

CA No. 26

Vendor No. 430041

Contract No. 9760

Effective Date 8/1/2024

LEE COUNTY PORT AUTHORITY
LOQ 23-05 General Architectural and Engineering Services
CONTRACT AMENDMENT (CA)

Upon the completion and execution of this Contract Amendment, signed by both parties, the parties acknowledge the following work will be performed in accordance with the Contract. The intent of this Contract Amendment is to amend the scope, time or dollars of the contract work. *No work should be performed without the execution of a written Task Authorization, which shall serve as a Notice To Proceed with the work.* All the covenants terms, conditions, provisions and contents of the original Contract, as amended, shall be and are applicable to this Contract Amendment unless specifically identified herein.

Description of work: FMY – West Ramp Expansion Utilization Plan

(1) Reasons for Amendment:

- | | |
|---|--|
| ☐ Programmed CIP Project(s) | ☐ Budgeted Task/Work |
| ☐ Unforeseen Site Conditions | ☐ Error/Omission in Plans/Specs |
| ☐ Design Change | ☒ Owner Requested |
| ☐ Safety Considerations | ☐ Cost Benefit to Project |
| ☐ Other _____ | |

(2) Method of Negotiating Price of Work

- ☒ Lump Sum
☐ Time and Materials
☐ Unit Prices
☐ Hourly plus expenses
☐ Other _____

Method of Negotiating Time of Work:

- ☐ Consultant/Contractor Records
☐ Cost plus fixed fee
☐ Force Account

(3) Acceptance

It is understood and agreed that the execution and acceptance of this CA constitutes agreement by both parties to amend the Contract in accordance with the represented work and/or conditions. It shall be understood between both parties that this Amendment shall not be effective until approval from the FAA and/or FDOT has been obtained, if required.

MICHAEL BAKER INTERNATIONAL, INC. ARCHITECT/ENGINEER ACCEPTANCE

DocuSigned by:
R. Mark Pitchford Mark Pitchford 7/31/2024
C267E1091316417...

FDOT: N/A
FDOT Representative

FAA: N/A
FAA Representative

**Approved as to form for the reliance of the
Lee County Port Authority only:**

Robert Holborn 7/31/2024
0709A... Port Attorney

LEE COUNTY PORT AUTHORITY AUTHORIZATION

☒

By: Emily M. Underhill
Deputy Executive Director or Designee

☐

Board Item

By: N/A
Chair - Lee County Port Authority Board of Port Commissioners

EXHIBIT A – SUBCONSULTANT/SUBCONTRACTOR INFORMATION

CA No. 26

The CONSULTANT or CONTRACTOR intends to engage the following subconsultant(s) and/or subcontractor(s) to assist in providing and performing the services, tasks, or work required under this Contract Amendment. At any time during the performance of work outlined in this Contract Amendment that the subconsultant(s)/subcontractor(s) identified below change, such change should be sent in writing to the LCPA. Only those subconsultants(s)/subcontractor(s) whereby prior written notification has been given to the LCPA are allowed to perform work under this Contract Amendment.

It is the responsibility of the CONSULTANT or CONTRACTOR to ensure that all subconsultants and/or subcontractors are properly licensed and insured prior to initiating any work in accordance with this contract.

(If none, enter the word "none" in the space below.)

Service or Work to be Performed	Name, Address, Phone and e-mail of Individual or Firm	Estimated Dollar Value of Subcontracted Work	DBE, WBE, or MBE (yes or no)	If Yes, Estimated Dollar Value of DBE/WBE/MBE Work
None				

