 1324, et seq. and regulations relating thereto, as either may be amended. Failure by the Consultant to comply with the laws referenced herein shall constitute a breach of the Contract and the Authority shall have the discretion to unilaterally terminate said Contract immediately.

I. Third Parties.

Nothing in this Contract, whether express or implied, is intended to confer any rights or remedies under or by reason of this Contract on any persons other than the parties to it and their respective successors and permitted assigns, nor is anything in this Contract intended to relieve or discharge the obligation or liability of any third persons to any party to this Contract, nor shall any provision give any third person any right of subrogation or action over or against any party to this Contract.

J. Waiver and Remedies.

The rights and remedies set forth herein shall be cumulative and in addition to any other remedies which may be available at law or in equity. The exercise of any remedy by either party shall not be deemed an election of remedies. No waiver of any of the provisions of this Contract shall be deemed, or shall constitute, a waiver of any other provision hereof or right hereunder, nor shall such waiver constitute a continuing waiver, and no waiver shall be binding unless executed in writing by the party making the waiver. Similarly, the failure of Authority to insist on a strict performance of any of the terms, covenants, and conditions

of this Contract shall not be deemed a waiver of any rights or remedies that Authority may have for any subsequent breach, default, or non-performance, and Authority's right to insist on strict performance of this Contract shall not be affected by any previous waiver or course of dealing.

K. Liability and Indemnification.

Authority hereby disclaims, and Consultant hereby release the Authority, its governing board members, officials, officers, employees and agents from any and all liability, whether in contract or tort (including strict liability, negligence and nuisance), for any loss, damage, or injury of any nature whatsoever sustained by Consultant parties during the term of this Contract or any extension hereof for loss, damage or injury to the improvements or personal property of Consultant parties that might be located or stored on the premises. Furthermore, Consultant acknowledges and agrees that its reliance or use of any information provided by authority, whether prepared or provided by the Authority or otherwise, in determining whether to enter this Contract was at its sole risk. Under no circumstance shall the Authority be liable for special or exemplary damages or for loss of revenue or anticipated profits.

Consultant shall protect, defend, reimburse, indemnify and hold Authority and its governing board members, officials, officers, employees and agents and each of them free and harmless at all times from and against any and all liability, losses, expenses, costs, suits, claims, judgments, fines and damages (including reasonable attorney fees at trial and appellate levels) and causes of action of every kind and character (hereinafter collectively referred to as, " Damages"), or in which Authority is named or joined, arising out of Consultant's or a Consultant Party's use or occupancy of the Premises or Airport by Consultant or a Consultant Party, including, but not limited to, those arising by reason of any damage to property or the environment, or bodily injury (including death) incurred or sustained by any party hereto, any agent or employee of any party hereto, and any third party or other Person whomsoever, or any governmental agency, arising out of or incident to or in connection with the condition of the Premises caused by Consultant, Consultant's or a Consultant Party's acts, omissions or operations at the Airport, or the performance, non-performance or purported performance of Consultant or any breach by Consultant or an Consultant Party of the terms of this Contract. The obligations arising under this Article shall survive the expiration or termination of this Contract.

L. Ownership of Work Product.

At the time of the completion of the work, the Consultant shall deliver to the Authority all results and proceeds of the Services performed under this Contract of any nature whatsoever and in whatever form (paper documents, electronic files, or otherwise) that are created, prepared, produced, authored, edited, or modified in the course of performing the Consultant's Services under this Contract, including, without limitation, all tracings, plans, specifications, maps, reports, schematics, renderings, drawings, elevations, sections, and designs (collectively, the " Works".) To the fullest extent under the law, the Consultant acknowledges and agrees that the Authority is and shall be the sole and exclusive owner of all right, title, and interest throughout the world in and to all Works, including all confidential, proprietary, intellectual property, and other rights therein. The Authority shall have the unrestricted right (but not any obligation), in its sole and absolute discretion, to use any Work, and no royalty or other consideration shall be due or owing to the Consultant or any individual or entity as a result of such activities; provided that any reuse of a Work other than for the specific purpose intended hereunder will be at Authority's sole risk and without liability or legal exposure to the Consultant or its subcontractors. Without limiting the generality of the foregoing, the Consultant specifically agrees that, to the extent permitted by law, each Work consisting of copyrightable subject matter is " work made for hire" as defined in the Copyright Act of 1976 (17 U.S.C. § 101), and

such copyrights are therefore owned by the Authority. In the event that, for any reason, all or any portion of any of the Works is not found to be owned by the Authority or otherwise does not constitute, or fails to be, a "work made for hire," the Consultant hereby irrevocably assigns to the Authority, without additional consideration, all right, title, and interest the Consultant may have or acquire in and to such Works throughout the world, including all intellectual property rights therein (including, for the avoidance of doubt, the right to sue, counterclaim, and recover for all past, present, and future infringement, misappropriation, or dilution thereof, and all rights corresponding to the foregoing throughout the world). To the extent any copyrights are assigned under this Section, the Consultant hereby irrevocably waives, to the extent permitted by applicable law, all claims it may now or hereafter have in any jurisdiction to all rights of paternity or attribution, integrity, disclosure, and withdrawal and any other rights that may be known as "moral rights" *droit moral* in relation to all works of authorship to which the assigned copyrights apply. The Consultant will require each of its employees and contractors to execute written agreements containing obligations consistent with the provisions of this Section prior to such employee or contractor providing any Services under this Contract. Nothing contained in this Contract shall be construed to reduce or limit the Authority's right, title, or interest in any Work or any right therein to be less in any respect than the Authority would have had in the absence of this Contract.

M. Additional Assurances.

Each of the parties hereto shall from time to time at the request of the other party, furnish to the other party such further information or assurances; execute and deliver such additional documents, instruments, and conveyances; and take such other actions and do such other things, in each case as may be reasonably necessary or desirable to carry out the provisions of this Contract and give effect to the transactions contemplated hereby. This provision will survive termination of this Contract.

N. Public Entity Crimes.

As provided in Section 287.132-133, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, Consultant certifies that it, its affiliates, suppliers, subcontractors, and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Authority of Management Services within the thirty-six (36) months immediately preceding the effective date hereof. This notice is required by Section 287.133(3)(a), Florida Statutes.

O. Scrutinized Companies.

As provided in Section 287.135, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, Consultant certifies that it, its affiliates, suppliers, subcontractors and consultants who perform hereunder, have not been placed on the Scrutinized Companies Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, Florida Statutes, or on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to Section 215.4725, Florida Statutes, or is engaged in business operations in Cuba or Syria. If Authority determines, using credible information available to the public, that a false certification has been submitted by Consultant, this Contract may be terminated and a civil penalty equal to the greater of Two Million Dollars (\$2,000,000) or twice the amount of this Contract shall be imposed, pursuant to Section 287.135, Florida Statutes.

P. Consent and Action.

Whenever this Contract calls for an approval, consent or authorization by the Authority or Authority, such approval, consent, or authorization shall be evidenced by the written approval of the CEO/President or his or her designee, as identified herein. In the event this Contract is silent as to the standard for any consent, approval, determination, or similar

discretionary action, the standard shall be at the reasonable discretion of Authority or Authority.

Q. Time of the Essence.

Time is of the essence of this Contract; and in case Consultant shall fail to perform the covenants or conditions on its part to be performed at the time fixed for the performance of such respective covenants or conditions by the provisions of this Contract, Authority may declare Consultant to be in default of such Contract.

IN WITNESS WHEREOF, this Contract for Architectural & Engineering Design 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.

Each person signing this Contract warrants that he or she is duly authorized to bind the respective party.

AUTHORITY

SARASOTA MANATEE AIRPORT AUTHORITY

By _____

Name _____

Title _____ Chairman _____

Date _____

CONSULTANT

KIMLEY-HORN AND ASSOCIATES, INC.

By _____

Name _____

Title _____ Principal _____

Date _____

WITNESSES AS TO AUTHORITY

By _____

Name _____

Title _____

Date _____

WITNESSES AS TO CONSULTANT

By _____

Name _____

Title _____

Date _____



PROFESSIONAL SERVICES FOR
REHABILITATION/RECONSTRUCTION OF TAXIWAY ALPHA AND
ALPHA CONNECTORS
(DESIGN AND BIDDING PHASE)
AT
SARASOTA BRADENTON INTERNATIONAL AIRPORT (SRQ)

May 12th, 2025

Design, Permitting, and Bidding Services

Project Description and Understanding

The Sarasota Manatee Airport Authority (“SMAA” or “Authority”) has requested Kimley-Horn (“KH” or “Consultant”) to prepare this scope of services to provide design, permitting, and bidding services related to the project entitled “Rehabilitation of Taxiway Alpha and Alpha Connectors”, hereafter referred to as the “Project”, at Sarasota Bradenton International Airport (SRQ).

Professional services provided by the Kimley-Horn team are generally described as follows: airfield civil engineering design, airfield electrical engineering design, drainage engineering design; topographic surveys; subsurface geotechnical investigations; subsurface utilities investigations; CCTV video inspection of existing storm pipes; stormwater and local jurisdictional permitting; development of construction contract documents; and bidding phase services.

A scoping meeting was held with Kimley-Horn staff and SMAA staff on April 9th, 2025. A summary of the meeting is included in Attachment A. The Project limits are generally depicted in Figure 1.

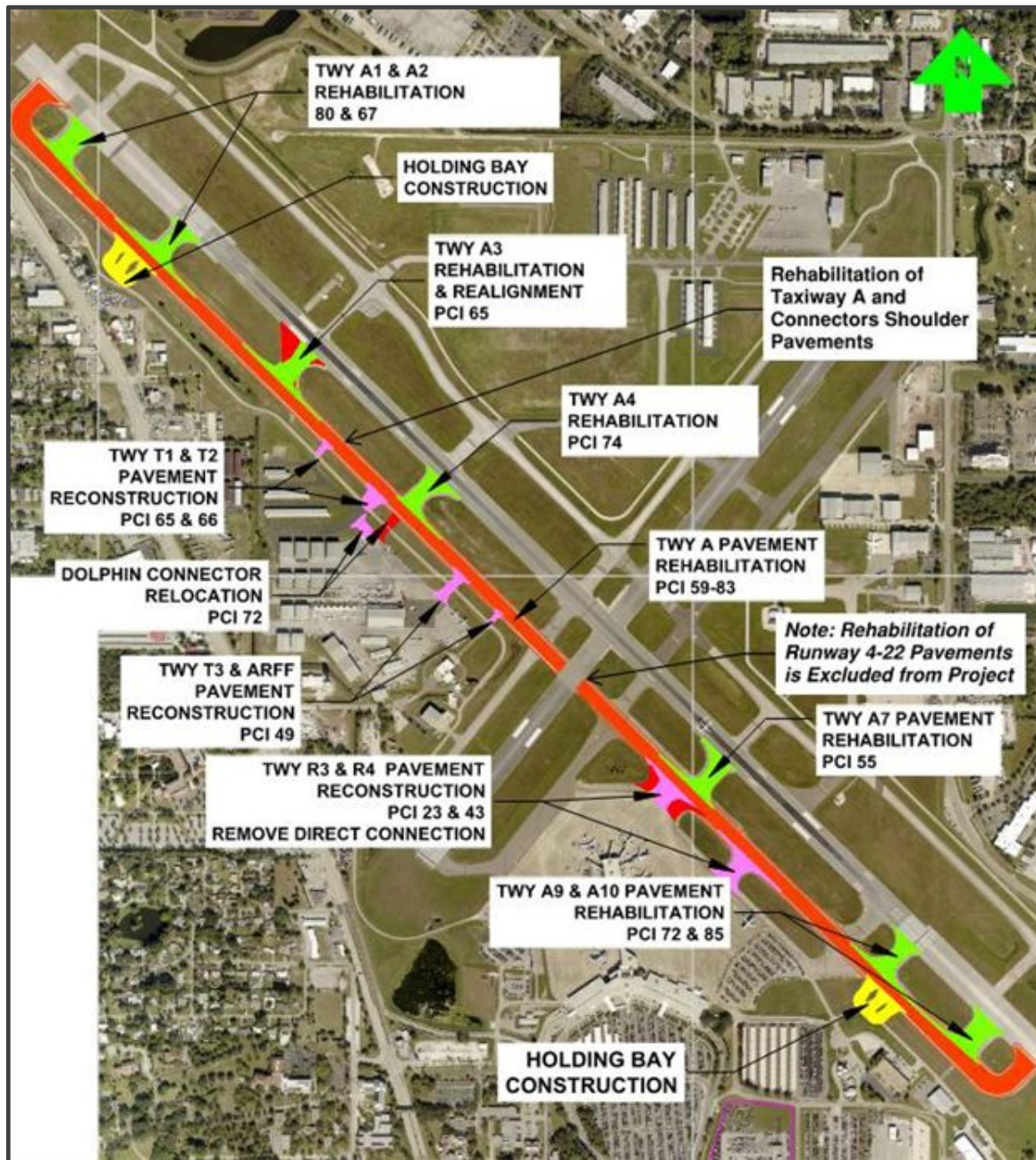


Figure 1 – Project Limits



This Scope of Services has been developed according to the following assumptions and observations:

Project Location, Applicable Standards, and Assumed Permitting Authorities:

- The Project shall be located within the general vicinity depicted in Figure 1
- Federal Aviation Administration (FAA) Standard Specifications - Airfield Civil Design/Construction Specifications, Airfield Electrical Design/Construction Specifications, FAA Engineering Briefs, FAA Standard General Provisions, FAA Standard Contract Provisions. Consideration will be given to using Florida Department of Transportation (FDOT) standard materials where applicable
- Southwest Florida Water Management District (SWFWMD) – Stormwater Permitting
- Sarasota County – Stormwater Permitting
- Manatee County – Stormwater Permitting

Funding and Stakeholders:

- Funding for design is anticipated to be provided by SMAA with planned reimbursement through FAA Airport Improvement Program (AIP) funds
- Funding for construction is anticipated to be provided through FAA AIP funds with matching funds by FDOT and SMAA
- SMAA is the primary stakeholder of the Project; other stakeholders include SRQ Air Traffic Control Tower (ATCT), SRQ Aircraft Rescue and Firefighting (ARFF), Dolphin Aviation, and Airlines at SRQ. All stakeholder outreach and interaction by Kimley-Horn shall be coordinated solely through SMAA's Engineering Project Manager

Schedule and Design Milestones:

- SMAA desires to issue Kimley-Horn Notice to Proceed for the services described herein following SMAA Board approval of the design contract (late May/early June of 2025)
- SMAA desires to advertise the project for construction bids in January 2026
- A Design Verification phase to finalize the project objectives will be completed concurrently with the 30% design phase
- Bid Documents development will be completed by end of December 2025 with milestone deliverables to be submitted at 30%, 60%, 90%, and Bid Documents stages

Project Objectives:

- **Project Limits** - Project limits include the length of Taxiway A, Taxiway connectors A1, A2, A3, A4, A7, A9, and A10, R3, R4, as well as reconfiguration/reconstruction/demolition of various taxiway connectors between Taxiway A and the Dolphin Aviation ramp areas. The project limits also include two new hold aprons to be constructed adjacent to Taxiway A. Refer to Figure 1.
 - Per direction from SMAA, rehabilitation of Runway 4-22 pavements will not be included in the project
- **Anticipated Pavement Rehabilitation** - Per direction from SMAA on April 17th, 2025, KH has developed the following assumptions of the Project objectives based on the recommendations contained with the Engineer's Letter Report by EG Solutions, Inc. dated April 17th, 2024 (attached).
 - Based on the Engineer's Letter Report, the Aircraft Fleet Mix for design will include current SRQ aircraft fleet mix operations and aircraft types, as well as limited future aircraft operations with Airbus A350 and Boeing B787 aircraft. See Figure 2 below.

TABLE B3						
FAARFIELD Calculated SRQ Aircraft Operations 2043						
Aircraft Type	Gross Taxi Weight (lb)	Total Operations	1st 10 Years Ops	Equivalent After 10 Years	2nd 10 Years Ops	Total Adjusted Ops
A320-200	172850	8182	93,275	9,327	101,670	194,944
B737-800	174700	8940	101,916	10,192	111,088	213,004
B737-700	155000	3714	42,340	4,234	46,150	88,490
A319-100	150796	3616	41,222	4,122	44,932	86,155
A321-200	207025	704	8,026	803	8,748	16,774
E175	83026	510	5,814	581	6,337	12,151
B757-200	256000	1526	17,396	1,740	18,962	36,358
CRJ-900	85000	672	7,661	766	8,350	16,011
E190	105712	582	6,635	663	7,232	13,867
A220-100	139000	586	6,680	668	7,282	13,962
E170	79697	110	1,254	125	1,367	2,621
B737-900	174700	3288	37,483	3,748	40,857	78,340
CRJ-700	73000	14	160	16	174	334
A220-300	156000	620	7,068	707	7,704	14,772
E195	107916	84	958	96	1,044	2,001
B757-300	271000	0	0	0	0	0
B787-10	561500	10	114	11	124	238
A350-1000	681000	20	228	23	249	477
Total Operations						790,499
			1st 10 Years	Years	Annual Growth %	
			2nd 10 Years	10	2.8	
					1.8	

Figure 2 – Aircraft Fleet Mix for Design***(Source – Engineer's Letter Report by EG Solutions, Inc. dated April 17th, 2024)***

- Based on the Aircraft Fleet Mix in Figure 2, the critical aircraft for taxiway geometric design is the Boeing 757-200, which is characterized by FAA for Taxiway Design Group (TDG) 4. Since projected operations by the B787-10 and A350-1000, both characterized by FAA for TDG 5, are less than 500 annual operations per year, it is anticipated that FAA funding for Taxiway Alpha improvements will be limited to areas within TDG 4 geometry as defined in FAA Advisory Circular (AC) 150/5300-

13B. It is anticipated that SMAA will fund improvements to the Taxiway Alpha pavements that lie beyond TDG 4 geometry.

- Based on the Engineer's Letter Report, the center 50-foot width of Taxiway Alpha pavements will be assumed to be reconstructed to provide an asphalt pavement section that accommodates the Aircraft Fleet Mix depicted in Figure 2, utilizing the guidance in FAA Advisory Circular (AC) 150/5320-6G *Airport Pavement Design and Evaluation*.
- Per direction from SMAA, KH assumes that existing elevations of paved shoulders and adjacent Taxiway Safety Area (TSA) grades will remain unchanged from their existing elevations.
- It is assumed that the pavement layer thicknesses defined in Table 3-3 of AC 150/5320-6G will represent the minimum pavement layer thicknesses required to accommodate the Aircraft Fleet Mix depicted in Figure 2, and that no FAA Modification of Standards (MOS) is required.
- **Geometric Standards/Airplane Design Group** – The approved 2022 Airport Layout Plan (ALP) for SRQ indicates proposed future taxiway geometries and locations. Per direction from SMAA KH assumes that airfield pavement geometry shown in the ALP does not require revalidation.
 - Taxiways A, A1, A2, A4, A7, A9, and A10 taxiway pavement geometries will not be modified as part of this Project and will be rehabilitated to their existing geometric extents.
 - Taxiways A3, R3, and R4 will be reconstructed full-depth and reconfigured as depicted in SRQ's 2022 Airport Layout Plan (ALP) and designed to meet geometric standards per AC 150/5300-13B.
 - Per SMAA, the future proposed taxiway centerline position of Taxiway R3 indicated in the ALP was previously agreed to by FAA's Orlando ADO; no MOS is in place or anticipated to be required.
 - Existing taxiway connectors between the Dolphin Aviation ramp and Taxiway A to be reconstructed will be designed to meet geometric standards for Group III aircraft per AC 150/5300-13B.
 - New Taxiway connectors to the Dolphin Aviation ramp from Taxiway A are to be designed to meet geometric standards for Group III aircraft per AC 150/5300-13B.
 - Holding aprons constructed in the project are to be designed to meet geometric standards for Group I aircraft per AC 150/5300-13B. Holding aprons will be designed to comply with the ALP indicating three (3) aircraft parking positions.
- **Airfield Electrical** – All taxiway edge lighting within the Project limits will receive new LED fixtures, isolation transformers, and electrical conductors. The home run circuits

for Taxiway A and associated connectors be replaced with new conductors and include replacement of the constant current regulators for those circuits.

- SMAA desires the renaming of Taxiway A connector taxiways to Runway 14-32 to meet FAA Engineering Brief #89A *Taxiway Nomenclature Convention*. This change will require modifications to existing airfield signage and will also require updating the Airfield Lighting Control and Monitoring System (ALCMS) graphical interface within the airfield lighting electrical vault and the ATCT cab.
- In areas where taxiway geometry and paved taxiway shoulder elevations are not modified, KH will assume that existing edge light bases, conduit runs, and counterpoise systems are to remain in place. This scope of services assumes that airfield electrical infrastructure desired to be re-used by the SMAA is of suitable condition and specification to receive new edge lighting fixtures, isolation transformers, and conductor.
- In areas where new taxiways are installed, or in areas where taxiway pavement geometry is reconstructed and reconfigured from existing geometry, all new light bases, conduit, and counterpoise will be included in the design.
- SMAA desires in-pavement Runway Guard Light (RGL) system to be installed at the hold position on Taxiway A south of the Runway 4-22 crossing. SMAA desires the in-pavement RGL fixtures to be encased in concrete and connected to the ALCMS. A new Constant Current Regulator (CCR) may be required to power the new RGL, to be determined in design.
- No NAVAIDs will be modified or designed as part of this Project.
- **Construction Bid Alternates** – Per direction from SMAA, bid documents for construction will include the following bid additive alternates:
 - The Base Bid will include Taxiway Alpha and Taxiway Connectors A1, A2, A3, A4, A7, A9, A10, R3, R4, and the Dolphin Connector Taxiway
 - Bid Additive Alternates include:
 - Construction of Holding Aprons
 - Construction/Rehabilitation of Taxiway Connectors T1, T2, T3, and ARFF Connector
 - Application of P-608 seal coat (asphalt emulsion rejuvenator) over newly paved areas
- **Anticipated Funding Split** – Based on the aircraft fleet mix in Figure 2, KH assumes that the following elements of the project construction costs will be eligible to receive FAA AIP grant funding:



- Rehabilitation/Reconstruction of Taxiway Alpha, Taxiway Connectors A1, A2, A3, A4, A7, A9, A10, R3, and R4 pavements that fall within Taxiway Design Group (TDG) IV geometric standards defined in AC 150/5300-13B
- Replacement of Taxiway Alpha, Taxiway Connectors A1, A2, A3, A4, A7, A9, A10, R3, and R4 airfield lighting and signage, including work within the Airfield Electrical Lighting Vault
- Construction of Holding Aprons
- Construction/Rehabilitation of Taxiway Connectors T1, T2, T3, and ARFF Connector
- Drainage improvements required to support pavement improvements listed above
- It is assumed that all other project construction costs will not be eligible to receive FAA AIP grant funding

Team

The professional services will include general items of work with the following breakdown of services between design team members.

Kimley-Horn and Associates:

- Lead design consultant and coordinating all efforts of the team
- Airfield civil engineering
- Pavement designs
- Project phasing and sequencing
- Preparation of plans, technical specifications, front-end bidding and contract documents, construction safety and phasing plan, and engineer's report
- Airfield signage and lighting electrical engineering

Hyatt Survey

- Topographic field survey in design

Tierra, Inc.:

- Geotechnical Investigations for design

McKim and Creed:

- Subsurface Utilities Engineering (SUE) and CCTV Storm Pipe Investigations in design

EG Solutions, Inc.:

- Environmental Resource Permitting (ERP) through Southwest Florida Water Management District (SWFWMD)
- Stormwater Design
- Peer Review of Deliverables



Proposed Project Milestone Schedule

Anticipated Notice to Proceed – May 19th, 2025	Duration	Start Date	End Date
Task 1 - Design Verification Phase	90 days	5/19/25	8/18/25
Task 2 – 30% Design Phase	90 days	5/19/25	8/18/25
Task 3 – 60% Design Phase	60 days	8/19/25	10/17/25
Task 4 – 90% Design Phase	60 days	10/18/25	12/17/25
Task 5 – Bid Documents Phase	30 days	12/18/25	1/19/26
Task 6 – Bidding	60 days	1/20/25	3/20/26

The professional services described herein will be provided as expeditiously as possible to meet a mutually agreed upon schedule. Milestone deliverable dates and durations indicated above will be progressed forward based on receipt of executed contract.

Scope of Services

Task 1 – Design Verification Phase

1.1 Design Kick-Off Meeting

KH will attend one (1) in-person kickoff meeting with SMAA Staff and design team. It is anticipated that KH's project manager will attend in-person, with other team members joining virtually in Microsoft Teams. The purpose of this meeting is to introduce the participants of the project, to confirm and clarify project and design requirements, administrative procedures, restrictions and limitations, invoicing/pay procedures, security procedures, safety requirements, and to address the concerns of affected parties. KH will prepare a written summary of the meeting.

DELIVERABLES:

- Kick off meeting agenda, kick off meeting summary with action items (pdf)

1.2 Data Collection and Review

KH will collect, review, compile, and summarize available data provided by SMAA. SMAA shall provide relevant information including as-builts, aerial photogrammetry, survey data, previous design plan record drawings, specifications, and geotechnical investigation reports. Specifically, record documents to be provided by SMAA are to provide data regarding existing pavements, stormwater infrastructure, underground utilities, and airfield electrical and communications infrastructure. This information will be compiled and visually verified (as reasonably accessible by KH staff) in the field for the preparation of a base plan for design.

KH will conduct three (3) visits to the site to visually observe the project area to inform design requirements.

The purpose of the first two site visits will be to conduct visual observations of the existing pavements within the project limits and will include in-field layout of pavement cores and soil penetration tests (borings) to be completed during the geotechnical investigation for design.

The purpose of the third site visit will be to conduct in-field visual observations of airfield electrical systems within the project limits. No electrical impedance (megger) testing will be completed by KH; recent electrical impedance data on existing circuits relevant to the Project will be provided by SMAA to KH.

DELIVERABLES:

- Field Notes/Photographs (pdf)

1.3 Field Activity Coordination

KH will coordinate with their subconsultants for the geotechnical investigations, survey, and subsurface utilities exploration (SUE) investigations.

Due to the project being located in active areas of the airfield, it is anticipated that the progression of field work will need to be phased and sequenced in a manner that allows for aircraft access to and from Runway 14-32 during field work activities. KH will develop a Field Work Procedures Manual that will outline the general scope of work for each subconsultant performing field activities, procedures for site access, communications, safety and security, badging requirements, schedule, and phasing/sequencing of activities.

KH assumes that field work will take place during daytime hours between approximately 7:00 a.m. and 7:00 p.m. in areas that remain outside of active Runway Safety Areas (RSA). For field work for which access to Runway Safety Areas (RSA) is required, KH assumes that work will be completed at night between the hours of approximately 12:00 a.m. to 5:00 a.m. It is assumed that field work will be phased in a manner to permit continuous work by subconsultants/field crews within portions of the airfield closed to aircraft, and that performing work on a “pull back basis” is not required. Maintenance of traffic (barricades, runway closure crosses, etc.) devices required to temporarily close portions of the airfield to enable field work activities will be procured, placed, and maintained by SMAA.

KH will make periodic site visits to observe the progression and execution of field activities. KH will perform a total of up to four (4) site visits during the progression of field activities.

KH personnel and subconsultants/field crews will be properly badged to work within the AOA; access to and from each phase of field work will be provided and escorted by SMAA. Field activities will be coordinated with and approved by SMAA prior to and during progression of work.

DELIVERABLES:

- Field Notes, survey and SUE data, and geotechnical report (pdf)
- Field Work Procedures Manual (pdf)

1.4 Initial Stakeholder Coordination Meeting

KH will attend and present at one (1) initial stakeholder coordination meeting to introduce the project objectives and gain feedback from stakeholders for consideration in design development. Specifically, KH will present on topics such as anticipated construction activities, operational impacts and construction phasing, and order of magnitude construction schedule will be discussed. Meeting coordination, including meeting scheduling and outreach, with stakeholders will be completed by SMAA; KH

will coordinate solely with SMAA's Project Manager with regards to stakeholder coordination. This meeting is assumed to take place virtually on Microsoft Teams and is assumed to be one (1) hour in duration.

DELIVERABLES:

- Meeting materials including agenda and presentation (MS PowerPoint and pdf)
- Meeting Summary Notes (pdf)

1.5 FAA Design Coordination Meeting

KH will attend and present at one (1) FAA design coordination meeting to introduce the project objectives and gain feedback from FAA for consideration in design development. Specifically, KH will present on topics such as anticipated construction activities, rough order of magnitude program construction cost estimate prepared in Task 1.6, operational impacts and construction phasing, and order of magnitude construction schedule will be discussed. Additionally, project funding and eligibility will be discussed. Meeting coordination, including meeting scheduling and outreach, with FAA will be completed by SMAA; KH will coordinate solely with SMAA's Project Manager with regards to FAA coordination. This meeting is assumed to take place virtually on Microsoft Teams and is assumed to be one (1) hour in duration.

