

## **AGREEMENT FOR CONSULTANT SERVICES**

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, between the City of Venice, a Florida municipal corporation (“**OWNER**”), and American Infrastructure Development, Inc. a Florida Corporation located in Tampa, FL and authorized to work in the State of Florida (“**CONSULTANT**”).

### **WITNESS:**

Whereas the OWNER desires to Reconstruct Public Use and Midfield Aprons at Venice Municipal Airport, and the CONSULTANT is willing to perform those services.

Therefore, in consideration of the premises and agreements contained herein, the parties agree as follows:

### **ARTICLE I**

#### **Description of Project**

The OWNER intends to design and permit the reconstruction of the public apron areas and reconfigure the existing tie-down areas to rehabilitate the existing pavements, increase aircraft parking and improve functionality of the Airport Apron Areas at Venice Municipal Airport (the “Project”) as described in Exhibit A. The CONSULTANT will provide the following general services for this project:

1. Management of the Project from program verification to the bid opening and award of the construction contract;
2. Coordination with survey and geotechnical Subconsultants;
3. Coordination with the OWNER, Florida Department of Transportation (FDOT), and Federal Aviation Administration (FAA);
4. Preparation of minutes of meetings;
5. Program verification and site investigations;

6. Design and preparation of the construction front-end contract documents provided by the OWNER and FAA;
7. Preparation of the Engineer's Report and construction cost estimates;
8. Bidding and award assistance; and
9. Construction phase services.

## **ARTICLE II**

### **Term**

The Agreement shall commence immediately upon execution by both the OWNER and the CONSULTANT and shall continue through completion and acceptance by the OWNER of the Project.

## **ARTICLE III**

### **Consultant's Scope of Services**

The CONSULTANT shall perform professional Engineering services relevant to the Project in accordance with the terms and conditions set forth herein, and as provided in the Scope of Services contained in Exhibit A including the proposed schedule, the City's Request for Qualifications RFQ Number 3030-16, and CONSULTANT's proposal submittal in response to same, which is attached to this Agreement and by this reference made a part of it as Exhibit E.

## **ARTICLE IV**

### **Changes in Scope**

If changes occur either in the CONSULTANT'S Scope of Services or the Description of the Project, a supplemental agreement shall be negotiated at the request of either party.

**ARTICLE V**  
**Consultant's Fee**

As compensation for Basic Services as described in Exhibit B of this Agreement, and for services required in the fulfillment of Article II of this Agreement, the CONSULTANT shall be paid a "Basic Fee," which shall constitute full and complete payment for these services and all expenditures that may be made and expenses incurred, except as otherwise expressly provided in this Agreement. The Basic Fee shall be a Not to Exceed amount of **two hundred three thousand, eight hundred sixty-one dollars and 00/100's (\$203,861.00) for Design and Bidding Phase Services.** With a separate notice-to-proceed, the CONSULTANT shall be paid a Not to Exceed amount of **two hundred eighty-five thousand, one hundred fifty-four dollars and 00/100's (\$285,154.00) for Construction Phase Services.** The **total Not to Exceed amount** for these services is **four hundred eighty-nine thousand, fifteen dollars and 00/100's (\$489,015.00).**

Payment Schedule for Basic Fee.

The Basic Fee shall be paid in installments as the CONSULTANT'S work progresses based on invoices submitted by the CONSULTANT no more frequently than monthly based on task percent completion as outlined in Exhibit B.

Certified Cost Records.

The CONSULTANT shall furnish certified cost records for all billings pertaining to other than lump sum fees to substantiate all charges. For those purposes, the books of account for the CONSULTANT shall be subject to audit by the OWNER. The CONSULTANT shall complete work and cost records for all billings on those forms and in that manner as will be satisfactory to the OWNER.

## **ARTICLE VI**

### **Ownership of Plans and Documents: Records**

The field notes, design notes, original drawings, as instruments of service, are and shall remain, the property of the CONSULTANT; however, the OWNER shall be furnished, at no additional cost, three paper copies and one digital copy of all plans. Copies of all field documentation shall be provided to the OWNER.

The OWNER shall make copies for the use of the CONSULTANT, of all of its maps, records, laboratory tests or other data pertinent to the work to be performed by the CONSULTANT under this Agreement, and also make available any other maps, records or other materials available to the OWNER from any other public agency or body.

The CONSULTANT shall furnish to the OWNER, copies of all maps, records, field notes and soil tests that were developed in the course of work for the OWNER and for which compensation has been received by the CONSULTANT.

## **ARTICLE VII**

### **Termination**

This Agreement may be terminated by either party upon fifteen (15) days' prior written notice to the other party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party.

This Agreement may be terminated by the OWNER for its convenience upon thirty (30) days' prior written notice to the CONSULTANT.

In the event of termination, as provided in this Article, the CONSULTANT shall be paid compensation in full, for services performed to the date of that termination, an amount calculated

in accordance with Article IV of this Agreement. Such amount shall be paid by the OWNER upon the CONSULTANT's delivering or otherwise making available to the OWNER, all data, drawings, specifications, reports, estimates, summaries and that other information and materials as may have been accumulated by the CONSULTANT in performing the services included in this Agreement, whether completed or in progress.

## **ARTICLE VIII**

### **Assignment**

This Agreement shall not be assignable except at the written consent of the parties, and if so assigned, shall be binding upon the successors and assigns of the parties.

## **Article IX**

### **Indemnity**

The CONSULTANT shall indemnify and hold harmless OWNER and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of the AGREEMENT.

## **ARTICLE X**

### **Prohibition Against Contingent Fees**

The CONSULTANT warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONSULTANT any

fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

## **ARTICLE XI**

### **Insurance**

The CONSULTANT agrees to procure and maintain at its expense until final payment by the OWNER for services covered by this Agreement, insurance in the kinds and amounts provided in the specifications in Exhibit C INSURANCE REQUIREMENTS with insurance companies authorized to do business in the State of Florida, covering all operations under this Agreement, whether performed by it or its agent. Before commencing the work, the CONSULTANT shall furnish to the OWNER a certificate or certificates in form satisfactory to the OWNER, showing that it has complied with this paragraph. All certificates shall provide that the policy shall not be changed or canceled until at least thirty (30) day's prior written notice shall have been given to the OWNER.

## **ARTICLE XII**

### **Discrimination Prohibited**

In performing the services required under this Agreement, the CONSULTANT shall not discriminate against any person on the basis of race, color, religion, sex, national origin or ancestry, age or physical handicap.

## **ARTICLE XIII**

### **Public Records**

CONSULTANT agrees to comply with Florida's public records law by keeping and maintaining public records that ordinarily and necessarily would be required by the OWNER in order to perform the Engineering Services; upon the request of the OWNER's Custodian of Public Records, by providing the OWNER with copies of or access to public records on the same terms and

conditions that OWNER would provide the records and at a cost that does not exceed the cost provided by Florida law; by ensuring that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed excepts as authorized by law for the duration of the term of the AGREEMENT and following completion of the AGREEMENT if the CONSULTANT does not transfer the records to the OWNER; and upon completion of the AGREEMENT by transferring, at no cost, to OWNER all public records in possession of CONSULTANT or by keeping and maintaining all public records required by the OWNER to perform the Engineering Services. If the CONSULTANT transfers all public records to the OWNER upon completion of the AGREEMENT, 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 AGREEMENT, the CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the OWNER, upon request from the OWNER's custodian of public records, in a format that is compatible with the information technology systems of the OWNER.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE OWNER'S CUSTODIAN OF PUBLIC RECORDS LORI STELZER, MMC, CITY CLERK, AT 401 W. VENICE AVENUE, VENICE, FLORIDA 34285, (941) 882-7390, LSTELZER@VENICEGOV.COM.**

## **ARTICLE XIV**

### **Venue and Governing Law; Other Provisions**

The laws of the State of Florida shall govern all provisions of this Agreement. Venue for any dispute shall be Sarasota County, Florida. If any court proceeding or other action occurs between the parties as a result of this Agreement or any other document or act required by this Agreement, the prevailing party shall be entitled to recover attorney's fees and all court costs including attorney's fees and court costs incurred in any pre-trial, appellate, and/or bankruptcy proceeding, as well as, attorney's fees and costs incurred in determining entitlement to and reasonableness of fees and costs.

The parties acknowledge that due to federal funding for this contract, all Provisions included in Exhibit D shall apply to this Project.

The parties acknowledge that issuance of a Notice to Proceed is contingent upon the OWNER's receipt of grants from the FAA and the FDOT pertaining to the Project described herein.

## **ARTICLE XV**

### **Entire Agreement**

This contract and the contract documents constitute the entire agreement of the parties and may not be changed or modified, except by a written document signed by both parties hereto. This contract shall be binding upon the successors and assigns of the parties.

IN WITNESS WHEREOF, the parties to the Agreement have hereunto set their hands and seals and have executed this agreement, the day and year first above written.

(SEAL)

ATTEST:

CITY OF VENICE  
IN SARASOTA COUNTY, FLORIDA

\_\_\_\_\_

CITY CLERK

BY: \_\_\_\_\_

JOHN HOLIC, MAYOR

ATTEST:

AMERICAN INFRASTRUCTURE  
DEVELOPMENT, INC.

\_\_\_\_\_

BY: \_\_\_\_\_

\_\_\_\_\_

Signed by (typed or printed)

\_\_\_\_\_

Signed by (typed or printed)

Approved as to Form and Correctness

\_\_\_\_\_

David Persson, City Attorney

**EXHIBIT A**

**SCOPE OF SERVICES**

EXHIBIT A  
SCOPE OF SERVICES

RECONSTRUCT PUBLIC USE AND MID-FIELD APRONS  
VENICE MUNICIPAL AIRPORT

Scope of Services

The OWNER intends to design and permit the reconstruction of the public apron areas and reconfigure the existing tie-down areas to rehabilitate the existing pavements, increase aircraft parking and improve functionality of the Airport Apron Areas at Venice Municipal Airport. This project will consist of three apron areas identified in Figure 1. Project elements will include the following:

1. Demolish and reconstruct the west public use apron (concrete).
2. Demolish and reconstruct the east public use apron (concrete).
3. Demolish and reconstruct the mid-field apron tie-down apron (asphalt).

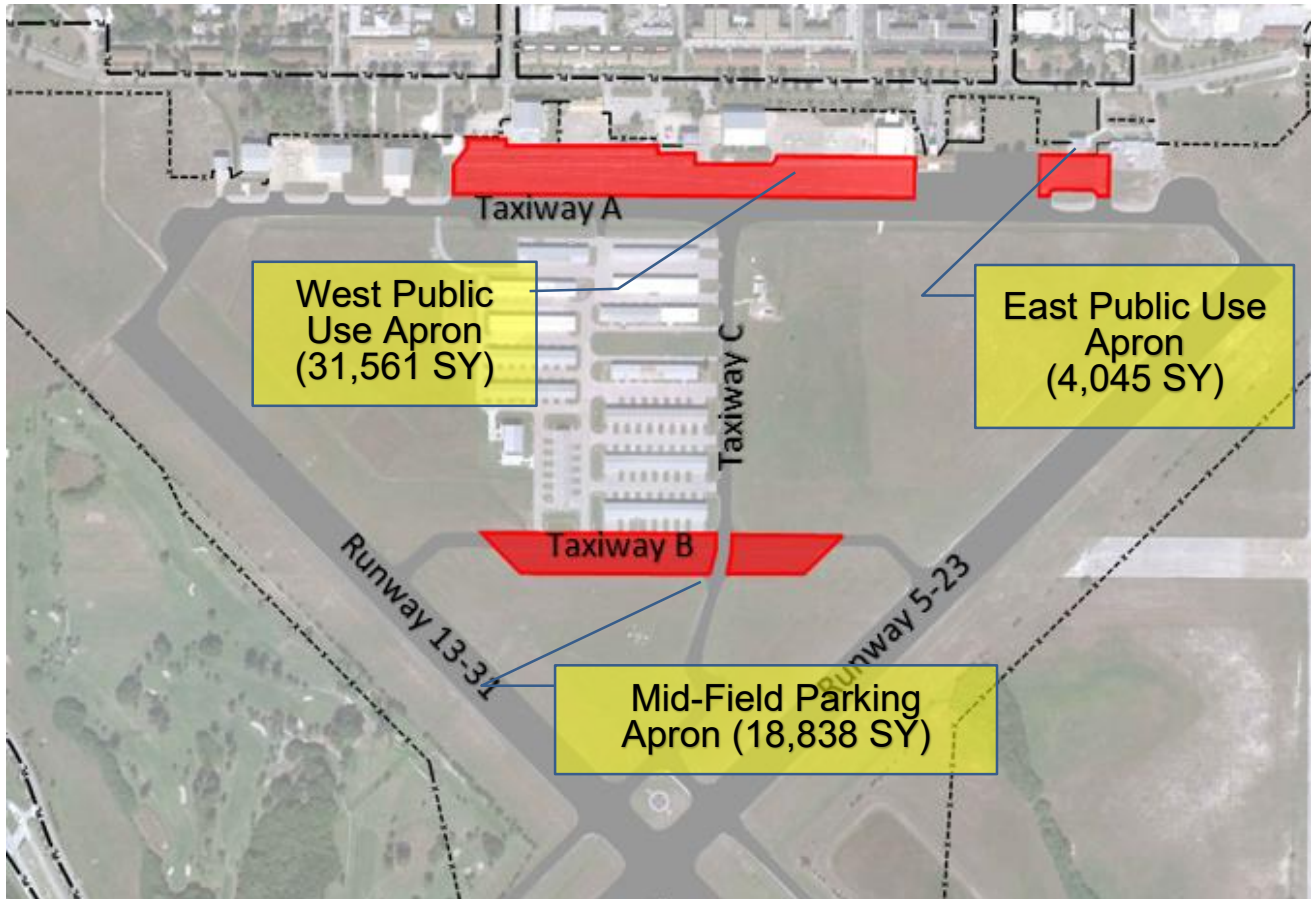


Figure 1 – Apron Reconstruction Areas

# EXHIBIT A SCOPE OF SERVICES

## Project Background

The project will provide construction documents to reconstruct the failing apron pavement and increase aircraft parking capacity. In addition, it will reconstruct the existing tie-down area and midfield aircraft parking area to meet current FAA criteria for ADG-II aircraft per AC 150/5300-13A. The 2015 FDOT Pavement Condition Survey rated the Apron pavements at VNC in poor condition with an overall rating of 43. Individual measurements on the aprons ranged from "serious" (PCI 22) on the mid-field Apron to "very poor" (PCI 33) on the west public use apron. The east apron was rated as failed with a PCI rating of (2).