Contract Amendment Number: 26

Task Authorization Number: 23

#	Task Description	Board Approved Contract	Total Project Budget	This Contract	CA Issued \$100,000 Level Maximum \$1,000,000	CA Issued \$100,000 Level Maximum \$1,000,000	Current Contract	A/E	Subcontractor	TAs	Pending
		Amount	Adjustments	Adjustment	FY 22-23	FY 23-24	Value	Fee	Fee	Issued	TAs
1	FMY - AGIS Survey Update				\$ 41,599.06		\$ 41,599.06	\$ 7,096.56	\$ 34,502.50	\$ 41,599.06	
2	FMY - FAA Airspace Exhibit Form				\$2,887.82		\$ 2,887.82	\$ 2,887.82		\$ 2,887.82	
3	FMY - ARFF/Maintenance Buildings Alternative Analysis				\$ 58,331.50		\$ 58,331.50	\$ 40,831.50	\$ 17,500.00	\$ 58,331.50	
4	RSW - Cargo Ramp Hangar Evaluation				\$4,852.91		\$ 4,852.91	\$ 4,852.91		\$ 4,852.91	
5	RSW - BHS Improvements	\$236,612.00					\$ 236,612.00	\$ 39,463.00	\$ 197,149.00	\$236,612.00	
6	RSW - Bollards Renderings					\$18,667.00	\$ 18,667.00	\$ 4,176.00	\$14,491.00	\$18,667.00	
7	FMY - West Ramp Expansion					\$14,335.60	\$ 14,335.60	\$ 14,335.60		\$14,335.60	
8	RSW - Additional Terminal Building Vibration Monitoring					\$32,567.00	\$32,567.00	\$4,567.00	\$28,000.00	\$32,567.00	
9	FMY - North Building Recommendations					\$38,996.00	\$38,996.00	\$18,896.00	\$20,100.00	\$38,996.00	
10	RSW - Employee & Cell Lot Expansion Alternatives					\$13,923.48	\$13,923.48	\$13,923.48		\$13,923.48	
11	FMY - Hangar O Foam System Decommissioning Eval.					\$19,995.00	\$19,995.00	\$19,995.00		\$19,995.00	
12	RSW - Geophysical Services Taxiway F					\$17,084.00	\$17,084.00	\$2,607.00	\$14,477.00	\$17,084.00	
13	RSW - QTA Fuel System Assessment					\$31,556.00	\$31,556.00	\$2,978.00	\$28,578.00	\$31,556.00	
14	RSW - Design Depression Repair Taxiway F					\$9,329.00	\$9,329.00	\$9,329.00		\$9,329.00	
15	RSW - BHS Analysis					\$42,371.00	\$42,371.00	\$3,476.00	\$38,895.00	\$42,371.00	
16	FMY - Gravel Parking Lot Expansion (VOIDED)										
17	RSW - Employee Lot Expansion - Design					\$21,178.00	\$21,178.00	\$21,178.00		\$21,178.00	
18	RSW - Taxiway F Depression Repair Construction Services					\$18,149.00	\$18,149.00	\$5,663.00	\$12,486.00	\$18,149.00	
19	FMY Gravel Lot Design & Permitting					\$34,778.38	\$34,778.38	\$2,878.38	\$31,900.00	\$34,778.38	
20	BIM Requirements & Content Creation Standards					\$17,080.00	\$17,080.00	\$17,080.00		\$17,080.00	
21	RSW - Aircraft Parking Tool					\$16,256.60	\$16,256.60	\$1,556.60	\$14,700.00	\$16,256.60	
22	RSW - Facility Inspection						\$48,446.19	\$48,446.19			\$48,446.19
23	FMY - West Ramp Expansion Study			\$29,827.20			\$29,827.20	\$29,827.20			\$29,827.20
	Subtotal	\$236,612.00	\$0.00	\$29,827.20	\$107,671.29	\$346,266.06	\$768,822.74	\$316,044.24	\$452,778.50	\$690,549.35	\$78,273.39

*Board-approved Level 4 - \$100,000

EXHIBIT A - SCOPE OF WORK Page Field Airport (FMY) West Ramp Expansion Utilization Plan Lee County Port Authority (LCPA)

Project Background

The purpose of this study is to prepare an Apron Utilization Plan (STUDY) to justify the expansion of the West Ramp at Page Field (FMY). The FMY Airport Layout Plan (ALP) was last updated in 2016; the preferred development included a West Ramp expansion. In 2021, the airport contracted the services of RS&H to conduct a high-level planning evaluation for the expansion of the West Ramp surrounding the Base Operations FBO Terminal Building at the airport. Furthermore, in 2023, Lee County Port Authority (LCPA) requested Michael Baker International, Inc. (CONSULTANT) to provide two options for the expansion of the West Ramp surrounding the FBO Terminal Building. Conceptual exhibits were prepared to maximize apron parking capacity, remain outside existing setbacks, and optimize functionality while staying within the total project budget of \$5 million. Option 2, as shown in **Figure 1**, was selected as the preferred development concept.