DELIVERABLES:

- Meeting materials including agenda and presentation (MS PowerPoint and pdf)
- Meeting Summary Notes (pdf)

Task 2 – 30% Preliminary Design Phase

Task 2 will include preliminary design efforts as described below.

2.1 Drawing Preparation – 30% Plans

30% Plans will be prepared in accordance with specific format requirements provided by SMAA. 30% Plan sheets anticipated to be prepared within this task include:

Cover	Site Demolition Plans
Project Drawing List	Demolition Details
Summary of Quantities	Geometry and Paving Plans
General Notes	Typical Pavement Sections
Abbreviations/Legend	Paving Details
Contract Layout and Haul Route Plan	Pavement Marking Plans
Project Safety Notes	Pavement Marking Details
Project Security Notes	General Notes - Electrical
Airspace Surface Protection Plan	Electrical Abbrev/Legend
Preliminary Phasing Plans	Airfield Electrical Demolition Plans
Preliminary Maintenance of Traffic Plans	Airfield Electrical Layout Plans
Erosion & Sed. Control Plans	Airfield Electrical Details
Erosion & Sed. Control Details	

DELIVERABLES:

- 30% Plans (pdf)

2.2 Airfield Pavement Design

Using the data obtained from the geotechnical investigation, aircraft fleet mix data derived from information provided by SMAA, the Engineer's Letter Report by EG Solutions, Inc. dated April 17th, 2024, aircraft fleet mix projections from SRQ's Airport Master Plan, and Traffic Flow Management System Count (TFMSC) data, KH will develop the pavement designs relevant to the project objectives, including full-depth asphalt pavement section, overlay pavement section, and taxiway shoulder pavement section. Design for airfield pavement sections will be developed in accordance with FAA Advisory Circular (AC) 150/5320-6G *Airport Pavement Design and Evaluation* and utilize FAA's FAARFIELD software, and utilize materials specified in AC 150/5370-10H *Standards for Specifying Construction of Airfields*.

DELIVERABLES:

- Pavement Design Memorandum (pdf)

2.3 Preliminary Drainage Design Coordination

KH will coordinate with their subconsultant, EG Solutions, Inc., who will be responsible for developing preliminary stormwater design. KH will incorporate the preliminary stormwater design requirements into the 30% Plans developed under Task 2.1.

DELIVERABLES:

- See Drawing Preparation Deliverables

2.4 30% Airfield Lighting and Signage Design

KH will prepare a schematic layout and associated details of taxiway edge lighting and signage systems within the project limits. To prepare the preliminary airfield lighting and signage design, KH will utilize electrical impedance data provided by SMAA to recommend improvements to airfield electrical systems in conjunction with visual observations conducted in Task 1.2. Airfield lighting and signage designs will be prepared to conform to the requirements of FAA Advisory Circular (AC) 150/5340-30J *Design and Installation Details for Airport Visual Aids*, AC 150/5340-18H *Standards for Airport Sign Systems*, AC 150/5345-44L *Specification for Runway and Taxiway Signs*, Engineering Brief #89A *Taxiway Nomenclature Convention*, and SMAA's requirements.

DELIVERABLES:

- See Drawing Preparation Deliverables

2.5 30% Engineer's Opinion of Probable Construction Costs

KH will prepare an Engineer's Opinion of Probable Construction Costs under this task to include project quantities derived from both Plan takeoffs and assumed quantities for known items of work. The cost estimate will be broken-out according to the anticipated funding split between FAA-eligible and non-eligible items, airfield electrical, and each bid alternative described previously. KH has no control over the cost of labor, materials, equipment, or over the contractor's methods of determining prices or competitive bidding or market conditions. The Engineer's Opinion of Probable Construction Costs will be based on the information known to KH at the time of preparation and represent KH's judgment as a design professional familiar with the construction industry. KH cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

DELIVERABLES:

- 30% Engineer's Opinion of Probable Construction Costs (pdf and MS Excel)

2.6 Outline of Anticipated Technical Specifications

KH will prepare an outline of the anticipated technical specifications required. All technical specifications shall conform to FAA Advisory Circular (AC) 150/5370-10H *Standards for Specifying Construction of Airfields*.

DELIVERABLES:

- Outline of anticipated technical specifications (pdf)

2.7 Preliminary Permitting Coordination

The regulatory agencies potentially requiring a stormwater permit is anticipated to be the Southwest Florida Water Management District (SWFWMD), Sarasota County, and Manatee County. KH will coordinate with their subconsultant, EG Solutions, Inc., for the permitting effort.

DELIVERABLES:

- Pre-Application Meeting Materials/Meeting Summary (pdf)
- Permit Application Forms (pdf)
- Permitting Exhibits (pdf)
- Permit Review Comments with Responses (pdf)

2.8 Project Management

Throughout this Phase, KH shall manage the project design in accordance with customary practices for design projects. KH's internal administration for staffing, coordination, production coordination, schedule, scope and budget adherence are part of this task.

DELIVERABLES:

- Submission of Design Team's invoicing (pdf)

2.9 Quality Control

Prior to each submission, KH will perform an internal technical review of deliverables. This review will include appropriate checklists and written comments with responses for each.

DELIVERABLES:

- KH's quality control process documentation as requested by SMAA (pdf)

2.10 Meetings with SMAA

KH will conduct up to three (3) meetings with SMAA during this phase of design. Two (2) of the meetings will be held in a virtual teleconferencing platform of SMAA's choosing to review the progress of the design and gain input from SMAA Staff, while one (1) meeting will be held in-person and include a site visit to assist in informing the design process. KH anticipates that two meetings, including the in-person meeting and site visit, will be held during the 30% Design Phase development, and one virtual meeting will be held shortly after the submission of the 30% Design Phase milestone deliverables. KH will prepare meeting agendas, relevant meeting materials, and a meeting summary with action items.

DELIVERABLES:

- Meeting agenda (pdf)
- Meeting summary (pdf)



Other Services - 30% Preliminary Design Phase

Topographic Survey

Refer to the scope of services prepared by Hyatt Survey

Geotechnical Investigations

Refer to the scope of services prepared by Tierra

Subsurface Utilities Investigations (SUE)

Refer to the scope of services prepared by McKim and Creed

Storm Pipe CCTV Inspection

Refer to the scope of services prepared by McKim and Creed

Preliminary Drainage Design/Stormwater Permitting

Refer to the scope of services prepared by EG Solutions

Task 3 – 60% Design Phase

This Phase will encompass the professional services required to progress the design documents, including technical specifications, drawings, construction phasing and safety plan, and cost estimates to reflect any adjustments to the project since the previous design phase.

3.1 Drawing Preparation - 60% Plans

60% Plans will be prepared in accordance with specific format requirements provided by SMAA. 60% Plan sheets anticipated to be prepared within this task include:

Cover	Demolition Details
Project Drawing List	Geometry and Paving Plans
Summary of Quantities	Typical Pavement Sections
General Notes	Paving Details
Abbreviations/Legend	Taxiway Profiles
Contract Layout and Haul Route Plan	Pavement Elevation Plans
Project Safety Notes	Grading and Drainage Plans
Project Security Notes	Drainage Details
Airspace Surface Protection Plan	Pavement Marking Plans
Phasing Plans	Pavement Marking Details
Maintenance of Traffic Plans	General Notes - Electrical
Geotechnical Data	Electrical Abbrev/Legend
Subsurface Utility Data	Airfield Electrical Demolition Plans
Existing Conditions/Survey	Airfield Electrical Layout Plans
Horizontal and Vertical Control Plans	Airfield Electrical Details
Erosion & Sed. Control Plans	Airfield Lighting Electrical Vault
Erosion & Sed. Control Details	Modifications Plans
Site Demolition Plans	Airfield Lighting One-Line Diagrams

DELIVERABLES:

- 60% Plans (pdf)

3.2 60% Drainage Design Coordination

KH will coordinate with their subconsultant, EG Solutions, Inc., who will be responsible for developing stormwater design. KH will incorporate the stormwater design requirements into the Plans.

DELIVERABLES:

- See Drawing Preparation Deliverables

3.3 60% Airfield Lighting and Signage Design

KH will progress the design for layout and associated details of taxiway edge lighting and signage systems within the project limits. Airfield lighting and signage designs will be prepared to conform to the requirements of FAA Advisory Circular (AC) 150/5340-30J *Design and Installation Details for Airport Visual Aids*, AC 150/5340-18H

Standards for Airport Sign Systems, AC 150/5345-44L Specification for Runway and Taxiway Signs, Engineering Brief #89A Taxiway Nomenclature Convention, and SMAA's requirements.

DELIVERABLES:

- See Drawing Preparation Deliverables

3.4 Preliminary Construction Safety and Phasing Plan (CSPP)

KH will prepare the preliminary CSPP for submission to FAA. This document will be submitted to SMAA Staff for review and comment. Comments received from SMAA will be incorporated into the CSPP, which will be submitted to FAA with the 7460-1 during this Phase.

DELIVERABLES:

- Preliminary CSPP (pdf)

3.5 Airspace Obstruction Evaluation, 7460-1

In accordance with Title 14 of the Code of Federal Regulations (CFR 14), Part 77, KH will compile the necessary data to prepare and submit 7460-1's to the FAA for the Obstruction Evaluation/Airport Airspace Analysis (OE/AAA). KH will coordinate with SMAA Staff for filing of the 7460-1(s) by SMAA through OE/AAA.

DELIVERABLES:

- Electronic PDF copies of all information to be submitted by SMAA through OE/AAA.

3.6 Categorical Exclusion (CATEX) Assistance

KH will assist SMAA in preparing a CATEX document following ARP SOP No. 5.1 Effective Date: June 2, 2017. Data for the CATEX will be gathered via online information and mapping.

The CATEX prepared by SMAA is assumed to include a study area incorporating the Project footprint and known temporary impacts at that time. KH will provide SMAA with relevant project information requested by SMAA for their preparation of the CATEX. SMAA will compile and prepare all forms, exhibits, and supporting documentation for the CATEX, and will submit the document to FAA. KH will assist SMAA with up to one (1) revision to the CATEX based on review comments from FAA. The potential environmental impacts of the proposed project and mitigation measures to minimize impacts will be documented in the CATEX.

Due to the nature of the project, which is in an entirely disturbed area, will not affect aircraft patterns, and is not anticipated to trigger extraordinary circumstances—no technical analyses will be conducted. It is assumed coordination with the State Historic Preservation Office (SHPO) will not be needed under Section 106. No new fieldwork or agency coordination will be conducted.

Assumptions and Limitations:

- The CATEX will be based on facility, operational, and construction data from the Client and impact information from the design team.
- No separate technical analyses, field surveys, or technical reports will be prepared as part of this project. No agency coordination will be conducted.
- No development of operations forecasts, passenger enplanements forecasts, or fleet mix data will be conducted, and no noise analysis is required.
- This project will not change fleet mix and is exempt under FAA's Presumed to Conform List; no air quality analysis is required.

DELIVERABLES:

- N/A

3.7 60% Technical Specifications

KH will prepare 60%-level technical specifications required. Specifications will follow FAA format using unit costs where applicable. All technical specifications shall conform to FAA Advisory Circular (AC) 150/5370-10H *Standards for Specifying Construction of Airfields*.

DELIVERABLES:

- 60% Technical Specifications (pdf)

3.8 Draft Engineer's Design Report

KH will prepare a draft engineer's design report. The document will include narrative reflecting the design assumptions, processes, calculations, funding sources and rationale for selection of various design elements. This report will include pertinent documents in support of direction already provided and decisions already made by SMAA, our Team, and/or pertinent authorities.

DELIVERABLES:

- Draft Engineer's Design Report (pdf)

3.9 Permitting Coordination

KH will coordinate with their subconsultant, EG Solutions, Inc., for the permitting effort and provide documentation requested by permitting authorities.

DELIVERABLES:

- Electronic PDF of permitting documentation

3.10 Project Management

Throughout this Phase, KH shall manage the project design in accordance with customary practices for design projects. KH's internal administration for staffing, coordination, production coordination, schedule, scope and budget adherence are part of this task.

DELIVERABLES:

- Submission of Design Team's invoicing (pdf)

3.11 Quality Control

Prior to each submission, KH will perform an internal technical review of deliverables. This review will include appropriate checklists and written comments with responses for each.

DELIVERABLES:

- KH's quality control process documentation as requested by SMAA (pdf)

3.12 Meetings with SMAA

KH will conduct up to three (3) meetings with SMAA during this phase of design. Two (2) of the meetings will be held in a virtual teleconferencing platform of SMAA's choosing to review the progress of the design and gain input from SMAA Staff, while one (1) meeting will be held in-person and include a site visit to assist in informing the design process. KH anticipates that two meetings, including the in-person meeting and site visit, will be held during the 60% Design Phase development, and one virtual meeting will be held shortly after the submission of the 60% Design Phase milestone deliverables. KH will prepare meeting agendas, relevant meeting materials, and a meeting summary with action items.

DELIVERABLES:

- Meeting agenda (pdf)
- Meeting summary (pdf)

3.13 Stakeholder Coordination Meeting 2

KH will attend and present at Stakeholder Coordination Meeting 2 to review the progress of design and gain feedback from stakeholders for consideration in design development. Specifically, KH will present on topics such as anticipated construction activities, operational impacts and construction phasing, and order of magnitude construction schedule will be discussed. Meeting coordination, including meeting scheduling and outreach, with stakeholders will be completed by SMAA; KH will coordinate solely with SMAA's Project Manager with regards to stakeholder coordination. This meeting is assumed to take place virtually on Microsoft Teams and is assumed to be one (1) hour in duration.



DELIVERABLES:

- Meeting materials including agenda and presentation (MS PowerPoint and pdf)
- Meeting Summary Notes (pdf)

Other Services – 60% Design Phase

60% Drainage Design

Refer to scope of services prepared by EG Solutions, Inc.

Stormwater Permitting

Refer to scope of services prepared by EG Solutions, Inc.

Task 4 – 90% Design Phase

This Phase will encompass the professional services required to progress the 60% bid documents, including technical specifications, drawings, and construction phasing and safety plan to reflect any adjustments to the project since the previous Phase.

4.1 Drawing Preparation - 90% Plans

90%-Plans prepared within this task may include:

Cover	Demolition Details
Project Drawing List	Geometry and Paving Plans
Summary of Quantities	Typical Pavement Sections
General Notes	Paving Details
Abbreviations/Legend	Taxiway Profiles
Contract Layout and Haul Route Plan	Pavement Elevation Plans
Project Safety Notes	Grading and Drainage Plans
Project Security Notes	Drainage Details
Airspace Surface Protection Plan	Cross Sections
Phasing Plans	Pavement Marking Plans
Maintenance of Traffic Plans	Pavement Marking Details
Geotechnical Data	General Notes - Electrical
Subsurface Utility Data	Electrical Abbrev/Legend
Existing Conditions/Survey	Airfield Electrical Demolition Plans
Horizontal and Vertical Control Plans	Airfield Electrical Layout Plans
Erosion & Sed. Control Plans	Airfield Electrical Details
Erosion & Sed. Control Details	Airfield Lighting Electrical Vault Modifications Plans
Site Demolition Plans	Airfield Lighting One-Line Diagrams

DELIVERABLES:

- 90% Plans (pdf)

4.2 90% Drainage Design Coordination

KH will coordinate with their subconsultant, EG Solutions, Inc., who will be responsible for progressing stormwater design. KH will incorporate updated stormwater design requirements into the Plans.

DELIVERABLES:

- See Drawing Preparation Deliverables

4.3 90% Airfield Lighting and Signage Design

KH will progress the design for layout and associated details of taxiway edge lighting and signage systems within the project limits. Airfield lighting and signage designs will be prepared to conform to the requirements of FAA Advisory Circular (AC) 150/5340-30J *Design and Installation Details for Airport Visual Aids*, AC 150/5340-18H



Standards for Airport Sign Systems, AC 150/5345-44L Specification for Runway and Taxiway Signs, Engineering Brief #89A Taxiway Nomenclature Convention, and SMAA's requirements.

DELIVERABLES:

- See Drawing Preparation Deliverables

4.4 Final Construction Safety and Phasing Plan (CSPP)

Any comments received from FAA on the CSPP will be incorporated into the final CSPP during this Phase. The Final CSPP will be incorporated into the Contract Documents for bid.

DELIVERABLES:

- Final for Bid CSPP (pdf)

4.5 90% Engineer's Opinion of Probable Construction Costs

KH will prepare an Engineer's Opinion of Probable Construction Costs under this task to include project quantities derived from both Plan takeoffs and assumed quantities for known items of work. KH has no control over the cost of labor, materials, equipment, or over the contractor's methods of determining prices or competitive bidding or market conditions. The Engineer's Opinion of Probable Construction Costs will be based on the information known to KH at the time of preparation and represent KH's judgment as a design professional familiar with the construction industry. KH cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

DELIVERABLES:

- 90% Engineer's Opinion of Probable Construction Costs (pdf and MS Excel)

4.6 90% Technical Specifications

KH will prepare 90%-level technical specifications required. Specifications will follow FAA format using unit costs where applicable. All technical specifications shall conform to FAA Advisory Circular (AC) 150/5370-10H *Standards for Specifying Construction of Airfields*.

DELIVERABLES:

- 90% Technical Specifications (pdf)

4.7 Draft Front-End Documents/Project Manual

KH will prepare Draft Front-End Documents utilizing SMAA's preferred format and standard forms. This includes preparing bid documents/bid forms, general provisions, and special provisions (if required).



SMAA will supply the Authority's standard procurement documents and special conditions required.

KH will compile the front-end documents and combine them with the Technical Specifications for preparation of the Project Manual.

DELIVERABLES:

- Draft Front-End Documents/Project Manual (pdf)

4.8 Permitting Coordination

KH will coordinate with their subconsultant, EG Solutions, Inc., for the permitting effort and provide documentation requested by permitting authorities.

DELIVERABLES:

- Electronic PDF of permitting documentation

4.9 Project Management

Throughout this Phase, KH shall manage the project design in accordance with customary practices for design projects. KH's internal administration for staffing, coordination, production coordination, schedule, scope and budget adherence are part of this task.

DELIVERABLES:

- Submission of Design Team's invoicing (pdf)

4.10 Quality Control

Prior to each submission, KH will perform an internal technical review of deliverables. This review will include appropriate checklists and written comments with responses for each.

DELIVERABLES:

- Design Team's quality control documentation as requested by SMAA (pdf)

4.11 Meetings with SMAA

KH will conduct up to three (3) meetings with SMAA during this phase of design. Two (2) of the meetings will be held in a virtual teleconferencing platform of SMAA's choosing to review the progress of the design and gain input from SMAA Staff, while one (1) meeting will be held in-person and include a site visit to assist in informing the design process. KH anticipates that two meetings, including the in-person meeting and site visit, will be held during the 90% Design Phase development, and one virtual meeting will be held shortly after the submission of the 90% Design Phase milestone deliverables. KH will prepare meeting agendas, relevant meeting materials, and a meeting summary with action items.



DELIVERABLES:

- Meeting agenda (pdf)
- Meeting summary (pdf)

Other Services – 90% Design Phase

90% Drainage Design

Refer to scope of services prepared by EG Solutions, Inc.

Stormwater Permitting

Refer to scope of services prepared by EG Solutions, Inc.

Task 5 – Final Design Phase – Bid Documents

This Phase will encompass the professional services required to progress and finalize the bid documents, including front-end and technical specifications, drawings, construction phasing and safety plan, and cost estimates to reflect any adjustments to the project since the previous Phase.

5.1 Drawing Preparation – Plans for Bid

It is anticipated that the drawings prepared during the 90% Design Phase will constitute the Bid Plans drawing list. The 90% Plans will be progressed and finalized during this phase to be issued for advertisement by SMAA to obtain construction bids.

DELIVERABLES:

- Plans for Bid (pdf)
- AutoCAD 2024 files of all drawings including reference files (dwg)

5.2 Final Drainage Design Coordination

KH will coordinate with their subconsultant, EG Solutions, Inc., who will be responsible for finalizing the stormwater design. KH will incorporate updated stormwater design requirements into the Final Plans.

DELIVERABLES:

- See Drawing Preparation Deliverables

5.3 Final Airfield Lighting and Signage Design

KH will finalize the design for layout and associated details of taxiway edge lighting and signage systems within the project limits. Airfield lighting and signage designs will be prepared to conform to the requirements of FAA Advisory Circular (AC) 150/5340-30J *Design and Installation Details for Airport Visual Aids*, AC 150/5340-18H *Standards for Airport Sign Systems*, AC 150/5345-44L *Specification for Runway and*



Taxiway Signs, Engineering Brief #89A Taxiway Nomenclature Convention, and SMAA's requirements.

DELIVERABLES:

- See Drawing Preparation Deliverables

5.4 Technical Specifications for Bid

KH will prepare the technical specifications required to be issued for advertisement by SMAA to obtain construction bids. All technical specifications shall conform to FAA Advisory Circular (AC) 150/5370-10H *Standards for Specifying Construction of Airfields*.

DELIVERABLES:

- Technical Specifications for Bid (pdf)

5.5 Front-End Documents/Project Manual for Bid

KH will prepare the Front-End Documents for Bid utilizing SMAA's preferred format and standard forms. This includes preparing bid documents/bid forms, general provisions, and special provisions (if required).

SMAA will supply the Authority's standard procurement documents and special conditions required.

KH will compile the front-end documents and combine them with the Technical Specifications for preparation of the Project Manual for Bid.

DELIVERABLES:

- Front-End Documents and Compiled Project Manual for Bid (pdf)

5.6 Final Engineer's Opinion of Probable Construction Costs

KH will finalize the Engineer's Opinion of Probable Construction Costs prepared during the 90% Design Phase to include project quantities derived from both Bid Plan takeoffs and assumed quantities for known items of work. KH has no control over the cost of labor, materials, equipment, or over the contractor's methods of determining prices or competitive bidding or market conditions. The Engineer's Opinion of Probable Construction Costs will be based on the information known to KH at the time of preparation and represent KH's judgment as a design professional familiar with the construction industry. KH cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

DELIVERABLES:

- Final Engineer's Opinion of Probable Construction Costs (pdf and MS Excel)

5.7 Final Engineer's Design Report

KH prepare updates to and finalize the draft engineer's design report submitted in the 60% phase of design. The document will include narrative reflecting the design assumptions, processes, calculations, funding sources and rationale for selection of various design elements. This report will include pertinent documents in support of direction already provided and decisions already made by SMAA, our Team, and/or pertinent authorities.

DELIVERABLES:

- Final Engineer's Design Report (pdf)

5.8 Final Permitting Coordination

KH will coordinate with their subconsultant, EG Solutions, Inc., to finalize permitting efforts and provide any additional documentation requested by permitting authorities.

DELIVERABLES:

- Electronic PDF of permitting documentation

5.9 Project Management

Throughout this Phase, KH shall manage the project design in accordance with customary practices for design projects. KH's internal administration for staffing, coordination, production coordination, schedule, scope and budget adherence are part of this task.

DELIVERABLES:

- Submission of Design Team's invoicing (pdf)

5.10 Quality Control

Prior to each submission, KH will perform an internal technical review of deliverables. This review will include appropriate checklists and written comments with responses for each.

DELIVERABLES:

- Design Team's quality control documentation as requested by SMAA (pdf)

5.11 Meeting with SMAA

KH anticipates that one (1) meeting will be held shortly after the submission of the Final Design milestone deliverables and prior to the Project being advertised for bids. KH will conduct up the meeting with SMAA in a virtual teleconferencing platform of SMAA's choosing to review the progress of the design and gain input from SMAA Staff. KH will prepare meeting agendas, sign in sheets, and meeting summary with action items.



DELIVERABLES:

- Electronic PDF of meeting agenda, sign in sheet, and meeting summary.

Other Services

Final Drainage Design

Refer to scope of services prepared by EG Solutions, Inc.

Stormwater Permitting/Local Jurisdictional Permitting

Refer to scope of services prepared by EG Solutions, Inc.

Task 6 – Bidding Phase

6.1 Pre-Bid Meeting

KH will prepare exhibits relative to the project, attend and present at the pre bid meeting. KH will participate in a site walk with prospective bidders. This meeting will be facilitated by SMAA Staff with support from KH.

DELIVERABLES:

- Meeting agenda and meeting materials (MS PowerPoint and pdf)

6.2 Preparation of Addenda

KH will coordinate with the team and prepare addenda materials. Up to four (4) addenda packages are estimated. SMAA will make available these documents to potential bidders and plan rooms. These documents will reflect all modifications to the plans and specifications identified in the bid addenda.

DELIVERABLES:

- Response to bidder questions and revision to applicable construction plans and specifications (up to 4 addenda packages) (pdf)

6.3 Bid Analysis

KH will attend the bid opening and review bids received by SMAA for completeness and compliance with the requirements specified within the Bid Documents. KH will provide a tabulation of bids received for construction and will summarize findings in a letter to SMAA.

DELIVERABLES:

- Bid Tabulation (pdf and MS Excel)
- Bid Summary Letter (pdf)



Additional Services Presently Excluded

The following services are presently excluded from this scope of services; however, they can be added at the discretion of SMAA for an additional fee:

- Survey, Relocation, or Mitigation of threatened, protected, or endangered species
- Environmental Contamination Assessments
- Redesign from new FAA Standards (AC 150/5370-10J upcoming)
- Modifications to FAA Standards
- Permitting through the City of Sarasota
- Site permitting through Sarasota County – this scope of services assumes that permitting through Sarasota County will be limited to review of stormwater impacts
- Site permitting through Manatee County – this scope of services assumes that permitting through Manatee County will be limited to review of stormwater impacts
- Design, permitting, or coordination for new or adjustment of existing underground utilities (water, sanitary, fiber optic, gas, electrical systems apart from airfield electrical) is presently excluded – services may be added as additional scope following completion of the Design Verification Phase
- Post-Design Services During Construction, Construction Observation, Project Closeout Services, and Owner's Quality Assurance (QA) Testing
- CATEX revisions beyond those described in Task 3.7 will be considered additional services
- Additional CATEX or NEPA documentation beyond those described in Task 3.7 will be considered additional services
- Payment of permit application fees or mitigation fees
- Based on upcoming changes to Florida stormwater rules, this scope of services has been developed to assume that SWFWMD deems the Environmental Resource Permit (ERP) application(s) for the project to be complete prior to December 28th, 2025. Should permitting agency review timelines and acceptance of permit applications exceed this date, additional services may be required
- Hardy copy reproduction of documents except where specifically noted in this scope of services



- This Scope of Services has been developed assuming the construction of the Project will be awarded as a single construction contract. Subdividing the program into multiple bid packages will be considered additional services
- KH assumes that any as-built data or record drawings of the area will require verification through subsurface utility investigations and topographic survey
- Preparation of airfield circuit maps is presently excluded
- Participation in, or facilitation of, FAA Safety Risk Assessment/Safety Risk Management is presently excluded
- Airfield Electrical Impedance (megger) Testing of circuits is excluded; KH will rely on airfield circuit electrical impedance data provided by SMAA

END OF SCOPE OF SERVICES

SUBCONSULTANT SCOPES OF WORK



April 22, 2025

Mr. Jared Moreng, P.E.
Kimley-Horn
201 North Franklin Street, Ste. 1400
Tampa, FL 33602

Re: Proposal for Professional Surveying Services
Sarasota International Airport (SRQ) Taxiway A
Topographic Surveys (9,700 LF; 123 Ac.+/-)
Charlotte County, Florida

Dear Mr. Moreng:

Pursuant to the information you have provided, Hyatt Survey Services, Inc., is pleased to submit this proposal for the following professional surveying services required on the above-referenced project:

SCOPE OF SERVICES

I. Topographic Survey:

- a. Hyatt Survey will perform a Topographic Survey of Taxiway A and associated areas (9,700 LF; 123 Ac.+/-) as located at the Sarasota International Airport (SRQ) in Manatee County, Florida, and depicted in the attached exhibit.
- a. All pavement will be surveyed on a 20' grid interval with spot elevations at edge of pavement each side, edge of shoulder each side, mid width of left lane, centerline, and mid width of right lane. All other areas will be surveyed on a 50' grid interval.
- b. No Right-of-way or Boundary lines will be determined as part of this SOW.
- c. Taxiway connectors that are adjacent to any runway shown within the project limits will be surveyed 50' into the runway or adjacent pavement.
- d. Hyatt Survey will locate all drainage structures and pipes that are within the limits defined above or that pass through the survey limits to the next structure outside of the project limits.
- e. The survey of drainage structures and pipes will include all inverts of pipes, size of pipes, and material of pipes. Survey of drainage structures will include type of structure, inverts of connections, bottom of structure, and rim elevation
- f. The survey shall include the location and identification of all above ground, visible structures (including overhead wires) and features along with any accessible subterranean features including pipe inverts with size and material. In addition, the survey will collect all centerline markings, hold bar markings, edge of pavement, taxiway edge lights, manholes/handholes and storm structures inside the survey limits.
- g. This survey will be referenced to NAD83/11 Florida State Plane Coordinates.