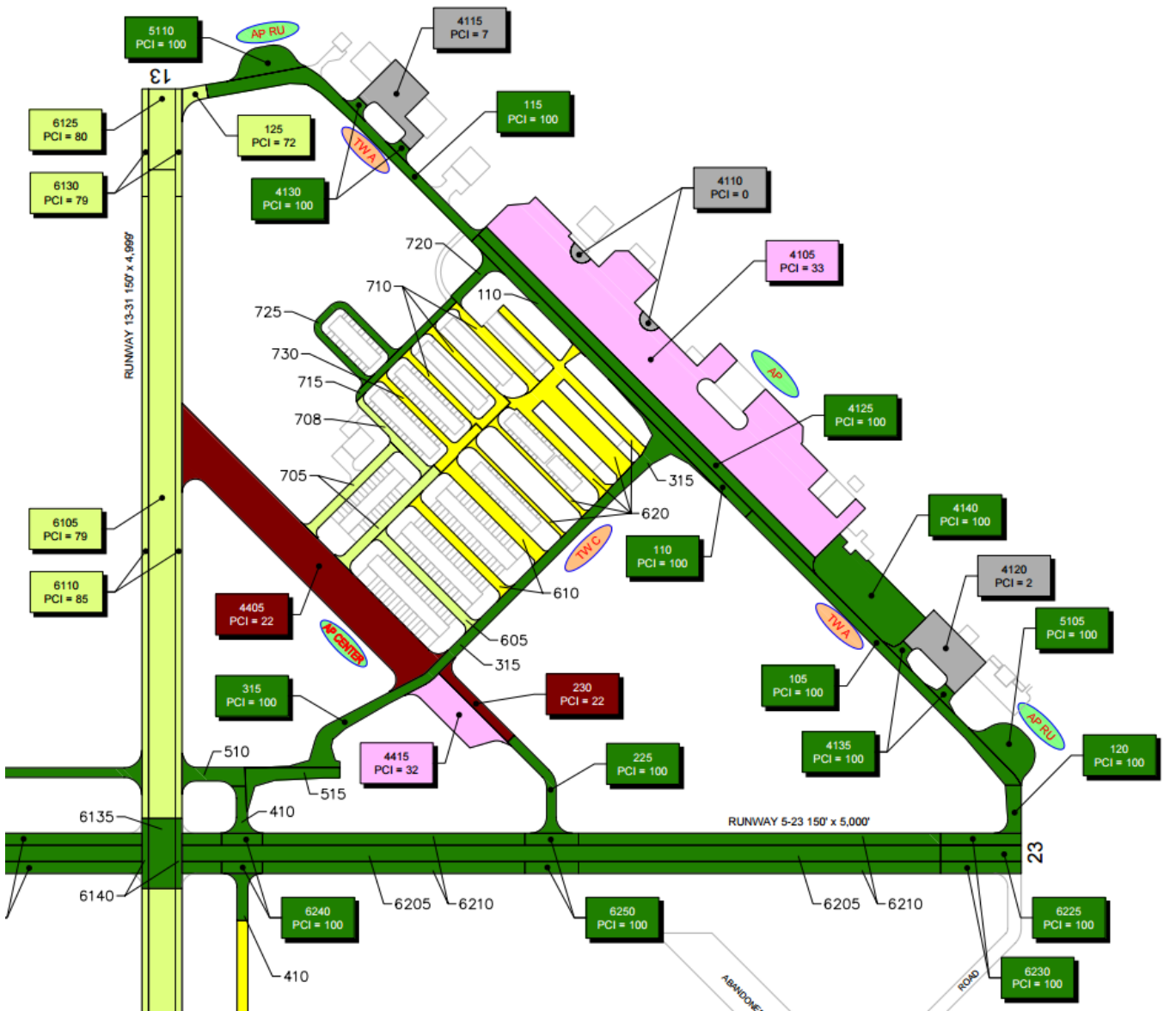


Figure 2 – 2015 FDOT District 1 Pavement Management Program

## EXHIBIT A SCOPE OF SERVICES



### General Information

All three areas of apron reconstruction will be designed concurrently, but may be broken out into phases or separate packages as funding allows. This design scope will include design phase services to complete bidding and permit documents for one package with multiple bid alternates. Additional re-bidding services have not been included in this scope. Design elements of the three apron areas are described below.

#### East Public Use Apron

- a) Demolish existing 4,045 SY Concrete Apron
- b) Re-work and re-use existing base course, including investigating potential use of reclaimed PCC base
- c) Remove existing cable tie-down system
- d) Provide new asphalt surface course
- e) Design and layout new three-point tie-down anchors
- f) Design pavement markings
- g) Site grading and drainage design

#### West Public Use Apron

- a) Demolish existing 31,561 SY Concrete Apron
- b) Re-work and re-use of existing base course, including investigating potential use of reclaimed PCC base
- c) Provide new asphalt surface course
- d) Design and layout new three-point tie-down anchors
- e) Design pavement markings
- f) Site grading and drainage design

#### Mid-Field Parking Apron

- a) Demolish existing 18,838 SY Asphalt Taxiway and Apron parking
- b) Re-work and re-use existing base course, including investigating potential use of reclaimed full depth reclaimed asphalt base (FDR)
- c) Provide new asphalt surface course
- d) Tie-Down layout and design
- e) Re-designate Taxiway B to an apron edge Taxiway per the current Airport Layout Plan (ALP)
- f) Design pavement markings
- g) Site Grading and Drainage design

No impervious areas will be added to the project and there is no stormwater permit anticipated for this project. General services will include coordination and due-diligence with permitting

## EXHIBIT A SCOPE OF SERVICES



agencies, including SWFWMD, but efforts for an environmental resource permit modification have not been included in this scope.

Existing topographic survey obtained from recent projects will be utilized to the extent possible and additional survey will be provided by Cardno to fill in any gaps in the Data.

Geotechnical Services will be provided by Terracon, Inc. to investigate the use of reclaimed base, verify the pavement design and determine existing subgrade strengths

### Design Criteria

This project will be designed according to the following technical design criteria:

1. FAA Advisory Circular AC 150/5300-13A – Change 1, “Airport Design”
2. FAA Advisory Circular AC 150/5320-6E, “Airport Pavement Design and Evaluation”
3. FAA Advisory Circular AC 150/5340-1J, “Standards for Airport Marking”

Construction drawings will be prepared in AutoCAD 2014 format and delivered electronically by PDF.

### General Scope

The Consultant will provide the following general services for this project:

1. Management of the project from program verification to the bid opening and award of the contract
2. Coordination with survey and geotechnical Subconsultants
3. Coordination with the OWNER, FDOT, and FAA
4. Preparation of minutes of meetings
5. Program verification and site investigations
6. Design and preparation of the construction front-end contract documents provided by the OWNER and FAA.
7. Preparation of the Engineer’s Report and construction cost estimates
8. Bidding and award assistance
9. Construction phase services.

## EXHIBIT A SCOPE OF SERVICES



### Specific Scope

Specific tasks (Basic and Special Services) related to the above items are identified in each phase of the project as described below.

### Basic Services

#### Phase 1 – Program Verification

The Consultant will perform the following tasks under this phase:

1. Determine the number and locations of pavement cores.
2. Meet and coordinate with the survey and geotechnical Subconsultants.
3. Coordinate and attend a Pre-Design meeting with the OWNER, FAA, and tenants on project challenges such as design alternatives, project phasing, construction staging, budget, and schedule.
4. Prepare a preliminary construction schedule taking into account weather and air traffic conditions.
5. Identify any additional information that may be required from field investigations or other agencies.

#### Phase 2 – Design Development (30%)

Following the Program Verification phase and the receipt and review of survey and geotechnical data, the Consultant will proceed with the 30% level design and plans production. The Consultant will visit the site to field verify the survey information and address any comments received during the Program Verification phase. Specifically, the following tasks will be performed under this phase:

1. Complete Preliminary pavement design
2. Formulate Preliminary phasing analysis
3. Prepare 30% drawings
4. Update the construction cost estimate
5. Update the construction schedule
6. Prepare Preliminary Engineer's Report
7. Identify any modifications to FAA standards (such as base reclamation)
8. Prepare an outline of technical specifications

## EXHIBIT A SCOPE OF SERVICES



Deliverables: The Consultant will submit PDF and two (2) 11”X17” printed copies of 30% drawings and a Preliminary Engineer’s Report to the OWNER for review. Upon receipt of review comments from the OWNER, the Consultant will proceed with the 60% level contract documents.

### Phase 3A – Contract Documents (60%)

During this phase, the Consultant will continue with the design and preparation of the construction drawings and specifications. Specifically, the following tasks will be performed under this phase:

1. Finalize the pavement design for the aprons
2. Evaluate the construction sequence and update the phasing plan
3. Prepare 60% level drawings, which will include:
  - a. Cover Sheet
  - b. Project Site/Layout Plan
  - c. Project Survey Control Plan
  - d. Geotechnical/Boring Location Plan
  - e. Project Safety Plan
  - f. Project Phasing/Construction Sequencing Plan
  - g. General/Safety Notes Plan
  - h. Project Key Sheet
  - i. Typical Sections
  - j. Staking and Demolition Plans
  - k. Paving, Grading, and Drainage Plans
  - l. Tie-Down Plans and Details
  - m. Pavement Marking Plans
4. Review and revise construction cost estimate
5. Review and revise construction schedule
6. Update the Engineer’s Report
7. Prepare FAA and Local Front-End documents
8. Prepare Draft Technical Specifications

Deliverables: The Consultant will submit PDF and two (2) 11”X17” printed copies of 60% drawings and a Draft Engineer’s Report to the OWNER for review.

### Phase 3B – Contract Documents (90%)

The Consultant will proceed with the final construction documents, including finalizing the construction phasing plan. At this stage, the construction cost estimate and the construction schedule will be updated and finalized and the Engineer’s Report will be completed.

## EXHIBIT A SCOPE OF SERVICES



The Project Manual, which will contain front-end documents, FAA General Provisions, Technical Specifications, and the geotechnical report, will also be completed. In addition, 90% construction drawings will be prepared including:

- a. Cover Sheet
- b. Project Site/Layout Plan
- c. Project Survey Control Plan
- d. Geotechnical/Boring Location Plan
- e. Project Safety Plan
- f. Project Phasing/Construction Sequencing Plan
- g. General/Safety Notes Plan
- h. Project Key Sheet
- i. Typical Sections
- j. Staking and Demolition Plans
- k. Paving, Grading and Drainage Plans
- l. Drainage Details
- m. Tie-Down Plans and Details
- n. Pavement Marking Plans

Deliverables: The Consultant will submit PDF, one (1) full-size and two (2) 11”X17” printed copies of the 90% contract documents to the OWNER, one (1) copy to the FAA, and one (1) copy to FDOT for their review. The Final Engineer’s Report and Cost Estimates will also be submitted. The Consultant will meet with the OWNER, the FDOT, the FAA, and tenants, as necessary, to address any final comments regarding the construction of this project.

### Phase 3C – Contract Documents (100%)

Upon receipt of final comments from the OWNER and the FAA, the Consultant will proceed with the preparation of the bidding documents. This effort includes incorporating comments by updating the construction drawings, the project manual (front-end documents, general provisions, and technical specifications), the Engineer’s Report, the construction cost estimate, and the construction schedule. Signed and sealed contract documents will be submitted to the OWNER.

Deliverables: The Consultant will submit PDF, one (1) full-size and two (2) 11”X17” printed signed and sealed copies of the 100% contract documents to the OWNER and reproduce an additional 5 CD’s and one hard copy for the OWNER’s Purchasing for distribution during the bidding phase.

### Phase 4 – Bidding and Award Services

This phase will include the effort necessary to advertise for and receive bids from contractors, and to review the bids and make a recommendation of award to the OWNER and the FAA. The

## EXHIBIT A SCOPE OF SERVICES



OWNER will advertise this project on DEMANDSTAR where interested bidders and plan rooms may download the bidding documents. The following tasks will be performed by the Consultant during this phase:

1. Prepare for and attend the Pre-Bid Conference
2. Address questions from bidders
3. Make revisions to contract documents and issue Addenda
4. Attend the Bid opening
5. Review all bids for responsiveness and accuracy
6. Prepare certified Bid Tabs
7. Make recommendation for the award of the contract
8. Prepare Conformed Contracts

### Phase 5 – Construction Phase Services

*The Owner will provide a separate Notice to Proceed for Phase 5, Construction Phase Services.*

The American Infrastructure Development, Inc. (AID) Team will provide Construction Administration and Construction Inspection Services during construction, including civil inspections and quality assurance testing. Specific tasks (Basic and Special Services) construction phase services are described below.

1. Management of the project during construction and grant closeout
2. Coordination with Project Team members (Quality Assurance Testing, RPR)
3. Coordination with the Owner, FDOT, FAA, and other tenants as necessary
4. Preparation of minutes of meetings as necessary
5. Construction Administration and Full-Time Resident Project Representative (RPR) services.
6. Quality Assurance Testing
7. Project Closeout

The Consultant will perform the following tasks during the construction phase:

1. Perform general coordination with the Owner on a weekly basis via teleconference calls to discuss the status of the project, schedule, budget, site conditions, and other issues that may arise during construction.

**EXHIBIT A**  
**SCOPE OF SERVICES**



2. Perform general coordination with the Subconsultants on a weekly basis via teleconference calls to discuss the status of the project, schedule, budget, site conditions, and other issues that may arise during construction.
3. Prepare a Construction Management Plan as required by the FAA for Owner review and submittal to the FAA. The plan will include information on the quality assurance testing requirements, Contractor's quality control plan, submittals, testing lab certifications, contractor's personnel, consultant's personnel, and responsibilities of all organizations involved.
4. Participate in the preconstruction conference and assist with the preparation of a contract between the Owner and the successful bidder; Prepare three (3) sets of conformed contract plans and documents for submittal to the successful bidder for Contract execution; Prepare three (3) sets of conformed contract plans and documents for construction use by the successful bidder.
5. Review and approve or take other appropriate action upon review of the shop drawings, samples, and other submissions furnished by the contractor and submitted to the Consultant. The Consultant shall determine if the shop drawings, samples and other submissions reasonably conform to the design of the project and the requirements of the contract documents. Such action(s) shall be taken with reasonable promptness so that the progress of the construction of the project will not be delayed. The Consultant will maintain a log of all contractor submittals which shall include the submittal date, the action taken, and the date returned to the Contractor.
6. Make periodic visits (up to two visits per month for the Project Manager and Sr. Engineer) to the construction site to determine if the work is proceeding in accordance with the contract documents and the contractor's construction schedule. The Consultant will make periodic written reports to the Owner to advise of any deviation from the contract documents or the contractor's construction schedule observed by or brought to the attention of the Consultant. The Consultant will keep the Owner informed as to the progress and quality of the work and will endeavor to protect the Owner against defects and deficiencies in the work completed by the contractor. The Consultant shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures or for the safety precautions and programs in connection with the project construction, for the acts or omissions of the contractor, subcontractors, any of their agents or the subcontractor's employees, or any other person performing any of the work, or for the failure of such persons to carry out the work in accordance with the contract documents. However, the Consultant will notify the Owner of any such act, omission or failure on the part of the construction contractor observed by the Consultant during on-site visits.

## EXHIBIT A SCOPE OF SERVICES



7. Attend weekly construction meetings via teleconference. This weekly meeting will be attended by the Contractor, RPR, and the Engineer to discuss progress of the work, schedule, budget/change orders, and other construction related items. The Consultant will provide design clarifications and recommendations to assist the Owner in resolving field problems relating to the construction.
8. Prepare routine change orders and assess the justification for such change orders as required. Evaluate contractor change and cost proposals and substitutions, and recommend to the Owner to either approve or disapprove the contractor's proposal or substitution.
9. Review laboratory tests and shop drawings and report to the Owner, in writing, on such matters.
10. Review contractor's monthly applications for payment and supporting data, review the amount owing to contractor and approve, in writing, all payments to contractor in accordance with the contract documents.
11. Perform, together with the Owner, inspections of the construction site to determine if the project is substantially complete, and perform a final inspection to determine if the project has been completed in accordance with the contract documents and if each contractor has fulfilled all of its obligations thereunder so that the Consultant may approve, if applicable, in writing, final payment to each contractor.
12. The Consultant will assist the Owner in receiving from the Contractor and forwarding to the Owner written warranties and related documents assembled by the contractors.

To avoid misunderstandings or questions, the Consultant understands and agrees that the Owner shall have the responsibility for the general administration of the construction contract. Accordingly, the Consultant shall not have the authority or responsibility to issue direct instructions to provide directions to the Contractor on work stoppage authorizations that are contractually obligated to the Owner, or to require special inspections and/or tests. The Consultant, however, shall provide continuing counsel to the Owner throughout the construction of the project.

### Special Services

In addition to the Basic Services described herein, the Consultant will provide the following special services required under this contract:

1. Geotechnical Investigations – Terracon, Inc. will perform geotechnical engineering services on this project, as described in Exhibit C.
2. Field Survey – Cardno will provide topographic survey services on this project, as described in Exhibit D.