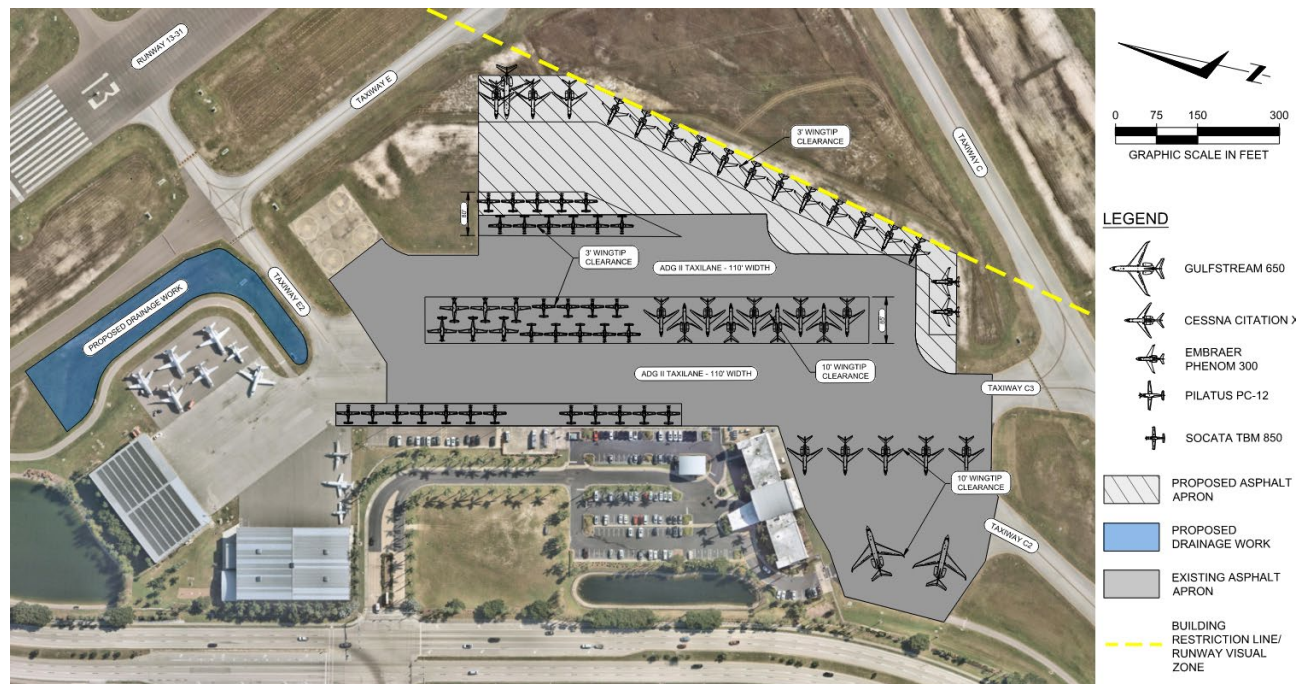


Figure 1 – West Ramp Expansion – Option 2

LCPA has requested the CONSULTANT to develop an apron utilization plan to evaluate the demand/capacity of the West Ramp expansion and to refine and confirm that the project meets the needs and requirements to satisfy the airport demand and fleet mix before proceeding with civil engineering, design, and permitting.

Scope Organization

This scope of work incorporates the demand vs. capacity analysis provided by the preferred development option for the West Ramp expansion at FMY. The scope has been divided into the following tasks:

- Part 1 – Project Management
- Part 2 – Resize Apron Expansion
- Part 3 – Discovery
- Part 4 – Aviation Activity Validation and Assumptions
- Part 5 – Facility Requirements and Refinement of Development Concept
- Part 6 – Conclusions, Documentation and Deliverables

Part 1 – Project Management

1.1 Client Coordination and Contract Management

The CONSULTANT will maintain communication and coordination with LCPA. All coordination shall be directed through or copied to, the LCPA Project Manager. This task also includes the internal management of the contract, including accounting, cost tracking, billing, filing, and record-keeping over the project duration. The CONSULTANT will monitor and control the project budget/schedule and prepare invoices to LCPA.

Deliverables: Invoices with progress reports (pdf format), meeting notes (email format)

1.2 Meetings and Interviews

The proposal assumes up to four (4) meetings with LCPA.

- **Kick-Off Coordination Session:**

To ensure everyone is on the same page regarding the project, the CONSULTANT will conduct a project kick-off meeting. The meeting will begin with an overview of the assumptions and existing infrastructure, leases, and constraints to be considered during the STUDY. The kick-off meeting agenda will include but will not be limited to the following:

 - Review the West Ramp Expansion Utilization Plan goals and technical needs; confirm the team's planning-related purpose, overall goals, process, and schedule.
 - Discuss candidates for subsequent interviews. External stakeholders/audiences and their potential issues of concern or areas of interest.
 - Solicit/review content (prior studies, findings, data, maps, past presentations, etc.) generated by LCPA and others that will inform this effort and may assist with the preparation of the STUDY.

Deliverables: Meeting minutes (PDF format) summarizing the results of the Kick-Off Coordination Session.