2012 Lena Road, Bradenton, Florida 34211 Phone: 941-748-4693 Fax: 941-744-1643



Mr. Jared Moreng, PE

Kimley-Horn

April 22, 2025

Page 2

- h. All elevations will be referenced to published NGS benchmarks relative to the NAVD 88 vertical datum.
- i. This scope of services has been prepared based on eight (8) hour workdays with full access to all areas and the assumption that approximately 20% of this project will require surveying at night. If our working hours are adjusted or limited by the airport authority beyond these assumptions, the completion timeframe will be extended.

Hyatt Survey proposes providing these services for the lump sum fees as follows:

- 1. Taxiway A - Topographic Survey: **\$ 168,947.22**

All work will be performed in accordance with the standards of practice outlined in Chapter 5J-17 of the Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

I have attached our standard "General Contract, Provisions and Conditions" as part of this agreement. To accept this proposal, please sign where indicated below and return a copy of this document as your acceptance of this agreement and our authorization to proceed.

If you have any questions or comments, please do not hesitate to contact me at 941-748-4693. I look forward to working with you on this project.

Sincerely,

HYATT SURVEY SERVICES, INC.

A handwritten signature in black ink that reads "Pamela A. Hyatt".

Pamela A. Hyatt, P.S.M.
President

Accepted by: **Kimley-Horn**

Sign here: _____ Date: _____

Print name here: _____

[illegible]

1. ALL PAVEMENT SHALL BE SURVEYED ON 25' GRID WITH SPOT ELEVATIONS AT EDGE OF PAVEMENT EACH SIDE, EDGE OF SHOULDER EACH SIDE, MID WIDTH OF LEFT LANE, CENTERLINE, AND MID WIDTH OF RIGHT LANE.
2. TAXIWAY CONNECTORS THAT ARE ADJACENT TO ANY RUNWAY SHOWN WITHIN THE PROJECT LIMITS SHALL BE SURVEYED 50' INTO THE RUNWAY OR ADJACENT PAVEMENT.
3. SURVEY ALL DRAINAGE STRUCTURES AND PIPES THAT ARE WITHIN THE LIMITS DEFINED ABOVE OR THAT PASS THROUGH THE SURVEY LIMITS ABOVE TO THE NEXT STRUCTURE OUTSIDE OF THE PROJECT LIMITS. SURVEY OF DRAINAGE STRUCTURES AND PIPES SHALL INCLUDE ALL INVERTS OF PIPES, SIZE OF PIPES, AND MATERIAL OF PIPES. SURVEY OF DRAINAGE STRUCTURES SHALL INCLUDE TYPE OF STRUCTURE, INVERTS OF CONNECTIONS, BOTTOM OF STRUCTURE, AND I/M ELEVATION.

- PROJECT LIMITS
TAXWAY A & ALPHA CONNECTORS SURVEY LIMITS (4113 AC / 37 AC NIGHT WORK)
SURVEY NIGHT WORK
HOLD BAY SURVEY LIMITS (27 AC)
ASSUMED DRAINAGE STRUCTURE
ASSUMED DRAINAGE PIPE



ATTACHMENT "A"
GENERAL CONTRACT
Provisions & Conditions

Services to be rendered under this Contract Agreement (Agreement) between Hyatt Survey Services, Inc. (Hyatt Survey) and the Client are based upon those provisions as set forth in the original proposal letter (Proposal) and are included together with and made part of this Agreement. The Proposal and these General Contract Provisions & Conditions represent the entire understanding between the Client and Hyatt Survey. Any modifications in the terms of this Agreement must be executed in writing and accepted by both parties involved.

A. Description of Services:

1. The Basic Services to be performed under this contract are limited to those "Scope of Services" items as specifically stated on the attached proposal and no others.
2. Any Additional Services requested after the commencement date of this project will be considered as Additional Services to the Basic Services. All additional Services will be subject to additional compensation either at Hyatt Survey's current hourly rate schedule or at a rate as agreed to by both Hyatt Survey and the Client.

B. Standard Provisions:

1. The Proposal is valid for a period of thirty (30) days from the date thereon. All hourly rates quoted are subject to revision quarterly, unless otherwise agreed upon by both parties.
2. Hyatt Survey will carry and maintain worker's compensation, general liability, professional liability and comprehensive automobile liability insurances for the period of this contract. Proof of insurance will be furnished upon request. Coverage requested above the established company limits may be available upon agreement for reimbursement for additional expenses by the Client.
3. Payments to Hyatt Survey are the sole responsibility of the signatory of the Agreement and are not subject to any third party compensation condition or agreement. Invoices are rendered as agreed upon, but not to exceed monthly, and are deemed due and payable upon receipt. Outstanding invoices over thirty (30) days past due from the date on the invoices are deemed "past due" and subject to a finance charge of 1 ½ percent per month. Invoice payments must be kept current and are not to exceed 30 days. After this 30 days all work may be subject to suspension, unless otherwise agreed upon by both parties.
4. Either the Client or Hyatt Survey may, with seven (7) days written notice, terminate this agreement, if the other party fails to perform under the terms of this contract. If termination of the project is through no fault of Hyatt Survey, Hyatt Survey will be compensated for all services performed to date, including all reimbursable expenses along with a 10% "Termination Expense Assessment" of all remaining unbilled project fees per this agreement. Additional project mobilization or start up fees may be added to any fee remaining after termination of a project, if the project is reactivated after a period of ten (10) days.



5. Hyatt Survey's services under this contract do not include participation in any actions of litigation. All expert witness services are to be provided by and compensated for under a separate contract as negotiated and executed by the parties.
6. The Client and Hyatt Survey agree that no warranties, guarantees, representations, or statements of any nature have been relied upon and used as a basis for this agreement, unless contained herein or as may be implied to in Florida Statutes.
7. Hyatt Survey is not responsible for any failure to perform under any conditions which arise from causes beyond Hyatt Survey's reasonable control or which may be caused by any unavoidable or unforeseeable action arising beyond any reasonable Hyatt Survey or Client control.
8. To the fullest extent provided by law, and withstanding any other provision of this Agreement, the total aggregate liability due to any error, omission or other professional negligence will be limited to a total sum of \$10,000.00 or the fee agreed upon under this Agreement (less any third part costs), whichever is greater.
9. Any errors, omissions or deficiencies on any document issued by Hyatt Survey and observed by the Client or his representative, must be reported only to Hyatt Survey promptly in order to facilitate mitigation of any claimed losses, which may arise or be due.
10. Hyatt Survey will be entitled to collect it's costs and reasonable attorney's fee incurred in the collection of any fee due Hyatt Survey; including all fees incurred in any litigation resulting from the enforcement of any of the terms of this Agreement.
11. All original documents and files, both digital and hardcopy, resulting from the Agreement are and will remain the property of Hyatt Survey. Hyatt Survey will furnish six (6) copies of the final product as directed for delivery by the Client. Any reuse or reissue of drawings or documents must be approved by Hyatt Survey and must be limited to the specific purpose stated on the face of the document. The Client will hold Hyatt Survey harmless from all claims arising from unauthorized acts of reissuance or reuse of any document of service in this Agreement.
12. The Client will approve all sub-contracts or sub-consultants prior to engagement by Hyatt Survey on their behalf. Hyatt Survey may act as an Authorized Agent only when both the Client and Hyatt Survey properly execute a written agreement.

TIERRA

May 9, 2025

Kimley-Horn
201 North Franklin Street, Ste. 1400
Tampa, FL 33602

Attn: Mr. Jared Moreng, P.E.

**RE: Proposal for Geotechnical Engineering Services
Sarasota Bradenton International Airport
Taxiway Alpha and Alpha Connectors
Tierra Project No. 6511-25-098**

Mr. Moreng:

Tierra, Inc. appreciates the opportunity to be of service to Kimley-Horn. Please find attached our proposal for the requested scope of services for the referenced project.

Project Description

The project is located at Sarasota Bradenton International Airport (SRQ) and consists of improvements to the existing Taxiway A and connectors. Preliminary field work plans for the proposed improvements are included in the attachments.

Tierra understands that portions of the field work will be required as nightwork, as outlined in the hatched areas in the attachments.

Scope of Services

1. Review published soils and topographic information. This published information will be obtained from the appropriate Quadrangle Map published by the United States Geological Survey (USGS) and the Soil Surveys of Sarasota and Manatee Counties, Florida, published by the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS)
2. Conduct a visual site reconnaissance of the project site and coordinate with the airport for access and utility clearance. Obtain required utility clearance ticket via Sunshine One Call.
3. Perform a Ground Penetration Radar (GPR) survey at the proposed boring locations to identify, if possible, utility conflicts.
4. Perform a GPR survey in the areas of existing storm pipes to identify, if evident, potential voids or areas determined to warrant additional explorations. The locations of GPR will be coordinated with Kimley-Horn.
5. Identify general location and description of potentially deleterious materials discovered in the borings, which may interfere with construction progress and pavement performance.

**Proposal for Geotechnical Engineering Services
Sarasota Bradenton International Airport
Taxiway Alpha and Alpha Connectors
Tierra Project No. 6511-25-098
Page 2 of 2**

6. Perform a field work program as described below:
 - Perform eighty-five (85) pavement cores with Taxiway A and Taxiway A connectors.
 - Perform on the order of thirty-two (32) Standard Penetration Test (SPT) borings to depths of 15 feet below grade.
 - Collect thirteen (13) bulk samples for California Bearing Ratio (CBR) testing.
7. Measure groundwater levels and estimate the Seasonal High Groundwater Table (SHGWT) at select locations.
8. Visually classify and stratify all recovered soil samples in the laboratory using the Unified Soil Classification System (USCS). Perform laboratory classification testing on representative soil samples.
9. Prepare an engineering report, which summarizes the course of study pursued, the field and laboratory data generated, the subsurface conditions encountered and our recommendations.

Service Fee

It is proposed that the fee for the performance of the above-outlined services be determined on a unit price basis, in accordance with our attached Fee Schedule. A copy of our Fee Schedule is enclosed herewith. On the basis of the estimated quantities, it is estimated the fees to perform the geotechnical study are **\$74,993.71**.

We will provide you with verbal results of tested conditions and immediately notify you should conditions impacting our scope, schedule, or cost of services occur. The proposal is based on the assumption that no hazardous materials exist on-site that would impact our investigation. This proposal is based on the borings being readily accessible to our standard drilling equipment.

Closing

We appreciate the opportunity to offer our services to you. We look forward to working with you on this project. Should you have any questions concerning this proposal, please do not hesitate to contact this office.

Respectfully Submitted,

TIERRA, INC.



Daniel R. Ruel, P.E.
Geotechnical Engineer



Kevin H. Scott, P.E.
Senior Geotechnical Engineer

Attachment: Fee Sheet
Concept Plan

Tierra Project No. 6511-25-098

Tierra Inc - Table 6
Standard Fee Schedule 2024-2025

Sarasota-Bradenton International Airport
Taxiway Alpha and Alpha Connectors

Item Description	Unit	Unit Price	Quantity	Total
101-Aggregate Carbonates & Organic Matter FM 5-514	Test	\$ 164.00		\$ -
102-Aggregate Org. Impurities S& for Concrete AASHTO T21	Test	\$ 89.00		\$ -
103-Aggregate Shell Content of Coarse Aggregate FM 5-555	Test	\$ 124.00		\$ -
104-Aggregate Sieve Anlsys of Fine & Coarse AASHTO T27	Test	\$ 94.50		\$ -
105-Aggregate Soundness AASHTO T104	Test	\$ 371.00		\$ -
106-Aggregate Specific Gravity/Absorption Coarse AASHTO T85	Test	\$ 115.50		\$ -
107-Aggregate Total Moisture Content by Drying AASHTO T255	Test	\$ 68.50		\$ -
108-Aggregate Unit Mass & Voids AASHTO T19	Test	\$ 71.50		\$ -
109-Aggregate Specific Gravity/Absorption Fine AASHTO T84	Test	\$ 137.50		\$ -
200-Asphalt Bulk Specific Gravity FM 1-T166	Test	\$ 78.50		\$ -
201-Asphalt Content FM 5-563	Test			\$ -
204-Asphalt Gradation FM 1-T030	Test	\$ 111.00		\$ -
206-Asphalt Los Angeles (LA) Abrasion Coarse Agg FM 3-C535	Test	\$ 456.00		\$ -
207-Asphalt Los Angeles (LA) Abrasion Small Agg FM 1-T096	Test	\$ 363.00		\$ -
209-Asphalt Pavement Coring – 4" dia with Base Depth Check	Each	\$ 275.00	85	\$ 23,375.00
210-Asphalt Pavement Coring – 4" dia without Base Depth Check	Each	\$ 227.00		\$ -
211-Asphalt Pavement Coring – 6" dia with Base Depth Check	Each	\$ 340.00		\$ -
212-Asphalt Pavement Coring – 6" dia without Base Depth Check	Each	\$ 267.00		\$ -
300-Concrete Beam Flexural Testing ASTM C78	Test	\$ 66.35		\$ -
301-Concrete Compressive Strength of Grout/Mortar ASTM C109	Test	\$ 38.00		\$ -
302-Concrete Cylinder Curing, Capping & Breaking ASTM C39	Test	\$ 52.25		\$ -
303-Concrete Drilled Cores & Sawed Beams ASTM C42	Test	\$ 74.50		\$ -
305-Concrete Pavement Coring - 4" Dia	Each	\$ 276.00		\$ -
306-Concrete Pavement Coring - 6" Dia	Each	\$ 300.00		\$ -
401-Geo Auger Borings- Hand & Truck/Mud Bug	LF	\$ 14.00		\$ -
402-Geo Auger Borings- Track	LF	\$ 19.00		\$ -
403-Geo Backhoe (Owned)	Day	\$ 1,500.00		\$ -
405-Geo Barge (Owned)	Day	\$ 4,200.00		\$ -
407-Geo Chainsaw (Owned)	Day	\$ 130.00		\$ -
415-Geo Double Ring Infiltration ASTM D3385	Each	\$ 700.00		\$ -
416-Geo Dozer (Owned)	Day	\$ 1,780.00		\$ -
418-Geo Drill Crew Support Vehicle	Day	\$ 295.00	4	\$ 1,180.00
421-Geo Dynamic Pile Testing/Pile Driving Analyzer	Day	\$ 630.00		\$ -
422-Geo Extra SPT Samples-Barge/Track/Amphibious 000-050 Ft	Each	\$ 115.00		\$ -
423-Geo Extra SPT Samples-Barge/Track/Amphibious 050-100 Ft	Each	\$ 115.00		\$ -
424-Geo Extra SPT Samples-Barge/Track/Amphibious 100-150 Ft	Each	\$ 130.00		\$ -
425-Geo Extra SPT Samples-Barge/Track/Amphibious 150-200 Ft	Each	\$ 170.00		\$ -
427-Geo Extra SPT Samples-Truck/Mud Bug 000-050 Ft	Each	\$ 115.00		\$ -
428-Geo Extra SPT Samples-Truck/Mud Bug 050-100 Ft	Each	\$ 115.00		\$ -
429-Geo Extra SPT Samples-Truck/Mud Bug 100-150 Ft	Each	\$ 130.00		\$ -
430-Geo Extra SPT Samples-Truck/Mud Bug 150-200 Ft	Each	\$ 130.00		\$ -
432-Geo Field Permeability 0-10 Ft (Open - End Borehole Method)	Each	\$ 440.00		\$ -
434-Geo Ground Penetrating Radar (GPR)	Hour	\$ 430.00	8	\$ 3,440.00
435-Geo Grout Boreholes- Barge/Track/Amphibious 000-050 Ft	LF	\$ 11.00	480	\$ 5,280.00
436-Geo Grout Boreholes- Barge/Track/Amphibious 050-100 Ft	LF	\$ 12.60		\$ -
437-Geo Grout Boreholes- Barge/Track/Amphibious 100-150 Ft	LF	\$ 18.90		\$ -
438-Geo Grout Boreholes- Barge/Track/Amphibious 150-200 Ft	LF	\$ 27.00		\$ -
440-Geo Grout Boreholes- Truck/Mud Bug 000-050 Ft	LF	\$ 7.90		\$ -
441-Geo Grout Boreholes- Truck/Mud Bug 050-100 Ft	LF	\$ 9.70		\$ -
442-Geo Grout Boreholes- Truck/Mud Bug 100-150 Ft	LF	\$ 14.70		\$ -
443-Geo Grout Boreholes- Truck/Mud Bug 150-200 Ft	LF	\$ 19.95		\$ -
445-Geo Grouted Monitor Well 2" 000-050 Ft	LF	\$ 45.00		\$ -
450-Geo Piezometer 2" 000-050 Ft	LF	\$ 55.00		\$ -
453-Geo Rock Coring Barge/Track/Amphibious 000-050 Ft less than 4" ID	LF	\$ 75.00		\$ -

Tierra Project No. 6511-25-098

Tierra Inc - Table 6
Standard Fee Schedule 2024-2025

Sarasota-Bradenton International Airport
Taxiway Alpha and Alpha Connectors

Item Description	Unit	Unit Price	Quantity	Total
455-Geo Rock Coring Barge/Track/Amphibious 050-100 Ft less than 4" ID	LF	\$ 88.00		\$ -
457-Geo Rock Coring Barge/Track/Amphibious 100-150 Ft less than 4" ID	LF	\$ 95.00		\$ -
459-Geo Rock Coring Barge/Track/Amphibious 150-200 Ft less than 4" ID	LF	\$ 115.50		\$ -
463-Geo Rock Coring Truck/Mud Bug 000-050 Ft less than 4" ID	LF	\$ 53.00		\$ -
465-Geo Rock Coring Truck/Mud Bug 050-100 Ft less than 4" ID	LF	\$ 62.00		\$ -
467-Geo Rock Coring Truck/Mud Bug 100-150 Ft less than 4" ID	LF	\$ 70.00		\$ -
473-Geo SPT Barge/Track/Amphibious 000-050 Ft	LF	\$ 28.50		\$ -
474-Geo SPT Barge/Track/Amphibious 050-100 Ft	LF	\$ 37.00		\$ -
475-Geo SPT Barge/Track/Amphibious 100-150 Ft	LF	\$ 58.00		\$ -
476-Geo SPT Barge/Track/Amphibious 150-200 Ft	LF	\$ 78.00		\$ -
478-Geo SPT Truck-Mud Bug 0-50 Ft	LF	\$ 18.50	480	\$ 8,880.00
479-Geo SPT Truck-Mud Bug 50-100 Ft	LF	\$ 22.00		\$ -
480-Geo SPT Truck-Mud Bug 100-150 Ft	LF	\$ 37.00		\$ -
481-Geo SPT Truck-Mud Bug 150-200 Ft	LF	\$ 50.00		\$ -
483-Geo Temp Casing 3" Barge/Track/Amphibious 0-050 Ft	LF	\$ 17.00		\$ -
484-Geo Temp Casing 3" Barge/Track/Amphibious 50-100 Ft	LF	\$ 21.00		\$ -
485-Geo Temp Casing 3" Barge/Track/Amphibious 100-150 Ft	LF	\$ 27.00		\$ -
486-Geo Temp Casing 3" Barge/Track/Amphibious 150-200 Ft	LF	\$ 33.00		\$ -
488-Geo Temp Casing 3" Truck/Mud Bug 000-050 Ft	LF	\$ 12.00		\$ -
489-Geo Temp Casing 3" Truck/Mud Bug 050-100 Ft	LF	\$ 15.75		\$ -
490-Geo Temp Casing 3" Truck/Mud Bug 100-150 Ft	LF	\$ 19.00		\$ -
491-Geo Temp Casing 3" Truck/Mud Bug 150-200 Ft	LF	\$ 24.25		\$ -
514-Geo Truck/Mud Bug Mobil (30 miles straightline distance)	Each	\$ 840.00		\$ -
515-Geo Undisturbed Samples Barge/Track/Amphibious 000-050 Ft	Each	\$ 308.00		\$ -
516-Geo Undisturbed Samples Barge/Track/Amphibious 050-100 Ft	Each	\$ 350.00		\$ -
517-Geo Undisturbed Samples Barge/Track/Amphibious 100-150 Ft	Each	\$ 430.00		\$ -
518-Geo Undisturbed Samples Barge/Track/Amphibious 150-200 Ft	Each	\$ 500.00		\$ -
519-Geo Undisturbed Samples Truck/Mud Bug 000-050 Ft	Each	\$ 220.00		\$ -
520-Geo Undisturbed Samples Truck/Mud Bug 050-100 Ft	Each	\$ 240.00		\$ -
521-Geo Undisturbed Samples Truck/Mud Bug 100-150 Ft	Each	\$ 300.00		\$ -
522-Geo Undisturbed Samples Truck/Mud Bug 150-200 Ft	Each	\$ 350.00		\$ -
525-Geo Well Development	Hour	\$ 205.00		\$ -
531-Geo Truck/Mudbug Drill Rig and Crew (2-person)	Hour	\$ 280.00		\$ -
532-Geo Truck/Mudbug Drill Rig and Crew (3-person)	Hour	\$ 360.00		\$ -
533-Geo Track/Barge Drill Rig and Crew (2-person)	Hour	\$ 305.00		\$ -
534-Geo Track/Barge Drill Rig and Crew (3-person)	Hour	\$ 460.00		\$ -
535-Geo Clearing Equip- Tractor, Bush Hog Attachment	Day	\$ 1,700.00		\$ -
536-Geo Clearing Equip-Skid Steer/ASV, ForestMulching Attach	Day	\$ 2,400.00		\$ -
537-Geo Clearing Equip-Skid Steer/ASV, Brush Cutter Attach	Day	\$ 1,850.00		\$ -
538-Geo Clearing Equipment	Day	\$ 2,400.00		\$ -
539-Geo Wash Boring for Rock Cores 0-50 Ft	LF	\$ 14.00		\$ -
540-Geo Wash Boring for Rock Cores 50-100 Ft	LF	\$ 15.00		\$ -
541-Geo Wash Boring for Rock Cores 100-150 Ft	LF	\$ 24.00		\$ -
542-Geo Wash Boring for Rock Cores 150-200 Ft	LF	\$ 27.25		\$ -
602-Mobilization-Vibration Monitoring Equipment	Each	\$ 399.00		\$ -
603-Mobilization Asphalt Coring Equipment	Each	\$ 515.00	5	\$ 2,575.00
606-Mobilization Concrete Coring	Each	\$ 510.00		\$ -
608 Mobilization Drill Rig Amphibious	Each	\$ 12,600.00		\$ -
609-Geo Mobilization Drill Rig Barge Mount	Each	\$ 13,000.00		\$ -
610-Geo Mobilization Drill Rig Track Mount	Each	\$ 3,500.00		\$ -
612-Geo Mobilization Drill Rig Truck Mount	Each	\$ 640.00	2	\$ 1,280.00
614-Geo Mobilization Mudbug/All Terrain Vehicle	Each	\$ 1,225.00		\$ -
618-Geo Mobilization Support Boat	Each	\$ 670.00		\$ -
619-Geo Mobilization Tri-Pod	Each	\$ 1,900.00		\$ -

Tierra Project No. 6511-25-098

Tierra Inc - Table 6
Standard Fee Schedule 2024-2025

Sarasota-Bradenton International Airport
Taxiway Alpha and Alpha Connectors

Item Description	Unit	Unit Price	Quantity	Total
620-Mobilization of Clearing Equipment	Each	\$ 700.00		\$ -
701-MOT Attenuator Truck	Hour	\$ 300.00		\$ -
702-MOT Channelizing Devices - Type I, II, VP, Drum (each)	Each	\$ 5.30		\$ -
706-MOT Portable Sign	Each	\$ 52.50		\$ -
708-MOT Provide Channelizing Devices - Cone	Each	\$ 9.00		\$ -
710-MOT Shadow Vhcle w/ Adv. Warning Arrow & Attenuator	Hour	\$ 310.00		\$ -
712-MOT Support Vehicle	Hour	\$ 162.00		\$ -
800-Soils Chloride Soil or Water (FM 5-552)	Test	\$ 115.00		\$ -
803-Soils Consolidation - Constant Strain (ASTM D4186)	Test	\$ 670.00		\$ -
804-Soils Consolidation - Extended Load Increments (AASHTO T216)	Day	\$ 218.00		\$ -
805-Soils Corrosion Series (FM 5-550 through 5-553)	Test	\$ 320.00		\$ -
806-Soils Direct Shear Consolidated Drained/ Point AASHTO T 236	Test	\$ 420.00		\$ -
810-Soils Limerock Bearing Ratio (LBR)(FM 5-515)/CBR	Test	\$ 450.00	13	\$ 5,850.00
811-Soils Liquid Limit (AASHTO T 89)	Test	\$ 75.00	20	\$ 1,500.00
812-Soils Materials Finer than 200 Sieve (FM 1-T011)	Test	\$ 65.00	40	\$ 2,600.00
817-Soils Moisture Content Laboratory (AASHTO T 265)	Test	\$ 21.00	24	\$ 504.00
819-Soils Organic Content Ignition (FM 1 T-267)	Test	\$ 61.00	4	\$ 244.00
821-Soils Particle Size Analysis (AASHTO T 88) (Including Hydrometer)	Test	\$ 250.00		\$ -
822-Soils Particle Size Analysis (AASHTO T 88) (No Hydrometer)	Test	\$ 98.00		\$ -
823-Soils Permeability Constant Head (AASHTO T 215)	Test	\$ 435.00		\$ -
824-Soils Permeability Falling Head (FM 5-513)	Test	\$ 385.00		\$ -
825-Soils pH Soil or Water (FM 5-550)	Test	\$ 44.00		\$ -
826-Soils Plastic Limit & Plasticity Index (AASHTO T 90)	Test	\$ 76.00	20	\$ 1,520.00
827-Soils Proctor Modified (FM 1-T 180)	Test	\$ 160.00		\$ -
828-Soils Proctor Standard (AASHTO T 99)	Test	\$ 160.00		\$ -
829-Soils Resistivity Soil or Water (FM 5-551)	Test	\$ 73.00		\$ -
832-Soils Splitting Tensile Strength of Rock Cores (ASTM D3967)	Test	\$ 195.00		\$ -
833-Soils Sulfate Soil or Water (FM 5-553)	Test	\$ 80.00		\$ -
838-Soils Unconfined Compression - Rock (ASTM D7012, Method C)	Test	\$ 250.00		\$ -
Arsenic (Method 6010/7471)	Each	\$ 9.00		\$ -
Asbestos Samples	Each	\$ 15.00		\$ -
BTEX and MTBE (Method 8260)	Each	\$ 65.00		\$ -
Chlorinated Herbicides (Method 8151)	Each	\$ 100.00		\$ -
Drilling Permit Costs IE DEP	Each	\$ 250.00		\$ -
EDR Report	Each	\$ 500.00		\$ -
Field Sampling Kit (soil)	Each	\$ 75.00		\$ -
Field Sampling Survey Kit (water)	Each	\$ 75.00		\$ -
Flagman and Barricades 2-Man Crew Own Equipment	Day	\$ 1,080.00		\$ -
Handheld GPS	Per Day	\$ 80.34		\$ -
Mercury Individual (Method 6010/7471)	Each	\$ 25.00		\$ -
Organic Vapor Analyzer (OVA)	Day	\$ 150.00		\$ -
Organochlorine Pesticides (Method 8081)	Each	\$ 100.00		\$ -
Organophosphorous Pesticides (Method 8141)	Each	\$ 125.00		\$ -
Polyaromatic Hydrocarbons (Method 8270)	Each	\$ 100.00		\$ -
Polychlorinated Biphenals (8082)	Each	\$ 75.00		\$ -
Power Auger Boring (includes decontamination to a depth of 25 feet)	Foot	\$ 11.90		\$ -
RCRA 8 Metals (Method 6010/7471)	Each	\$ 65.00		\$ -
RCRA Metals Individual (Method 6010/7471)	Each	\$ 9.00		\$ -
Semi-Volatiles (Method 8270)	Each	\$ 200.00		\$ -
Site Clearing to Access Boring or Test Locations	Hour	\$ 210.00		\$ -
SPLP/TCLP Metals	Each	\$ 198.00		\$ -
TPH Method FL-Pro	Each	\$ 65.00		\$ -
Ultr Low Trace Mercury GW Individual (Method 1631)	Each	\$ 75.00		\$ -
Volatile Organics (Method 8260)	Each	\$ 95.00		\$ -

Tierra Project No. 6511-25-098

Tierra Inc - Table 6
Standard Fee Schedule 2024-2025

Sarasota-Bradenton International Airport
Taxiway Alpha and Alpha Connectors

Item Description	Unit	Unit Price	Quantity	Total
Volatile Organics BTEX/MTBE(Method 8260)	Each	\$ 60.00		\$ -
Engineering and Technical Support Services				
Chief Engineer	Hour	\$ 242.94		\$ -
Chief Scientist	Hour	\$ 207.00		\$ -
Engineer	Hour	\$ 164.12	20	\$ 3,282.42
Engineering Intern	Hour	\$ 126.03	28	\$ 3,528.80
Engineering Technician	Hour	\$ 97.18	30	\$ 2,915.25
Principal Engineer	Hour	\$ 257.32		\$ -
Secretarial/Clerical	Hour	\$ 118.11	2	\$ 236.21
Senior Designer	Hour	\$ 140.53	24	\$ 3,372.72
Senior Engineer	Hour	\$ 239.71	6	\$ 1,438.25
Senior Engineering Technician	Hour	\$ 124.50	16	\$ 1,992.06
	Total Estimated Fee			\$ 74,993.71

**EG SOLUTIONS, INC.
SCOPE OF SERVICES
DESIGN, PERMITTING, AND BIDDING SERVICES
FOR
TAXIWAY “A” REHABILITATION
SARASOTA MANATEE AIRPORT AUTHORITY
SARASOTA BRADENTON INTERNATIONAL AIRPORT (SRQ)**

The following entities are referred to: AIRPORT (Sarasota Manatee Airport Authority/Sarasota Bradenton International Airport); CONSULTANT (EG Solutions, Inc.); PRIME CONSULTANT (Kimley Horn and Associates, Inc.); FAA (Federal Aviation Administration); FDOT (Florida Department of Transportation-Aviation Division).