**EXHIBIT A  
SCOPE OF SERVICES**



3. Quality Assurance Testing- In accordance with the approved construction management plan, the AID team will provide an on -site representative to perform laboratory and field quality assurance material testing services during the earthwork, base work, and paving phases of this project. (Phase 5 NTP).
4. Resident Project Representative (RPR) Services – The Consultant will provide a full-time on-site representative to perform inspections on this project. The RPR will provide daily inspection reports, oversee and coordinate quality assurance testing activities, review test results, attend daily and weekly coordination meetings, and coordinate with the Consultant on the interpretation of the design documents. (Phase 5 NTP).
5. Drainage Permitting Notification to SWFWMD- AID will provide the necessary notification to SWFWMD for the project. A permit fee allowance has been included in the fee summary.
6. Grant Services during Design – The Consultant will provide Grant assistance, including the preparation of Quarterly Grant Reports and Grant Closeout, and submittal of a new Grant Application for the Construction Phase of this project. Tasks will also include the following:
7. Grant Services during Construction – The Consultant will provide Grant assistance during construction, including the preparation of Quarterly Grant Reports and Grant Closeout. Tasks will also include the following:
  - a. Review contractor certified payrolls and conduct random wage interviews to ensure Contractor’s (and Subcontractor’s) laborers are compensated pursuant to Davis-Bacon wage rates.
  - b. Review Certificates of Buy American Compliance for Manufactured Products submitted by the contractor and subcontractors.
  - c. Examine certified statements signed by the subcontractors, indicating actual amounts paid to the Disadvantaged Business Enterprise (DBE) subcontractors and/or suppliers associated with the project and report findings to the Owner.
  - d. ALP Update – The Consultant will update the Airport Layout Plan Drawings to reflect the changes to the aprons as part of this project. The update will include Sheet 4 Airport Layout Plan Drawing. The drawing will be submitted to the Owner and the FAA for draft review and comment. A final drawing will be prepared for FAA and Owner signatures.
8. Prepare Categorical Exclusion (CATEX) - The Consultant will prepare a CATEX for the project. The OWNER will submit the CATEX to the FAA for approvals.

**EXHIBIT A  
SCOPE OF SERVICES**



9. Meeting with FAA- AID will prepare for and meet with the FAA Airports District Office (ADO) representative to identify and facilitate approval of any modifications to FAA standards (such as base course reclamation).
10. Airspace Checklist – The Consultant will assist the OWNER in the preparation of the Airspace Checklist and submit same to the FAA, via the OE/AAA web portal, in conjunction with a Construction Safety and Phasing Plan. The Consultant will submit multiple points and 7460 forms to clearly identify the different elements of the project, including construction staging areas, haul routes, and many specific construction sites for FAA’s review and approval.
11. Prepare Record Drawings – The Consultant will provide one set of drawings and CAD (and PDF) files of "record drawings," corrected to show significant changes made in the work during the construction of the project. Such corrections shall be based upon "as built" prints, drawings, field sketches and other data furnished to the Owner by the Contractor.

*Project Schedule*

The consultant will proceed with the following schedule of proposed work after receiving a Notice to Proceed from the OWNER.

<u><b>Task</b></u>	<u><b>Days</b></u>
Field Investigations and Program Verification	30
Design Development (30%)	30
Contract Documents (60%)	60
Contract Documents (90%)	30
Contract Documents (100%)	21
Submit FAA Grant Application and Grant Services	TBD
Bidding	45
Mobilization	30
Construction	180
Punchlist	30
Closeout	30
<b>TOTAL DAYS</b>	<b>486</b>

# **EXHIBIT B**

## **FEES**

**Exhibit B: Fees**

TASK	Totals
<b><u>Basic Services (Lump Sum)</u></b>	
Phase 1 - Program Verification	\$12,785.00
Phase 2 - Design Development (30%)	\$25,330.00
Phase 3A - Contract Documents (60%)	\$42,104.00
Phase 3B - Contract Documents (90%)	\$35,974.00
Phase 3C - Contract Documents (100%)	\$10,710.00
Phase 4 - Bidding and Award Services	\$13,842.00
Phase 5 - Construction Phase Services (Lump Sum) 40 Weeks (6 preconstruction - 26 construction - 8 closeout)	\$77,674.00
<b>Total Basic Services:</b>	<b>\$218,419.00</b>
<b><u>Special Services</u></b>	
* 1 Geotechnical Investigations (NTE)	\$19,200.00
* 2 Field Survey (LS)	\$9,600.00
3 Quality Assurance Testing (NTE)	\$54,000.00
4 RPR Services - 30 Weeks (Hourly)	\$142,500.00
* 5 Drainage Permitting Notification to SWFWMD (LS)	\$3,564.00
* 6 Grant Services During Design (Grant App/Quarterly Reports) (LS)	\$8,228.00
7 Grant Services During Construction (Buy American, Quarterly Reports, DBE, Davis-Bacon) (LS)	\$9,460.00
* 8 Prepare CATEX (LS)	\$4,500.00
* 9 Meeting with the FAA (Modifications to Standards) (LS)	\$9,208.00
* 10 Airspace Checklist Submittal (OE/AAA), CSPP (LS)	\$5,816.00
11 Prepare Record Drawings	\$1,520.00
*=Design Phase	<b>Total Special Services: \$267,596.00</b>
<b><u>Expenses (Lump Sum)</u></b>	
Reproduction	\$2,000.00
SWFWMD Permit Fees (Allowance)	\$1,000.00
<b>Total Expenses:</b>	<b>\$3,000.00</b>
<b>Total Design and Bidding Fees (Not to Exceed): \$203,861.00</b>	
<b>Total Construction Phase Services Fees (Not to Exceed): \$285,154.00</b>	
<b>Total Fees \$489,015.00</b>	

**Exhibit B: Fees**

TASK	Project Principal	Project Manager	Senior Engineer	Engineer	Technician	Clerical	Totals
	\$185.00	\$174.00	\$154.00	\$121.00	\$61.00	\$59.00	

**Phase 1 - Program Verification**

1	Compile and Review Project related Documents		8	4	4		4	20
2	Perform a Field Inspection			4				4
3	Field Verify As-Builts				8	3		11
4	Review and Confirm Initial Cost Estimates			4				4
5	Meet and Coordinate with the City	1	2	4			1	8
6	Determine Number and locations of Cores		2	2			1	5
7	Meet and Coordinate with Subconsultants	1		4	8		2	15
8	Coordinate and Attend a Pre-Design Meeting	4		8				12
9	Prepare a Preliminary Construction Schedule			2				2
10	Identify Permit Requirements			4	8			12
Total Labor Hours:		6	12	36	28	3	8	93
Total Labor Costs:		\$1,110.00	\$2,088.00	\$5,544.00	\$3,388.00	\$183.00	\$472.00	\$12,785.00

**Phase 2 - Design Development (30%)**

1	Review Geotech Report and Evaluate Findings		2	4				6
2	Perform a Site Visit to Verify Survey	2		4	4			10
3	Preliminary Pavement Design		2					2
4	Preliminary Phasing Analysis	2		2	4			8
5	Prepare 30% Drawings							
a	Cover Sheet			1	2	2		5
b	Project Site/Layout Plan			1	4	4		9
c	Project Key Sheet				2	8		10
d	Survey Control Plan			2	2	4		8
e	Typical Sections				2	4		6
g	Phasing Plan			2	4	8		14
h	Staking/Demolition Plans			2	4	16		22
i	Paving and Grading Plans		2	2	2	4		10
j	Paving Details		2	2	2	2		8
k	Misc. Details		4	6		2		12
6	Update Construction Cost Estimate		3	4				7
7	Update Construction Schedule		1	2	2			5
8	Prepare Preliminary Engineer's Report	2		2	2	2	1	9
9	Identify any Modification to Standards	2		8	4			14
10	Prepare outline of Technical Specifications			4	4		1	9
11	Quality Review	2	4	8			4	18
12	Submit 30% Documents				4	4	2	10
13	General Coordination with Owner	4	4					8
Total Labor Hours:		14	24	56	48	60	8	210
Total Labor Costs:		\$2,590.00	\$4,176.00	\$8,624.00	\$5,808.00	\$3,660.00	\$472.00	\$25,330.00

**Phase 3A - Contract Documents (60%)**

1	Finalize Pavement Design		4	4				8
2	Evaluate Construction Sequence and Phasing		4	4	8		2	18
3	Review Owner and other Comments		4	8	8	16		36
4	Prepare 60% Drawings							0
a	Cover Sheet			1	1	4		6
b	Project Site/Layout Plans				8	16		24
c	Project Survey Control Plans				4	16		20
d	Geotechnical/Boring Location Plan					2		2
e	Project Safety Plan		4		4	8		16
f	Phasing/Construction Sequencing Plan		4	4		16		24
g	General Notes Plan			2		2		4
h	Project Key Sheet			2		4		6
i	Typical Sections			2	8	16		26
j	Staking and Demolition Plans			8	8	24		40

**Exhibit B: Fees**

TASK	Project Principal	Project Manager	Senior Engineer	Engineer	Technician	Clerical	Totals
	\$185.00	\$174.00	\$154.00	\$121.00	\$61.00	\$59.00	
k Paving, Grading and Drainage Plans			2	4	24		30
l Tie-down Plans and Details		2	4	8	12		26
m Pavement Marking Plans		2	4	8	6		20
n Marking Details			4		6		10
o Misc. Details		2	1		8	4	15
5 Update Construction Cost Estimate		4	4			4	12
6 Update Construction Schedule		4				8	12
7 Update Engineer's Report			4	4	6	2	16
8 Prepare Draft Front-End Documents	2		4	1			7
9 Prepare Draft Specifications				8			8
10 Quality Review	4	4					8
11 Submit 60% Documents		4		4	8		16
12 General Coordination with Owner	2	2					4
Total Labor Hours:	8	44	62	86	194	20	414
Total Labor Costs:	\$1,480.00	\$7,656.00	\$9,548.00	\$10,406.00	\$11,834.00	\$1,180.00	\$42,104.00

**Phase 3B - Contract Documents (90%)**

1 Finalize Construction Cost Estimate			4	4	8		16
2 Finalize Construction Schedule			2		4		6
3 Finalize Engineer's Report			4	4			8
4 Prepare 90% Drawings							0
a Cover Sheet					1		1
b Project Site/Layout Plan					2		2
c Project Survey Control Plan					1		1
d Geotechnical/Boring Location Plan					1		1
e Project Safety Plan					4		4
f Phasing/Construction Sequencing Plan			2	4	4		10
g General Notes			4		1		5
h Project Key Sheet					2		2
i Typical Sections				2	4		6
j Staking and Demolition Plans				8	12		20
k Paving, Grading and Drainage Plans				16	32		48
l Drainage Details			8	16	16		40
m Tie-Down Plans and Details			4	8	4	4	20
n Pavement Marking Plans		4	8	8	12		32
o Marking Details		2	8	8	6	2	26
p Misc. Details			4	2	8	1	15
5 Complete Front-End Documents	2	8		8		1	19
6 Complete Technical Specifications	2	8		8		4	22
7 Quality Review	4	8				6	18
8 Submit 90% Documents		4					4
9 General Coordination with Owner	2	4					6
Total Labor Hours:	10	38	48	96	122	18	332
Total Labor Costs:	\$1,850.00	\$6,612.00	\$7,392.00	\$11,616.00	\$7,442.00	\$1,062.00	\$35,974.00

**Exhibit B: Fees**

TASK	Project Principal	Project Manager	Senior Engineer	Engineer	Technician	Clerical	Totals
	\$185.00	\$174.00	\$154.00	\$121.00	\$61.00	\$59.00	
<b>Phase 3C - Contract Documents (100%)</b>							
1 Incorporate Final Review Comments				16	8	2	26
2 Prepare and Submit Final Bid Documents		4	6	32	40	4	86
Total Labor Hours:	0	4	6	48	48	6	112
Total Labor Costs:	\$0.00	\$696.00	\$924.00	\$5,808.00	\$2,928.00	\$354.00	\$10,710.00
<b>Phase 4 - Bidding and Award Services</b>							
1 Coordinate with Owner							0
2 Prepare for and Attend Pre-Bid Conference	4	4	8				16
3 Answers to Bidders/Issue Addenda		4	8	10		4	26
4 Attend Bid Opening	4	4	8			8	24
5 Review Bids for Responsiveness		4				4	8
6 Certified Bid Tabs/Award Contract		4				4	8
7 Conformed Contract Preparation			4	8	16	4	32
Total Labor Hours:	8	20	28	18	16	24	114
Total Labor Costs:	\$1,480.00	\$3,480.00	\$4,312.00	\$2,178.00	\$976.00	\$1,416.00	\$13,842.00
<b>Phase 5 - Construction Phase Services (Lump Sum) 40 Weeks (6 preconstruction - 26 construction - 8 closeout)</b>							
1 Coordinate with Owner		32				8	40
2 Coordinate with Subconsultants		24	12			24	60
3 Prepare a Construction Management Plan		8	20			4	32
4 Prepare for and Attend Pre-Construction Conf		4	4			2	10
5 Review Shop Drawings/Submittals		8	48			16	72
6 Periodic Site Visits (2 per month - Six months)		36	48				84
7 Weekly Progress Meetings (26 Weeks)		26	48				74
8 Prepare Change Orders		4	24			4	32
9 Review Test Results		4	32			8	44
10 Review Periodic Payment Requests		2	16			8	26
11 Perform Final Inspection/Prepare Punch list (2 Visits)		8	12			4	24
12 Assist in Project Closeout		8	16			24	48
Total Labor Hours:	0	164	280	0	0	102	546
Total Labor Costs:	\$0.00	\$28,536.00	\$43,120.00	\$0.00	\$0.00	\$6,018.00	\$77,674.00
<b>Total Fees (Lump Sum):</b>							<b>\$218,419.00</b>

**Exhibit B: Fees**

	Project Principal	Project Manager	Senior Engineer	Engineer	Technician	Clerical	Total Hours	Total Dollars
	\$185.00	\$174.00	\$154.00	\$121.00	\$61.00	\$59.00		

**Special Services**

1	Geotechnical Investigations (NTE)							<b>\$19,200.00</b>	
2	Field Survey (LS)							<b>\$9,600.00</b>	
3	Quality Assurance Testing (NTE)							<b>\$54,000.00</b>	
4	RPR Services - 30 Weeks (Hourly)		30 Weeks @	50	hours @	\$95.00		<b>\$142,500.00</b>	
5	Drainage Permitting Notification to SWFWMD (LS)		8		16		4	28	<b>\$3,564.00</b>
6	Grant Services During Design (Grant App/Quarterly Reports) (LS)	4	12	32			8	56	<b>\$8,228.00</b>
7	Grant Services During Construction (Buy American, Quarterly Reports, DBE, Davis-Bacon) (LS)	4	12	40			8	64	<b>\$9,460.00</b>
8	Prepare CATEX (LS)	8	16				4	28	<b>\$4,500.00</b>
9	Meeting with the FAA (Modifications to Standards) (LS)	8	8	16	32			64	<b>\$9,208.00</b>
10	Airspace Checklist Submittal (OE/AAA), CSPP (LS)	4	4	8	16	16	4	52	<b>\$5,816.00</b>
11	Prepare Record Drawings			2		16	4	22	<b>\$1,520.00</b>

**Total Fees - Special Services (LS or NTE)**

**\$267,596.00**

April 15, 2016



American Infrastructure Development, Inc.  
3810 Northdale Blvd., Suite 170  
Tampa, Florida 33624

Attn: Mr. Kyle Holley, P.E.  
Senior Engineer  
Mob: 813-426-4515  
Email: [kholley@aidinc.us](mailto:kholley@aidinc.us)

Re: Proposal for Geotechnical Engineering Services  
VNC Airport – Apron Rehabilitation  
Venice, Sarasota County, Florida  
Terracon Proposal No. PHC165039 – Revision No. 2

Dear Mr. Holley:

We appreciate the opportunity to provide geotechnical engineering services for the above referenced project. This document provides our understanding of the project, our planned work scope and associated fees, and our terms and conditions associated with the performance of this work.