- **Interviews:**

The CONSULTANT will interview up to three stakeholders who are relevant to the STUDY during the first week of the STUDY. Interviews are planned to be virtual. The interviews aim to understand current needs and conflicts in the airport's day-to-day operations and specific requirements during peak seasons and determine potential conflicts with other airport areas.

Deliverables: Interview summary (PDF format)

Part 2 – Resize Apron Expansion

The CONSULTANT will first estimate the total cost of the Taxiways A3/D2 project, including construction and soft costs. Conservative assumptions will be used to estimate the level of construction required to rehabilitate Taxiways A3/D2. The total project estimate for Taxiways A3/D2 will then be subtracted from the total program budget of \$5 Million to arrive at the budget available for the West Ramp Expansion. The ramp expansion area will be resized based on the remaining construction budget and used in the updated apron expansion layout performed under Part 5.

Part 3 – Discovery

The CONSULTANT will review previous planning efforts related to the West Ramp expansion to identify assumptions and other constraints. The following resources provided by LCPA will be considered as part of this study:

- FMY Airport Master Plan and Airport Layout Plan narrative and Pen and Ink changes (2020, 2024)
- Technical memorandum (RS&H March 21, 2023)
- Available ADS-B Traffic Data
- FMY Technical Memorandum (Michael Baker International, January 2024)

Part 4 – Aviation Activity Validation and Assumptions

To be consistent with the FMY Master Plan and the outlook of previous studies on the West Ramp expansion, the CONSULTANT will validate the main conclusions of the earlier studies and ratify the results with the most current information available.

FAA TFMSC database and ADS-B data available from LCPA will be incorporated into the analysis to corroborate the fleet mix. In addition, the Master Plan Forecast will be validated with the most up-to-date planning studies, including the Florida Aviation System Plan 2043 and the 2024 FAA Aerospace Forecast.

Part 5 – Facility Requirements and Refinement of the Development Concept

The CONSULTANT will determine the West Apron Expansion capacity and contrast it with the demand. This effort will determine the facility requirements based on the information gathered and validated in the previous parts of this STUDY. The results of stakeholder interviews and the recommendations and goals of the airport and LCPA staff will also be incorporated.

As a result of this analysis, minor changes to the preferred development concept (*Option 2 of FMY Technical Memorandum, January 2024*) could be required. The CONSULTANT will prepare one color 11x17 exhibit (PDF format) to reflect the refined development concept.

Part 6 – Conclusions, Documentation and Deliverables

Project documentation/deliverables include a draft report and the final apron utilization plan.

The Draft Report will incorporate the results and assumptions of the study to be reviewed by LCPA. Review comments received during the study process will be incorporated as appropriate to create the Final FMY West Ramp Expansion Utilization Report. An electronic copy (PDF format) will be submitted to LCPA within seven (7) days.

Deliverables: FMY West Ramp Expansion Utilization Final Plan (PDF format)

Schedule

The schedule is based on a contract execution date of **August 2, 2024**

<u>Activity</u>	<u>Start Date</u>	<u>End Date</u>
Kick-off Meeting (TBD)	August (5-9) 2024	August (5-9) 2024
Interviews (TBD)	August (5-9) 2024	August (5-9) 2024
PART 1 – Project Management	August 5, 2024	September 6, 2024
PART 2 – Review and Confirmation of Ramp Expansion Footprint	August 5, 2024	August 9, 2024
PART 3 – Discovery	August 5, 2024	August 9, 2024
PART 4 – Aviation Activity Validation and Assumptions	August 12, 2024	August 16, 2024
PART 5 – Facility Requirements and refinement of the development concept	August 19, 2024	August 23, 2024
Draft Report	August 23, 2024	August 23, 2024
LCPA Review period	August 23, 2024	August 29, 2024
PART 6 – Conclusions, Documentation and Deliverables	August 30, 2024	September 6, 2024
Final FMY West Ramp Expansion Utilization Plan	September 6, 2024	September 6, 2024

Assumptions and Exclusions

- LCPA will provide the CONSULTANT access to the site and all available information/documents pertinent to this project.
- The scope does not include the development of new alternatives or development options; the Study will be based on the preferred option selected from the Michael Baker International Technical Memorandum dated January 12, 2024
- Permitting of any kind is not included in the scope.
- The Scope assumes four (4) meetings in total, one kick-off meeting, and three stakeholder interviews. Meetings can be virtual or in-person; however, if the meetings are in person, all should be scheduled on the same day. No additional travel will be required by the CONSULTANT.
- LCPA will provide existing ALP and Master Plan documents and other previous efforts related to the West Ramp expansion.
- The CONSULTANT will validate the results and assumptions presented in previous studies to justify the West Ramp expansion. However, the scope of this STUDY does not include an aviation traffic forecast update.
- No meetings, coordination, or approval from external agencies is required.
- ADS-B Data will be provided by LCPA to the CONSULTANT at no cost.
- All environmental-related services, including wildlife and wetlands surveys and mitigation, are excluded. It is assumed that the project site has been cleared of protected species and wetlands and is considered a CATEX.
- It is assumed that the ramp subject in the study is publicly used and no private leaseholds are present.