SCOPE OF SERVICES

Project Description

The project provides professional engineering services associated with the rehabilitation of Taxiway A at Sarasota Bradenton International Airport (SRQ).

EG Solutions, Inc. (EGS) will provide design and permitting services for the project including stormwater drainage design assistance, stormwater permitting, and quality assurance/peer reviews for the following project

1. Rehabilitation of Taxiway A and associated connectors. This portion of the project will consist of a mill and overlay of the existing Taxiway A pavements. Portions of the taxiway will be evaluated and may be reconstructed or overlaid to provide additional pavement strength or to meet required minimum pavement sections. Some pavements will also require full or partial depth reconstruction due to subgrade or base failures. The project includes rehabilitation of existing taxiway connectors and reconfiguration/construction of other connectors to meet current FAA design criteria. The project design scope also includes a video inspection and evaluation of existing storm drain crossings within the project limits to determine if any repair or replacement is required.
2. Construct North Aircraft Holding Apron. This consists of construction of a paved aircraft holding apron/run up pad serving the RW14 end as shown in the Airport Layout Plan (ALP).
3. Construct South Aircraft Holding Apron. This consists of construction of a paved aircraft holding apron/run up pad serving the RW32 end as shown in the Airport Layout Plan (ALP).

This scope of services is limited to design and permitting phase of the project and items described below.

Part I - Basic Services

Task 1 – Design Verification

1. Pre-Design/Kickoff Meeting

Level of Service:

Attend meeting with Airport, Prime Consultant, FAA, and FDOT.

Deliverables:

Meeting sign-in sheet, agenda, and notes will be prepared by the Prime Consultant.

2. Verify Stormwater Permitting Requirements

Level of Service:

EG Solutions will coordinate meetings with Southwest Florida Water Management District (SWFWMD), Sarasota County and Manatee County, and with the Prime Consultant and the Sarasota Manatee Airport Authority (SMAA) to review the stormwater design and permitting options for the project. A total of 3 meetings are included. EGS will prepare a memorandum summarizing the meetings that will be submitted to the Prime Consultant to incorporate in the Design Verification documents submitted to SMAA. The following paragraphs describe the meetings' purpose and need.

Sarasota Manatee Airport Authority
Sarasota Bradenton International Airport – Taxiway A Rehabilitation

Design verification with respect to permitting will focus on the areas where pavement is added or removed and areas where the drainage system is changed. Rehabilitation of Taxiway A rehabilitation proposed under this project may not require water management permits provided that there is no net change in pavement area. If the project is limited to these elements with no net change in pavement areas, EG Solutions will confirm that no permit is required. If there are changes in pavement areas and if the north holding apron is included, EGS will review the current ledger capacity in the north and east quadrants of the master drainage system to confirm capacity is available, considering any pavement removed as part of the taxiway A connector changes. If there is a shortfall, EGS will advise the Prime Consultant who will advise the airport that design and permitting scope changes may be needed. If capacity is available, design for this segment of the project will proceed based on using the master system for stormwater management.

The proposed south holding apron extends into an area which is not served by the master drainage system. It is also subject to Sarasota and potentially Manatee County jurisdictional authority with respect to stormwater as well as to the regulatory authority of SWFWMD. This will require negotiation with all 3 jurisdictional authorities to either divert flow into the master drainage system or to verify that Sarasota County will approve a design that satisfies the Conditions of Issuance for a *General Permit for Construction, Operation, Maintenance, Alteration, Abandonment or Removal of Airport Airside Stormwater Management Systems*, Florida Administrative Code (FAC) 62-330.449.

Deliverables:

Memorandum summarizing permitting requirements for the proposed project elements.

3. Quality Assurance/Peer Reviews

Level of Service:

EG Solutions will assist the Prime Consultant with peer review of design verification deliverables. This is anticipated to include review of proposed project design elements including pavement design concepts (rehabilitation, reconstruction, strengthening, and geometric changes), drainage design/modifications, project phasing, and other design elements. This task anticipates two total meetings - one meeting with the Prime Consultant during the design verification phase and a second meeting to review comments generated during the QA reviews.

Deliverables:

QA review notes will be provided to the Prime Consultant. Electronic PDF versions of the meeting notes will be prepared and submitted to the Airport.

Task 2 – Design (includes 30%, 60%, 90%, and bid documents)

1. Stormwater Design – Taxiway A Rehabilitation

Level of Service

Assist Prime Consultant with design of improvements to the site stormwater and drainage system related to the Taxiway A Rehabilitation. This task includes the following items:

- review CCTV pipe inspection videos and results of Ground Penetrating Radar (GPR) scans to determine the need for replacement or repairs to existing stormwater drainage pipes/structures.
- Assist KHA with the preparation of a memorandum to SMAA recommending any needed improvements to the existing stormwater system.
- Review site grading and drainage plans prepared by Prime Consultant for the Taxiway A Rehabilitation for compatibility with the Master Drainage Plan and the master Environmental Resources Permit (ERP) for the airport

Deliverables:

Memorandum summarizing recommendations for improvements to stormwater system for Taxiway A.
Memorandum summarizing comments on site grading and drainage plans.

2. Stormwater Design – North Aircraft Holding Apron

Level of Service

Assist Prime Consultant with design of stormwater drainage system related to the North Aircraft Holding Apron. This task includes the following items:

- Review and comment on site plans including alternative layouts for the North Aircraft Holding Apron for compatibility with the Master Drainage Plan and the master Environmental Resources Permit (ERP) for the airport. Interface site drainage with the Master Drainage

System. Site drainage design (inlet and pipe sizing) will be recommended by EG Solutions based on existing model information.

Deliverables:

Memorandum summarizing recommendations for drainage design, pipe and inlet sizing. Memorandum summarizing comments on site grading and drainage plans for North Aircraft Holding Apron.

3. Stormwater Design – South Aircraft Holding Apron

Level of Service

Assist Prime Consultant with design of stormwater drainage system related to the South Aircraft Holding Apron. As discussed in the Design Verification task, stormwater management design for the South Aircraft Holding Apron may include two potential options. This task includes the following items:

- Provide analyses and design recommendations based on updated stormwater models completed with this task to redirect flows from the holding apron such that stormwater runoff enters the master drainage system for quality and quantity management, or prepare the analyses of quality and quantity impacts and design criteria necessary to use the General Permit of 62–330.449 FAC.
- Review and comment on site plans including alternative layouts for the South Aircraft Holding Apron for compatibility with either the Master Drainage Plan for the airport and/or the General Permit (62-330.449 FAC).

Deliverables:

Memorandum summarizing design recommendations for the South Aircraft Holding Apron. Memorandum summarizing comments on site grading and drainage plans for South Aircraft Holding Apron.

4. Construction Safety and Phasing Plans

Level of Service

Assist Prime Consultant during preparation of Construction Safety and Phasing Plans for the project. KHA will prepare the project Construction Safety and Phasing Plans and written CSPP for inclusion in the project manual. EGS will review CSPP documents at 60% and 90% submittal stage and provide written comments to KHA for review. As part of this task, EGS will participate in up to (3) meetings with Prime Consultant and SMAA to review proposed phasing for the project during design phase.

Deliverables:

Memoranda summarizing CSPP review comments at 60% and 90% design phase.

5. Quality Assurance/Peer Reviews

Level of Service:

EG Solutions will assist the Prime Consultant with peer review of design deliverables (30%, 60%, 90%, Bid Docs). This is anticipated to include review of proposed project design elements including pavement design (rehabilitation, reconstruction, strengthening, and geometric changes), site plans, erosion and sedimentation control plans, project phasing, marking plans, and other design elements. This task anticipates four (4) total meetings with the Prime Consultant during the design phase to review comments generated during the QA reviews.

Deliverables:

QA review notes will be provided to the Prime Consultant. Electronic PDF versions of the meeting notes will be prepared and submitted to the Airport.

Task 3 - Bidding Phase Services

1. Bidding addenda responses.

Deliverables:

Assist with responses for up to two (2) addenda packages and clarification letters including responses to bidder questions. Responses will be limited to items related to stormwater improvements/modifications or stormwater permitting.

Level of Service:

Written responses for addenda packages and clarification letters shall be submitted in electronic format.

Part II - Special Services**Task 4 – Stormwater Permitting Services**Level of Service:

EG Solutions will provide all surface water management permitting services for the Environmental Resource Permit (ERP) required from the Southwest Florida Water Management District (SWFWMD) for the project. EGS will also provide permitting assistance for the stormwater components of permits from Sarasota or Manatee County that may be required. The following describes the scopes of services provided under this task by project element.

1. Taxiway A

If the project is limited to no net change in pavement area, EG Solutions will prepare letters for the airport to submit to SWFWMD, Manatee County and Sarasota County advising them of the project and requesting a “no permit required” response. If the project results in an increase or decrease in impervious area, a ledger adjustment and letter modification with SWFWMD will be required. It may also require limited additional narrative in letter form be submitted to Manatee County and/or Sarasota County that transmits the SWFWMD information and addresses any County comments. EG Solutions will prepare the ledger adjustment and the letter modification for a SWFWMD ERP permit, and a transmittal letter to Sarasota and Manatee County for stormwater permit assistance. EGS will respond to up to two Requests for Additional Information (RAI's) from each of the three regulatory agencies (6 total).

2. North Holding Apron

The North holding apron, which is within the service area of the airport's master drainage system, requires a ledger adjustment and letter modification with SWFWMD. It may also require limited additional narrative in letter form be submitted to Manatee County that transmits the SWFWMD information and addresses any County comments. EG Solutions will prepare the ledger adjustment and the letter modification for a SWFWMD ERP permit, and a transmittal letter to Manatee County for stormwater permit assistance. EGS will respond to up to two Requests for Additional Information (RAI's) from each of the two regulatory agencies (4 total). These may be combined with the ledger adjustment and letter modification for Taxiway A and connectors.

3. South Holding Apron

There are two potential approaches to water management that are included in the EGS Scope of Services under this agreement. Both contemplate permit documents submitted in September 2025 and deemed complete by SWFWMD, Sarasota and potentially Manatee counties prior to December 28, 2025. Services after that date, including redesign that may be required, are excluded from this scope. EGS will prepare the appropriate SWFWMD ERP application documents and will provide supporting stormwater management information for permitting with Sarasota and, if necessary, Manatee counties. EGS will respond to up to 2 RAI's from each of the 3 regulatory bodies (6 total).

Deliverables:

Environmental Resource Permit (ERP) Applications submitted to SWFWMD for the project. This may include a single application for the project or separate applications for project components in order to accomplish permitting as outlined above.

Supporting information related to stormwater management needed for permitting with Sarasota County and/or Manatee County will be provided to the Prime Consultant. Permitting with Sarasota County and/or Manatee County will be completed by the Prime Consultant.

RAI responses will be prepared in electronic format for submittal to the respective agencies as described above.

Part III - Excluded Services

1. Wetland and other surface water identification, delineations, mapping, permitting, mitigation design.
2. Endangered species surveys.

Sarasota Manatee Airport Authority

Sarasota Bradenton International Airport – Taxiway A Rehabilitation

3. Environmental determinations and studies including hazardous materials, Environmental Assessments or Impact Statements, or similar.
4. Services not specifically described in Tasks 1-4 above
5. Design and/or permitting services for filling the existing ditch along Taxiway A adjacent to the proposed North Holding Apron
6. Computational Fluid Dynamics
7. SWFWMD Consumptive/Water Use Permits
8. Hazardous materials studies or assistance.
9. Construction phase services.

May 19, 2025 Regular Meeting - Items Needing Action - Over \$500,000 Threshold

Project Fee Proposal - EG Solutions								
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors								
Sarasota Bradenton International Airport (SRQ)								
Revised 5/9/2025								
Scope/Task	Chief Engineer	Chief Designer	Senior Consultant	Senior Engineer	Project Engineer	Project Coordinator	Admin	Total
Basic Design Services: EG Solutions	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
Task 1 - Design Verification Phase	2	38	20	8	0	0	0	68
1.1 Design Kick-Off Meeting		2						
1.2 Stormwater Permitting Requirements		24	20					
1.3 Quality Assurance/Peer Reviews	2	12		8				
Task 2 - Design (includes 30%, 60%, 90%, and bid documents)	6	84	32	60	24	25	2	233
2.1 Stormwater Design - Taxiway A Rehabilitation		2	8	12		4		
2.2 Stormwater Design - North Aircraft Holding Apron	2	2		8		1		
2.3 Stormwater Design - South Aircraft Holding Apron	2	8	16	40	24	4	2	
2.5 Construction Safety and Phasing Plans		40				8		
2.6 Quality Assurance/Peer Reviews	2	32	8			8		
Task 3 - Bidding Phase Services	0	1	2	8	0	0	0	11
3.1 Bidding Addenda Responses		1	2	8				
Task 4 - Stormwater Permitting Services	4	44	74	64	0	12	0	198
4.1 Taxiway A Rehabilitation		8	2	24				
4.2 North Holding Apron		4	8	24		4		
4.3 South Holding Apron	4	32	64	16		8		
Subtotal Hours	12.00	167.00	128.00	140.00	24.00	37.00	2.00	510
Rate	\$ 325.00	\$ 300.00	\$ 265.00	\$ 220.00	\$ 150.00	\$ 165.00	\$ 110.00	
Total Burdened Labor	\$ 3,900.00	\$ 50,100.00	\$ 33,920.00	\$ 30,800.00	\$ 3,600.00	\$ 6,105.00	\$ 220.00	\$ 128,645.00

SCOPE ASSUMPTIONS:

1. Permit application for South Aircraft Holding Apron must be deemed complete by SWFWMD on or before December 28, 2025. This will require 65% design plans suitable for a permit application to be completed by September 1, 2025.



May 9, 2025

Jared Moreng, PE
Kimley-Horn
Jared.moreng@kimley-horn.com

RE: SRQ Taxiway Alpha Rehab

McKim & Creed (M&C) is pleased to submit this proposal for SUE Services along Taxiway A and Alpha connectors.

Our Process

Prior to mobilization of M&C SUE crews, coordination for the dates of investigation will be conducted to ensure all necessary staff will be on-site prior to any work taking place.

Once this information is available, M&C SUE crews will mobilize the jobsite. Once on-site M&C crews will perform a QL-B Investigation of underground utilities excluding Airfield electric services for the taxiways along the project limits.

Assumptions

1. No permits or licenses will be required to complete the work
2. All access will be easily accessible by vehicle
3. Crews will be provided with site access and escorted within the secure areas of the airport by Kimley-Horn

Schedule

M&C WWP crew members will mobilize within 15 days of Notice to Proceed (NTP), and it is anticipated that all data will be delivered within 60 days of NTP.

SUE Overview

We will provide SUE designating (QLB) services as requested within the project scope area along the airport active and inactive areas contained within Taxiway A and the Alpha connector, to include the stated utilities marked within (Exhibit A).

To include:

1. The Water line that runs along the west outside perimeter of the airport property and then north through the active airport property and Taxiway A1, with a portion running inside the airport property east of Hold Bay-1.
2. The Sanitary Sewer line that runs outside of the airport property east of Hold Bay-1.
3. The Water and Sanitary lines on the east side of the active airport property crossing TW-A9 and Taxiway Alpha.
4. The Underground Gas line on the far east side of the active airport crossing TWA-10 and Runway 14-32.
5. The Communication Lines within the Hold Bay-2 area.

All Utilities described are represented in Exhibit A.

All other Utilities are excluded from this cost estimate and proposal scope.

We will perform (QLA) locations at requested locations. Allowance for 8 VVH is included in this proposal.

Our Process

- Using a combination of standard electro-magnetic locating techniques and ground penetrating radar (GPR), we will designate the underground utilities excluding Airfield electric lines.
- We will create detailed field notes of any designated utilities.
- We will survey any designated utilities from existing onsite control provided by others. In the event that there is no existing survey control onsite.
- We will stake the requested test hole locations from coordinates provided by Kimley Horn.
- We will perform up to 8 VVH at requested locations.
- We will create detailed field notes detailing our findings.
- We will survey the hubs from existing or established onsite control and include them in the CAD file.

Deliverables

The deliverables for this project are a CAD file and VVH spreadsheet detailing the test hole results.

SUE Fee

Our fee for Designating and excavating the utilities (Quality Level A & B SUE) is \$63,990.00.

Total Fee is \$63,990.00

If acceptable, please return one signed copy of this document for our files. Our receipt of the executed copy of this proposal will serve as our Notice to Proceed. This proposal is valid for 30 days from the date of the proposal. If the proposal is not accepted within 30 days, we reserve the right to revise or withdraw the proposal entirely at our discretion.

We appreciate the opportunity to provide this proposal to you and look forward to working on the project with you.

Sincerely,



Charles Heise

McKIM & CREED, INC.

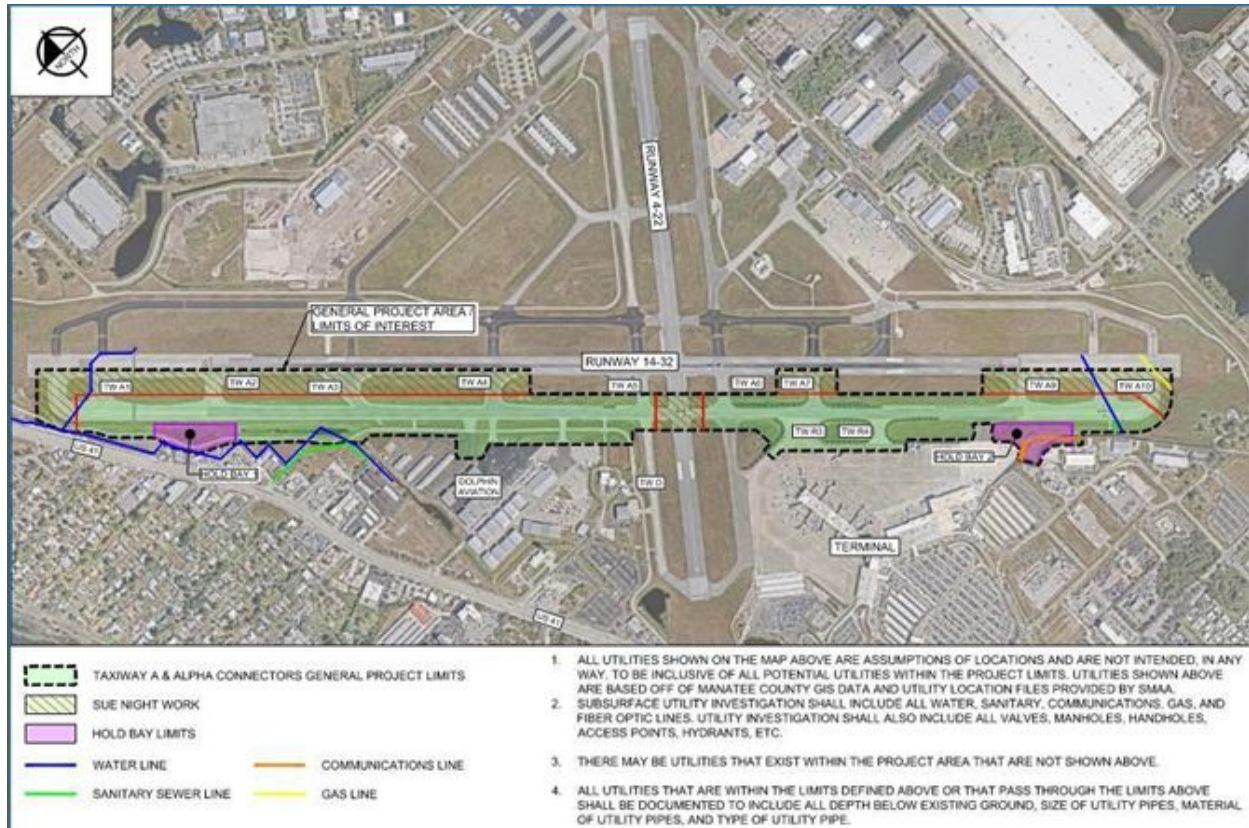
I hereby authorize McKim & Creed, Inc. to proceed with the work described above.

CLIENT

By: _____ Date: _____

Title: _____

Exhibit A





May 9, 2025

Jared Moreng, PE
Kimley-Horn
jared.moreng@kimley-horn.com

RE: SRQ Taxiway Alpha Rehabilitation - CCTV Request

McKim & Creed (M&C) is pleased to submit this proposal for CCTV Inspection Services.

Overview

M&C Wet Weather Program (WWP) crew members will provide CCTV Services for approximately 6,000lf of 36 - 48" RCP Stormwater Sewer pipeline within the Sarasota Bradenton International Airport.

Our Process

Prior to mobilization of M&C WWP crews, coordination for the dates of inspection will be conducted to ensure all necessary staff will be on-site prior to any inspections taking place. Additionally, a map will be provided to M&C detailing manhole identification numbers and line segment identification numbers.

Once this information is available, M&C WWP crews will mobilize to the jobsite.

The CCTV inspection equipment will be designed for use in gravity stormwater systems and will have its own light source suitable for viewing entire pipe periphery. CCTV inspection software will be NASSCO PACP compliant. Inspections shall be completed from structure to structure where obstructions do not exist. The camera shall be moved through the pipeline in either direction at a uniformly moderate rate by self-propelled mechanisms. Video images of defects will be captured and tied to their electronic log entry. Obstructions may be encountered during the internal evaluation that prevents the travel of the camera. Should an obstruction not be passable, M&C will withdraw the equipment and re-enter it for internal evaluation from the opposite end of the pipe reach.

Deliverables

Video Files in .mpg format
Video Summary Reports

Assumptions

1. No cleaning of sewer pipelines or structures will be included
2. No permits or licenses will be required to complete the work
3. All access will be from a structure that is easily accessible with a vehicle
4. No de-watering of pipelines or structures will be necessary
5. Crews will be provided site access and escorted within the secure areas of the airport by SMAA

6. Assistance will be provided if necessary to remove large storm grates that can not be easily removed with standard tools
7. If cleaning of the pipeline is elected to be provided, water will be provided at no cost to M&C at a convenient location
8. If cleaning of the pipeline is elected to be provided, a debris disposal location will be provided on site at no cost to M&C

Schedule

M&C WWP crew members will mobilize within 30 days of Notice to Proceed (NTP), and it is anticipated that all data will be delivered within 70 days of NTP.

Fee

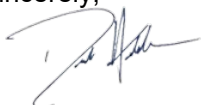
Task	Units	Unit of Measure	Unit Price	Extended Price
Mobilization	2	EA	\$9,500.00	\$19,000.00
Mainline Day CCTV	5	DAY	\$5,500.00	\$27,500.00
Summary Report	1	EA	\$9,500.00	\$9,500.00
Total				\$56,000.00

Optional Additional Services

Task	Units	Unit of Measure	Unit Price	Extended Price
Additional Mainline Day CCTV	5	DAY	\$5,500.00	\$27,500.00
Additional Mainline Night CCTV	3	DAY	\$8,500.00	\$25,500.00
Cleaning of Initial Day Pipeline Segments	8	DAY	\$3,500.00	\$28,000.00
Cleaning of Additional Day Pipeline Segments	8	DAY	\$3,500.00	\$28,000.00
Cleaning of Additional Night Pipeline Segments	4	DAY	\$5,500.00	\$22,000.00
Structure Inspections	66	EA	\$150.00	\$9,900.00

We appreciate the opportunity to provide this proposal to you and look forward to working on the project with you.

Sincerely,



Derek Holderman
Wet Weather Program Operations Manager
McKim & Creed, Inc.

FEEES

Fee Summary

Project Fee Proposal - Kimley-Horn Team- Summary Sheet									
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors (Design and Bidding Phase)									
Sarasota Bradenton International Airport (SRQ)									
5/12/2025									
Basic Design Services - Lump Sum			TASK 1	TASK 2	TASK 3	TASK 4	TASK 5	TASK 6	TOTAL
	Kimley-Horn and Associates		\$ 54,966.00	\$ 273,324.00	\$ 336,815.00	\$ 245,941.00	\$ 140,051.00	\$ 20,064.00	\$ 1,071,161.00
		Sub Total	\$ 54,966.00	\$ 273,324.00	\$ 336,815.00	\$ 245,941.00	\$ 140,051.00	\$ 20,064.00	\$ 1,071,161.00
Reimbursible Expenses - Not To Exceed									
	Kimley-Horn and Associates		\$ 1,368.40	\$ 81.20	\$ 881.20	\$ 881.20	\$ 81.20	\$ 162.40	\$ 3,455.60
		Sub Total	\$ 1,368.40	\$ 81.20	\$ 881.20	\$ 881.20	\$ 81.20	\$ 162.40	\$ 3,455.60
Other Services - Lump Sum									
	Hyatt Surveying Services (DBE)			\$ 168,947.22					\$ 168,947.22
	Tierra, Inc. (MBE)			\$ 74,993.71					\$ 74,993.71
	EG Solutions, Inc. (DBE)			\$ 128,645.00					\$ 128,645.00
	McKim and Creed (SUE)			\$ 63,990.00					\$ 63,990.00
	McKim and Creed (CCTV)			\$ 56,000.00					\$ 56,000.00
		Subtotal	\$ -	\$ 492,575.93	\$ -	\$ -	\$ -	\$ -	\$ 492,575.93
		TOTAL	\$ 56,334.40	\$ 765,981.13	\$ 337,696.20	\$ 246,822.20	\$ 140,132.20	\$ 20,226.40	\$ 1,567,192.53

TASK 1 - DESIGN VERIFICATION PHASE

Project Fee Proposal - Kimley-Horn Team								
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors (Design and Bidding Phase)								
Sarasota Bradenton International Airport (SRQ)								
5/12/2025								
Scope/Task	Senior Professional II	Project Manager	Senior Professional I	Professional Engineer	Engineer Analyst	Senior Design Support	Clerical Support	Total
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
Basic Design Services: Kimley-Horn and Associates								
Task 1 - Design Verification Phase								
1.1 Design Kick-Off Meeting	1	6		4				11
1.2 Data Collection and Review		24	24	24	24			96
1.3 Field Activity Coordination		40		32	32			104
1.4 Initial Stakeholder Coordination Meeting		4			8			12
1.5 FAA Design Coordination Meeting		8		8				16
Subtotal Hours	1.00	82.00	24.00	68.00	64.00	-	-	239
Rate	\$ 350.00	\$ 280.00	\$ 280.00	\$ 202.00	\$ 175.00	\$ 225.00	\$ 130.00	
Total Burdened Labor	\$ 350.00	\$ 22,960.00	\$ 6,720.00	\$ 13,736.00	\$ 11,200.00	\$ -	\$ -	\$ 54,966.00

TASK 2 - 30% PRELIMINARY DESIGN PHASE

Project Fee Proposal - Kimley-Horn Team								
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors (Design and Bidding Phase)								
Sarasota Bradenton International Airport (SRQ)								
5/12/2025								
Scope/Task	Senior Professional II Hours	Project Manager Hours	Senior Professional I Hours	Professional Engineer Hours	Engineer Analyst Hours	Senior Design Support Hours	Clerical Support Hours	Total
Basic Design Services: Kimley-Horn and Associates								
Task 2 - 30% Preliminary Design Phase								
2.1 Drawing Preparation - 30% Plans	0	56	38	253	494	0	0	841
Cover					2			
Project Drawing List					2			
Summary of Quantities					4			
General Notes				2	2			
Abbreviations/Legend					2			
Contract Layout and Haul Route Plan		2		24	8			
Project Safety Notes					2			
Project Security Notes					2			
Airspace Surface Protection Plan		2		8	16			
Preliminary Phasing Plans		16		40				
Preliminary Maintenance of Traffic Plans		16		40				
Erosion & Sedimentation Control Plans				8	40			
Erosion & Sedimentation Control Details					2			
Site Demolition Plans		8		40	72			
Demolition Details				8	24			
Geometry and Paving Plans		8		40	80			
Typical Pavement Sections		2		4	16			
Paving Details		2		4	16			
Pavement Marking Plans				16	60			
Pavement Marking Details				2	8			
General Notes - Electrical			2		4			
Electrical Abbreviations/Legend			2		4			
Airfield Electrical Demolition Plans			16	8	60			
Airfield Electrical Layout Plans			16	8	60			
Airfield Electrical Details			2	1	8			
2.2 Airfield Pavement Design	4	24	8	32				68
2.3 Preliminary Drainage Design Coordination		16		32				48
2.4 30% Airfield Lighting and Signage Design		4	40	8				52
2.5 30% Engineer's Opinion of Probable Construction Costs	2	16	4	24	24			70
2.6 Outline of Anticipated Technical Specifications	2	8	2					12
2.7 Preliminary Permitting Coordination		16		4	4			24
2.8 Project Management		96					24	120
2.9 Quality Control	16	8		8				32
2.10 Meetings with SMAA		6	2	6				14
Subtotal Hours	24.00	250.00	94.00	367.00	522.00	-	24.00	1,281
Rate	\$ 350.00	\$ 280.00	\$ 280.00	\$ 202.00	\$ 175.00	\$ 225.00	\$ 130.00	
Total Burdened Labor	\$ 8,400.00	\$ 70,000.00	\$ 26,320.00	\$ 74,134.00	\$ 91,350.00	\$ -	\$ 3,120.00	\$ 273,324.00