## 1.0 PROJECT INFORMATION

### 1.1 Site Location

ITEM	DESCRIPTION
<b>Location</b>	150 Airport Avenue East, Venice, Florida
<b>Existing improvements</b>	An airport with asphalt and concrete paved taxiways and runways
<b>Current ground cover</b>	Asphalt and concrete pavement
<b>Existing topography</b>	Relatively level

### 1.2 Project Description

ITEM	DESCRIPTION
<b>Proposed Pavement Rehabilitation</b>	We understand the existing concrete apron on the north side of Taxiway A is to be demolished and replaced with asphalt pavement and the existing asphalt apron along Taxiway B is to be rehabilitated utilizing Full Depth Reclamation (FDR) techniques. The apron along Taxiway A is approximately 1,700 feet long and 300 feet wide and the apron along Taxiway B is approximately 1,200 feet long and 150 feet wide.

**Proposal for Geotechnical Engineering Services**

VNC Airport – Apron Rehabilitation ■ Venice, Florida

April 15, 2016 ■ Terracon Proposal No. PHC165039 – Revision No. 2



Should any of the above information be inconsistent with the planned construction, please let us know so that we may make any necessary modifications to this proposal.

## 2.0 SCOPE OF SERVICES

The services to be provided by TERRACON are summarized in the following paragraphs.

**Field Program:** We propose to complete the following:

- Ten (10) pavement cores drilled with a 6-inch diameter core barrel through the asphalt/concrete and base material.
- Perform in-situ California Bearing Ratio (CBR) testing on the base material and subgrade soils at three of the core locations - 1 in the Taxiway A apron, 1 in Fuel Farm area, and 1 in Taxiway B;
- Perform in-situ Dynamic Cone Penetration (DCP) testing on the base material and at the surface of the subgrade soils at each core location;
- Five (5) Standard Penetration Test (SPT) borings to a depth of 15 feet below the existing ground surface (bgs) – 3 in the Taxiway A apron, 1 in the Fuel Farm area, and 1 in Taxiway B;
- Obtain a bulk sample of the existing asphalt and base materials for a FDR mix design. If sufficient materials can be collected from the pavement cores and sampling, then a composite sample will be used for the mix design. Otherwise, an approximately 2 ft x 2 ft square of the existing pavement will be sawcut and removed to gather a bulk sample.

The asphalt/concrete cores will be labeled in the field and returned to our laboratory for thickness measurements.

Sampling will be in general accordance with industry standard procedures wherein split-barrel samples are obtained. Five samples are typically obtained in the upper ten feet of each boring and at intervals of about five feet thereafter. Once the samples have been collected and classified in the field, they will be placed in appropriate sample containers for transport to our laboratory.

We have assumed our field work will occur during normal business hours (7 a.m. to 7 p.m, Monday through Friday).

The geotechnical scope of services for this project does not include, either specifically or by implication, any environmental assessment of the site intended to identify or quantify potential site contaminants.

**Proposal for Geotechnical Engineering Services**

VNC Airport – Apron Rehabilitation ■ Venice, Florida

April 15, 2016 ■ Terracon Proposal No. PHC165039 – Revision No. 2



**Conditions/Items to be provided by client:** Items to be provided by the client include the right of entry to conduct the exploration and an awareness and/or location of any private subsurface utilities existing in the area. We will contact the Sunshine State One Call of Florida (SSOCOF) for location of utilities in public easements. Location of private lines on the property is not part of the SSOCOF or TERRACON scope. All private lines should be marked by others prior to commencement of drilling. Alternatively, Terracon will subcontract a private utility locate company to clear our drilling locations.

TERRACON will take reasonable efforts to reduce damage to the property. However, it should also be understood that in the normal course of our work some disturbance could occur. We have not budgeted to restore the site beyond backfilling our borehole with redi-mix concrete and capping with either cold-mix asphalt patch or redi-mix concrete, and patching the bulk sampling area with cold-mix asphalt patch (if needed). If there are any restrictions or special requirements regarding this site or exploration, these should be known prior to commencing field work.

Our fee is based on the site being accessible to our trailer mounted coring equipment and truck mounted drill rig. TERRACON providing layout of the borings; additional costs may result if this is not the case. Our fees do not include services associated with location of underground utilities beyond contacting a “one-call” locate service. If such conditions are known to exist on the site, TERRACON should be notified so that we may adjust our scope of services and fee, if necessary.

For safety purposes, all borings will be backfilled with redi-mix concrete and capped with cold-mix asphalt patch immediately after their completion. Because backfill material often settles below the surface after a period of time, TERRACON recommends the boreholes be checked periodically and backfilled if necessary.

**Laboratory Testing:** The samples will be returned to our laboratory and visually classified in general accordance with the Unified Soil Classification System (USCS). Based on our observation and the field data, index testing will be performed on representative subgrade samples. We intend to run the following tests:

- Ten (10) moisture content tests (ASTM D 2216) on subgrade samples;
- Five (5) Grain Size Distribution tests (ASTM D 6913) on base samples
- Fifteen (15) minus No. 200 sieve washes (ASTM D 422) on a combination of the subgrade and base samples;
- One (1) FDR mix design with cement additive based on Limerock Bearing Ratio (LBR) testing (FM- 5-515) and a minimum LBR acceptance value of 125.

**Engineering Analysis and Report:** The results of our field and laboratory programs, if needed, will be evaluated by a professional geotechnical engineer licensed in the State of Florida. Based on the results of our evaluation, an engineering report will be prepared that details the results of

**Proposal for Geotechnical Engineering Services**

VNC Airport – Apron Rehabilitation ■ Venice, Florida

April 15, 2016 ■ Terracon Proposal No. PHC165039 – Revision No. 2



the testing performed, provides logs of the borings, and a diagram of the site/boring layout. The report will include the following:

- Computer generated boring logs with soil stratification based on visual soil classification.
- A brief review of our test procedures and the results of testing conducted;
- A summary of the area and site geologic conditions;
- Graphical representation of the boring data;
- Provide a mix design with cement additive for the FDR;
- Provide a summary of the testing procedures and the data collected and provide recommendations for the existing pavement section materials with regards to their suitability for reuse, addressing whether they can be recycled or should be removed and replaced.

Schedule – We can begin field program within one week of receiving the notice to proceed. The field work is expected to take approximately one week. Soil classification, laboratory testing, evaluation, and report preparation will require approximately three to four weeks after completion of drilling, amounting to an overall schedule of about 6 weeks.

Deliverables – The client will be provided with a signed and sealed electronic (PDF) copy of the report.

### **3.0 COMPENSATION**

The geotechnical services and report will be performed on a unit rate basis, with a not-to-exceed budget of **\$19,200**. The total fee will not be exceeded without justification and prior approval. The budget estimate for our services is attached. Unless instructed otherwise, the invoice will be sent to the addressee of this proposal.

Should it be necessary to expand our services beyond those outlined in this proposal, we will notify you, then send a supplemental proposal stating the additional services and fee. We will not proceed without your authorization, as evidenced by your signature on the Supplement Agreement form.

### **4.0 AUTHORIZATION**

We appreciate the opportunity of submitting this proposal, and are available to discuss the details with you. You may contact us at 941-379-0621, or via email at [scott.parrish@terracon.com](mailto:scott.parrish@terracon.com). To authorize us to proceed with the proposed services please indicate by signing and returning one executed copy of the attached Agreement for Services to us. Acceptance of our proposal will be considered permission by the owner for our entry onto the site.

**Proposal for Geotechnical Engineering Services**  
VNC Airport – Apron Rehabilitation ■ Venice, Florida  
April 15, 2016 ■ Terracon Proposal No. PHC165039 – Revision No. 2



If you have any questions or comments regarding this proposal or require additional services, please contact us.

Sincerely,  
**Terracon Consultants, Inc.**

A handwritten signature in blue ink that reads "Scott Parrish".

Scott N. Parrish, P.E.  
Department Manager

Douglas S. Dunkelberger, P.E.  
Office Manager

Attachments:     Estimated Budget  
                         Agreement for Services

Appendix C

ESTIMATED BUDGET - Revision No. 2  
 VENICE AIRPORT - APRON REHABILITATION  
 VENICE, FLORIDA



Service	Quantity	Unit Rate *	Unit	Cost
<b>Field Work</b>				
Drill Rig Mobilization	1	\$500.00	each	\$500.00
SPT Borings (10 borings to 15 feet)	75	\$12.50	feet	\$937.50
Grout Seal Borings	75	\$5.00	feet	\$375.00
Asphalt Coring Equipment Mobilization	1	\$250.00	each	\$250.00
Senior Engineering Technician (Coring & CBR Testing)	30	\$75.00	hour	\$2,250.00
Engineering Technician (Coring & CBR Testing)	30	\$55.00	hour	\$1,650.00
In-Situ CBR Apparatus	2	\$600.00	day	\$1,200.00
Core Hole Plugging Materials	1	\$200.00	L.S.	\$200.00
Vehicle Charge	400	\$0.65	mile	\$260.00
			Subtotal	\$7,622.50
<b>Laboratory</b>				
Moisture Content Test	10	\$15.00	each	\$150.00
Grain Size Distribution	5	\$90.00	each	\$450.00
Minus No. 200 Sieve Wash	15	\$50.00	each	\$750.00
FDR Mix Design with cement addative	1	\$5,000.00	each	\$5,000.00
			Subtotal	\$6,350.00
<b>Engineering Services</b>				
Principal Engineer	2	\$180.00	hour	\$360.00
Senior Engineer	6	\$150.00	hour	\$900.00
Project Engineer	10	\$100.00	hour	\$1,000.00
Staff Engineer	20	\$85.00	hour	\$1,700.00
Technical Secretary	5	\$65.00	hour	\$325.00
			Subtotal	\$4,285.00
			contingency (5%)	\$912.88
			<b>Total Estimate</b>	<b>\$19,170.38</b>

Increase hourly rate by 1.5 for services provided on Saturday, in excess of 8 hours per day and/or Monday through Friday before 7:00A.M. or after 7:00 P.M. Increase hourly rate by 2.0 for services provided on Sundays or Holidays with a minimum charge of 8 hours. Hourly charges will be billed portal to portal in 0.5 hour increments.



**SURVEY ASBUILT PROPOSAL  
VENICE MUNICIPAL AIRPORT  
CITY OF VENICE  
SARASOTA COUNTY, FLORIDA  
April 13<sup>th</sup> 2016**

Cardno

5670 Zip Drive  
Fort Myers, FL 33905  
USA

Phone: +1 239 277 0722  
Fax: +1 239 277 7179

[www.cardno.com](http://www.cardno.com)

**I. Survey Services– Venice Municipal Airport Sarasota County, Florida.**

1. Establish both horizontal and vertical control based on previously provided control for Runway 13-31 improvements.
2. Asbuilt 3 specific areas designated by AID Inc. on a 50ft grid.
3. Provide finish floor elevations for buildings within these designated areas.
4. Asbuilt miscellaneous items such as tie-downs, catch basins and any other features within these designated areas.
5. Process all field data and provide a signed and sealed asbuilt drawing including a DTM of the asbuilt data.
6. Management, supervision, calculations and quality control.

**Total = \$9,600.00**

**II. Additional Services if required by contractor to be provided at an agreed upon fee or on the following hourly rates:**

- |                                     |                   |
|-------------------------------------|-------------------|
| 1. Professional Land Surveyor ..... | \$180.00 per hour |
| 2. Field Crew (2-man) .....         | \$125.00 per hour |
| 3. Field Crew (3-man) .....         | \$150.00 per hour |
| 4. Clerical .....                   | \$45.00 per hour  |
| 5. CAD Technician / Drafting .....  | \$75.00 per hour  |
| 6. Additional Services .....        | Cost plus 10%     |

Unless otherwise stated, these fees are based on the assumption that all staking will be one time only. Any re-staking or services not included in the scope of surveying services will be considered additional and billed at the above hourly rates. This proposal is valid for 30 days.

Accepted and Signed by \_\_\_\_\_  
 Title \_\_\_\_\_  
 Company \_\_\_\_\_  
 Dated \_\_\_\_\_

Australia • Belgium • Canada • Colombia • Ecuador • Germany • Indonesia • Kenya • New Zealand • Nigeria • Papua New Guinea • Peru • Philippines • Singapore • United Arab Emirates • United Kingdom • United States • Operations in over 100 countries

**EXHIBIT C**

**INSURANCE REQUIREMENTS**

**EXHIBIT C**  
**INSURANCE REQUIREMENTS**

Before performing any work, the CONSULTANT shall procure and maintain, during the life of the Contract, insurance listed below. The policies of insurance shall be primary and written on forms acceptable to the OWNER and placed with insurance carriers approved and licensed by the Insurance Department in the State of Florida and meet a minimum financial AM Best and Company rating of no less than A: VII. No changes are to be made to these specifications without prior written specific approval by the OWNER.

1. The OWNER is to be specifically included as an **ADDITIONAL INSURED** (with regards to Business Auto and Commercial General Liability).
2. The OWNER shall be named as Certificate Holder. *Please Note that the Certificate Holder should read as follows:*

*The City of Venice  
401 W. Venice Avenue  
Venice, FL 34285*

No City Division, Department, or individual name should appear on the certificate. **NO OTHER FORMAT WILL BE ACCEPTABLE.**

3. The “Acord” certification of insurance form should be used.
4. Required Coverage
  - a) **Commercial General Liability**: including but not limited to bodily injury, property damage, contractual liability, products and completed operations, and personal injury with limits of not less than \$1,000,000 per occurrence, \$1,000,000 aggregate covering all work performed under this Contract. Include broad form property damage (provide insurance for damage to property under the care custody and control of the CONSULTANT).
  - b) **Business Auto Policy**: including bodily injury and property damage for all vehicles owned, leased, hired and non-owned vehicles with limits of not less than \$1,000,000 combined single limit covering all work performed under this Contract.
  - c) **Workers Compensation**: CONSULTANT will provide Workers Compensation Insurance on behalf of all employees, including sub-contractors, who are to provide a service under

this Contract, as required under Florida Law, Chapter 440, and Employers Liability with limits of not less than \$100,000 per employee per accident; \$500,000 disease aggregate; and \$100,000 per employee per disease.

- d) **Professional Liability:** with limits of not less than \$1,000,000 for professional services rendered in accordance with this contract. CONSULTANT shall maintain such insurance for at least two (2) years from the termination of this contract and during this two (2) year period the CONSULTANT shall use their best efforts to ensure that there is no change of the retroactive date on this insurance coverage. If there is a change that reduces or restricts the coverage carried during the contract, the CONSULTANT shall notify the OWNER's Administrative Services Department within thirty (30) days of the change.

Policy Form:

- a) All policies required by this Contract, with the exception of Workers Compensation, or unless specific approval is given by the City, are to be written on an occurrence basis, shall name the City of Venice, its Elected Officials, Officers, Agents, Employees as additional insured as their interest may appear under this Contract. Insurer(s), with the exception of Workers Compensation, shall agree to waive all rights of subrogation against the City of Venice, its Elected Officials, Officers, Agents, and Employees.
- b) Insurance requirements itemized in this Contract, and required of the CONSULTANT, shall be provided on behalf of all subcontractors to cover their operations performed under this Contract. The CONSULTANT shall be held responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to subcontractors.
- c) Each insurance policy required by this Contract shall:
- (1) apply separately to each insured against whom claim is made and suit is brought, except with respect to limits of the insurer's liability;
  - (2) be endorsed to state that coverage shall not be suspended, voided or canceled by either party except after thirty (30) calendar days prior written notice by certified mail, return receipt requested, has been given to the OWNER'S Director of Administrative Services.
- d) The OWNER shall retain the right to review, at any time, coverage form, and amount of insurance.