Fee

The fee for this task is a Lump Sum amount.

Task Total Lump Sum \$ 29,827.20

END OF SCOPE OF WORK



SUBCONSULTANT UTILIZATION PLAN

CA / PROJECT	Title: FMY West Ramp Expansion Utilization Study
Contract Number	# 9760
Contract Amendment	# _____ (if available)

1) Prime Consultant: Michael Baker International, Inc.

2) Identify/Describe **all** (if any) subconsulting opportunity(s) for services/work under this contract amendment:
None

3) Total Estimated CA Value: \$ 29,287.20

4) Total Estimated Value of Subconsulting Work: \$ 0.00

5) Total Estimated Value of DBE or W/MBE Participation \$ 0.00 0.00 %
(Only companies certified as DBE or W/MBE in the State of Florida can be counted toward the participation %.)

6) LCPA DBE Manager Consultation Date: _____
(Consultant must verify DBE and/or W/MBE opportunities and certification with LCPA DBE Manager via e-mail: jarodriguez@flylcpa.com or by Phone: 239-590-4625)

7) **Good Faith Efforts:** Describe the efforts that were taken in order to include and/or increase DBE or W/MBE participation under this Contract Amendment. Attach all relevant supporting documentation.

No D/W/MBE participation.

8) LIST **ALL** PARTICIPATING SUBCONSULTANT(S):

*(Must submit: Letter(s) of Commitment Form or Copy of Contract from each DBE or W/MBE within 30 days of approved Contract/CA)

Company Name	Mailing Address	E-mail	Phone Number	*DBE/WMBE Y/N

Attach Additional Sheets as Necessary

Prime Consultant Authorized Representative	Signature: <u>Mark Pitchford</u> DocuSigned by: C267E1091316417... DATE: 7/31/2024
LCPA DBE Manager Concurrence / Comments: (LCPA Office Use Only)	Signature: <u>Julio Rodriguez</u> DocuSigned by: E984196B312B470... Approved DATE: 7/31/2024

Submit to: Julio A. Rodriguez at: jarodriguez@flylcpa.com AND
Kristina Whitmire at: kmwhitmire@flylcpa.com

**LEE COUNTY PORT AUTHORITY
PROFESSIONAL SERVICES**

TASK AUTHORIZATION FORM

CONTRACT (AGREEMENT) NAME: General Architectural and Engineering Management Services (CA#26)

TASK NO.: 23

TASK DESCRIPTION: FMY – West Ramp Expansion Utilization Plan

TASK AUTHORIZATION FORM NO.: 23.1

TA DESCRIPTION: The consultant will prepare an Apron Utilization Plan (STUDY) to justify the expansion of the West Ramp at Page Field (FMY).

Upon the completion and execution of this Task Authorization Form by both parties to the Agreement, the following services are authorized:

(1) Check One: X A) See Agreement Referenced Above

OR

 B) See Attachment

(2) Amount(s) previously Authorized under this Task: \$ 0.00

(3) Amount Authorized by this Authorization: \$ 29,827.20

(4) Total amount of Authorization under this Task: \$ 29,827.20

(5) Time to complete services outlined under this Task Authorization: Per scope calendar days

(6) It shall be understood between both parties that this Task Authorization shall not be effective until approval from the FAA and/or FDOT has been obtained, if required.

CONSULTANT'S ACCEPTANCE

<u>Michael Baker International, Inc.</u>	<u>R. Mark Pitchford</u>	DocuSigned by: <u>Mark Pitchford</u>	<u>7/31/2024</u>
Print Name of Firm	Print Authorized Name	Authorized Signature	Date

LCPA ACCEPTANCE

<u>Emily Underhill</u>	<u>Emily M. Underhill</u>	DocuSigned by: <u>Emily M. Underhill</u>	<u>8/1/2024</u>
Print Authorized Name	Authorized Signature		Date

FAA/FDOT APPROVAL

FDOT: <u> N/A </u>	FAA: <u> N/A </u>
Signature-FDOT Representative Date	Signature-FAA Representative Date