TASK 3 - 60% DESIGN PHASE

Project Fee Proposal - Kimley-Horn Team								
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors (Design and Bidding Phase)								
Sarasota Bradenton International Airport (SRQ)								
5/12/2025								
Scope/Task	Senior Professional II	Project Manager	Senior Professional I	Professional Engineer	Engineer Analyst	Senior Design Support	Clerical Support	Total
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
Basic Design Services: Kimley-Horn and Associates								
Task 3 - 60% Design Phase								
3.1 Drawing Preparation - 60% Plans	0	51	50	431	515	32	0	1,079
Cover					1			
Project Drawing List					1			
Summary of Quantities					1			
General Notes				1	1			
Abbreviations/Legend					1			
Contract Layout and Haul Route Plan		1		8				
Project Safety Notes					1			
Project Security Notes					1			
Airspace Surface Protection Plan					1			
Phasing Plans		8		32				
Maintenance of Traffic Plans		8		32				
Geotechnical Data				8	16			
Subsurface Utility Data				8	24			
Existing Conditions/Survey		4		32	60			
Horizontal and Vertical Control Plans		2		16	24			
Erosion & Sedimentation Control Plans				4	16			
Erosion & Sedimentation Control Details					1			
Site Demolition Plans		8		24	40			
Demolition Details				8	16			
Geometry and Paving Plans		8		40	60			
Typical Pavement Sections		1		2	4			
Paving Details		1		2	4			
Taxiway Profiles		2		40	8	16		
Pavement Elevation Plans				24	24			
Grading and Drainage Plans		8		60		16		
Drainage Details				8	16			
Pavement Marking Plans				8	32			
Pavement Marking Details				2	4			
General Notes - Electrical					1			
Electrical Abbreviations/Legend					1			
Airfield Electrical Demolition Plans			4	32	60			
Airfield Electrical Layout Plans			4	40	60			
Airfield Electrical Details			2		4			
Airfield Lighting Electrical Vault Modifications Plans			16		24			
Airfield Lighting One-Line Diagrams			24		8			
3.2 60% Drainage Design Coordination		6		6				12
3.3 60% Airfield Lighting and Signage Design		4	32	8				44
3.4 Preliminary Construction Safety and Phasing Plan (CSPP)		8		16	24			48
3.5 Airspace Obstruction Evaluation, 7460-1		8		24				32
3.6 Categorical Exclusion (CATEX) Assistance		4	24		24			52
3.7 60% Technical Specifications	16	32	24					72
3.8 Draft Engineer's Design Report		8	8	40				56
3.9 Permitting Coordination		16		4	4			24
3.10 Project Management		70					16	86
3.11 Quality Control	24	8		12				44
3.12 Meetings with SMAA		6	2	6				14
3.13 Stakeholder Coordination Meeting 2		4		8				12
Subtotal Hours	40.00	225.00	140.00	555.00	567.00	32.00	16.00	1,575
Rate	\$ 350.00	\$ 280.00	\$ 280.00	\$ 202.00	\$ 175.00	\$ 225.00	\$ 130.00	
Total Burdened Labor	\$ 14,000.00	\$ 63,000.00	\$ 39,200.00	\$ 112,110.00	\$ 99,225.00	\$ 7,200.00	\$ 2,080.00	\$ 336,815.00

TASK 4 - 90% DESIGN PHASE

Project Fee Proposal - Kimley-Horn Team								
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors (Design and Bidding Phase)								
Sarasota Bradenton International Airport (SRQ)								
5/12/2025								
Scope/Task	Senior Professional II	Project Manager	Senior Professional I	Professional Engineer	Engineer Analyst	Senior Design Support	Clerical Support	Total
Basic Design Services: Kimley-Horn and Associates	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
Task 4 - 90% Design Phase								
4.1 Drawing Preparation - 90% Plans	0	60	42	285	289	28	0	704
Cover					1			
Project Drawing List					1			
Summary of Quantities					1			
General Notes					1			
Abbreviations/Legend					1			
Contract Layout and Haul Route Plan		2		4				
Project Safety Notes					1			
Project Security Notes					1			
Airspace Surface Protection Plan				1				
Phasing Plans		16		32				
Maintenance of Traffic Plans		16		32				
Geotechnical Data					1			
Subsurface Utility Data				1	2			
Existing Conditions/Survey				2	2			
Horizontal and Vertical Control Plans				2	2			
Erosion & Sedimentation Control Plans				1	4			
Erosion & Sedimentation Control Details					1			
Site Demolition Plans		8		16	32			
Demolition Details				2	4			
Geometry and Paving Plans		8		32	40			
Typical Pavement Sections				2	2			
Paving Details				2	2			
Taxiway Profiles		2		32	4	8		
Pavement Elevation Plans				16	16			
Grading and Drainage Plans		8		60		16		
Drainage Details				2	4			
Cross Sections				16	40	4		
Pavement Marking Plans				12	16			
Pavement Marking Details				2	4			
General Notes - Electrical					1			
Electrical Abbreviations/Legend					1			
Airfield Electrical Demolition Plans			8	4	32			
Airfield Electrical Layout Plans			16	8	40			
Airfield Electrical Details			2	4	16			
Airfield Lighting Electrical Vault Modifications Plans			8		8			
Airfield Lighting One-Line Diagrams			8		8			
4.2 90% Drainage Design Coordination		8		8				16
4.3 90% Airfield Lighting and Signage Design		4	16	8				28
4.4 Final Construction Safety and Phasing Plan (CSPP)		8		16	24			48
4.5 90% Engineer's Opinion of Probable Construction Costs	2	16	4	40	40			102
4.6 90% Technical Specifications	8	24	8					40
4.7 Draft Front-End Documents/Project Manual		24					16	40
4.8 Permitting Coordination		16						16
4.9 Project Management		70					16	86
4.10 Quality Control	24	8						32
4.11 Meetings with SMAA		6	2	6				14
Subtotal Hours	34.00	244.00	72.00	363.00	353.00	28.00	32.00	1,126
Rate	\$ 350.00	\$ 280.00	\$ 280.00	\$ 202.00	\$ 175.00	\$ 225.00	\$ 130.00	
Total Burdened Labor	\$ 11,900.00	\$ 68,320.00	\$ 20,160.00	\$ 73,326.00	\$ 61,775.00	\$ 6,300.00	\$ 4,160.00	\$ 245,941.00

TASK 5 - FINAL DESIGN PHASE - BID DOCUMENTS

Project Fee Proposal - Kimley-Horn Team								
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors (Design and Bidding Phase)								
Sarasota Bradenton International Airport (SRQ)								
5/12/2025								
Scope/Task	Senior Professional II	Project Manager	Senior Professional I	Professional Engineer	Engineer Analyst	Senior Design Support	Clerical Support	Total
Basic Design Services: Kimley-Horn and Associates	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
Task 5 - Final Design Phase - Bid Documents								
5.1 Drawing Preparation - Plans for Bid	0	25	22	112	193	8	0	360
Cover					1			
Project Drawing List					1			
Summary of Quantities					1			
General Notes					1			
Abbreviations/Legend					1			
Contract Layout and Haul Route Plan		1		2				
Project Safety Notes					1			
Project Security Notes					1			
Airspace Surface Protection Plan				1	1			
Phasing Plans		8		16				
Maintenance of Traffic Plans		8		8				
Geotechnical Data					1			
Subsurface Utility Data					1			
Existing Conditions/Survey					2			
Horizontal and Vertical Control Plans					1			
Erosion & Sedimentation Control Plans				2	4			
Erosion & Sedimentation Control Details					2			
Site Demolition Plans		2		4	16			
Demolition Details				2	4			
Geometry and Paving Plans		2		4	16			
Typical Pavement Sections					4			
Paving Details					4			
Taxiway Profiles		2		8	4	2		
Pavement Elevation Plans				4	16			
Grading and Drainage Plans		2		32		2		
Drainage Details				2	4			
Cross Sections				8	24	4		
Pavement Marking Plans				8	16			
Pavement Marking Details				2	8			
General Notes - Electrical					1			
Electrical Abbreviations/Legend					1			
Airfield Electrical Demolition Plans			4	4	16			
Airfield Electrical Layout Plans			8	4	24			
Airfield Electrical Details			2	1	8			
Airfield Lighting Electrical Vault Modifications Plans			4		4			
Airfield Lighting One-Line Diagrams			4		4			
5.2 Final Drainage Design Coordination		4		4				8
5.3 Final Airfield Lighting and Signage Design		4	8	8				20
5.4 Technical Specifications for Bid	4	16	4					24
5.5 Front-End Documents/Project Manual for Bid		16						16
5.6 Final Engineer's Opinion of Probable Construction Costs	2	16	4	24	24			70
5.7 Final Engineer's Design Report		8	4	16				28
5.8 Final Permitting Coordination		16						16
5.9 Project Management		45					16	61
5.10 Quality Control	16	8						24
5.11 Meeting with SMAA		1	1	4				6
Subtotal Hours	22.00	159.00	43.00	168.00	217.00	8.00	16.00	633
Rate	\$ 350.00	\$ 280.00	\$ 280.00	\$ 202.00	\$ 175.00	\$ 225.00	\$ 130.00	
Total Burdened Labor	\$ 7,700.00	\$ 44,520.00	\$ 12,040.00	\$ 33,936.00	\$ 37,975.00	\$ 1,800.00	\$ 2,080.00	\$ 140,051.00

TASK 6 - BIDDING PHASE

Project Fee Proposal - Kimley-Horn Team								
Rehabilitation/Reconstruction of Taxiway Alpha and Alpha Connectors (Design and Bidding Phase)								
Sarasota Bradenton International Airport (SRQ)								
5/12/2025								
Scope/Task	Senior Professional II	Project Manager	Senior Professional I	Professional Engineer	Engineer Analyst	Senior Design Support	Clerical Support	Total
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
Basic Design Services: Kimley-Horn and Associates								
Task 6 - Bidding Phase								
6.1 Pre-Bid Meeting		4		4				8
6.2 Preparation of Addenda		16	4	8	24			52
6.3 Bid Analysis		24						24
Subtotal Hours	-	44.00	4.00	12.00	24.00	-	-	84
Rate	\$ 350.00	\$ 280.00	\$ 280.00	\$ 202.00	\$ 175.00	\$ 225.00	\$ 130.00	
Total Burdened Labor	\$ -	\$ 12,320.00	\$ 1,120.00	\$ 2,424.00	\$ 4,200.00	\$ -	\$ -	\$ 20,064.00

EXPENSES

DESIGN EXPENSES - Kimley-Horn						
	Mileage @ \$0.70 per Mile (116 miles/round trip)	Hard Copy Prints (8.5x11) (\$0.12 per copy)	Hard Copy Plots (22x34) (\$6.50 per sheet)	Airfare (Round Trip Assumed at \$400/Trip)	Hotel (Assumed at \$200/Night)	Expenses Subtotal
Task 1 - Design Verification Phase	\$ 568.40			\$ 400.00	\$ 400.00	\$ 1,368.40
Task 2 - 30% Preliminary Design Phase	\$ 81.20					\$ 81.20
Task 3 - 60% Design Phase	\$ 81.20			\$ 400.00	\$ 400.00	\$ 881.20
Task 4 - 90% Design Phase	\$ 81.20			\$ 400.00	\$ 400.00	\$ 881.20
Task 5 - Final Design Phase - Bid Documents	\$ 81.20					\$ 81.20
Task 6 - Bidding Phase	\$ 162.40					\$ 162.40
TOTAL KIMLEY-HORN EXPENSES						\$ 3,455.60

AGENDA ITEM NO. 7.1

Sarasota Manatee Airport Authority
Balance Sheet
Wednesday, April 30, 2025

Assets*Current Assets*

Cash & Investments	\$26,392,171
Accounts Receivable	5,678,547
Grants Receivable	9,114,763
Accrued Interest Receivable	484
Inventory	307,286
Prepaid Insurance	278,623
Prepaid Expense & Other Assets	2,010,389
<i>Total Current Assets</i>	<u>43,782,263</u>

Non-Current Assets

<i>Customer Facility Funds</i>	34,814,031
<i>Passenger Facility Funds</i>	72,918
Airport Facilities & Equipment	386,823,009
Accumulated Depreciation	(235,315,039)
Intangible Assets, net	149,173
Construction in Progress	208,305,818
<i>Total Non-Current Assets</i>	<u>394,849,911</u>

Total Assets**\$438,632,174****Deferred Outflow of Resources - Pension****4,599,623****Liabilities and Net Position***Current Unrestricted Liabilities*

Accounts Payable	1,172,973
Unearned Income	1,709,196
Accrued Expenses & Other Liabilities	1,259,023
<i>Total Unrestricted Liabilities</i>	<u>4,141,192</u>

Non-Current Liabilities

Net Pension Liabilities	7,180,767
<i>Total Non-Current Liabilities</i>	<u>7,180,767</u>

Total Liabilities**11,321,959****Deferred Inflow of Resources - Pension****962,236****Net Position**

Net Assets	411,842,191
Current Profit Account	19,105,412

Total Net Position**430,947,602**

Sarasota Manatee Airport Authority
Budget/Year to Date Actual
For the Period Ending Wednesday, April 30, 2025

	<i>This Month This Year</i>	<i>Total Budget</i>	<i>Year to Date This Year</i>	<i>Budget Less Actual YTD</i>	<i>Actual YTD %</i>
<i>Airline Rentals, Fees and Charges</i>					
Landing Fees - Signatory	\$289,006	\$2,532,655	\$1,648,016	\$884,639	65.1%
Landing Fees - Nonsignatory	37,000	270,140	196,418	73,722	72.7%
Landing Fees - Nonscheduled	421	0	2,528	(2,528)	0.0%
Concourse Circulation	678,379	7,986,120	4,611,437	3,374,682	57.7%
Baggage Claim Area	121,926	1,686,330	817,310	869,020	48.5%
Gate Use Fees - Signatory	61,360	341,153	427,600	(86,447)	125.3%
Terminal and Gate Fees - Nonsignatory	120,624	1,908,704	1,192,626	716,078	62.5%
Airline Terminal Rent - Signatory	206,897	3,226,494	1,486,850	1,739,644	46.1%
Airline Terminal Rent - Nonsignatory	5,320	63,136	37,238	25,898	59.0%
Total Airline Revenues	1,520,933	18,014,731	10,420,023	7,594,709	57.8%
<i>Non-Airline Revenue</i>					
Air Cargo Facility	24,253	49,500	159,111	(109,611)	321.4%
Subtotal	24,253	49,500	159,111	(109,611)	321.4%
<i>Airfield</i>					
Fuel Flowage Fees	62,329	603,500	399,026	204,474	66.1%
Ground Lease Airfield	32,594	376,322	231,072	145,250	61.4%
T-Hangar Facilities	97,236	1,150,000	687,619	462,381	59.8%
Fixed Base Operators - Rent	82,181	1,058,337	559,574	498,763	52.9%
Fuel Service - ASIG	7,128	95,000	49,255	45,745	51.8%
Subtotal	281,467	3,283,159	1,926,546	1,356,613	58.7%
<i>Terminal Building</i>					
RAC Counter Space	27,025	208,800	189,176	19,624	90.6%
Other Terminal Rents	38,614	600,000	251,735	348,265	42.0%
Advertising	58,754	474,000	377,181	96,819	79.6%
Restaurant Services	505,686	1,981,000	1,366,119	614,881	69.0%
Gift Shop	263,644	1,395,000	924,201	470,799	66.3%
Miscellaneous	225	2,000	1,173	827	58.6%
Vending	4,023	30,000	17,923	12,077	59.7%
Subtotal	897,970	4,690,800	3,127,507	1,563,293	66.7%
<i>Terminal Area</i>					
Car Rental %	1,624,995	11,411,000	7,790,907	3,620,093	68.3%
Auto Parking	890,706	9,631,000	6,077,703	3,553,297	63.1%
Ground Transportation	100,565	803,000	453,385	349,615	56.5%
Fuel Flowage Fees - Menzies	108,015	1,080,000	599,234	480,766	55.5%
RAC Ready Car Spaces	8,820	85,320	61,740	23,580	72.4%
Parking Stickers/Hang Tags	10,986	80,000	119,115	(39,115)	148.9%
Taxi Cab Service	4,389	88,000	31,276	56,724	35.5%
RAC Buildings Land Rent	50,291	718,952	352,036	366,916	49.0%
Subtotal	2,798,766	23,897,272	15,485,397	8,411,875	64.8%
<i>Non-Aviation Area</i>					
University Self Storage Income	25,156	525,000	217,867	307,133	41.5%
Buildings - Non-Aviation	42,612	466,177	285,783	180,394	61.3%
Common Area Maint - Comm Parke	500	7,500	3,500	4,000	46.7%
Land - Non-Aviation	48,148	368,130	336,742	31,388	91.5%
Subtotal	116,416	1,366,807	843,892	522,915	61.7%
Total Operating Revenue	5,639,805	51,302,269	31,962,475	19,339,794	62.3%
<i>Investment Income + Other Income</i>					
<i>Investment Income</i>					
Interest Earned - Operating	188,105	1,641,763	1,060,337	581,426	64.6%
Interest Earned - Other	0	0	0	0	0.0%
Subtotal	188,105	1,641,763	1,060,337	581,426	64.6%
<i>Other Income</i>					
Passenger Facility Charges	92,346	9,087,000	3,953,288	5,133,712	43.5%
Customer Facility Charges	1,775,000	10,920,975	8,513,843	2,407,132	78.0%
Grant Revenue - FAA	127,778	0	128,678	(128,678)	0.0%
Grant Revenue - FDOT	173,092	0	1,644,301	(1,644,301)	0.0%
Miscellaneous Income	297	18,510	217,711	(199,201)	1176.2%
Miscellaneous Income - LEO	0	40,882	0	40,882	0.0%
I.D. Badges	28,347	55,405	153,094	(97,689)	276.3%
Profit/Loss on Disposal	7,647	0	60,716	(60,716)	0.0%
Asset Writedown/Up on Investments	0	0	(8,155)	8,155	0.0%
Subtotal	2,204,507	20,122,772	14,663,475	5,459,297	72.9%
Subtotal Investment Income & Other	2,392,613	21,764,535	15,723,812	6,040,723	72.2%
Total Revenues	8,032,417	73,066,804	47,686,288	25,380,517	65.3%

Sarasota Manatee Airport Authority
Budget/Year to Date Actual
For the Period Ending Wednesday, April 30, 2025

	<i>This Month This Year</i>	<i>Total Budget</i>	<i>Year to Date This Year</i>	<i>Budget Less Actual YTD</i>	<i>Actual YTD %</i>
Utilities					
Electric-Utility	126,142	1,269,800	551,016	718,784	43.4%
Refuse Collection	4,516	184,600	22,413	162,187	12.1%
Water and Sewer	872	263,000	35,026	227,974	13.3%
Subtotal	131,529	1,717,400	608,455	1,108,945	35.4%
Personnel					
Salary/Wages	1,127,252	14,790,385	8,560,346	6,230,039	57.9%
Health Insurance	252,684	3,061,170	1,766,317	1,294,853	57.7%
Retirement	163,008	2,472,922	1,799,062	673,860	72.8%
Social Security	63,283	848,861	490,090	358,771	57.7%
Medicare	15,425	205,043	126,379	78,664	61.6%
Disability	162	1,700	1,133	567	66.7%
Unemployment	0	32,512	0	32,512	0.0%
Worker's Compensation	25,077	385,312	203,104	182,208	52.7%
Employment Expenses	246	11,700	99,907	(88,207)	853.9%
Subtotal	1,647,137	21,809,605	13,046,338	8,763,267	59.8%
Administration					
Advertising	1,491	122,550	32,766	89,784	26.7%
Bad Debts Expense	0	3,000	0	3,000	0.0%
Business Development Properties	30,000	20,000	31,928	(11,928)	159.6%
CEO Auto Expenses	1,315	18,000	9,865	8,135	54.8%
Public Relations	2,616	66,000	40,567	25,433	61.5%
Customs	(29,909)	125,000	73,517	51,483	58.8%
Data Processing	8,573	182,000	167,991	14,009	92.3%
Software Licenses/Annual Support	4,335	536,200	344,151	192,049	64.2%
Dues and Subscriptions	4,786	152,765	123,243	29,522	80.7%
Employee Service Awards	19	14,100	269	13,831	1.9%
Entertainment	84	21,500	16,569	4,931	77.1%
Insurance - Property	60,662	943,641	466,318	477,323	49.4%
Insurance - Liability & Other	26,973	314,397	147,202	167,195	46.8%
Interest Expense	17,898	0	107,489	(107,489)	0.0%
Legal Expense	64,366	500,000	228,201	271,799	45.6%
Loss & Safety Program	0	200	0	200	0.0%
Marketing Trade Show Registration	0	37,000	13,689	23,312	37.0%
Miscellaneous	5,474	73,050	35,253	37,797	48.3%
Office Supplies and Equipment	7,057	125,375	75,295	50,080	60.1%
Postage	367	5,700	2,523	3,177	44.3%
Professional Services	136,242	1,298,640	588,890	709,750	45.3%
Records Retention	0	1,000	(125)	1,125	-12.5%
Sponsored Events	0	5,900	1,217	4,683	20.6%
Taxes	0	27,000	19,122	7,878	70.8%
Telephone Service	35,122	421,350	262,239	159,111	62.2%
Training	(4,620)	213,560	75,076	138,484	35.2%
Travel	24,317	250,500	97,818	152,682	39.0%
Holiday Decorations	0	37,000	20,678	16,323	55.9%
Uniforms	15,413	128,000	54,758	73,242	42.8%
Subtotal	412,581	5,643,428	3,036,508	2,606,920	53.8%
Operations					
Air Conditioning	5,972	133,000	63,673	69,327	47.9%
Carpentry	1,228	61,500	19,313	42,187	31.4%
Common Area Maint - Comm Parke	220	10,000	5,143	4,857	51.4%
Electrical	8,816	114,000	78,116	35,884	68.5%
Access Control	350	26,000	4,422	21,578	17.0%
Equipment Rental	962	59,000	16,878	42,122	28.6%
Equipment Repair	12,564	241,700	91,420	150,280	37.8%
Loading Bridge Repair	16,395	165,000	68,951	96,049	41.8%
Conveyor & Belts	0	30,000	8,691	21,309	29.0%
Terminal Audio & Paging Repairs	0	38,000	13,718	24,282	36.1%
Repairs Generator	0	68,000	6,251	61,749	9.2%
Repairs - Tires	3,047	0	12,620	(12,620)	0.0%
Fence and Gate Repair	176	25,000	4,557	20,443	18.2%
Interior Planting	0	45,000	0	45,000	0.0%
Irrigation System	2,443	18,000	2,963	15,037	16.5%
Janitorial Service	307,637	3,153,000	1,629,680	1,523,320	51.7%
Floor Maintenance	(1,000)	62,000	12,483	49,517	20.1%
Landscape Maintenance	1,299	93,500	8,676	84,824	9.3%
Miscellaneous Construction	12,135	142,000	59,109	82,891	41.6%
Paint and Markings	6,094	161,000	79,057	81,943	49.1%
Permits & Licenses	0	3,100	200	2,900	6.4%
Paving and Pavement Repairs	1,012	64,000	5,400	58,600	8.4%
Plumbing	6,547	133,500	48,160	85,340	36.1%
Radio Equipment Repairs	0	6,100	0	6,100	0.0%
Service Contracts	86,450	2,139,355	1,078,288	1,061,067	50.4%
Shuttle Service	1,692	50,000	10,043	39,957	20.1%
Vehicle Repairs	7,150	148,000	36,029	111,971	24.3%
Subtotal	481,188	7,189,755	3,363,844	3,825,911	46.8%

Sarasota Manatee Airport Authority
Budget/Year to Date Actual
For the Period Ending Wednesday, April 30, 2025

	<i>This Month This Year</i>	<i>Total Budget</i>	<i>Year to Date This Year</i>	<i>Budget Less Actual YTD</i>	<i>Actual YTD %</i>
Supplies					
Fabrication Supplies	7,487	35,000	8,188	26,812	23.4%
Extinguishing Agent	59,704	60,000	63,020	(3,020)	105.0%
First Aid Supplies	0	31,700	7,298	24,402	23.0%
Gas & Fuel	8,199	128,700	62,996	65,704	48.9%
Identification	0	25,000	11,467	13,533	45.9%
Janitorial Supplies	43,204	375,000	234,296	140,704	62.5%
Lighting	0	70,800	1,185	69,615	1.7%
Lighting - Airfield	728	120,000	42,184	77,816	35.2%
Miscellaneous Supplies	1,331	14,500	11,617	2,883	80.1%
Miscellaneous Terminal Furnishings	0	25,000	2,421	22,579	9.7%
Non-Capital Equipment	14,353	126,950	75,856	51,094	59.8%
Safety Supplies	1,277	11,000	1,281	9,719	11.6%
Shop Supplies	4,441	30,500	19,049	11,451	62.5%
Signage	3,255	123,000	32,452	90,548	26.4%
Small Tools and Equipment	2,112	72,350	23,499	48,851	32.5%
Vegetation Control	4,677	32,000	7,014	24,986	21.9%
Ammunition/Wildlife Disbursement	0	7,000	4,838	2,162	69.1%
Subtotal	150,769	1,288,500	608,662	679,838	47.2%
Total Operating Expenses	2,823,204	37,648,688	20,663,807	16,984,881	54.9%
Profit (Loss) from Operations	5,209,214	35,418,116	27,022,481	8,395,635	76.3%
Depreciation and Amortization					
Amortization	29,835	358,020	208,842	149,178	58.3%
Depreciation	997,448	11,983,932	6,894,949	5,088,983	57.5%
Total Depreciation and Amortization	1,027,283	12,341,952	7,103,791	5,238,161	57.6%
Other Expenses					
Marketing	527,009	300,000	813,578	(513,578)	271.2%
Total Other Expenses	527,009	300,000	813,578	(513,578)	271.2%
Net Profit (Loss)	\$3,654,922	\$22,776,164	\$19,105,112	\$3,671,053	83.9%

AGENDA ITEM NO. 7.2

Sarasota Manatee Airport Authority
Investment Portfolio
For the month of April 2025

<u>Description</u>	<u>Cusip/Invest</u>	<u>Par Value</u> <u>Orig Face</u>	<u>Acquisition</u> <u>Cost</u>	<u>Purchase</u> <u>Date</u>	<u>Maturity</u> <u>Date</u>	<u>Market</u> <u>Value</u>	<u>Yield</u> <u>@ Market</u>	<u>Market</u> <u>Price</u>	<u>Purchase or</u> <u>Book Price</u>
						(1)			
1 US Treasury Bill	912797NE3	4,524,000	4,479,348	2/12/2025	5/8/2025	4,520,290	3.74	99.92	99.01
2 US Treasury Bill	912797NX1	4,576,000	4,531,048	4/9/2025	7/3/2025	4,542,412	4.22	99.27	99.02
3 US Treasury Bill	912797PE1	4,362,000	4,319,354	4/23/2025	7/17/2025	4,323,004	4.22	99.11	99.02
4 US Treasury Bill	912797NM5	4,955,000	4,906,730	2/26/2025	5/22/2025	4,942,761	4.11	99.75	99.03
5 US Treasury Bill	912797NP8	4,926,000	4,877,898	3/13/2025	6/5/2025	4,905,754	4.22	99.59	99.24
6 US Treasury Bill	912797NV5	<u>4,289,000</u>	<u>4,246,690</u>	3/27/2025	6/20/2025	<u>4,263,866</u>	4.22	99.41	99.01
Total Investments		<u>27,632,000</u>	<u>27,361,068</u>			<u>27,498,088</u>			

(1) Market value on non-restricted funds are provided by the Custodian, US Bank.

AGENDA ITEM NO. 7.3

Sarasota Manatee Airport Authority Finance Department April 2025

Budget/Financial Information: Included in the Board packet are the unaudited **preliminary** financial statements for **April**.