- e) The procuring of required policies of insurance shall not be construed to limit CONSULTANT's liability nor to fulfill the indemnification provisions and requirements of this Contract.
- f) The CONSULTANT shall be solely responsible for payment of all premiums for insurance contributing to the satisfaction of this Contract and shall be solely responsible for the payment of any deductible and/or retention to which such policies are subject, whether or not the OWNER is an insured under the policy. In the event that claims in excess of the insured amounts provided herein are filed by reason of operations under the contract, the amount excess of such claims, or any portion thereof, may be withheld from any payment due or to become due to the CONSULTANT until such time the CONSULTANT shall furnish additional security covering such claims as may be determined by the OWNER.
- g) Claims Made Policies will be accepted for professional and hazardous materials and such other risks as are authorized by the OWNER. All Claims Made Policies contributing to the satisfaction of the insurance requirements herein shall have an extended reporting period option or automatic coverage of not less than two years. If provided as an option, the CONSULTANT agrees to purchase the extended reporting period on cancellation or termination unless a new policy is affected with a retroactive date, including at least the last policy year.
- h) Certificates of Insurance evidencing Claims Made or Occurrence form coverage and conditions to this Contract, as well as the OWNER's Bid Number and description of work, are to be furnished to the OWNER's Director of Administrative Services, 401 West Venice Avenue, Venice, FL 34285, ten (10) business days prior to commencement of work and a minimum of thirty (30) calendar days prior to expiration of the insurance policy.
- i) Notices of Accidents and Notices of Claims associated with work being performed under this Contract, shall be provided to the CONSULTANT's insurance company and the OWNER's Director of Administrative Services, as soon as practicable after notice to the insured.
- j) All property losses shall be payable to, and adjusted with, the OWNER.

# **EXHIBIT D**

## **PROVISIONS**

**EXHIBIT D  
PROVISIONS**

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Note: All references in this document to “bidder”, “offeror”, “contractor” shall apply to the CONSULTANT, and all references referring to “sponsor” shall apply to the OWNER.

## **A1 ACCESS TO RECORDS AND REPORTS**

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

## **A2 NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY**

1. The Offeror's or Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth herein.

2. The goals and timetables for minority and female participation, expressed in percentage terms for the contractor's aggregate workforce in each trade on all construction work in the covered area, are as follows:

### **Timetables**

Goals for minority participation for each trade: 17.9%

Goals for female participation in each trade: 6.9%

These goals are applicable to all of the contractor's construction work (whether or not it is Federal or federally-assisted) performed in the covered area. If the contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the contractor also is subject to the goals for both its federally involved and non-federally involved construction.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3(a), and its efforts to meet the goals. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

3. The Contractor shall provide written notification to the Director of the Office of Federal Contract Compliance Programs (OFCCP) within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address, and telephone number of the subcontractor; employer identification number of the subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the subcontract is to be performed.

4. As used in this notice and in the contract resulting from this solicitation, the "covered area" is OWNER.

## **A3 BREACH OF CONTRACT TERMS**

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

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

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

#### **A4 BUY AMERICAN PREFERENCE**

Not Applicable

#### **A5 GENERAL CIVIL RIGHTS PROVISIONS**

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

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

#### **A6 COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS**

The OWNER in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
  - a. Withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of

enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with d by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

#### **Title VI List of Pertinent Nondiscrimination Acts and Authorities**

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

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

The Contractor will comply with all the requirements imposed by Title VIII of the Civil Rights Act of 1968, (42 USC 3601, *et seq.*), which among other things, prohibits discrimination in housing on the basis of race, color, national origin, creed, sex and age.

**A7 CLEAN AIR AND WATER POLLUTION CONTROL**

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

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

**A8 CONTRACT WORK HOURS AND SAFETY STANDARDS ACT REQUIREMENTS**

Not Applicable

**A9 COPELAND "ANTI-KICKBACK" ACT**

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

**A10 DAVIS BACON REQUIREMENTS**

Not Applicable

**A11 CERTIFICATION OF OFFERER/BIDDER REGARDING DEBARMENT**

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction. The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must verify each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

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

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

**A12 DISADVANTAGED BUSINESS ENTERPRISES**

The Bidder is able to assure meeting the requirements of the DBE Provisions, included under the DISADVANTAGED BUSINESS ENTERPRISE PROGRAM, and shall utilize not less than the prescribed Contract Goal of **9.2%** DBE participation.

**A13 TEXTING WHEN DRIVING**

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

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the

substance of this clause in all sub-tier contracts exceeding \$3,500 and involve driving a motor vehicle in performance of work activities associated with the project.

#### **A14 ENERGY CONSERVATION REQUIREMENTS**

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

#### **A15 EQUAL OPPORTUNITY CLAUSE**

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

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identify or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
- (3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (7) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: *Provided, however*, That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.

1. As used in these specifications:

- a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;

- b. "Director" means Director, Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, or any person to whom the Director delegates authority;
- c. "Employer identification number" means the Federal social security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941;
- d. "Minority" includes:
  - (1) Black (all) persons having origins in any of the Black African racial groups not of Hispanic origin);
  - (2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race);
  - (3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
  - (4) American Indian or Alaskan native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

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

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

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

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

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

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

- a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the contractor's employees are assigned to work. The contractor, where possible, will assign two or more women to each construction project. The contractor shall specifically ensure that all foremen, superintendents,

and other onsite supervisory personnel are aware of and carry out the contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.

b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.

c. Maintain a current file of the names, addresses, and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source, or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the contractor by the union or, if referred, not employed by the contractor, this shall be documented in the file with the reason therefore along with whatever additional actions the contractor may have taken.

d. Provide immediate written notification to the Director when the union or unions with which the contractor has a collective bargaining agreement has not referred to the contractor a minority person or female sent by the contractor, or when the contractor has other information that the union referral process has impeded the contractor's efforts to meet its obligations.

e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the contractor's employment needs, especially those programs funded or approved by the Department of Labor. The contractor shall provide notice of these programs to the sources compiled under 7b above.

f. Disseminate the contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination, or other employment decisions including specific review of these items with onsite supervisory personnel such as superintendents, general foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

h. Disseminate the contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the contractor's EEO policy with other contractors and subcontractors with whom the contractor does or anticipates doing business.

i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students; and to minority and female recruitment and training organizations serving the contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the contractor shall send written notification to organizations, such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer, and vacation employment to minority and female youth both on the site and in other areas of a contractor's workforce.

k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.

l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel, for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.

m. Ensure that seniority practices, job classifications, work assignments, and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the contractor's obligations under these specifications are being carried out.

- n. Ensure that all facilities and company activities are non-segregated except that separate or single user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
- o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
- p. Conduct a review, at least annually, of all supervisor's adherence to and performance under the contractor's EEO policies and affirmative action obligations.

8. Contractors are encouraged to participate in voluntary associations, which assist in fulfilling one or more of their affirmative action obligations (7a through 7p). The efforts of a contractor association, joint contractor union, contractor community, or other similar groups of which the contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7a through 7p of these specifications provided that the contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the contractor. The obligation to comply, however, is the contractor's and failure of such a group to fulfill an obligation shall not be a defense for the contractor's noncompliance.

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

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

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

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

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

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

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

## **A16 FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)**

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

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

#### **A17 CERTIFICATION REGARDING LOBBYING**

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

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

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

#### **A18 PROHIBITION OF SEGREGATED FACILITIES**

- (a) The Contractor agrees that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Contractor agrees that a breach of this clause is a violation of the Equal Opportunity clause in this contract.
- (b) "Segregated facilities," as used in this clause, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user rest rooms or necessary dressing or sleeping areas provided to assure privacy between the sexes.
- (c) The Contractor shall include this clause in every subcontract and purchase order that is subject to the Equal Opportunity clause of this contract.

#### **A19 OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970**

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

## **A20 PROCUREMENT OF RECOVERED MATERIALS**

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

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

The list of EPA-designated items is available at [www.epa.gov/epawaste/consERVE/tools/cpg/products/](http://www.epa.gov/epawaste/consERVE/tools/cpg/products/).

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

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

## **A21 RIGHTS TO INVENTIONS**

Not Applicable

## **A22 SEISMIC SAFETY**

Not Applicable.

## **A23 TERMINATION FOR CONVENIENCE**

### **Termination for Convenience (Professional Services)**

Termination for Convenience (Professional Services) The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete. Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services. Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

### **Termination for Default (Professional Services)**

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach. The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

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

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

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

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

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

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

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

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

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract. In the event of termination due to Owner breach, the Engineer is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

#### **A24 TRADE RESTRICTION CERTIFICATION**

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

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

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

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

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

- (1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R. or

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

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

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

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

**A25 VETERAN'S PREFERENCE**

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

**A26 AMERICANS WITH DISABILITIES ACT OF 1990 (ADA)**

The Contractor will comply with all the requirements imposed by the ADA (42 USC 12012. et. Seq.) the regulations of the federal government issued thereunder, and the assurance by the Contractor pursuant thereto.

**A27 STATEMENT OF DRUG-FREE WORKPLACE (IDENTICAL TIE BIDS)**

Not Applicable

**A28 E-VERIFICATION CERTIFICATION**

The Bidder/offeror acknowledges and agrees to the following:

The Bidder/offeror certifies, by submission of this proposal or acceptance of this contract, that the Bidder /offeror shall utilize the United States Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of;

- 1. all persons employed by the Bidder/offeror during the term of the Contract to perform employment duties within Florida; and
- 2. all persons including subcontractors, assigned by the Bidder/offeror to perform work pursuant to the Contract with the Owner.

Further information can be found at the following website:

<http://www.uscis.gov/e-verify>

**EXHIBIT E**

**CONSULTANT'S Proposal to CITY'S Request for Qualifications  
RFQ Number 3030-16**

# Statement of Qualifications for ENGINEERING SERVICES FOR RECONSTRUCTION OF PUBLIC AND MIDFIELD TIE-DOWN APRONS



Prepared by:

Prepared for:



3810 NORTHDAL BLVD  
SUITE 170  
TAMPA, FL 33624



COPY

RFQ No. 3030-16  
June 14, 2016



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## TAB 1: LETTER OF INTEREST

June 14, 2016

Mr. Peter Boers  
Procurement – Finance Department  
City of Venice  
401 W. Venice Ave, Room #204  
Venice, FL 34285

Subject: Request for Qualifications – Engineering Services for Reconstruction of Public and Midfield Tie-Down Aprons  
City of Venice - Venice Municipal Airport

Dear Mr. Boers:

Please accept this letter as a response to your Request for Qualifications (RFQ) for services related to the referenced project at Venice Municipal Airport (VNC). We look forward to the opportunity to strengthen our longstanding relationship with the City of Venice. American Infrastructure Development, Inc. (AID) has been providing similar services to the City at Venice Municipal Airport for the past five years. We are immediately available and eager to work on this contract. We have prepared our submittal in strict accordance with the format and submission requirements presented in the RFQ.

We believe that AID is the right firm to work with you and your staff at the Airport. We have the in-house capabilities to provide all of the Airport Engineering Design services necessary to successfully complete this project. We are supported by the following firms that will complement our capabilities in the areas of field investigations and testing:

- **Cardno – Survey Services**
- **Terracon (Dunkelberger) – Geotechnical and Quality Assurance Testing**

We have successfully collaborated with our Team members on other projects at VNC and other airports. As a Team, we have a proven track record for providing exceptional service to you and our other clients. Our commitment to *Quality, Service, and Integrity* has helped us produce successful projects at VNC on schedule and within budget. If selected, we will continue to exceed your expectations and will successfully complete this project while continuing to maintain a safe and efficient airport. As you will read our understanding and approach to this project under Tab 5, you will realize that AID is the best suited to assist the City and the Airport with this project.

We would greatly appreciate the opportunity to be selected for this project and to maintain our continued working relationship with your Airport and City staff. If you have any questions or require additional information regarding this letter of interest, please contact our Client and Project Manager, Mohsen Mohammadi, directly at (813) 244-6609 or me at (813) 374-2200.

Sincerely,

American Infrastructure Development, Inc.

Sabina C. Mohammadi  
President – CEO





## TAB 2: PROJECT TEAM'S QUALIFICATIONS AND KEY PERSONNEL EXPERIENCE



American Infrastructure Development, Inc. (AID) was established in February 2009 by Sabina C. Mohammadi, President-CEO, to provide airports with comprehensive Engineering and Planning Services. As the Lead Firm, AID will provide the Engineering Design Services necessary to successfully complete this project.

Our goal is to continue to provide the City with excellent service while meeting the budget and schedule parameters established for this project. We are always committed to making your goals and interests our first priority and have demonstrated this on several Airfield Engineering Design projects at VNC, including the Runway 13-31 Runway Protection Zone Improvements and EMAS project, Taxiways A and C Rehabilitation, Runway 4-22 (now 5-23) Rehabilitation and Taxiway E Relocation, and the Aircraft Parking Apron at Suncoast Air Center.



Our commitment to client satisfaction and our technical expertise, combined with our exceptional management practice, proves that we will be a valuable asset to the Venice Municipal Airport. We are the right size firm and have the adequate resources and support services to assist the City with this project. AID has a local office at the Airport and uses this office as a base for operations on all of our VNC projects.

AID's comprehensive management approach has worked well on our past projects and establishes a foundation and structural framework that includes the Venice Municipal Airport staff, the Design Team and other stakeholders such as your tenants. We base our Project Approach on our Mission Statement which is based on these guidelines: **Communication, Quality, and Service.**

**Communication** must occur in all phases of the design, from the program verification with the City through the final closeout of the project. From the onset of the project, effective coordination between the City, Airport, FAA, FDOT and the Design Team will ensure that it is in fact feasible, fundable, and constructible. The experience of our Project Manager, Mohsen Mohammadi, Ph.D., P.E., and our supporting staff allows the City and Airport staff to feel confident that this project will be managed as though the AID Team is an extension of your staff.

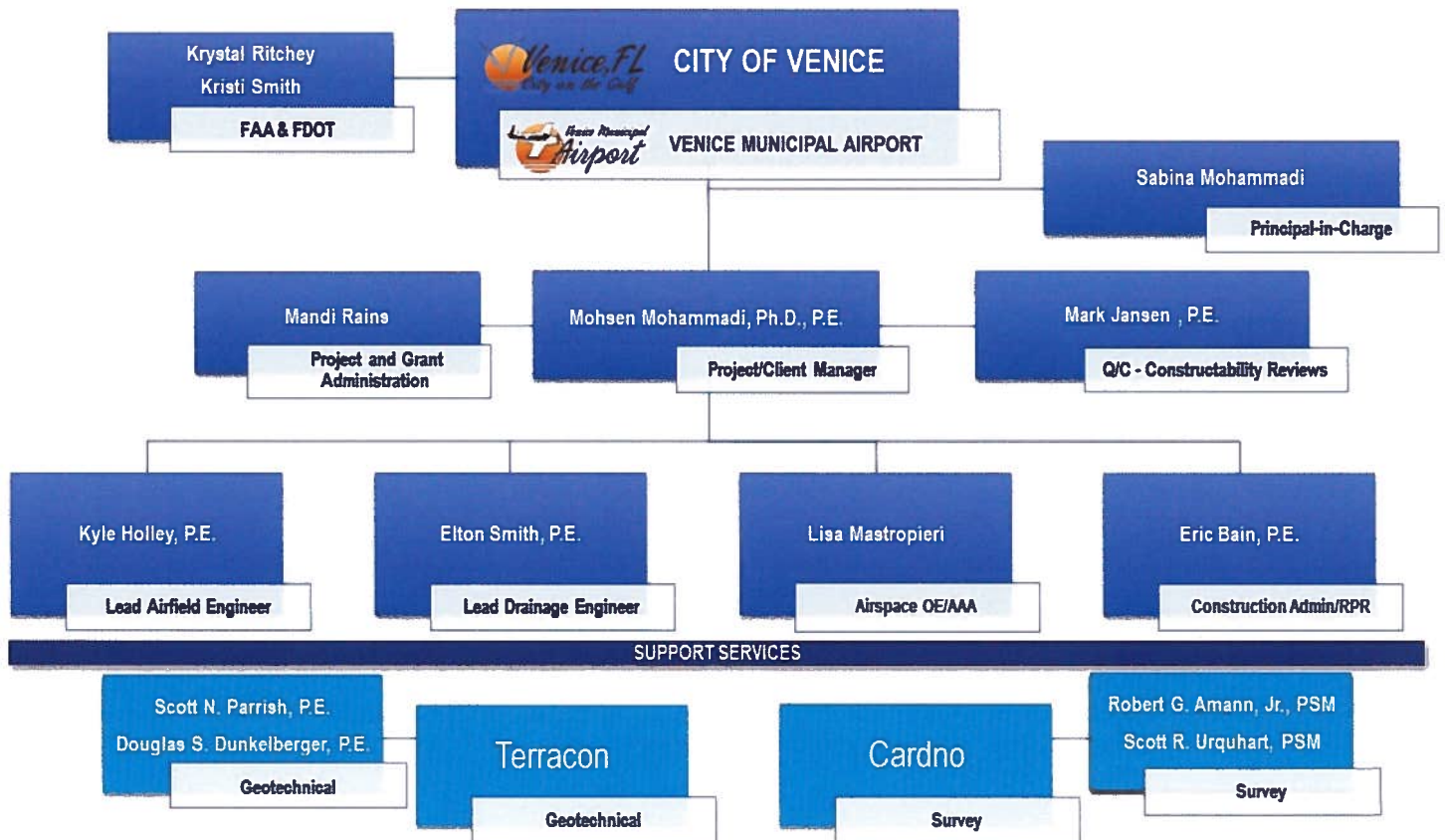
As stated in our Mission Statement, AID is committed to a **Quality Process**, which is the key to a successful project. By implementing our Quality Control (QC) process, AID has successfully designed and constructed many projects at VNC and other airports that have exceeded expectations. For instance, the FDOT awarded the City of Venice with the VNC Runway 4-22 (now 5-23) Rehabilitation Project as the General Aviation Airport Project of the Year in 2013. AID is honored to have led the project Team which worked diligently with the City and Airport Staff to make that project and every other project on the Airport a success.





Providing exceptional **Service** to our clients has always been one of the cornerstones of AID. We are committed to making your success our first priority. We continue to commit to an immediate response to all your needs. AID has a proven track record for client service not only with the City of Venice, but also with our other clients. You will be assured of this trait when you contact our references. Mohsen will dedicate as much time as necessary to work with the Airport to maintain open and clear communication, to maximize quality and to ensure client service and responsiveness.

AID commits continuous involvement throughout this contract and beyond until the project is successfully completed. The experience of our Project Manager, Mohsen, and our supporting staff will provide the confidence needed to ensure a successful project. The Organizational Chart clearly shows the lines of communication that will be in place for this project.



The Team is made up of the same Key Personnel assigned to all of AID's past VNC projects for consistency, their local knowledge, and familiarity with the Airport staff and Airport infrastructure.



## RESUMES FOR KEY PERSONNEL



### **MOHSEN MOHAMMADI, PH.D., P.E. | PROJECT/CLIENT MANAGER**

**Education:** B.S. in Civil Engineering; M.S. in Civil/Structural Engineering; Ph.D. in Civil/Structural Engineering

**Experience:** Total: 26, AID: 7

*Mohsen, a Senior Consultant with AID, has over 26 years of diverse experience in the transportation industry. During this time, he has worked at over 50 Airports throughout the United States providing aviation related services, including Program Management and Airport Design (rehabilitation, reconstruction or new construction of Runways, Taxiways, and Aprons). Mohsen has an excellent and long term relationship with FDOT and FAA, including the Orlando Airports District Office, coordinating on grants, design criteria, modifications to design standards, construction administration, and project closeouts.*

*Mohsen is also a private pilot. As an airport engineer and a private pilot, he has been able to acquire a broader perspective on aviation and airport issues. Mohsen has served as an Adjunct Professor at the College of Aeronautics at Florida Institute of Technology teaching Airport Management with a focus on Airports Minimum Standards, Leases, Grant Assurances, Funding, and overall Airport Development.*

### **RELEVANT PROJECT EXPERIENCE**

Mohsen served as the Project Manager on the following projects, which were all completed within the last 7 years.

- Runway 4-22 (now 5-23) Rehabilitation and Taxiway E Relocation, Venice Municipal Airport
- Taxiways A and C Rehabilitation, Venice Municipal Airport
- Runway 13-31 RPZ Improvements and EMAS Installation, Venice Municipal Airport
- General Aviation Apron Expansion Project, Venice Municipal Airport
- General Engineering Services, Venice Municipal Airport
- Runway 7-25 Rehabilitation and South Connector Taxiways, Albert Whitted Municipal Airport
- General Aviation Tie Down Area, Albert Whitted Municipal Airport
- Taxiway and Apron Rehabilitation, St. Pete-Clearwater International Airport
- Runway 10-28 Rehabilitation, Henry E. Rohlsen Airport
- Apron Rehabilitation, Henry E. Rohlsen Airport

### **SABINA C. MOHAMMADI | PRINCIPAL-IN-CHARGE**

**Education:** M.S. in Business Management | **Experience:** Total: 26, AID: 7

*Sabina is the President-CEO of American Infrastructure Development, Inc. She is the Principal-In-Charge for all of the Firm's projects. She has over 26 years of diverse experience in the management of Projects, Quality Control, and Quality Assurance. Sabina is a private pilot.*

*As the President-CEO of American Infrastructure Development, Inc., Sabina has had the ultimate responsibility of assuring that all of our projects were completed with outstanding service, quality and integrity. Sabina has over 26 years of wide-ranging experience in Business Management, Project Management, Business Development, Contracts Administration and Negotiations, Budgeting, Financial Analysis and Planning, and FAA Grant*

*Administration. Sabina established American Infrastructure Development, Inc. to provide Project Management and Engineering Consulting Services for Aviation and Surface Transportation Clients.*

As President and CEO of AID, she oversees all aspects of the management of the company, including:

- Contracts Administration
- Contracts Review and Negotiations
- Financial Management
- Strategic Planning and Implementation
- Risk Management
- Client Satisfaction Reviews



## RELEVANT PROJECT EXPERIENCE

- General Engineering Services, Venice Municipal Airport
- Runway 4-22 (now 5-23) Rehabilitation and Taxiway E Relocation, Venice Municipal Airport
- Runway 13-31 RPZ Improvements and EMAS Installation, Venice Municipal Airport
- General Engineering Services, Albert Whitted Municipal Airport
- Runway 7-25 Rehabilitation, Albert Whitted Municipal Airport
- General Engineering Services, St. Pete-Clearwater International Airport
- Taxiway and Apron Rehabilitation, St. Pete-Clearwater International Airport
- General Engineering Services, Henry E. Rohlsen Airport
- Runway 10-28 Rehabilitation, Henry E. Rohlsen Airport
- Professional Architectural/Engineering/Planning and Environmental Services, Jacksonville Aviation Authority
- Southwest Hangar Redevelopment, Albert Whitted Airport
- South Cell Phone Lot – Orlando International Airport
- FBO Complex and Site Development, Mineta San José International Airport
- Airport Master Plan Update, Key West International Airport



### **MARK JANSEN, P.E., LEED BD+C | Q/C CONSTRUCTABILITY REVIEWS**

**Education:** B.S. in Civil and Environmental Eng.; M.S. in Civil Engineering | **Experience:** Total: 19, AID: 4

**Professional Engineering Licenses:** FL/P.E./56095, GA/P.E./034997 | LEED® Accredited Professional

*With 19 years of civil engineering experience, Mark would work alongside Mohsen and the Team to ensure that all aspects of the apron construction documents are completed successfully while maintaining AID's high standards of quality and excellence. Mark has served as both Lead Engineer and Project Manager on many airside and site development projects in Florida, Texas, California, North Carolina, and Minnesota.*

## RELEVANT AID PROJECT EXPERIENCE

- General Engineering Services, Venice Municipal Airport
- General Engineering Services, St. Pete-Clearwater International Airport
- General Engineering Services, Albert Whitted Airport
- General Engineering Services – Palm Beach County Department of Airports
- Aircraft Parking Apron Rehabilitation- Minneapolis-St. Paul International Airport
- South Cell Phone Lot – Orlando International Airport
- Taxiway Rehabilitation, Phases 1 & 2, St. Pete-Clearwater International Airport
- Apron Rehabilitation, Henry E. Rohlsen Airport
- Apron Expansion Phase 1, Palm Beach International Airport
- New Fixed Based Operator Facility (Signature Flight Support), Palm Beach International Airport
- FBO Complex and Site Development, Mineta San José International Airport
- New Customs and Border Patrol Facility, Boca Raton Airport



## **LISA MASTROPIERI | AIRSPACE OE/AAA AND AIRPORT PLANNER**

**Education:** B.S. in Education; M.S. in Aeronautics | **Experience:** Total: 25, AID: 3

*Lisa, a Senior Planning Consultant with AID, is a results-focused and quality-oriented professional commanding 25+ years of progressive airport and environmental planning and project management success. She is a resourceful and forward-thinking leader specializing in airport consulting, guiding corporate and government clients to achieve success and vision while maintaining adherence to federal and state regulations including NEPA. She has earned a trusted reputation with the FAA's Orlando ADO staff and has assisted clients with the grant application process as well as obtaining acceptance/approval of Master Plans, ALPs EAs and FONSI's.*

### **RELEVANT AID PROJECT EXPERIENCE**

- General Engineering Services, Venice Municipal Airport
- General Engineering Services, Albert Whitted Airport
- General Engineering Services, Henry E. Rohlsen Airport
- General Engineering Services, St. Pete-Clearwater International Airport
- Airport Master Plan, Venice Municipal Airport
- Airport Master Plan Update, Key West International Airport
- Airport Master Plan Update, Vero Beach Regional Airport
- Airport Master Plan Update, Crystal River Airport
- Runway 7-25 Extension Feasibility Study, Albert Whitted Airport



## **KYLE HOLLEY, P.E. | LEAD AIRPORT ENGINEER**

**Education:** B.S. in Civil Engineering | **Experience:** Total: 9, AID: 2

**Professional Engineering License:** Florida/72953

*Kyle has served on a wide variety of projects at General Aviation airports similar in size to Venice Municipal Airport. He is well versed with the current FAA and FDOT guidelines with skills encompassing Project Management, Pavement Design, Geometric Layout of Facilities, Utility Design, and Construction.*

### **RELEVANT AID PROJECT EXPERIENCE**

- General Engineering Services, Venice Municipal Airport
- Runway 13-31 RPZ Improvements, Taxiway D Extension and EMAS, Venice Municipal Airport
- General Aviation Apron Expansion Project, Venice Municipal Airport
- Taxiways A and C Rehabilitation, Venice Municipal Airport
- New Fixed Based Operator Facility, Palm Beach International Airport
- General Engineering Services, St. Pete-Clearwater International Airport
- Taxiway and Apron Rehabilitation, St. Pete-Clearwater International Airport
- General Engineering Services, Henry E. Rohlsen Airport
- Runway 10-28 Rehabilitation, Henry E. Rohlsen Airport
- Runway 7-25 and Associated Taxiways Rehabilitation, Albert Whitted Airport
- Apron Rehabilitation, Henry E. Rohlsen Airport
- General Engineering Services, Albert Whitted Airport



### **ELTON SMITH, P.E. | LEAD DRAINAGE ENGINEER**

**Education:** B.S. in Mechanical Engineering | **Experience:** Total: 9, AID: 2

**Professional Engineering License:** Florida/71920

*Elton is characterized by his knowledge of a variety of engineering disciplines and his ability to provide solutions to complex challenges. Elton performed a variety of site civil tasks, including channel and pond design, roadway drainage design, and the preparation of stormwater management plans for subdivisions and large mining operations.*

*Elton has also been involved in the design of utilities and drainage on airports. Elton's particular expertise is with hydrologic and hydraulic modeling of projects such as site-wide water balance models and large scale watershed modelling. He routinely applies new statewide stormwater criteria to Florida airport projects, which results in fewer ponds, more efficient use of airport land, and reduced wildlife attractants.*

#### **RELEVANT AID PROJECT EXPERIENCE**

- General Engineering Services, Venice Municipal Airport
- Runway 13-31 RPZ Improvements, Taxiway D Extension and EMAS, Venice Municipal Airport
- Stormwater Master Plan, Venice Municipal Airport
- General Engineering Services, Albert Whitted Airport
- General Engineering Services, St. Pete-Clearwater International Airport
- Stormwater Master Plan, Albert Whitted Airport
- Apron Expansion Phase 1, Palm Beach International Airport
- New Customs and Border Patrol Facility, Boca Raton Airport
- South Cell Phone Lot, Orlando International Airport
- Remote Parking Lot, St Pete-Clearwater International Airport



### **ERIC BAIN, P.E. | CONSTRUCTION ADMIN/RPR**

**Education:** M.B.A. in Business, B.S. in Mechanical Engineering | **Experience:** Total: 17, AID: 2

**Professional Engineering License:** Florida/59252

*Eric has more than 17 years of experience as a Civil Engineer, the majority of which is related to the planning, design, and construction of airports, working with other professionals on multidisciplinary project teams. Eric has recently completed his assignment as the full-time Resident Project Representative on the Runway 13-31 RPZ Improvement Project at VNC. During this assignment Eric worked out of AID's local Venice office and was on-site daily to ensure the project was constructed according to the design and specifications.*

*Other duties and experience have included the preparation of conceptual and construction plans (FAA, FDOT and ICAO), specifications (FAA, FDOT and UFGS), engineers estimates of probable construction costs and engineers reports. Eric has also prepared detailed scope of work statements, design and construction schedules and performed Independent Fee Estimates of other Consultants proposals.*

#### **RELEVANT AID PROJECT EXPERIENCE**

- General Engineering Services, Venice Municipal Airport
- Runway 13-31 RPZ Improvements, Taxiway D Extension and EMAS, Venice Municipal Airport
- General Engineering Services, Albert Whitted Airport
- Runway 7-25 Rehabilitation and South Taxiways Project, Albert Whitted Airport
- Runway 10-28 Rehabilitation Design, Henry E. Rohlsen Airport, St. Croix USVI
- Holding Pad Shoulders and Pavement Edge Drop-Off Repairs, Boca Raton Airport
- Fixed Based Operator Apron Reconstruction, Minneapolis-Saint Paul International Airport



## SUBCONSULTANTS

AID is supplementing the Design Team by continuing our long and successful relationship with two other firms with local offices. We have worked with these Firms recently on multiple projects including at the Venice Municipal Airport. Under the direction of Mohsen, we work together seamlessly to provide outstanding service and to meet the Airport's project budget and schedule.



Terracon is a 100 percent employee-owned consulting engineering firm providing quality services to clients. Since 1965, Terracon has evolved into a successful multi-discipline firm specializing in Environmental, Facilities, Geotechnical, and Materials Engineering.

Over its history, Terracon has achieved significant expansion through both internal growth and acquisitions. Nodarse & Associates, Inc. and Dunkelberger Engineering & Testing, Inc. joined Terracon in 2011 and 2013, respectively. With more than 3,800 employees in 150 offices and 40 states nationwide, Terracon has a 10-office network in the State of Florida, including one in Sarasota County that will serve this project. Additionally, it partners with its U.S. clients to serve their international needs. Terracon's growth is due to dedicated employees who are responsive to clients, provide quality services, and take advantage of opportunities in the marketplace.

Terracon provides services on thousands of projects each year. Their culture, systems, and structure enable them to excel at both small and large projects. By combining their national resources with specific local area expertise, they consistently overcome obstacles and deliver the results our clients expect.