Summary information contained therein for **April** is as follows:

Operating revenues for the month of **April** were approximately **31.92% higher** than anticipated in the FY 25 budget.

Operating expenses for the month of **April** were approximately **10.01% lower** than anticipated in the FY 25 budget.

On a **year to date basis**, operating income is **6.8% higher** than anticipated in the FY 25 budget and operating expenses are **5.9% below** budget.

As part of the ongoing development of investment policies and procedures, reports have been developed based on information provided by Sarasota County Clerk of the Court. The current disclosure reflects an Investment Portfolio Analysis, along with a Portfolio Activity Report. Staff continues to work closely with the Clerk's office. **Investments earned a total of \$188,105 for April Year to Date Investment earnings is \$1,060,337.**

Passenger Facility Charge (PFC): A separate detail which reflects PFC collections for the month of **April** and cumulative to date.

Grants: A separate detailed report listing current Grants totaling \$138,736,172 funds received through April \$116,877,002 and Remaining Funds available to draw once expenses are incurred of \$21,859,169.90.

Sarasota Manatee Airport Authority
Sarasota Bradenton International Airport (SRQ)
PFC Collections by Carrier

Carrier	4/30/2025	Collected since inception	Carrier	4/30/2025	Collected since inception	Carrier	4/30/2025	Collected since inception
Aces Airlines		24.86	Copa		11.56	Northwest		1,996,108.91
Aer Lingus		1,416.19	Croatia Airlines		79.02	Olympic Airways		165.43
Aero California		8.64	Czech Airlines (Aviation Industry CIts)		2,516.42	Pan American		5.84
Aero Costa Rica		2.92	Delta Air Lines		35,583,310.76	Panamena De Aviacion		21.95
Aeroflot - Russian Airlines		965.48	El Al Israel Airlines		1,534.48	Paradise Island		28.80
Aeromexico	122.59	7,793.85	Elite		61,345.86	PenAir (Penninsula Airways)		13.17
AeroPeru		19.02	Emirates		4,529.35	Philippine Air		193.16
Aeropostal Venezuela		17.52	Empire		757.44	Private Jet		3,719.95
Air Aruba		11.68	Eva Airways		880.21	Qantas		4,288.56
Air Canada	3,901.58	1,152,876.16	ERA Aviation		84.84	Qatar		4,763.07
Air Europa		405.85	Ethiad Airways	30.73	8,387.70	Reno Air		35,401.69
Air France	206.65	38,953.05	Express One		1,454.16	Republic Airlines		3,612.86
Air India		2.88	Falcon Express		8.76	Royal Air Maroc		69.66
Air New Zealand		2,014.73	Faucett		686.03	Royal Aviation		10,170.36
Air Pacific Ltd.		135.81	Finnair		8,516.60	Royal Jordanian		29.20
Air Portugal		334.44	Florida Coastal Airlines		245.28	Sabena		393.92
Air Serbia	4.39	654.11	Front Page Tours		1,130,485.65	SAHSA		5.28
Air Sunshine		109,075.76	Frontier Airlines		89.28	SAS (Scandinavian)	61.46	5,029.35
Air Trans At		144,133.51	G-P Express		26,702.01	Saudi Arabian Airlines		7.31
AirTran Airways		5,850,221.51	Gold Transportation Services		338.03	Sevicios Aversa		280.28
Alaska Airlines		6,779.98	Gol Linhas Aereas	13.17	44.06	Silver Airways Corp		114.14
Alitalia/ITA		4,474.68	Great Lakes Aviation		3,563.95	Singapore		3,563.24
All Nippon Airways (ANA)	26.34	807.54	Hahn Air		1,053.16	Skyservice		9,903.84
Allegiant Air		9,197,997.32	Hawaiian Airlines		1,641.82	South African Airways		4,309.11
Aloha		46.64	Iberia		30.73	Southeast Airlines		6,234.20
America West		116,500.91	Island Air		4.39	Southwest		7,815,939.69
American (AMR)		8,876,284.69	Insel Air		1,044.69	Sun Country	12,362.24	610,689.06
ATA Airlines, Inc.		2,527,486.80	JAL (Japan Airlines)		122.92	Sun Pacific Int'l (HMHF)		3,612.04
Asiana Airlines		716.92	Jet Airways		6,550,384.47	Sunworld Int'l Airlines		224.84
ATA Leisure Corp.		90,614.78	Jet Blue		6,418.18	SwissAir		5,744.51
Austrian Airlines	4.39	1,156.25	JetsGo		215.21	Taca Int'l Air		348.76
AV Atlantic		1,027.84	Kenya		14,829.46	TAM Airlines (Aviation Industry CIts)		1,074.12
Avelo Airlines		497,507.15	KLM	244.30	18,770.81	TAP Air Portugal	4.39	431.59
Avensa		43.20	Korean Air	87.88	16.31	Tower Air		17.52
Avianca		293.38	Kuwait Airways		36.54	Trans Brasil Airlines		33.61
Aviateca, S.A.		5.84	Lacsa		803.00	Trans World Airways		781,609.36
Azul Brasileiras		43.90	Laker Airways		21.95	Turk Hava (Turkish)	50.81	3,195.70
Azores Airlines		78.91	Lan Airlines		21.95	Ultrair		2.88
Big Sky		2.92	Lan Argentina		504.31	United		5,839,895.80
Breeze Airlines	72,913.51	501,250.20	Lan Chile		39.51	US Air Shuttle		2.92
British Airways	35.01	12,224.88	Lan Peru		676.06	US Airways		8,883,648.83
Brussels Airlines		236.95	LATAM Airlines Group		33,007.40	USA 3000		79,178.04
BWIA		78.84	Leisure Air		16.07	V Australia (Virgin Blue)		390.71
Canada 3000		100,572.36	Lineas Aereas Privadas Argentinas		69.52	Varig		668.53
Canadian Airlines		64,977.45	Lone Star		1,542.18	Vietnam Airlines		83.41
Canair		20,334.88	Lot Polish Airlines		74.88	Virgin Atlantic		9,481.59
CanJet		120,295.00	LTU		8,748.63	Viscount Air Service		2,006.04
Cape Air / Hyannis Air Service		242.90	Lufthansa	26.12	406.88	Viscount Air Tours		353.32
Carnival Air Lines		1,883.40	Malaysia		241.88	Vision		2,809.60
Casino Air Link		887.68	Malev Hungarian		10,856.56	WestJet		59,780.01
Casino Express		8,389.66	Mark Travel Corp.		132.20	World Airways		35.04
Cathay Pacific		3,367.89	Mesa Airlines		438.74	Misc		4.39
Cayman Airways		101.96	Compania Mexicana		302.40	Total	90,095.56	102,772,449.69
Champion Air (MLT, Inc.)		9,343.96	MGM Grand Air		5,515.47	PFC checking Interest	2,242.13	1,797,981.23
China Airlines		2,459.12	Miami Air Int'l		601.52	PFC investment Interest		1,526,893.55
Colgan Air, Inc.		151.86	Midway Airlines		1,922.08	Securities-bought		32,071,184.66
ComAir		21,805.38	Midwest		11.68	Securities-sold		32,058,520.85
Compania		33.75	Mountain West		5.84	Securities interest		224,518.18
Conquest		5.76	National Airlines		5.84	Service charges		6,970.26
Continental Airlines		3,580,174.07	Nicaraguense de Aviacion		443.39	Expenditures	900,000.00	106,229,299.19
Continental Micronesia		44.05	North American Airlines			Balance		<u>72,909.39</u>
Contour Air		539.97						

Sarasota Manatee Airport Authority
PFC Monthly Status Report - Revenue and Expenditures
Month ended April 30, 2025

Charge effective date: 9/1/1992
Total Collection Authority: \$ 133,581,461

Approved applications			Expiration	Approved Impose	Approved Use	Current Revenue Apr-25	Interest Apr-25	Total Collections	Total Interest	Total Revenue
Appl. 1		92-01-I-00/08-SRQ	Completed	13,944,391.00	-			12,126,777.00	1,817,614.00	13,944,391.00
Appl. 2		95-02-U-00/05-SRQ	Completed	-	5,947,682.00					
Appl. 3			Completed	750,061.00	8,746,770.00			675,673.36	74,387.64	750,061.00
Appl. 4	10/3/2000 2/22/2002 7/23/2009 12/7/2017	00-04-C-00-SRQ 00-04-C-01-SRQ 00-04-C-02-SRQ 00-04-C-03-SRQ		36,126,915.00 2,368,148.00 22,194,884.00 (887,886.00)	36,126,915.00 2,368,148.00 22,194,884.00 (887,886.00)					
Appl. 4		00-04-C-00/03-SRQ	Completed	59,802,061.00	59,802,061.00			58,234,308.15	1,567,753.03	59,802,061.18
Appl. 5	5/7/2019	19-05-C-00-SRQ	Completed	8,817,424.00	8,817,424.00			8,802,652.74	14,771.26	8,817,424.00
Appl. 6	9/8/2021	21-06-C00-SRQ	Completed	9,035,362.00	9,035,362.00			9,030,104.27	5,257.73	9,035,362.00
Appl. 7	7/13/23	23-07-C-00-SRQ	5/1/29	41,232,162.00	41,232,162.00	90,095.56	2,242.13	13,902,934.17	49,975.23	13,952,909.40
				133,581,461.00	127,633,779.00	90,095.56	2,242.13	102,772,449.69	3,529,758.89	106,302,208.58

Project number	Description	Use Appl. #	Estimated Implementation Date	Total Approved to Use	Expenditures Month end Apr-25	Total Expended to Date	Balance to Use	Status
	Various Projects Total	2		5,947,682	-	5,947,682	-	Project complete
	Various Projects Total	3		8,746,770	-	8,746,769	-	Project complete
	Total	4		59,802,061	-	59,802,061	-	Project complete
	Total Total	5		8,817,424	-	8,817,424	-	Project complete
6.01	RIM Project	6	5/21/2019	120,805		120,805.00	-	Draw complete 8/22
6.02	Master Drainage Plan	6	5/1/2019	651,983		651,983.00	-	Draw complete 9/22
6.03	Stormwater System Imp	6	11/1/2020	411,102		411,102.00	-	Draw complete 11/22
6.04	Ticket Wing Bag Belt Ext	6	10/30/2019	577,190		577,190.00	-	Draw complete 11/22
6.05	Runway 14 Evaluation & Rehab	6	10/30/2019	142,716		142,716.00	-	Draw complete 11/22
6.06	Wildlife Hazard Assessment	6	10/12/2019	2,969		2,969.00	-	Draw complete 11/22
6.07	ARFF Truck Replacement	6	7/18/2019	99,423		99,423.00	-	Draw complete 11/22
6.08	Access Control & Security Enhancements	6	12/20/2020	995,819		995,819.00	-	Draw complete 1/23
6.09	Obstruction Survey	6	8/15/2018	252,966		252,966.00	-	Draw complete 1/23
6.10	Design & Rehab ARFF Facility	6	9/15/2020	349,271		349,271.00	-	Draw complete 2/23
6.11	Master Plan Update w/ Boundary Survey	6	12/15/2020	48,878		48,878.00	-	Draw complete 2/23
6.12	Taxiway Bravo North Rehab	6	12/15/2020	152,846		152,846.00	-	Draw complete 2/23
6.13	PFC Administration	6	8/30/2021	81,859		81,859.00	-	Draw complete 2/23
6.14	Hearing Loop System	6	12/10/2019	62,838		62,838.00	-	Draw complete 2/23
6.15	Terminal Curbside Renovations	6	10/1/2022	3,250,000		3,250,000.00	-	Draw complete 6/23
6.16	Blast Fence Project Gate B2	6	10/15/2020	750,000		750,000.00	-	Draw complete 8/23
6.17	Baggage Handling System Design	6	10/15/2022	200,000		200,000.00	-	Draw complete 8/23
6.18	Security Checkpoint Modifications	6	9/30/2020	384,697		384,697.00	-	Draw complete 9/23
6.20	Waypoint Sign Project	6	6/1/2022	500,000		500,000.00	-	Draw complete 9/23
				9,035,362	-	9,035,362	-	
7.01	Terminal Expansion Design and Construct	7	12/1/2024	20,465,000			20,465,000.00	
7.02	East Apron Expansion and Taxiway Design and Con	7	12/1/2022	547,803	547,803	547,803	-	Draw complete 4/25
7.03	Baggage Handling System Expansion	7	12/1/2024	11,237,016		11,237,016	-	Draw complete 3/25
7.04	General Aviation General Inspection Service Facility	7	9/1/2023	3,739,872	352,197	352,197	3,387,675.00	
7.05	Relocated Automated Surface Observing System (AS	7	12/1/2022	125,000		125,000	-	Draw complete 3/25
7.06	Expand West Commercial Apron	7	12/1/2023	4,680,151		1,180,664	3,499,487.00	
7.07	Taxiway C Rehabilitation Design and Construct	7	8/1/2023	256,878		256,878	-	Draw complete 3/25
7.08	Taxiway F Reconstruction Design and Construct	7	8/1/2023	115,975		115,975	-	Draw complete 3/25
7.09	PFC Administration	7	7/1/2023	64,467		64,467	-	Draw complete 3/25
				41,232,162	900,000	13,880,000	27,352,162	Amount budgeted for FY 2025 is \$9,087,000
Total all applications				133,581,461	900,000	106,229,299	27,352,162	

Sarasota Manatee Airport Authority
Finance Department
April 30 2025
Grant Monthly

		Grant Amount	Expenditures To Date	Funds Received	Remaining Funds
<u>FEDERAL AVIATION ADMINISTRATION - FAA</u>					
AIP-65	Rehab Taxiway C & F Construction	\$ 5,862,779.00	\$ 6,045,280.61	\$ 5,440,752.55	\$ 422,026.45
AIP-68	Commercial Apron Expansion Phase 1	\$ 5,425,050.00	\$ 7,907,224.00	\$ 5,153,797.50	\$ 271,252.50
AIP-69	Commercial Apron Expansion Phase 2	\$ 2,555,555.00	\$ 3,176,475.09	\$ 2,427,777.25	\$ 127,777.75
AIP-70	FAA Expand Terminal WP3-Terminal Utilities	\$ 10,000,000.00	\$ 14,675,398.38	\$ 9,000,000.00	\$ 1,000,000.00
AIP-71	Terminal Expansion WP5 GBF (Phase 2)	\$ 4,225,000.00	\$ 5,900,850.78	\$ 4,013,750.00	\$ 211,250.00
AIP-72	Terminal Expansion WP5 GBF (Phase 2)	\$ 10,000,000.00	\$ 14,940,072.26	\$ 9,500,000.00	\$ 500,000.00
AIP-73	Terminal Expansion WP5 GBF (Phase 2)	\$ 9,864,000.00	\$ 13,408,926.37	\$ 9,370,800.00	\$ 493,200.00
AIP-74	Terminal Expansion WP5 GBF (Phase 2)	\$ 3,500,000.00	\$ 8,090,483.92	\$ 3,150,000.00	\$ 350,000.00
AIP-75	Terminal Expansion WP5 GBF (Phase 2)	\$ 6,246,697.00	\$ 9,215,663.99	\$ 5,622,027.30	\$ 624,669.70
AIP-76	Terminal Expansion WP5 GBF (Phase 2)	\$ 4,591,156.00	\$ 21,122,722.92	\$ 4,123,040.40	\$ 468,115.60
AIP-77	Expand Terminal Concourse A	\$ 351,235.00	\$ 81,470.32	\$ 40,954.81	\$ 310,280.19
FAA Totals		\$ 62,621,472.00	\$ 104,562,668.64	\$ 57,842,899.81	\$ 4,778,572.19

		Grant Amount	Expenditures To Date	Funds Received	Remaining Funds
<u>FLORIDA DEPT OF TRANSPORTATION - FDOT</u>					
444614	Taxiway C & F Rehabilitation	\$ 354,204.00	\$ 6,045,280.61	\$ 285,135.03	\$ 69,068.97
444678	Ground Transportation Curbside Improvements	\$ 4,574,706.00	\$ 7,994,493.47	\$ 3,451,836.77	\$ 1,122,869.23
446357	Baggage Handling - Design	\$ 61,996.23	\$ 1,276,239.54	\$ 61,996.23	\$ -
	Baggage Handling - Construction	\$ 8,997,177.77	\$ 44,465,079.65	\$ 8,997,177.77	\$ -
		\$ 9,059,174.00	\$ 45,741,319.19	\$ 9,059,174.00	\$ -
450535	GA Federal Inspection Station	\$ 2,550,000.00	\$ 826,472.49	\$ 166,177.87	\$ 2,383,822.13
450536	West Air Center Apron	\$ 5,688,272.00	\$ 10,543,103.29	\$ 3,720,690.47	\$ 1,967,581.53
450852	Terminal Expansion @ 100%	\$ 21,500,000.00	\$ 21,504,177.62	\$ 21,500,000.00	\$ -
	Terminal Expansion @ 50%	\$ 5,000,000.00	\$ 15,670,627.27	\$ -	\$ 5,000,000.00
		\$ 26,500,000.00	\$ 37,174,804.89	\$ 21,500,000.00	\$ 5,000,000.00
453787	Land Acquisition	\$ 678,942.00	\$ 1,358,882.41	\$ 678,941.20	\$ 0.80
453790	Terminal Parking Garage	\$ 300,000.00	\$ 741,649.62	\$ 218,164.51	\$ 81,835.49
FDOT Totals		\$ 49,705,298.00	\$ 110,426,005.97	\$ 39,080,119.85	\$ 10,625,178.15

		Grant Amount	Expenditures To Date	Funds Received	Remaining Funds
<u>Transportation Security Administration - TSA</u>					
	Baggage Handling - Design	\$ 849,752.63	\$ 1,276,239.54	\$ 840,189.17	\$ 9,563.46
	Baggage Handling - Construction	\$ 24,459,650.11	\$ 44,465,079.65	\$ 19,113,794.01	\$ 5,345,856.10
TSA Totals		\$ 25,309,402.74	\$ 45,741,319.19	\$ 19,953,983.18	\$ 5,355,419.56

		Grant Amount	Expenditures To Date	Funds Received	Remaining Funds
<u>Other - Manatee County</u>					
	15th Street Observation Project	\$ 1,100,000.00	\$ 2,096,071.54	\$ -	\$ 1,100,000.00
Grants Totals		\$ 138,736,172.74	\$ 262,825,964.34	\$ 116,877,002.84	\$ 21,859,169.90

AGENDA ITEM NO. 7.4

SARASOTA MANATEE AIRPORT AUTHORITY REAL ESTATE DEVELOPMENT & PROPERTIES STAFF REPORT MAY 19, 2025 REGULAR MEETING

REAL ESTATE DEVELOPMENT & PROPERTIES

APRIL 2025

Allegiant Airlines: Allegiant has occupied and is operating all 5 gates in the Ground Boarding facility and Cargo building redevelopment for Allegiant is underway.

Property #5/6 and Airfield: DRI termination and rezoning in process for airport parcels in Manatee County and will include airside and off airport parcels, including the DaVinci training center.

Rental Car/Status: Meetings with the three rental car companies continue with discussions, short-term and long-term plans. The addition of a fourth rental car company has been awarded and is in design with operation to commence in the 4th quarter this year.

NORTH QUAD DEVELOPMENT:

- **Sheltair FBO:** Under construction, with opening projected year end.
- **SRQ Hangar, LLC:** SRQ Hangar in final permitting and to commence construction shortly.
- **EAA:** EAA has commenced with due diligence and conceptual site planning. Fundraising is underway.
- **GA FIS:** The GA FIS facility is in process.
- **Roper Tech:** Roper in final permitting and to commence construction shortly.
- **ASG:** ASG commenced construction.
- **Pilatus Aircraft:** Pilatus has completed 60% plans for Phase 1 and has commenced due diligence/design on Phase 2, as well.

School District of Manatee County, Florida: Manatee Schools in final revisions to plans then proceed to construction, projected to start mid-2025.

Team Success: SMAA and Team Success are working together to develop the aviation curriculum to be implemented within two years.

Boca Aircraft Maintenance: BAM is in full operation and is in discussions with the airport for development of a second hangar.

DaVinci: DaVinci is in design/permitting for a new facility. An alternate location is also under consideration whereby Unipak would downsize its facility by 15,000 and SMAA would in turn lease this portion to DaVinci. The alternative would expedite the project by shortening the permit and construction periods, would be significant cost savings for DaVinci and SMAA would receive current market rent for the space.

Concessions: All concessions within the ground boarding Concourse A are in full operation. Redevelopment of concessions within the Terminal and Concourse B continues with new concessions openings, temporary concessions and additional concessions construction scheduled over the next several months.

HMS Host: HMS Host has commenced construction of the Island Bar project.

Mitchell Management of Florida, Inc.: Huey Magoo's has commenced the project, including vacating/demo.

Property #10/M-lot hangars: Lease extension provided and will continue until such time ASG transitions into its hangar under construction. Elixir aircraft continues working towards its FAA certification and will transition into the hangars once certified.

The airport is negotiating with Atlantic FBO to take back nonperforming lease areas for the development of an additional hangar plus an increase in parking areas for Elixir hangars, an amendment is underway.

Property #2/Tallevast: Properties is reviewing/considering a developer proposal to jointly develop Property 2 as an industrial park.

Parking: A Parking (and Rental Car) study is ongoing, a presentation was made at a Board workshop, proceeding with further preliminary planning as directed.

Dolphin FBO Expansion: complete of six additional hangars at Dolphin. Dolphin is planning to renovate/redevelop the remaining facilities, and design is underway.

Atlantic FBO: Atlantic has submitted conceptual plans for expansion of hangars, discussions are underway.

USS storage/Property 9: Redevelopment of USS/Property 9 to an aviation industrial park is in process. Plans for a 100,000-sf light industrial building are 65% complete and moving towards 100%. Discussion/negotiations are underway with various aviation tenants.

General: Insurance notices, tenant inquiries, showing of properties, construction permits, meetings with surveyors, appraisers, contractors and engineering consultants, collections and past due notices, notices of insurance renewals and compliance, loss prevention committee, meetings with insurance claimants, planning and staff meetings.

General Aviation:

**T-HANGAR MONTHLY STATUS REPORT
FOR THE MONTH OF APRIL 2025**

Item	Qty.	No. Leased	Wait List	Leased %	Monthly Rate	Monthly Rent	Annual Rent
T-Hangars							
51'5 W Oversize	4	4	18	100%	\$2,040.00	\$8,160.00	\$97,920.00
48' W Large	27	27	72	100%	\$835.00	\$22,545.00	\$270,540.00
42' Standard (42' wide)	104	104	129	100%	\$610.00	\$63,440.00	\$761,280.00
42' W Standard w/additional 176 sq. ft. storage	4	4	3	100%	\$755.00	\$3,020.00	\$36,240.00
Discounted rate for CAP & EAA	2	2		100%	\$250.00	\$500.00	\$6,000.00
Storage Rooms	6	4		67%	\$120.00	\$480.00	\$5,760.00
(Discounted rate for CAP & EAA)	2	2		100%	\$10.00	\$20.00	\$240.00
TOTAL	149	147	222			\$98,165.00	\$1,177,980.00

AGENDA ITEM NO. 7.5

Operations Department Monthly Report April 2025

Projects and Activities

- Operations corrected several minor issues with the Access Control System during the month.
- Operations attended construction meetings for In-line Baggage System, West Ramp/Employee Parking Lot Expansion, Shellair, and Ground Transportation Center.
- Operations conducted multiple vehicle and aircraft escorts throughout the month.
- Operations conducted multiple "drivers training" sessions on the airfield.
- Operations responded to multiple wildlife and FOD calls throughout the month.
- 04/08 – Runways 14/32 and 4/22 inspected by FDOT.
- 04/09 – Taxiway A, between Runway 4/22 and Taxiway D closed overnight for painting.
- 04/10, 4/16, 04/17, 04/24, 04/25 – Runway 14/32 closed midnight to 5:30AM for painting.
- 04/11 – Taxiway D, between Runway 14/32 and Taxiway A, closed overnight for painting.
- 04/14 – 04/18: Taxiway C, between C2 & C3, closed for paving of Shellair connector. The local Perimeter Road was also closed; however, Operations created a vehicle bypass route onto closed Taxiway C.
- 04/18 – Taxiway F, west of the J6 Hangars, closed until further notice due to construction of hangars adjacent to the taxiway.
- 04/25 – Two Allegiant flights diverted to SRQ from PIE due to a bomb threat at PIE.

Alerts and Incidents

- 04/02 – Person lost control of their vehicle, due to a medical issue, and struck the perimeter fence along Ponce DeLeon Street. Minor damage to fence.
- 04/06 – While taxiing for departure on Runway 14, the nose wheel went flat on a C-182. Nose gear placed on ARFF dolly and towed to Dolphin.
- 04/12 – C-172 experienced a flat right main tire, near the Taxiway B/C intersection, while taxiing to Universal Flight Training. OPS and ARFF responded with the flat tire dolly and towed the aircraft to UFT.
- 04/12 – Fuel Spill: Fuel (approximately 4 gallons Jet A) seeped out of the right wing vent on a B737 at gate B10. Spill cleaned up by Menzies personnel.
- 04/16 – Piper Warrior received a flat nose tire while taxiing on Taxiway C near C7. Operations & ARFF responded and towed the aircraft to The Pilot Place using the flat tire dolly.
- 04/17 – A Bonanza A36 with a flat right main on Taxiway H. The aircraft landed on Runway 22 and was able to exit at Taxiway H. The pilot was a tenant and had his

own equipment and spare tire for recovery. The tire was replaced and the tenant pilot taxied to his hangar.

- 04/24 – A C-182 experienced a flat right main tire after landing on Runway 22. Aircraft stopped clear of the runway on Taxiway H. ARFF responded and towed the aircraft, using flat tire dolly, to the J5 Hangars.