### SCOTT N. PARRISH, P.E. | GEOTECHNICAL ENGINEER

**Education:** B.S. Civil Engineering | **Experience:** Total: 13

**Professional License:** Florida/69091

Mr. Parrish is a geotechnical engineer and Department Manager in the Firm's Sarasota office. With over 13 years of experience, he has specialization in soil mechanics, subsurface characterization, foundation engineering design, earthworks, and pavement design through Tri-State University. Since joining the firm, he has been directly involved in various geotechnical projects including airports, water/wastewater plants, roadways, bridges, reservoirs, dams, deep water ports, and commercial developments. These projects have required borings, test pits, laboratory soils classification, groundwater studies, pile and drilled shaft foundation analysis, pavement design, forensic studies, and roadway underdrain analyses. Mr. Parrish has also been involved in construction materials testing and earthwork observation activities on numerous projects, including all the construction projects AID has been involved with at Venice Municipal Airport



Founded in 1945, Cardno partners with public and private clients to solve engineering, environmental, human health and social challenges. With over 270 offices worldwide, including their Sarasota County office that will serve this project, Cardno provides clients with access to over 8,500 professionals focused on delivering customized consulting solutions to plan, design, and construct social and physical infrastructure.

Cardno began offering surveying and mapping services in 1991. Over the years, surveying and mapping has evolved to provide new ways of meeting clients' needs. Cardno offers a full spectrum of program management, land surveys, control establishment, field surveys, boundary and right of way delineation, CADD drafting services, legal descriptions, easement takings, mapping, platting and bathymetric surveying services. Their experienced professional surveyors and field support personnel leverage their skills with technologies including GPS, robotic total stations, mobile mapping, 3D LASER scanners (ground-based LiDAR), unpiloted aerial vehicles, and digital/laser levels. Cardno strives to be the leader in survey technology using only the most advanced survey equipment available allows their staff to be more efficient and cost effective while providing accurate and high-quality deliverables to clients.



**ROBERT G. AMANN, JR., PSM | SURVEY**

**Education:** A.A. Design Drafting | **Experience:** Total: 31  
**Professional License:** PSM/1996 / FL#5573

Mr. Amann's experience has included managing and supervising 18-30 field personnel, including maintaining and purchasing of survey equipment, vehicular, and marine equipment. Mr. Amann developed and manages Cardno's field operations for Cardno's Southwest Florida branch. His responsibilities include introducing and managing the field application of both the mapping grade and survey grade GPS, processing data to a finished product, and upgrading the GPS system to include the Real Time Kinetic (RTK Link) procedures to increase accuracy and efficiency.

Mr. Amann has completed numerous construction surveying services at Venice, Page Field, Southwest Florida International, Naples, LaBelle, Immokalee and Arcadia Airports.



**SCOTT R. URQUHART, PSM | SURVEY**

**Education:** B.S. Geomatics | **Experience:** Total: 18  
**Professional License:** PSM/2004 / FL#6524

Mr. Urquhart is responsible for managing the successful completion of assigned survey and mapping projects throughout Southwest Florida. He has extensive experience in land surveying and mapping, including boundary, topographic, hydrographic, mean high water, route surveys, design and platting and as-built surveys. For five years,

Mr. Urquhart was closely involved in the supervision and management of a Southwest Florida Water Management District (SWFWMD) geodetic control project which was located over the extent of the SWFWMD's territory.

**CAPABILITY TO COMPLETE PROJECTS ON BUDGET**

AID has successfully completed all of its work since its inception in 2009. Within seven years, we have established an unmatched reputation in the aviation industry, providing first-rate service to our clients who continue to provide us with repeat work.

Establishing a project budget and continually updating the engineering cost estimates is critical to making each project successful and keeping grant dollars assigned. At the beginning of each project, AID prepares an estimate to ensure that the budget reflected in the Airport's Joint Airport Capital Improvement Program (JACIP) is consistent with the current project scope. This process is repeated throughout each phase of the project to confirm that the estimated costs match the budget for the project. The following recent projects are evidence of our success.

PROJECT NAME	Contract Design (Mo.)	Actual Design (Mo.)	Construction Estimate (Mo.)	Construction Actual (Mo.)	Construction Budget	Construction Actual
VNC Runway 4-22 (now 5-23), Taxiway E, and RSA/ROFA Improvements	5	5	8	8	\$7,288,086	\$7,307,547*
VNC Runway 13-31 Runway Protection Zone (RPZ) Improvements	8	8	7	7	\$4,486,123	\$3,953,589
SPG Runway 7-25 and South Taxiways Rehabilitation (Design)	6.5	6.5	6.5	6.5	\$2,427,133	\$2,427,133
PIE Taxiways Phase 1	9	9	14	17 **	\$15,400,000	\$15,300,000
PBI NetJets Apron and Taxiway	10	8	9	8	\$3,300,000	\$3,000,000
STX Apron Rehabilitation Phase 1	6	5	12	12	\$6,600,000	\$4,300,000

\*-Additional costs at the golf course \*\*-FAA added scope

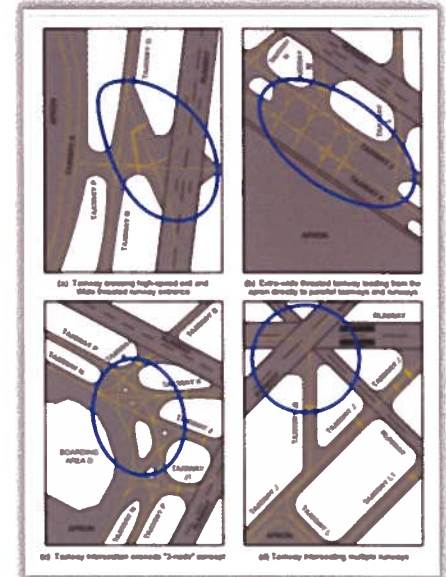




## KNOWLEDGE OF FAA REGULATIONS, POLICIES, AND PROCEDURES

AID utilizes FAA and FDOT standards and regulations for planning, environmental, engineering and other studies on a day-to-day basis. Our thorough knowledge of these standards allows the application of these important requirements to all of our airport projects. Our working relationships with the FAA Orlando Airports District Office (Krystal Ritchey) and FDOT District 1 (Kristi Smith) are helpful in completing projects. We have a reputation with the agencies for using innovative approaches to find solutions that work and save money.

AID continuously monitors updates to FAA Orders and Engineering Briefs and the FAA Advisory Circulars, such as the recently updated Airport Design Circular and FAA Contract Provisions.



MODIFICATION OF AIRPORT DESIGN STANDARDS		
<b>BACKGROUND</b>		
PROJECT: Venice Municipal Airport	LOCATION: Venice, Florida	DATE: VFC
DESIGNED BY: RUSSELL Y & S, TADMANS A, B, S, AND E	DESIGNED FOR: C-4	
<b>MODIFICATION OF STANDARDS</b>		
FAA P-211, Limerock Base Course		
FDOT P-210, COLD RECYCLED BITUMINOUS BASE COURSE		
<p>Local limerock does not meet FAA standards for P-211. This material would have to be hauled to Venice from other to fill. The Geotechnical investigation provides a recommendation for mixing the existing limerock base with the asphalt millings to create a stabilized base course with a CBR comparable to that of Florida limerock (CBR 100). This material will meet FDOT P 210 Specifications.</p>		
<p>Other alternatives for the base course include: P-403 (VMA Base Course), P-213 (Recycled Concrete Aggregate Base Course), P-211 (Limerock Base Course, from local sources requiring a MOD), P-209 (Crushed Aggregate Base Course).</p>		
<p>Another alternative is to use a portion of the existing limerock base as sub-base and importing new limerock (meeting P-211) to be used for a new base material with a lower thickness. The current design indicates that the thickness of the limerock base course can be reduced by 2 inches if a sub-base is used.</p>		
<p>The existing limerock base course has a variable CBR ranging from 20 to 75, based on the recent geotechnical investigation. Mixed with the asphalt millings and the introduction of gravel emulsion or cement, the CBR is expected to increase to 60-100. This will allow the City to reuse the existing material to produce a suitable base course resulting in cost savings by not hauling materials to and from the airport. This will reduce construction time and environmental impacts of truck traffic, use of natural resources, and disposal of construction materials on landfills. See attachments.</p>		
ATTACH ADDITIONAL SHEETS AS NECESSARY - INCLUDE SKETCH PLAN		

We have also prepared the Obstruction Analysis and Airport Airspace Analysis (OE/AAA) on our airfield projects, addressing temporary and permanent facilities. We are well-versed in this online process and have successfully received approvals on all studies we have prepared.

Through this system, AID has worked with Venice Municipal Airport to request and receive approval of Modifications to FAA Design Standards to address specific site conditions or materials used for construction, such as cold in-place recycled base course.

Our Project Team, and specifically our Project Manager, have shown all of our clients the level of familiarity and experience they have in working with the FAA on a variety of challenges related to airfield geometrics, construction materials, Construction Safety and Phasing, and grant funding.

## DRAINAGE-STORMWATER SYSTEMS

AID worked with Venice Municipal Airport and St. Pete-Clearwater International Airports to update their Stormwater Master Plans and to plan drainage facilities using the new general permit for stormwater management systems serving airside activities at airports. This new rule attempts to minimize pond sizes on airports. AID implemented these approaches on several airport projects, including our recent projects at Venice Municipal Airport (Apron Expansion for Suncoast Air Center) and at St. Pete-Clearwater International Airport (Taxiway Construction). The construction of 30-foot paved shoulders along a 9,000-foot taxiway was permitted through Southwest Florida Water Management District (SWFWMD) without any new water quality treatment ponds. We are also currently in the process of updating the Stormwater Master Plan for Albert Whitted Municipal Airport using these new stormwater rules.



## TAB 3: PROJECT TEAM EXPERIENCE / REFERENCES

During the past 7 years, AID has had great opportunities to provide Aviation Services to more than 20 airports either as the Prime Consultant or as a Subconsultant. AID has enjoyed steady growth during the last 7 years due to adherence to quality, service and integrity, which have been validated through supportive client references. This is a testament to the exceptional level of service we provide and the trust clients have with our Team.

Our recent experience provided on the following pages will reinforce our professional qualifications, capabilities and reputation with projects similar to the VNC Reconstruction of Public and Midfield Tie-Down Aprons project.

PROJECT NAME	LOCATION	DATES	COST	OWNER
<b>Taxiways A and C Rehabilitation</b>	<b>Venice Municipal Airport, Venice, FL</b>	<b>Design: 2014 Construction: 2015</b>	<b>\$4M</b>	<b>City of Venice, Florida Heather LeDuc Interim Airport Director 941-486-2711</b>
<p>AID was the Engineer of Record and responsible for all airfield and civil design as well as Construction Administration Services. Taxiway A was realigned to provide sufficient Obstacle Free Area (OFA) clearance between the taxiway centerline and the tie-down locations on the adjacent Public Use Apron. The centerline was shifted approximately 17' to the south and reconstructed along with portions of the adjacent apron to the limits of the OFA to allow the future reconstruction of the Public Use Apron to take place without interrupting traffic to Taxiway A.</p> <p>Realignment of the south portion of Taxiway C was necessary at the intersection with Taxiways D and E to avoid the condition of providing a pilot more than three choices at an intersection, known as "Three-Node Concept".</p> <p><b>Project Relevance:</b> Familiar with the Public Use, Midfield Tie-Down Apron and Taxiway C. Experience with VNC design, bidding and construction standards, Familiarity with VNC operations and airfield; familiarity with regional contractors and costs, Pavement Repair Design, Modifications to FAA Design Standards, Cost Estimating, Construction Safety and Phasing, Construction Management Plan, Construction Administration and Inspections</p>				

PROJECT NAME	LOCATION	DATES	COST	OWNER
<b>Suncoast Air Center</b>	<b>Venice Municipal Airport, Venice, FL</b>	<b>Design: 2015 Construction: 2015</b>	<b>\$360,000</b>	<b>Alexander C Landry Managing Director Suncoast Air Center &amp; Suncoast Maintenance Center, KVNC (941) 485-1799 x102 alandry@suncoastaircenter.com</b>
<p>AID provided professional engineering design and construction plan preparation as the Engineer of Record for a new aircraft parking apron and ancillary drainage infrastructure for the Fixed Base Operator located at Venice Municipal Airport in Venice FL. This project utilized recently revised Statewide Airport Permitting rules and regulations to permit the new 65,000 SF Apron without the use of any additional stormwater retention ponds.</p> <p><b>Project Relevance:</b> Familiar with VNC operations and airfield; familiarity with regional contractors and costs, Pavement Design, Construction Safety and Phasing, Construction Administration and Inspections, and the Water Management District's stormwater permitting, rules and regulations</p>				





PROJECT NAME	LOCATION	DATES	COST	OWNER
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**Runway 4-22 (now 5-23)  
 Rehabilitation & Taxiway E  
 Relocation**

**Venice Municipal Airport,  
 Venice, FL**

**Design: 2011  
 Construction: 2012**

**\$7.3M**

**City of Venice, Florida  
 Heather LeDuc  
 Interim Airport Director  
 941-486-2711**



As Engineer of Record and Prime civil designer, AID prepared design plans for the rehabilitation of Runway 4-22 (now 5-23). As part of the project, AID prepared a Modification to FAA Design Standards to allow the City to use Cold-In-Place Recycling of the surface and base material to be mixed and used for a stabilized base. This process provided the City with significant cost savings & reduced environmental impacts such as reduction of truck movements through City streets, disposal of existing materials in landfills, and use of more natural resources to construct a new base course. AID prepared the FAA Pre-Application & Grant Application; a CATEX was prepared & submitted to the FAA; and an Airspace checklist was prepared & submitted to the FAA.

In addition to the runway rehabilitation, the project included the reconstruction of Taxiway B connector from Runway 5-23 which provides access to the Midfield Tie-Down Apron.

**Project Relevance:** Familiar with the Midfield Tie-Down Apron and Taxiway B, Experience with VNC design, bidding and construction standards, Familiarity with VNC operations and airfield; familiarity with regional contractors and costs, Pavement Repair Design, Modifications to FAA Design Standards, Cost Estimating, Construction Safety and Phasing, Construction Management Plan, Construction Administration and Inspections

PROJECT NAME	LOCATION	DATES	COST	OWNER
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**Runway 13-31 Runway  
 Protection Zone  
 Improvements**

**Venice Municipal  
 Airport, Venice, FL**

**Design: 2011  
 Construction: 2012**

**\$8.0M (incl. EMAS)**

**City of Venice, Florida  
 Heather LeDuc  
 Interim Airport Director  
 941-486-2711**

AID was the Engineer of Record and responsible for the airfield and civil design aspects of this project as well as Construction Administration Services. The scope of the project was to displace the existing runway threshold due to existing impacts to the RPZ, yet maintain the existing utility of the 5,000' runway. This was achieved by extending the pavement on the Runway 31 end and displacing the threshold on the 13 end of the runway. Through the use of declared distances, shifting of the Runway to the south, and construction of an Engineered Materials Arrestor System, 24 single-family homes were removed from the limits Runway 13 end RPZ.

As part of this project, AID designed a new Connector Taxiway B (400' x 35' plus tapers) which included demolition of sections of pavement on the abandoned east-west runway to Runway 13-31 and adjacent to the Midfield Tie-Down Apron. Taxiway B was made up of old runway pavement from the abandoned Runway 9-27 that was part of the original air base that preceded Venice Municipal Airport. Taxiway B did not meet the FAA geometry standards due to a wide expanse of pavement and angled connection to Runway 13-31. It was reconstructed to the limits of the Runway Object Free Area as part of this project. The reconstruction of Taxiway B included the removal of all existing pavement that was no longer needed and the reconstruction of a single connection meeting new FAA standards.