Miscellaneous Activities

April 2025 Activity	2025	2024	
Medical Runs Dispatched by AIRCOM	50	40	25%
Medical Runs requiring County EMS Response	12	21	-43%
Aircraft Alerts/Incidents	5	2	150%
NOTAMs Issued	31	38	-18%
Notice of Violations	7	2	250%
CHRC (Fingerprint check) conducted	116	104	12%
New I.D. Badges Issued	155	118	31%
I.D. Badges Renewed	113	86	31%
Security Threat Assessments	354	361	-2%
Computer Based Training Classes completed	641	554	16%

FIRE DEPARTMENT ACTION REPORT

April 2025

4/2/2025 Drain Sprinkler System
 4/2/2025 Refill Sprkler system
 4/3/2025 Alarm system activation, no fire - unintentional
 4/6/2025 Aircraft BLOWN TIRE
 4/7/2025 Public service assistance, other - FOD Collection
 4/8/2025 Aircraft HOT FUEL
 4/9/2025 Smoke scare, odor of smoke -Ticket Wing
 4/9/2025 Refill Sprkler system
 4/11/2025 Drain Sprinkler System
 4/12/2025 Aircraft BLOWN TIRE
 4/12/2025 Aircraft Fuel Leak
 4/15/2025 Removal of victim(s) from stalled elevator
 4/16/2025 Drain Sprinkler System
 4/16/2025 Refill Sprkler system
 4/16/2025 Aircraft BLOWN TIRE
 4/17/2025 Gasoline or other flammable liquid spill Hydraulic fuel leak Gate B11
 4/18/2025 Gasoline or other flammable liquid spill
 4/18/2025 Fire alarm activation Concourse A, N11/L1/D17, False Alarm Activation, Investigated, SMOKING in bathroom
 4/19/2025 standby at the front of ARFF station for a high-speed taxi on runway 4-22 involving Embraer Praetor 500 aircraft #LXJ327
 4/24/2025 Public service assistance, other - FOD Collection
 4/24/2025 LIFT ASSIST ON TO AIRCRAFT
 4/24/2025 Medical alarm. Canceled en route
 4/24/2025 False alarm or false call, other -Smoking in bathroom
 4/24/2025 Air intercom requested assistance from RV to remove a disabled aircraft due to a flat tire right
 4/25/2025 Municipal alarm system, malicious false alarm
 4/26/2025 evaluate and deactivate the Fire Detection System in the area of the concourse on the 1st floor
 4/26/2025 Drain Sprinkler System
 4/29/2025 Drain Sprinkler System
 4/29/2025 Refill Sprinkler System
 4/29/2025 Smoke detector activation, no fire - unintentional
 4/30/2025 LIFT ASSIST ON TO AIRCRAFT
 4/30/2025 Water or steam leak - Dunkin Donuts water line none fire rated
 4/30/2025 Water or steam leak Sprinkler system Ticket wing Suncountry

FIRE DEPARTMENT ACTION REPORT

April 2025

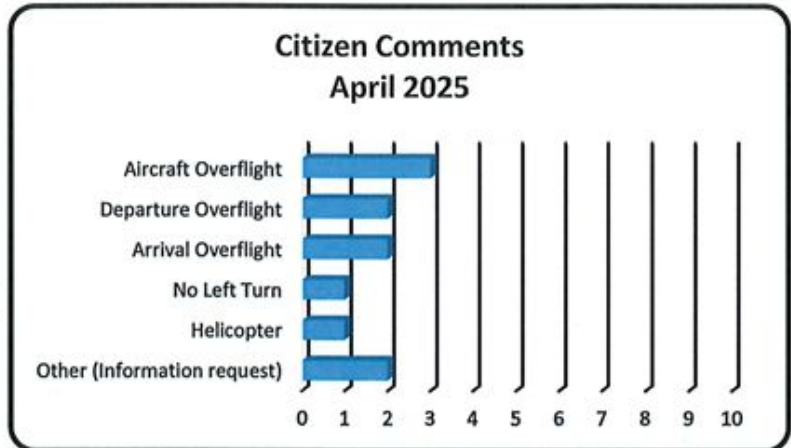
Apr-25

SAFETY INCIDENT/RESPONSES					
TYPE OF RESPONSE	AREA OF RESPONSE	NUMBER OF RESPONSES	TOTAL YEAR TO DATE	2024 April	2024 YTD
EMT FIRST AID RESPONSES:	Ticket wing	3	16	3	14
	Main	2	18	1	10
	Baggage Wing	3	17	7	19
	Escalator		0		1
	Curbside	6	21	5	29
	2nd Floor	10	11	7	9
	3rd Floor		0		1
	TSA Checkpoint	3	6	1	11
	Walk-in		0		2
	Restaurant		2		0
	Concourse 1st	5	19	1	5
	Concourse 2nd	12	51	12	53
	Concourse A		9		
	Ramp	2	4	1	4
	Aboard Aircraft	10	30	6	31
	Parking lot	2	7	1	12
	Toll Booth		0		0
	Airfield		1		0
	Other/Unknown		9	7	7
TOTAL EMT FIRST AID:		58	223	52	223
FIRE RESPONSES:	Aircraft Fire		0		0
	Structural Fire		0		1
	Vegetation Fire		2		0
	Vehicle Fire		0		1
	Trash Fire		1		1
FIRE ALARM RESPONSES:	Fire Alarms		14		9
	Bomb Scare		0		0
	TOTAL FIRE / ALARM:	0	17	0	12
HAZARDOUS MATERIALS RESPONSES:	Fuel Spill		4		3
	Chemical Spill		2		0
	Other		0	3	10
TOTAL HAZARDOUS MATERIAL:		0	6	3	13
AIRCRAFT EMERGENCY RESPONSES:	Alert I		1		1
	Alert II		9	2	8
	Alert III		3		3
	Stand By/Hot Fuel		11		10
TOTAL AIRCRAFT EMERGENCY:		0	24	2	22
SUPPLEMENT REPORT			83		20
TOTAL RESPONSES		58	353	57	290

OPERATIONS DEPARTMENT NOISE MONITORING AND FLIGHT TRACKING MONTHLY REPORT APRIL 2025

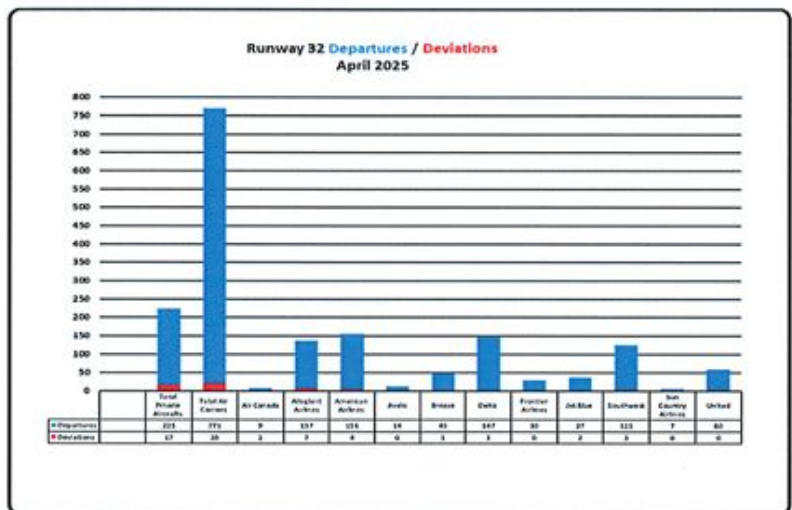
The chart to the right displays the distribution of noise complaints for the month of **April 2025**. There were **6 calls** and **5 web forms/emails** which generated **9 complaints** and **2 requests for information**.

Of the total complaints, **36% were from Sarasota County** and **64% were from Manatee County**. The average number of calls/webforms/emails received for the month was **.35 per day**.



Flight Tracking & Runway 32 Deviation data is for **April 2025**. There were **20 air carriers**, and **17 private jet deviations** observed during this period.

In April 2025, Allegiant (AAY) had 7 deviations, American (AAL) had 4 deviations, Southwest (SWA) had 3 deviations, JetBlue (JBU) had 2 deviations, Air Canada (ROU) had 2 deviations, Breeze (MXV) had 1 deviation and Delta (DAL) had 1 deviation. This office continues to work with representatives from the airlines, private jets and the SRQ ATCT to ensure compliance with SRQ Six & TIDES One Departure Procedures (NADP for Runway 32).



RUNWAY UTILIZATION

The overall runway utilization for the month of **April 2025** is distributed as follows:

Operations	Runway 04	Runway 22	Runway 14	Runway 32
Arrivals	2%	7%	48%	43%
Departures	8%	6%	52%	34%

**SARASOTA MANATEE AIRPORT AUTHORITY
POLICE ACTIVITIES - APRIL**

CRIMES	2022	2023	2024	2025
ASSAULT/BATTERY	0	0	1	1
BOMB THREATS	0	0	0	0
GRAND THEFT AUTO	1	0	0	0
DAMAGE TO PROPERTY	4	0	0	2
DISORDERLY CONDUCT	7	2	4	2
FIELDS INTERVIEWS	3	0	5	10
DOMESTIC VIOLENCE	0	0	0	0
NARCOTICS	0	0	0	0
PERSONAL PROPERTY THEFT	1	1	1	0
RECOVER GRAND THEFT AUTO	3	0	0	0
SUSPICIOUS PERSON	2	4	5	4
SUSPICIOUS VEHICLE	3	3	1	0
TRESPASS	3	1	3	1
OTHER CRIMES	0	0	0	2
TOTAL:	27	11	20	22
PATROLS				
AOA	123	128	89	49
CONCOURSE PATROL	185	147	181	310
SECURITY CHECKPOINT	201	164	227	228
GROUND TRANS	33	43	22	29
PARKING LOTS	145	143	156	91
PERIMETER (INSIDE)	46	41	44	42
ROADWAY	157	134	138	79
BAGGAGE AREA PATROL	120	88	87	100
TACTICAL PATROLS	38	15	50	1
SECURITY PATROLS	350	374	340	398
TOTAL:	1398	1277	1334	1327
ASSISTANCE				
BAKER/MARCHMAN ACT	2	4	4	2
CUSTOMERS	35	12	19	15
MOTORISTS	1	0	6	4
OUTSIDE AGENCIES	6	9	5	6
SMAA EMPLOYEE/DEPT	1	0	0	0
TENANTS	23	8	6	3
MEDICAL CALLS	42	40	42	52
LOST & FOUND LOGGED	87	77	92	75
LOST & FOUND RETURNED	33	22	42	28
LOST & FOUND INQUIRIES	289	352	462	343
TOTAL:	519	524	678	528

INSPECTIONS	2022	2023	2024	2025
COMMERCIAL INSPECTION	58	8	16	11
GATE INSPECTION	102	82	126	243
GT INSPECTION	386	332	297	129
SIDA CHECK	150	100	127	241
OTHER INSPECTIONS	0	0	0	0
TOTAL:	696	522	566	624
TRAFFIC				
CELL PHONE LOT/TOWING	3	1	1	3
PARKING TICKETS	5	2	8	12
TRAFFIC CRASHES	7	6	4	5
TRAFFIC CITATIONS	0	1	5	6
WARNINGS	0	0	1	3
OTHER TRAFFIC	3	1	0	2
TOTAL:	18	11	19	31
CHECKPOINTS				
AOA BREACH	0	0	1	0
ASSIST ASM MISC.	0	0	1	2
CHECKPOINT BREACH	0	0	0	0
DOOR ALARMS	5	7	1	0
NARCOTICS	0	0	0	0
EXIT LANE ALARM	2	0	1	1
EXIT LANE BREACH	0	0	0	0
OTHER	0	0	1	0
TOTAL:	7	7	5	3
WEAPONS				
EXPLOSIVES	0	0	0	0
FIREARM PARTS/AMMO	0	0	0	0
FIREARMS AT CHECKPOINT	0	0	1	0
UNDECLARED WEAPONS	0	0	0	0
OTHER WEAPONS	3	5	3	0
TOTAL:	3	5	4	0
ARRESTS				
ARRESTS FELONY	0	0	1	0
ARRESTS JUVENILE	0	0	0	0
ARRESTS MISD	2	0	3	0
SAO REFERRAL	0	0	0	0
NOTICE TO APPEAR	0	0	3	0
OTHER ARRESTS	2	1	0	0
TOTAL:	4	1	7	0

AGENDA ITEM 7.6

SARASOTA MANATEE AIRPORT AUTHORITY DEVELOPMENT/COMMUNITY RELATIONS & ACTIVITY REPORT APRIL 2025

SRQ AMBASSADORS

In April, the SRQ Ambassadors volunteered 1,129.53 hours. Our ambassadors gave 8 guided tours with 184 participants during the month.

MEDIA RELATIONS

Met with or contacted this month by reporters from the Sarasota Herald-Tribune, the Bradenton Herald, ABC7, SNN TV, Bay News 9 and News Channel 8.

Mark Stuckey, Executive Vice President, Chief of Staff: April 1 - April 30, 2025

April 1	Attended airline only tenant meeting
April 4	Held projects meeting with general staff
April 10	Attended Sarasota County Council of Governments meeting
April 14	Teleconference: FAC Legislative Affairs and Annual Conference Planning
April 15	Attended Tenant Managers meeting
April 22	Attended Hotel Committee meeting and provided tour of SRQ for group
April 23	Teleconference: Allegiant Government Affairs meeting
April 24	Meeting with Marcus Walfridson – Sarasota Paradise
April 29	Meeting with Media Garage – SMAA's advertising agency
April 30	HQ meeting at Allegiant Air. Met with CEO, Network Planning, & Marketing

Fredrick Piccolo, President, CEO: April 1 – April 30, 2025

April 7	SPEAKER: Cascades HOA Women's Club
April 8	Easter Seals Foundation Meeting (via Zoom) Interview: ABC News
April 22	SPEAKER: Sarasota/Manatee Hotel Committee meeting
April 23	Attend USF ACE Accountability Plan workshop/Special BOT Meeting
April 29	Attend USF Special BOT Meeting SPEAKER: LBK Republican Club
April 30	Attend Manatee Chamber Board Meeting

Mr. Piccolo participates in various impromptu media interviews throughout the month

ACTIVITY REPORT

APRIL 2025

ACTIVITY REPORT
SARASOTA-MANATEE AIRPORT AUTHORITY
SARASOTA BRADENTON INTERNATIONAL AIRPORT

ACTIVITY MONTH: APRIL

			12 MONTHS ACTIVITY THRU APRIL		
	2025	2024	2025	2024	
					%
					CHANGE
AIRCRAFT OPERATIONS					
ITINERANT					
AIRLINES	3,850	3,349	15,435	14,006	10.20%
AIR TAXI	2,083	1,694	8,065	6,555	23.04%
GENERAL AVIATION	6,329	7,069	23,852	28,099	-15.11%
MILITARY	86	79	560	763	-26.61%
TOTAL ITINERANT	12,348	12,191	47,912	49,423	-3.06%
GENERAL AVIATION (Local)	2,987	3,361	9,200	11,881	-22.57%
TOTAL OPERATIONS	15,335	15,552	57,112	61,304	-6.84%
TOTAL PASSENGERS:					
ON	258,253	238,559	953,961	924,342	3.20%
OFF	230,634	204,530	929,383	898,609	3.42%
TOTAL	488,887	443,089	1,883,344	1,822,951	3.31%

SARASOTA BRADENTON INTERNATIONAL AIRPORT
TOTAL YOY PASSENGER COMPARISON - BY MONTH

2025					2024					YOY
JAN	236,887	131,722	0	368,609	JAN	252,136	143,683	174	395,993	-6.9%
FEB	270,909	156,805	338	428,052	FEB	272,628	157,427	293	430,348	-0.5%
MAR	360,901	236,561	334	597,796	MAR	315,612	237,645	264	553,521	8.0%
APR	318,634	169,949	304	488,887	APR	259,620	183,220	249	443,089	10.3%
MAY	0	0	0	0	MAY	221,489	148,682	290	370,461	-100.0%
JUNE	0	0	0	0	JUNE	203,370	133,946	340	337,656	-100.0%
JULY	0	0	0	0	JULY	193,328	125,860	335	319,523	-100.0%
AUG	0	0	0	0	AUG	159,396	96,967	318	256,681	-100.0%
SEPT	0	0	0	0	SEPT	128,676	81,243	0	209,919	-100.0%
OCT	0	0	0	0	OCT	126,931	66,706	368	194,005	-100.0%
NOV	0	0	0	0	NOV	211,924	117,137	314	329,375	-100.0%
DEC	0	0	0	0	DEC	257,652	147,463	0	405,115	-100.0%
TOTAL:	1,187,331	695,037	976	1,883,344	TOTAL:	2,602,762	1,639,979	2,945	4,245,686	-55.6%

SARASOTA BRADENTON INTERNATIONAL AIRPORT
TOTAL PASSENGERS - APRIL 2025
MONTH / YEAR-TO-DATE COMPARISON

AIRLINES	MONTH			YEAR-TO-DATE			YTD MKT SHARE	
	2025	2024	% CHG	2025	2024	% CHG	2025	2024
[MAJOR CARRIERS]								
AIR CANADA	3,550	2,766	28.3%	15,254	12,287	24.1%	0.8%	0.7%
ALLEGiant	106,486	65,660	62.2%	413,756	305,156	35.6%	22.5%	17.0%
AVELO	9,582	10,539	-9.1%	35,064	35,295	-0.7%	1.9%	2.0%
BREEZE	22,577	7,910	185.4%	83,483	26,184	218.8%	4.5%	1.5%
DELTA	90,701	83,523	8.6%	344,770	345,137	-0.1%	18.7%	19.2%
FRONTIER	18,460	12,085	52.8%	66,884	72,173	-7.3%	3.6%	4.0%
JETBLUE	27,695	17,007	62.8%	99,777	80,860	23.4%	5.4%	4.5%
UNITED	37,788	50,435	-25.1%	155,249	197,525	-21.4%	8.4%	11.0%
AMERICAN	67,230	74,522	-9.8%	227,091	267,972	-15.3%	12.3%	14.9%
SOUTHWEST	91,763	107,039	-14.3%	364,348	428,683	-15.0%	19.8%	23.8%
SUN COUNTRY	8,062	6,823	18.2%	35,053	28,698	22.1%	1.9%	1.6%
MAJOR TOTAL:	483,894	438,309	10.4%	1,840,729	1,799,970	2.3%	100.0%	100.0%
[AFFILIATE AIRLINES]								
MESA AIRLINES-United Express	0	358	-100.0%	8,777	10,432	-15.9%	21.1%	47.4%
PSA AIRLINES -American	3,882	3,212	20.9%	16,671	4,360	282.4%	40.0%	19.8%
REPUBLIC-American	0	438	-100.0%	1,427	5,229	-72.7%	3.4%	23.8%
Republic - United	0	0	0.0%	6,600	146	4420.5%	15.9%	0.7%
Republic-Delta	521	0	100.0%	4,203	0	0.0%	10.1%	0.0%
SKY WEST - United	0	0	0.0%	207	1,309	-84.2%	0.5%	6.0%
ENDEAVOR-Delta	0	0	0.0%	0	0	0.0%	0.0%	0.0%
ENVOY-American	286	523	-100.0%	3,754	525	100.0%	9.0%	2.4%
REGIONAL TOTAL:	4,689	4,531	3.5%	41,639	22,001	89.3%	100.0%	100.0%
[DOMESTIC-CHTR]								
SUN COUNTRY	304	249	22.1%	976	980	-0.4%	2.3%	100.0%
SUBTOTAL:	304	249	22.1%	976	980	-0.4%	2.3%	100.0%
CHARTER TOTAL:	304	249	22.1%	976	980	-0.4%	0.1%	0.1%
GRAND TOTAL:	488,887	443,089	10.3%	1,883,344	1,822,951	3.3%	100.0%	100.0%

AGENDA ITEM NO. 7.7

**SARASOTA MANATEE AIRPORT AUTHORITY
ENGINEERING, PLANNING & FACILITIES ACTIVITY REPORT
MAY 19, 2025**

ENGINEERING

➔ **Baggage Handling System Project**

The Baggage Handling System Project will consolidate the three-existing mini-inline systems into one fully inline system. This project will allow all bag belts in ticketing to feed to one checked baggage inspection room and will allow for redundant screening machines. The project was advertised for bids and the low responsive bidder was approved at the May 2022 Board meeting. Staff received funding from TSA and conducted a preconstruction meeting in October 2022. A Notice to Proceed was issued on December 7th, 2022, Contractor has completed Phases 1 through 12. There is a total of 14 separate phases with contract completion scheduled for March of 2025. Contractor completed the second makeup unit MU-2 and installed the new ticket counter belt TC-1. Contractor is working on final two phases which include the final makeup unit (MU-3) and the runoff pier. Project is substantially complete staff is working on closeout.

➔ **QTA/Overflow Lot A Project**

The Consolidated Quick Turn Around (QTA) project will relocate all three rental car families to one lot to perform maintenance, fueling, cleaning, and storage. The Project will allow for future development of property along University Parkway and will improve efficiency of the Rental Car's Quick turn-around process. Project was advertised for architectural/engineering qualifications, and the Authority selected PGAL to design, permit, and bid the project. Project design has been completed, but the QTA construction is on hold pending results from the Master Parking Plan that is currently being completed. In the interim, the QTA Bid Package is being redesigned to complete an initial phase that will allow paved overflow and revenue-controlled parking in the project area while planning and design changes continue with the ultimate design of the QTA. This phase will install future stormwater infrastructure, fencing and sidewalks for the future QTA. The project has been advertised for construction bids, the low responsive bidder was approved at the March Board meeting. Contractor is securing bonds and staff conducted a preconstruction meeting.

➔ **Ground Transportation Center Project**

The Ground Transportation Center project will reconfigure and expand the ground transportation area at the west end of baggage claim. The Project will improve efficiency and space for ground transportation including TNCs, taxis, buses, and limos. Project was advertised for bids and the low responsive bidder was approved at the November 2022 board meeting, contracts have been executed, and staff conducted a preconstruction meeting. Contractor has completed the initial phase that constructed the bus loop and the TNC/Turo staging lot. The contractor is currently working on the new restroom/breakroom facility, constructing the roadway tie-in to General Spaatz, and completing the overhead canopy. Project is substantially complete, and contractor has begun working on punch list items. Staff is working on an agreement with Manatee County to provide a public water meter and new wayfinding signs have been ordered.

➔ **15th Street Observation Area Project**

The 15th Street Observation Area will improve the area off 15th Street East that is currently utilized for parking and aircraft viewing. Improvements will include a seating area, shade, lighting, pavement parking, landscape, a playground, and other enhancements. Project was advertised for architectural/engineering qualifications, and the Board selected Sweet Sparkman as the number one ranked firm to complete the design, bidding and permitting for the project. A funding agreement with Manatee County has been executed, and the contract with the approved architect has been executed. The project was advertised for public bids, and the Board approved the low responsive bidder at the January Board meeting. Staff conducted a preconstruction meeting March 8th, County permits were recently approved, and the contractor has mobilized to site and has completed installation of underground stormwater, contractor has rough graded the site, is completing installation of roof structure, landscaping, and playground equipment. Project is complete and staff is working on closeout.

Commercial Apron Expansion Project

The Commercial Apron Expansion project will expand the commercial apron to the East to allow for additional Remain Over Night (RON) parking and overflow hardstand parking for commercial aircraft. This project will address capacity restraints caused by inclement weather and will allow additional growth from existing airlines. EG Solutions prepared construction documents, the project was advertised for bids, and the low responsive bidder was approved at the May 2022 Board meeting. An NTP was given July 11, 2022, and contractor mobilized to site. The Project was determined to be substantially complete in February, and contractor has submitted a claim for additional time and costs. Staff evaluated their claim and has determined their claim to be unsubstantiated. Staff has also submitted to contractor a claim for failure to complete on time. Mediation has been rescheduled for June 2025.

Terminal Concourse Expansion Project

The Terminal Concourse Expansion project will modify existing Concourse B to provide increased holding room areas, concession areas and support facilities, airline podium upgrades, and upgrade escalators within terminal. Project will also construct a new Ground Boarding Facility with five new gates. The Expansion Project will be designed and constructed in multiple work packages. The following are current updates on each work package:

- Work Package 1: Escalator and Terminal Carpet Replacement; Contractor is substantially complete.
- Work Package 2: Concourse B; Contractor is substantially complete.
- Work Package 3: Utility Packages; Contractor is substantially complete.
- Work Package 5: Ground Boarding Facility; Contractor is substantially complete.
- Work Package 6: Concourse B Improvements & Dedicated outside Air Systems (DOAS); work package was approved by the Board in August 2024. Contractor has completed installation of grease traps near B6, DOAS and Electrical Panels have been ordered.
- Contractor has ordered material for curbside ceiling replacement.
- Work Package 7: Fire Alarm Upgrades and Modifications. Contractor is substantially complete

General Aviation FIS (GAF) Project

The GAF project will design, permit, and construct a new General Aviation Federal Inspection Facility for CBF. The project will allow CBF to clear GA aircraft through a facility in the North quad, allowing Southwest to continue to operate from Gate B8. Project was advertised for architectural/engineering qualifications, and the Board selected C&S Engineers. C&S is preparing 100-percent design plans for review. FDOT has executed a funding grant to fund 50/50 of the construction costs. Staff advertised project for bids and received no bids on this project. Staff readvertised project for bids in January, and bids were opened in March. The project received three bids and all were significantly higher than budget estimates. Staff coordinated with CBF and the project Engineer/Architect to reduce project size and costs. Redesign work is complete, and staff advertised the project for bids. The Authority approved the low responsive bidder at the November Board meeting. A preconstruction meeting occurred on January 16th, 2025, an NTP was issued February 10, 2025. Contractor has mobilized to site and has installed temporary fencing.

West Apron Expansion & Employee Lot Relocation

Project will expand the commercial apron on the west side south into the employee parking lot. The expansion will provide for three additional remain overnight parking aircraft positions. The apron expansion will impact the existing employee parking lot, which will be relocated and expanded to accommodate current and proposed employee parking. Kimley-Horn and Associates were selected for the design and have completed the design and permitting. Staff received five bids for the project and the Board awarded the project to the low responsive bidder. The contractor has mobilized to the site and has completed the initial phase of work. Contractor has completed the concrete pour for the apron, has completed installation of the vehicle service road, and is completing apron markings. Project is complete and staff is working on closeout.

Terminal Concessions

Project will renovate existing concessionaires on Terminal and Concourse B and construct new concessions within the Ground Boarding Facility (GBF). New Concessions will include Huey Magoo's, Motorworks, Starbucks, Dunkin Donuts, Peets Coffee, Mattison Grille, Wahlburgers, Anna Maria Oyster Bar, among others. Design drawings are generally complete and open; Concessionaires have begun in punchout. Seaside in Concourse B is substantially complete and open; Concessionaires have begun construction on Starbucks and Suncost Trading bar in the terminal with an April completion date. The

Salty Key Bar will begin construction early March. All concession build-outs should be complete in late Fall.

➔ Master Airport Parking Plan
Project will evaluate parking facilities needs for SRQ, and coordinate construction with terminal expansion and other airport projects. Staff has issued an RfQ for consultants and Board ranked the top firm at the January Board meeting. Staff negotiated scope and fee, and project was approved at the March 2023 Board meeting. The consultant has completed the planning effort and has participated in a Board workshop. Consultant is preparing final report documents, and has begun preparing scope for preliminary design services.

➔ Environmental Assessment
Project will conduct and environmental assessment (EA) for the future Concourse A expansion, parking garage, and bag claim expansion. Staff negotiated scope and fee, and project was approved. The draft pre-planning report has been prepared and has been submitted to FAA for their review. Pending approval, the formal EA will begin and has a scheduled duration of one year.

PLANNING

➔ 2024 FDOT JACIP
Staff updated the FDOT JACIP for FY 2025-2029.

FACILITIES

➔ PROJECTS: The Facilities Department is working on multiple projects and maintenance items:

- ATCT: New maintenance agreement for water treatment with RJL.
- Graphics: Airfield signage replacements. Graphics for new vehicles.
- Public Works: Edging of taxiways/runway. ACEs regulator repairs. Sealcoating taxiways. Assisting with ACE53 purchase/specs.
- Baggage Handling System: Training continues. The crew is doing PMC&S of equipment.
- Industrial Mechanics: Loading bridge repairs and PM's. T-hangar PMs underway. GBF loading ramp repairs. Plumbing calls. Painting of misc. spaces.
- HVAC: Monitoring plant for functionality as it is being brought online. Advertising for HVAC Mechanics. Planning cooling tower clean downs. Additional strainers being fabricated. BAS monitoring. Seasonal PMs underway.
- Electronics: Multiple cameras installed and repaired. GBF equipment training and cable for data network. Lamp replacements. Circuitry tracing and redesigning in Baggage wing. Gate 34N back online. Gate 155 Back online.
- Vehicle Fleet: Repairs and PM's to ARFF vehicles and assisting all departments with repairs. Several vehicle repairs and PM's. Shuttle bus repairs.
- Janitorial: New hire training. Equipping GBF for staff use. The storage area is nearing completion.

➔ TOTAL WORK ORDERS: 454

VEHICLE MAINTENANCE/EQUIPMENT REPAIR - 14 PMs, 39 work orders

SIGN/CADD - 14 PMs, 41 work orders

AIRSIDE (Airfield) - 0 PMs, 1 work orders

LANDSIDE (Landscape, Equip Oper, Public Works) - 42 PMs, 15 work orders

INDUSTRIAL TRADES - 130 PMs, 154 work orders

AGENDA ITEM NO. 7.8

SARASOTA MANATEE AIRPORT AUTHORITY INTERNAL AUDIT/RECORDS RETENTION DEPARTMENT AND INVESTMENT COMPLIANCE REPORT MAY 19, 2025, REGULAR MEETING

The following is a recap of Internal Audit Department projects and activities during April 2025:

Monthly Investment Activity Compliance Report: During April, US T-Bills totaling \$8.85 million matured. Proceeds were reinvested in US T-Bills also totaling \$8.85 million with a term to maturity of 84 days and an average yield of 4.30%. This activity is compliant with the Authority's duly adopted Investment Policy.

Risk Management: Received \$3.0 million insurance claim payment pertaining to damage incurred during Hurricane Milton, bringing total payments for this claim to \$4.50 million. Additional claim payments of less than \$500,000 are anticipated. Continued supplying information to the adjuster of the Authority's Hurricane Milton claim pertaining to Business Interruption losses and certain previously unreported physical property damage incurred during the storm.

Continued supplying documents to legal counsel in connection with multiple liability suits being defended by our liability insurance carrier.

Civil Rights Compliance: Continued gathering data from concessionaires to enable completion of ACDBE Participation Report for the year ended 9/30/2024. Continued attempts to resolve a pending Title VI discrimination claim involving an employee of an airport tenant.

Parking: Continued serving in control capacity for issuance and sale of parking validations and credentials to Authority departments and tenants. In April, a total of 25 validations were issued to SMAA Departments. In addition, 145 validation tickets were sold to a total of three different tenant organizations.

Records Requests: The Records Department received and processed 22 external/public record requests and 3 internal records requests during April.

Management of Paper Records: The Records Department received and processed 13 central file records in the records inventory software. In addition, a total of 17 boxes of records were added to the records inventory, 7 of which were scanned to the ECM system with the originals destroyed. Twenty-one bags of documents totaling 15.75 cubic feet of non-record material (duplicates, drafts, or obsolete/superseded) were shredded per Authority directives and in accordance with Government-in-the-Sunshine regulations.

Continuing Education: During April, the Director and the RRC attended the Laserfiche Empower training conference. The RRC completed IT security training and three ARMA webinars on Records Management.

AGENDA ITEM 7.9

**SARASOTA MANATEE AIRPORT AUTHORITY
INFORMATION TECHNOLOGY DEPARTMENT
April 2025**

System upgrades and implementation:

- Evaluation to determine redundancy and environmental needs for Network Operation Centers including upgrade to SMAA electrical vault for network infrastructure.
- Additional fiber installation planned for Terminal and Concourse- In progress.
- Hardware refresh of computer and server systems- Ongoing
- Windows 11 upgrade- In progress
- Security Awareness online training- Renewed/ Ongoing.
- Anti-phishing solution to improve email security – monitoring.
- Datacenter backup solution upgrade- Complete.

Common Use:

- Working with airlines on continual support for Ticket/Gate operations- ongoing
- Use of Aerocloud CUPPS for expanded gate capacity- ongoing.
- Working with Facilities and contractors on Frontier Ticket counters- in progress

Phone System:

- ShoreTel phones will continue their upgrade to new Mitel phones- Complete.
- Mitel phone system review- evaluate migrating gate and ticket phones to main Mitel system.

SRQ Web Page:

- Ongoing updates- Website refresh including Home screen updates, Updated pictures and content-in progress.
- Department pages- Each department is responsible for identifying any necessary page updates- in progress

IT Assessment

- Ongoing: Updating policies and procedures to comply with NIST, CJIS and CIS frameworks.

Training:

- Network +\ MCP Certification- In progress
- CCNA Certification- Complete
- MCA Training- In progress
- MCE Training- Complete
- CJIS Training- Complete
- CISSP Training- Complete

Project Coordination:

- Conversion to digital record with Internal Audit- working with Purchasing and Internal Audit for scanning of documents including CAD files- Migrated to Managed Cloud
- FOTS cabinet upgrades- identify replacement UPS/ Cooling options- Ongoing
- Distributed Antenna System (DAS) install by Crown Castle- Verizon evaluating installation.
- Airport Wide WIFI system upgrades- New APs and equipment upgrades- in progress.
- Managed Network Services provider coordination- RFP in progress
- Relocation of United from Gate B14 to B9- Complete
- Expansion of SMAA WIFI throughout Concourse A and B- in progress
- Relocation of Frontier Ticket counter- Facilities is building new Ticket Counters.

AGENDA ITEM 8.1

**SARASOTA MANATEE AIRPORT AUTHORITY
May 19, 2025, REGULAR MEETING
STAFF NARRATIVE**

REQUEST FOR APPROVAL: LEGAL SERVICES AGREEMENT PFAS MULTI-DISTRICT LITIGATION

EXECUTIVE SUMMARY: Staff requests approval to participate in multi-district litigation involving manufacturers and suppliers of PFAS-containing firefighting foam products, and to engage legal counsel for representation in the matter.

NARRATIVE: The Sarasota Manatee Airport Authority (SMAA) has legal standing to participate in nationwide multi-district litigation against manufacturers and suppliers of aqueous film-forming foam (AFFF) products containing per- and polyfluoroalkyl substances (PFAS). These substances have been identified as harmful environmental contaminants and potential public health hazards due to their persistence and mobility in the environment.

The SMAA Fire Department has historically used PFAS-containing foam in accordance with FAA Part 139 regulations during routine training exercises, annual foam testing, and in response to actual emergency incidents on airport property. As a result, airport personnel and property have likely been exposed to PFAS over time. Pending multi-district litigation seeks to recover costs associated with environmental investigation, contamination, remediation, and potential health monitoring stemming from that exposure.

When he served on the board of the Southwest Florida Water Management District (SWFWMD), SMAA Commissioner Carlos Beruff became acquainted with Laura Jacobs Donaldson who then served as the district's general counsel. She is now with the private law firm of Manson Bolves Donaldson Tanner, PA which specializes in water, environmental, administrative, and governmental law. That firm, which has an office in Tampa, in concert with Baron & Budd, P.C., based in Dallas, and Cossich, Sumich, Parsiola & Taylor, LLC, based in Belle Chasse, Louisiana, currently represent counties, municipalities and special districts in Florida in the abovementioned multi-district litigation. Commissioner Beruff recently discussed with Ms. Donaldson the opportunity for the SMAA to engage those law firms to represent it in that litigation. This would help the SMAA protect its financial interests and potentially recover damages related to past and ongoing contamination. Participation in the litigation would also support the SMAA's commitment to environmental stewardship and public safety. Attached is a letter from Ms. Donaldson providing background on the litigation, and a proposed Legal Services Agreement, whereby those three law firms would provide legal services in the litigation for which they would receive a contingency fee of 25 percent of any gross recovery. SMAA staff and general counsel recommend approval of the agreement by the governing board.

RECOMMENDATION: It is hereby recommended that the SMAA governing board approve the attached Legal Services Agreement and authorize the President, CEO, or Chairman to execute it, thereby authorizing SMAA participation in the PFAS firefighting foam multi-district litigation.

Attachments:

- Legal Services Agreement
- Laura Jacobs Donaldson Letter



Attorneys at Law
Integrity • Intelligence • Diligence

March 19, 2025

VIA ELECTRONIC MAIL

Commissioner Carlos Beruff
Sarasota Manatee Airport Authority
6000 Airport Circle
Sarasota, Florida 34243

RE: PFAS Litigation Representation

Dear Commissioner Beruff,

Thank you for meeting with me regarding the multi-district litigation associated with manufacturers and suppliers of firefighting foam products and/or other products containing per- and polyfluoroalkyl substances ("PFAS") ("PFAS MDL"). As mentioned, following a conversation with a client related to hiring a law firm to represent the special district on PFAS several years ago, I researched different firms as I wanted to make sure that I was working with the lawyers arguing the cases and negotiating the settlements. There are many law firms that claim that they are, but there are few in reality. I selected two firms that were working together, Baron & Budd, P.C. and Cossich, Sumich, Parsiola & Taylor LLC. Since my first client, we have worked as a team in Florida to represent counties, municipalities, and special districts.

This Proposal is submitted by Baron & Budd, P.C., Cossich, Sumich, Parsiola & Taylor LLC, and Manson Bolves Donaldson Tanner, P.A. For almost fifteen years, Baron & Budd, P.C. and Cossich, Sumich, Parsiola & Taylor LLC have worked together to represent clients in complex and demanding environmental litigation. Attorneys from both firms have been appointed to leadership in the PFAS MDL, and several others actively lead committees that operate on behalf of all plaintiffs in the PFAS MDL. Scott Summy, a Partner with Baron & Budd, has been appointed as one of the five PFAS MDL Plaintiffs' Co-Lead Counsel. Christina Cossich, a Partner with Cossich, Sumich, Parsiola & Taylor, LLC, has been appointed to the PFAS MDL Plaintiffs' Executive Committee. Our team is particularly well-equipped to negotiate settlements with PFAS manufacturers. With the assistance of Christina Cossich, Mr. Summy has negotiated all of the settlements to date in the PFAS MDL related to drinking water: DuPont (\$1.185 billion); 3M (\$10.5-12.5 billion); Tyco (\$750 million); and BASF (\$312.5 million). Manson Bolves Donaldson

Tanner, P.A.'s involvement is due to its extensive experience in environmental issues in the State of Florida and they provide guidance to ensure that any settlements reflect Florida law and government operations.

In addition to their work on behalf of the MDL generally, Baron & Budd and Cossich represent their own joint clients whose cases are pending in the MDL. Together, they currently represent over 200 public and private entities, including the States of Alaska, Arizona, Kentucky, and Mississippi and, notably, nine airports and another fifty-two public entities that own and/or operate airports and may bring claims on the airports' behalf.

Airports that used PFAS-containing firefighting foam products (known as "aqueous film forming foam" or "AFFF") did so unaware of the potential environmental harms created by the foams. We will use airports as customers who unwittingly bought a defective product and then used that foam as directed by the manufacturers. As such, the airports are entitled to recover their damages caused by the foam --- including the costs of removing contamination from storage areas, training areas, vehicles as well as affected soil and water; the costs of proper disposal of contaminated wastes; and the costs of acquiring replacement foam. Our goal is to shift PFAS-related costs from airports to the companies that sold AFFF.

If retained by the Sarasota Manatee Airport Authority, an early objective will be to build a damages model that characterizes and monetizes the harm to the airport caused by PFAS. Doing this work right away will allow us to be prepared for both trial and settlement opportunities that may arise over the course of litigation.

We appreciate the consideration of our team to represent the Sarasota Manatee Airport Authority as it relates to PFAS. It's a complicated matter and having a knowledgeable legal team will benefit the Sarasota Manatee Airport Authority. Unfortunately, there are many local governments in Florida that waived all claims against 3M and Dupont due to their failure to submit a claim or a letter reserving other claims not related to drinking water. I have included our standard legal services agreement, which includes Florida statutory requirements. Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,



Laura Jacobs Donaldson

LEGAL SERVICES AGREEMENT

1. IDENTIFICATION OF PARTIES. This Agreement is made between the Sarasota Manatee Airport Authority ("Client") and the law firms of Baron & Budd, P.C., Cossich, Sumich, Parsiola & Taylor LLC, and Manson Bolves Donaldson Tanner, P.A. (collectively referred to as "Attorneys").
2. RETENTION OF FIRM RATHER THAN PARTICULAR ATTORNEY. By signing this Agreement, Client retains the law firms. Attorney services will be provided to Client by the firms and will not necessarily be performed by any particular attorney.
3. AUTHORIZED REPRESENTATIVE OF CLIENT. Client designates President, CEO of the SMAA as the authorized representative to direct Attorneys and to be the primary individual to communicate with Attorneys regarding the subject matter of Attorneys' representation of Client under this Agreement. This designation is intended to establish a clear line of authority and to minimize potential uncertainty, but not to preclude communication between Attorneys and other representatives of Client.
4. SCOPE AND DUTIES. Attorneys will provide legal services to Client with respect to damages, compensation, and other relief to which Client may be entitled as a result of an Action to be filed by Attorneys on behalf of Client against the manufacturer(s) and supplier(s) of firefighting foam products (known as "aqueous film forming foam" or "AFFF") and/or other products containing per- and polyfluoroalkyl substances ("PFAS") (including perfluorooctanoic acid ("PFOA" or "C8"), perfluorooctane sulfonate ("PFOS"), and any other related compounds). Client hires Attorneys to provide legal services in connection with pursuing claims against those responsible for damages Client suffered or will suffer. Attorneys shall provide those legal services reasonably required to represent Client, and shall take reasonable steps to keep Client informed of progress and to respond to Client's inquiries. Client shall be truthful with Attorneys, cooperate with Attorneys, and keep Attorneys informed of any and all factual developments. Attorneys will assist in negotiating liens, but will not litigate them.
5. LEGAL SERVICES SPECIFICALLY EXCLUDED. Unless otherwise agreed in writing by Client and Attorneys, Attorneys will not provide legal services with respect to (a) defending any legal proceeding or claim against the Client commenced by any person unless such proceeding or claim is filed against the Client in the Action or (b) proceedings before any federal or state administrative or governmental agency, department, or board including, but not limited to, the United States Environmental Protection Agency. With Client's permission, however, Attorneys may elect to appear at such administrative proceedings to protect Client's rights. If Client wishes to retain Attorneys to provide any legal services not provided under this Agreement for additional compensation, a separate written agreement between Attorneys and Client will be required.
6. JOINT RESPONSIBILITY. Baron & Budd, P.C., Cossich, Sumich, Parsiola & Taylor LLC, and Manson Bolves Donaldson Tanner, P.A. assume joint legal responsibility to Client for the representation described in this Agreement, and all agree to be available for consultation with

the client. Client approves of and consents to the participation of these firms in the representation.

7. ATTORNEYS' FEES. Client and Attorneys agree that Client will pay Attorneys a contingent fee for representing Client in this matter. The fee is not set by law but is negotiable between Attorneys and Client. Attorneys and Client agree that the contingent fee will be calculated as described below.

A. Calculation of Contingent Fee

Attorneys will receive a contingency fee of 25% of any gross recovery (as defined below).

The contingent fee is to be calculated based on Client's gross recovery before deduction of costs and expenses (as defined below).

The contingent fee is calculated by multiplying the gross recovery by the fee percentage.

B. Definitions

"Costs" and "Expenses" include, but are not limited to, the following: process servers' fees, court reporters' fees, document management costs, messenger and other delivery fees, parking, investigation expenses, consultants' fees, expert witness fees, expert fees, fees fixed by law or assessed by courts or other agencies, and other similar items, incurred by Attorneys in the course of representing Client.

"Document Management Costs" are the costs associated with collecting, copying, and storing documents relevant to the Action as discussed in paragraph 8, below. These costs include processing and hosting charges, hardware, software, and any other resources necessary to manage documents.

"Gross recovery" means the total recovery, whether obtained by settlement, arbitration award, court judgment following trial or appeal, or otherwise. "Gross recovery" shall include, without limitation, the following: (1) the then-present value of any monetary payments to be made to Client; and (2) the fair market value of any non-monetary property and services to be transferred and/or rendered for the benefit of Client; and (3) any attorney's fees recovered by Client as part of any cause of action that provides a basis for such an award. "Gross recovery" may come from any source, including, but not limited to, the adverse parties to the Action and/or their insurance carriers and/or any third party, whether or not a party to the Action.

If Client and Attorneys disagree as to the fair market value of any non-monetary property or services as described above, Attorneys and Client agree that an appraisal will be conducted by appraisers reasonably acceptable to Client and Attorneys, the cost to be divided equally between Client and Attorneys to determine this value. It is possible that payment to the Client by the adverse parties to the Action or their insurance carrier(s) or

any third-party may be deferred, as in the case of an annuity, a structured settlement, or periodic payments. In such event, gross recovery will consist of the initial lump sum payment plus the present value (as of the time of the settlement) of the total of all payments to be received thereafter. The contingent fee is calculated, as described above. The Attorneys' fees will be paid out of the initial lump-sum payment if there are sufficient funds to satisfy the Attorneys' fee. If there are insufficient funds to pay the Attorneys' fees in full from the initial lump sum payment, the balance owed to Attorneys will be paid from subsequent payments to Client before there is any distribution to Client.

C. Reasonable Fee if Contingent Fee is Unenforceable or if Attorney is Discharged Before Any Recovery.

In the event that the contingent fee portion of this agreement is determined to be unenforceable for any reason or the Attorneys are prevented from representing Client on a contingent fee basis, Client agrees to pay a reasonable fee for the services rendered. If the parties are unable to agree on a reasonable fee for the services rendered, Attorneys and Client agree that the fee will be determined by arbitration proceedings before a neutral affiliated with the Judicial Arbitration and Mediation Services (JAMS); in any event, Attorneys and Client agree that the fee determined by arbitration and/or litigation shall not exceed 25% of the gross recovery as defined in this Agreement. If there is no recovery by Client, no fee will be due to Attorneys.

D. Order or Agreement for Payment of Attorneys' Fees or Costs by Another Party.

If a court orders, or the parties to the dispute agree, that another party shall pay some or all of Client's attorneys' fees, costs, or both, Attorneys shall be entitled to the greater of (i) the amount of any attorney's fees awarded by the court or included in the settlement or (ii) the percentage or other formula applied to the recovery amount not including such attorney's fees.

8. COSTS AND EXPENSES.

A. General

In addition to paying legal fees, Client authorizes Attorneys to incur all reasonable costs and expenses and to hire any investigators, consultants, or expert witnesses. If Attorneys incur expenses related specifically to the Client's individual case, Attorneys will obtain consent and seek advice from Client before incurring such expenses. Attorneys will advance those costs and expenses. Attorneys will deduct those costs and expenses out of Client's recovery after attorney's fees have been deducted. If there is no recovery, Client will not be required to reimburse Attorneys for costs and fees. In the event a recovery is less than incurred costs and expenses, Client will not be required to reimburse Attorneys for costs/expenses, above and beyond the recovery, and fees.

B. Document Management Costs

Attorneys have explored two means of managing litigation documents:

(1) Outsource to outside vendor. Attorneys contract with outside vendors to collect, copy, and store documents. Attorneys advance these costs, and Client reimburses Attorneys out of any recovery.

(2) Internal processing. Attorneys can create an internal document management system by obtaining computer software, hardware, and related resources necessary to collect, copy, store, organize, and produce documents and data. This option obviates the need to outsource this work to an outside vendor.

Attorneys represent that the second option above, internal processing, is the better choice for promoting efficiency, saving Client costs, and limiting legal expenses. Client agrees that Attorneys may purchase the resources necessary to provide an internal document management system for Client, subject to cost review and approval by Client in advance of incurring any such costs. Attorneys may, however, use outside vendors where costs or circumstances warrant.

9. SHARED EXPENSES. Client understands that Attorneys may incur certain expenses that jointly benefit multiple clients, including, for example, expenses for travel, experts, and copying. Client agrees that Attorneys may, in a fair and reasonable manner, divide such expenses equally or pro rata among such clients, and deduct Client's portion of those expenses from Client's share of any recovery. Prior client approval is not required for shared expenses, provided however, Client shall only be responsible for prudent, fair and reasonable expenses.

10. DIVISION OF ATTORNEYS' FEES; LEAD COUNSEL. At the conclusion of the case, if a recovery is made on behalf of Client, Client understands and agrees that the total Attorneys' fee will be divided as follows:

Baron & Budd, P.C. will receive forty percent (40%), Cossich, Sumich, Parsiola & Taylor LLC will receive forty percent (40%), and the law firm of Manson Bolves Donaldson Tanner, P.A. will receive twenty percent (20%). The law firms of Baron & Budd, P.C. and Cossich, Sumich, Parsiola & Taylor LLC shall serve as lead counsel, but shall be assisted by and have for consultation from Manson Bolves Donaldson Tanner, P.A.

11. MULTIPLE REPRESENTATIONS. Client understands that Attorneys do or may represent many other individuals with actual or potential PFAS litigation claims. Attorneys' representation of multiple claimants at the same time may create certain actual or potential conflicts of interest in that the interests and objectives of each client individually on certain issues are, or may become, inconsistent with the interests and objectives of the other. Attorneys are governed by specific rules and regulations relating to professional responsibility in representation of clients, and especially where conflicts of interest may arise from representation of multiple clients against the same or similar defendants, Attorneys must advise clients of any actual or potential conflicts of interest and obtain their informed written consent to our representation when actual, present, or potential conflicts of interest exist. Client has conferred with its own separate corporate or municipal counsel, and has determined that it is in its own best interests to waive the

conflicts it is currently aware of which may occur as the result of Attorneys' current and continuing representation of other entities in similar litigation. By signing this Agreement, Client states that (1) it has been advised of the potential conflicts of interest which may be or are associated with our representation of Client and other multiple claimants; (2) it nevertheless wants Attorneys to represent Client; and (3) Client consents to Attorneys' representation of others in connection with the PFAS litigation (AFFF or otherwise). Client remains completely free to seek other legal advice at any time even after signing this agreement.

12. **POWER OF ATTORNEY.** Client gives Attorneys a power of attorney to execute all reasonable and necessary documents connected with the handling of the litigation associated with this cause of action. Prior to signing any documents relative to settlement agreements, compromises and releases, Attorneys will confer with and advise Client of the contents and ramifications of such documents. Under no circumstances will Client's claims be settled without obtaining Client's advance consent.

13. **SETTLEMENT.** Attorneys will not settle Client's claim without the advanced approval of Client, who will have the absolute right to accept or reject any settlement. Attorneys will notify Client promptly of the terms of any settlement offer received by Attorneys.

14. **AGGREGATE SETTLEMENTS.** Often times in cases where Attorneys represent multiple clients in similar litigation, the opposing parties or defendants attempt to settle or otherwise resolve all of Attorneys' cases in a group or groups, by making a single settlement offer to settle a number of cases simultaneously. There exists a potential conflict of interest whenever a lawyer represents multiple clients in a settlement of this type because it necessitates choices concerning the allocation of limited settlement amounts among the multiple clients. However, if all clients consent, a group settlement can be accomplished and a single offer can be fairly distributed among the clients by assigning settlement amounts based upon the strengths and weaknesses of each case, the relative nature, severity and extent of injuries, and individual case evaluations. In the event of a group or aggregate settlement proposal, Attorneys may implement a settlement program, overseen by a referee or special master, who may be appointed by a court, designed to ensure consistency and fairness for all claimants, and which will assign various settlement values and amounts to each client's case depending upon the facts and circumstances of each individual case. Client authorizes Attorneys to enter into and engage in group settlement discussions and agreements that may include Client's individual claims. Although Client authorizes Attorneys to engage in such group settlement discussions and agreements, Client retains the right to approve any settlement of Client's claims, and Attorneys are required to obtain Client's approval before settling Client's claims.

15. **ATTORNEYS' LIEN.** Attorneys will have a lien for attorneys' fees and costs advanced on all claims and causes of action that are the subject of the representation of Client under this Agreement and on all proceeds of any recovery obtained (whether by settlement, arbitration, or court judgment). If no recovery is obtained for Client, or if a lien is obtained that exceeds the recovery by the Client, any lien in excess of the recovery for client shall be released by Attorneys.

16. **DISCHARGE OF ATTORNEYS.** Client may discharge Attorneys at any time by written notice effective when received by Attorneys. Unless specifically agreed by Attorneys and Client,

Attorneys will provide no further services and advance no further costs on Client's behalf after receipt of the notice. If Attorneys appear as Client's attorneys of record in any proceeding, Client will execute and return a substitution-of-attorney form immediately on its receipt from Attorneys. In the event that Attorneys are discharged, for whatever reason, Attorneys and Client agree that Attorneys will have a lien for attorneys' fees and costs advanced on all claims and causes of action that are the subject of the representation of Client under this Agreement and on all proceeds of any recovery obtained (whether by settlement or court judgment). If no recovery is obtained for Client or if a lien is obtained that exceeds the recovery by the Client then any lien in excess of the recovery for Client shall be released by Attorneys.

17. **WITHDRAWAL OF ATTORNEYS.** Client and Attorneys agree that if, after investigation of the facts and research of the law, Attorneys believe that Client's claims are of limited merit, Attorneys may terminate this agreement with Client prior to and without filing suit. Termination releases Attorneys from any further action on Client's claim and discharges Attorneys from this Agreement. Termination will be effected via delivery service with signature receipt to the last address provided by Client to Attorneys. After filing suit, Attorneys may withdraw with Client's consent as permitted under the governing Rules of Professional Conduct. The circumstances under which the Rules permit such withdrawal include, but are not limited to, the following: (a) the representation will result in violation of the rules of professional conduct or other law; (b) if withdrawal can be accomplished without material adverse effect on the interests of Client; (c) if Client persists in a course of action involving Attorneys' services that Attorneys reasonably believe is criminal or fraudulent or if Client has used Attorneys' services to perpetrate a crime or fraud; (d) if Client insists upon pursuing an objective that Attorneys consider repugnant or imprudent; (e) if Client fails substantially to fulfil an obligation to Attorneys regarding Attorneys' services and has given reasonable warning that Attorneys will withdraw unless the obligation is fulfilled; (f) the representation will result in an unreasonable financial burden on Attorneys; or (g) if other good cause for withdrawal exists. Upon termination of representation, Attorneys shall take steps to the extent reasonably practicable to protect Client's interests, will give reasonable notice to Client, will allow time for employment of other counsel, will surrender papers and property to which Client is entitled, and will refund any advance payment of fee that has not been earned. Notwithstanding Attorneys' withdrawal, Attorneys and Client agree that in all such cases described herein above, Attorneys will have a lien for attorneys' fees and costs advanced on all claims and causes of action that are the subject of the representation of Client under this Agreement and on all proceeds of any recovery obtained (whether by settlement or court judgment). If no recovery is obtained for Client or if a lien is obtained that exceeds the recovery by the Client any lien in excess of the recovery for Client shall be released by Attorneys.

18. **RELEASE OF CLIENT'S PAPERS AND PROPERTY.** At the termination of services under this Agreement, Attorneys will release promptly to Client on request all of Client's papers and property. "Client's paper and property" includes correspondence, deposition transcripts, exhibits, experts' reports, legal documents, physical evidence, and other items reasonably necessary to Client's representation, whether Client has paid for them or not.

19. **INDEPENDENT CONTRACTOR.** The relationship to Client of Attorneys, and any associate counsel or paralegal provided through Attorneys, in the performance of services under

this Agreement is that of Client to independent contractor and not that of Client to employee. No other wording in this Agreement shall stand in derogation of this subparagraph. The fees and costs paid to Attorneys for legal services rendered pursuant to this Agreement shall be deemed revenues of their law office practices and not as a remuneration for individual employment apart from the business of that law office.

20. NOTICES. Client agrees to receive communications and documents from Attorneys via email. Attorneys agree to receive communications and documents from Client via email. In the event that Client needs to send hardcopy documents or other physical materials, Client agrees to send those to Attorneys at the following addresses:

Baron & Budd, P.C.
3102 Oak Lawn Ave., Suite 1100
Dallas, Texas 75219

Cossich, Sumich, Parsiola & Taylor LLC
8397 Highway 23, Suite 100
Belle Chasse, Louisiana 70037

Manson Bolves Donaldson Tanner, P.A.
109 North Brush Street
Suite 300
Tampa, Florida 33602

21. DISCLAIMER OF GUARANTEE. Although Attorneys may offer an opinion about possible results regarding the subject matter of this Agreement, Attorneys cannot guarantee any particular result. Client acknowledges that Attorneys have made no promises about the outcome and that any opinion offered by Attorneys in the future will not constitute a promise, guarantee, or warranty.

22. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

23. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

24. MODIFICATION BY SUBSEQUENT AGREEMENT. The parties may agree to modify this Agreement by executing a new written agreement.

25. DISPUTES ARISING UNDER AGREEMENT. Client and Attorneys agree that any controversy, claim, or dispute (including issues relating to the fee) arising out of or relating to this Agreement, its performance, and/or its breach will be resolved by arbitration proceedings before a neutral associated with the Judicial Arbitration and Mediation Services (JAMS). Disagreement as to the fair market value of any non-monetary property or services, however, will be resolved in

accordance with Paragraph 7.C.

26. **ATTORNEY'S FEES AND COSTS IN ACTION ON AGREEMENT.** The prevailing party in any action or proceeding to enforce any provision of this Agreement will be awarded reasonable attorney's fees and costs incurred in that action or proceeding or in efforts to negotiate the matter.

27. **EFFECTIVE DATE OF AGREEMENT.** This Agreement is effective when the Client signs the Agreement. This Agreement applies to any services provided by Attorneys before its effective date.

28. **MULTIPLE COUNTERPARTS.** This Agreement will be effective whether or not executed in multiple counterparts.

29. **SCRUTINIZED COMPANIES.** As required by subsection 287.135(5), Florida Statutes, Attorneys certify that they are not on any of the following lists: 1) Scrutinized Companies with Activities in Sudan, 2) Scrutinized Companies with Activities in the Iran Petroleum Energy Sector, or 3) Scrutinized Companies that Boycott Israel. Attorneys acknowledge the penalties contained in section 287.135(5), Florida Statutes, for submitting a false certification and will continue to comply with section 287.135, Florida Statutes.

30. **CONVICTED VENDOR LIST.** As required by subsections 287.133(2) and (3), Florida Statutes, Attorneys certify that they have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the Effective Date of this Agreement.

31. **DISCRIMINATORY VENDOR LIST.** Attorneys shall comply with subsection 287.134(2)(a), Florida Statutes. Attorneys are not on the discriminatory vendor list maintained by the Florida Department of Management Services under section 287.134, Florida Statutes.

32. **E-VERIFY.** Attorneys shall comply and shall ensure that they comply with sections 448.09 and 448.095, Florida Statutes. As required by subsection 448.095(2) (a), Florida Statutes, Attorneys have registered with and uses the E-Verify System to verify the work authorization status of all newly hired employees.

33. **PUBLIC RECORDS.** Attorneys shall allow public access to all documents, papers, letters, or other materials made or received in conjunction with this Agreement, except for those records exempt from disclosure by state law or by operation of section 119.071, Florida Statutes, or Chapter 119, Florida Statutes. Attorneys shall (1) keep and maintain public records that ordinarily would be required to be kept by Client; (2) provide the public with access to public records on the same terms and conditions that Client would provide the records and at a cost that does not exceed the cost provided by law; (3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (4) meet all requirements for retaining public records and transfer, at no cost to Client, all public records in possession of Attorneys upon termination of this Agreement

and destroy any duplicate public records that are exempt or confidential and exempt from public records requirements. All records stored electronically must be provided to Client in a format that is compatible with the information technology systems of the Client.

IF ATTORNEYS HAVE QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ATTORNEY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT TELEPHONE NUMBER: 941-359-2770 ext. 4233; EMAIL: DONALD.FARR@FLYSRQ.COM; MAILING ADDRESS: DON FARR, SARASOTA BRADENTON INTERNATIONAL AIRPORT, 6000 AIRPORT CIRCLE, SARASOTA, FL 34243.

34. COOPERATION WITH INSPECTOR GENERAL. Attorneys agree to comply with section 20.055(5), Florida Statutes, and will cooperate with the inspector general in any investigation, audit, inspection, review, or hearing.

This Agreement and its performance are subject to the Louisiana Rules of Professional Conduct, the Texas Disciplinary Rules of Professional Conduct, and the Florida Rules of Professional Conduct.

Agreed by:

Date:

CLIENT: Sarasota Manatee Airport Authority

Printed name and title ("Client")

Signature

ATTORNEYS

Scott Summy, Baron & Budd, P.C.

Phil Cossich, Cossich, Sumich, Parsiola & Taylor LLC

Laura Jacobs Donaldson, Manson Bolves Donaldson Tanner, P.A.