**Project Relevance:** Familiar with Taxiway B adjacent to the Midfield Tie-Down Apron, Familiarity with VNC operations and airfield; familiarity with regional contractors and costs, Pavement Repair Design, Modifications to FAA Design Standards, Cost Estimating, Construction Safety and Phasing, Construction Management Plan, Construction Administration and Inspections





PROJECT NAME	LOCATION	DATES	COST	OWNER
<b>Fixed Based Operator Facility</b>	<b>Palm Beach International Airport West Palm Beach, FL</b>	<b>Design: 2011 Construction: 2012</b>	<b>Design: \$435k Construction: \$7.0M</b>	<b>Signature Flight Support Mr. Sam Curro, LEED AP Division Manager Kraus-Manning, Inc. (407) 251-0085</b>

AID was responsible for the Civil/Site design for a new FBO Facility at Palm Beach International Airport. Mohsen Mohammadi, Ph.D., P.E., served as the EOR/ Project Manager and coordinated all design activities for the design of a new entrance road, parking facility, 12" waterline, 4" sanitary sewer line, aircraft parking apron, taxiway, and modifications to Belvedere Road median and markings. The project also included the modifications to the intersection traffic signals, turn lane modifications/extensions, culvert design and permitting, landscaping, and high mast lighting on the apron and parking lot. Permitting effort included coordination with the South Florida Water Management District, Water/Utilities Department, Health Department, Fire Marshal, County Engineering, Traffic, and Drainage Departments, as well as County Right-of-Way Use Permit. An Airspace Checklist was also submitted to the FAA. AID also provided Construction Administration Services on this project.



**Project Relevance:** Asphalt and Concrete Pavement Design, Aircraft Hardstand and Taxiway Design, Drainage Design and Permitting, Roadway and Parking Lot Design, Roadway Intersection Improvements, Infrastructure Design and Improvements; Agency Coordination, Construction Administration

PROJECT NAME	LOCATION	DATES	COST	OWNER
<b>Runway 7/25 and South Connector Taxiways Rehabilitation (AID Prime)</b>	<b>Albert Whitted Airport, City of St. Petersburg, FL</b>	<b>Design: 2015 Construction: 2016</b>	<b>\$2.5M</b>	<b>City of St. Petersburg Mr. Richard Lesniak Airport Manager (727) 893-7657</b>

This project included evaluating multiple design alternatives to maximize the federal funding available for the project. The ultimate design included a benefit-cost analysis for the rehabilitation of the inner 75' width of the existing 100' wide runway, sealcoating the outboard sections to retain the pavement for future use, reconstruction/realignment of the existing taxiway connectors, and re-establishing displaced thresholds, PAPI locations, and safety areas as part of the FAA's required safety area analysis for new runway projects.



Rehabilitation techniques included a combination of mill and overlay, full depth reclamation, new construction, and sealcoating. The project construction schedule was established taking into account the City's Grand Prix event that took place in March 2016. Construction began the week after the event and is expected to be completed in June 2016.

**Project Relevance:** Airfield Pavement Evaluation, Pavement Repair Design, Cost Estimating, Construction Safety and Phasing, Construction Management Plan and Construction Administration



PROJECT NAME	LOCATION	DATES	COST	OWNER
<b>FBO Complex &amp; Site Development</b>	<b>Mineta San Jose, San José International Airport</b>	<b>Design: 2013 Construction: 2015</b>	<b>\$88.0M</b>	<b>David Smith, CCM, LEED AP Project Manager KMI International (407) 587-5112 dsmith@kmiintl.com</b>

AID was responsible for the Civil/Site design for 29 acres of a new FBO Facility at the San José International Airport. The design included a new private terminal loop road, parking facility, water main, fire main, sanitary main, aircraft parking apron, taxiway, and low impact development drainage design. Permitting effort included coordination with the FAA, City of San José, City of Santa Clara, Water/Utilities Department, Santa Clara County Health Department, City of San Jose Fire Marshal, City Public Works, Traffic, and Drainage Departments. An Airspace Checklist was also submitted to and approved by FAA.



***Project Relevance:** Apron Design and Construction to FAA Standards, Apron Layout Analysis, Cost Estimating, Construction Safety and Phasing, Construction Management Plan, Construction Administration and Inspections*

PROJECT NAME	LOCATION	DATES	COST	OWNER
<b>General Aviation Hangars</b>	<b>Meacham International Airport, Fort Worth Texas</b>	<b>Design: 2013 Construction: 2015</b>	<b>\$34.0M</b>	<b>Mr. Dan Laggan, AIA Schenkel Shultz Architecture, Inc. (Prime) (407) 872-3322 dlaggan@schinkelshultz.com</b>

Design elements included a new access road, parking facility, water main, fire main, sanitary main, aircraft parking apron, and taxiway design. A regional 100-acre drainage analysis was prepared for the City of Fort Worth as part of this project. Permitting effort included coordination with the FAA, City of Fort Worth, Texas Department of Transportation, Water/Utilities Department, Health Department, Fire Marshal, City Engineering, Traffic, and Drainage Departments.



***Project Relevance:** Apron Pavement Design, FAA Design Standards, Cost Estimating, Construction Safety and Phasing, Construction Management Plan, Construction Administration and Inspections*

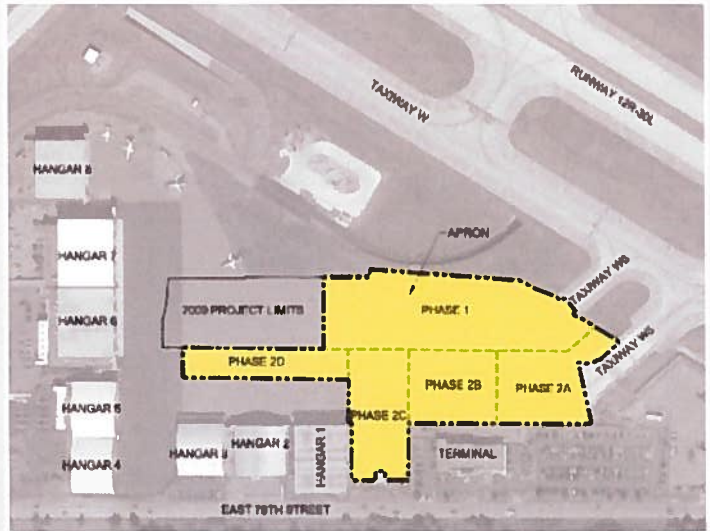


PROJECT NAME	LOCATION	DATES	COST	OWNER
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<b>FBO Apron Reconstruction</b>	<b>Minneapolis-Saint Paul International Airport, Minneapolis, Minn.</b>	<b>Design: 2015 Construction: 2016</b>	<b>\$3.0M</b>	<b>Mr. Sam Curro, LEED AP, Division Manager Kraus-Manning, Inc. (407) 413-5902</b>
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AID was responsible for the Civil/Site design for the reconstruction of the Asphalt FBO Apron at Minneapolis-Saint Paul International Airport including pavement design using FAARFIELD Airport Pavement Design software. The project was designed to be constructed over multiple years. Phase 1 addressed the most deteriorated northern portions of the apron in the first year. Phase 2 was designed to be completed in four Sub-Phases if construction bids were over the program budget. Each phase/sub-phase boundary matched existing grades along its boundaries to facilitate multi-year construction. Tasks also included the design of a fuel spill control system, management of impacted soils, and replacement of existing aircraft tie-downs.

**Project Relevance:** Aircraft Apron Reconstruction, Phased Approach, Working on an operating apron, Airfield Pavement Evaluation, Cost Estimating, Construction Safety and Phasing, Construction Management Plan, Construction Administration and Inspections



PROJECT NAME	LOCATION	DATES	COST	OWNER
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<b>Apron Rehabilitation</b>	<b>Henry E. Rohlsen Airport, St. Croix, U.S. Virgin Islands</b>	<b>Design: 2012 Construction: Ongoing</b>	<b>\$32M est.</b>	<b>Mr. Damian Cartwright, P.E. Senior Engineer Virgin Islands Port Authority (340) 626-9048</b>
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The scope of work included the reconstruction of the concrete General Aviation, Cargo, Military, and Air Carrier Terminal Apron. It also included the development of a new parking plan for all terminal aircraft parking positions, including construction-phasing plans for the same. The existing concrete apron is 50+ years old, originally constructed by the Army Corps of Engineers, and includes an underground fueling system that was never activated. There are only two concrete plants on the island, and all pipe and associated materials are brought in from off-island.



Phase 1 of this project, with a total cost of \$6.0M, has been designed and was awarded an FAA Entitlement and Discretionary Grants for construction for FY 2014. Phase 2 was awarded a FY 2015 Grant and construction began in April 2015.

**Project Relevance:** Project Management, Apron Design (Engineer of Record), Construction Administration, and Grant Services for airfield pavements.



The AID Team has worked together at Venice Municipal Airport on the following projects. By keeping the same Team in place for this project, we will be able to utilize our institutional knowledge to better serve the City.

PROJECT NAME AND LOCATION	Similar Size to VNC?	AID	Cardno	Terracon
<b>General Engineering Contract</b> Venice Municipal Airport	✓	✓	✓	✓
<b>Runway 13-31 RPZ Improvements, Taxiway D Extension and EMAS</b> Venice Municipal Airport	✓	✓	✓	✓
<b>Runway 4-22 (now 5-23) Rehabilitation</b> Venice Municipal Airport	✓	✓	✓	✓

There is no better way to exemplify the effect of our location, staff and Team than to provide a sampling of what our clients have to say about AID and our Key Staff. We are confident that the City of Venice will benefit from AID's work ethic, philosophy and Mission Statement as demonstrated throughout this proposal. Below is just a sampling of accolades we have received from our clients.

The AID Team is dedicated to your success, goes above and beyond client expectations, and has established a tremendous reputation in the industry for being immediately responsive to our clients.

***"The most responsive Consultant I've ever worked with."***

Damian Cartwright, Airport Engineer, U.S. Virgin Islands Port Authority

We are fully aware of the Airport's operations and security restrictions. We have worked well with the Venice Municipal Airport and other airports on past projects to complete fieldwork and inspections with minimal disruption to the Airport and aircraft operations.

***"Excellent customer service, technically superior in developing solutions, works with integrity."***

***Engineer's estimate of \$7.2M was within \$10K of Low Bid."***

Chris Rozansky (former Airport Director), VNC

Our commitment to Service allows the AID Team, and specifically, our Project Manager, Mohsen to be available on short notice for on-site meetings with the Airport staff.

***"Mohsen not only embraces a customer service philosophy but has the communication skills to cement positive working relationships with clients."***

Noah Lagos, Former Airport Director, PIE

We are committed to work closely and cooperatively with other consultants and contractors who may be involved with other planning, design and construction activities that may be happening concurrently with any project we are assigned.

***"AID is a sub-contractor for our Prime Consultant. I do not believe this project (Airport Traffic Control Tower) would have been as successful as it was without Mr. Mohammadi acting as the Project Manager."***

Don Silvernell (retired), Kevin Daugherty (New Airport Manager), BKV

AID is sensitive to project budgets and continually monitors them from the planning stage and design through construction.

***"Having a knowledgeable and responsive Consultant like AID as a part of your team simply makes everything that much easier."***

Damian Cartwright, Sr. Engineer, U.S. Virgin Islands Port Authority

***"Many consultants base their decisions on the generation of 'billable hours'; Mohsen is focused on performance and ensuring that the best interests of his clients come first."***

Noah Lagos, Former Airport Director, PIE





## REFERENCES

<b>Reference No. 1</b>	<b>Henry E. Rohlsen Airport – St. Croix, USVI, Virgin Islands Port Authority</b>
Contact Person	Damian Cartwright, P.E., Airport Engineer
Address	P.O. Box 1134
City, State, ZIP	St. Croix, USVI 00821
Telephone & E-mail	(340) 626-9048 <a href="mailto:dcartwright@viport.com">dcartwright@viport.com</a>
Date(s) of Service	General Engineering Consulting Services – 2010 to Present
Type of Service	Runway Rehabilitation and Commercial Apron Reconstruction, Airfield Security Improvements, ARFF Facility Design, Grant Services, Construction Administration Services
<b>Reference No. 2</b>	<b>Albert Whitted Airport, City of St. Petersburg, St. Petersburg, Florida</b>
Contact Person	Richard Lesniak, Airport Manager
Address	107 8th Ave SE
City, State, ZIP	St. Petersburg, FL 33701
Telephone & E-mail	(727) 893-7657 <a href="mailto:richard.lesniak@stpete.org">richard.lesniak@stpete.org</a>
Date(s) of Service	General Engineering Consulting Services – 2011 to present
Type of Service	Runway Rehabilitation, General Aviation Tie-Down Parking Area, Southwest Hangar Redevelopment, Miscellaneous Airport Planning Studies
<b>Reference No. 3</b>	<b>St. Pete-Clearwater International Airport – Pinellas County, FL</b>
Contact Person	Thomas R. Jewsbury, Airport Director
Address	14700 Terminal Blvd.
City, State, ZIP	Clearwater, FL 33762
Telephone & E-mail	(727) 453-7801 <a href="mailto:jewsbury@fly2pie.com">jewsbury@fly2pie.com</a>
Date(s) of Service	2014 to Present
Type of Service	Pavement Inspections and Evaluations, Construction Inspections, Taxiway Rehabilitation, Parking Facilities, Airport Planning, Construction Administration Services, Resident Project Representative Services, General Services



## TAB 4: ABILITY TO PERFORM SERVICES EXPEDITIOUSLY

### TEAM LOCATION AND AVAILABILITY

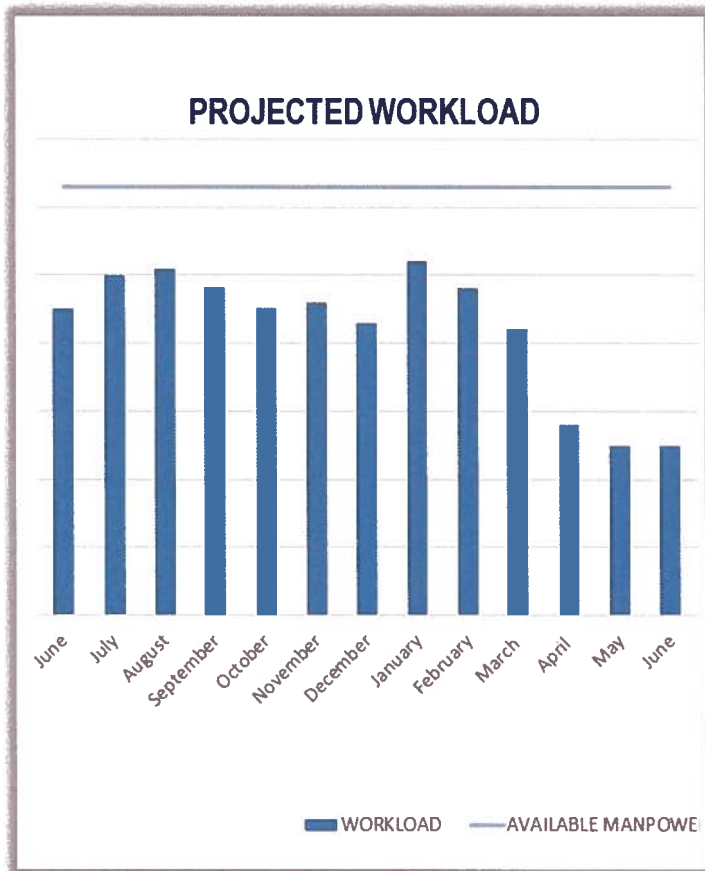
The Project Manager, Mohsen Mohammadi, Ph.D., P.E., lives in Tampa and is located in the American Infrastructure Development, Inc. Tampa Headquarters. Our key staff will work out of our Tampa office for this contract. Our Venice office will be used for construction administration and inspections services providing immediate response to any construction related issues.



**Corporate Office:**  
 3810 Northdale Blvd.  
 Suite 170  
 Tampa, FL 33624  
 (813) 374-2200

**Venice Office Location:**  
 400 Airport Ave East  
 Office #4  
 Venice, FL 34285

AID's current workload will allow us to begin work on this project immediately. AID recently completed the Venice Runway 13-31 RPZ Improvements Project as well as several design projects at other airports, which are currently under construction or waiting for the bid process to begin. In the coming months, AID staff will primarily be involved with the bidding and award phase of these projects and with assisting our clients with submitting Grant Applications to the FAA.



Our current and projected workload shows that we have the necessary labor available to assist VNC with this project.

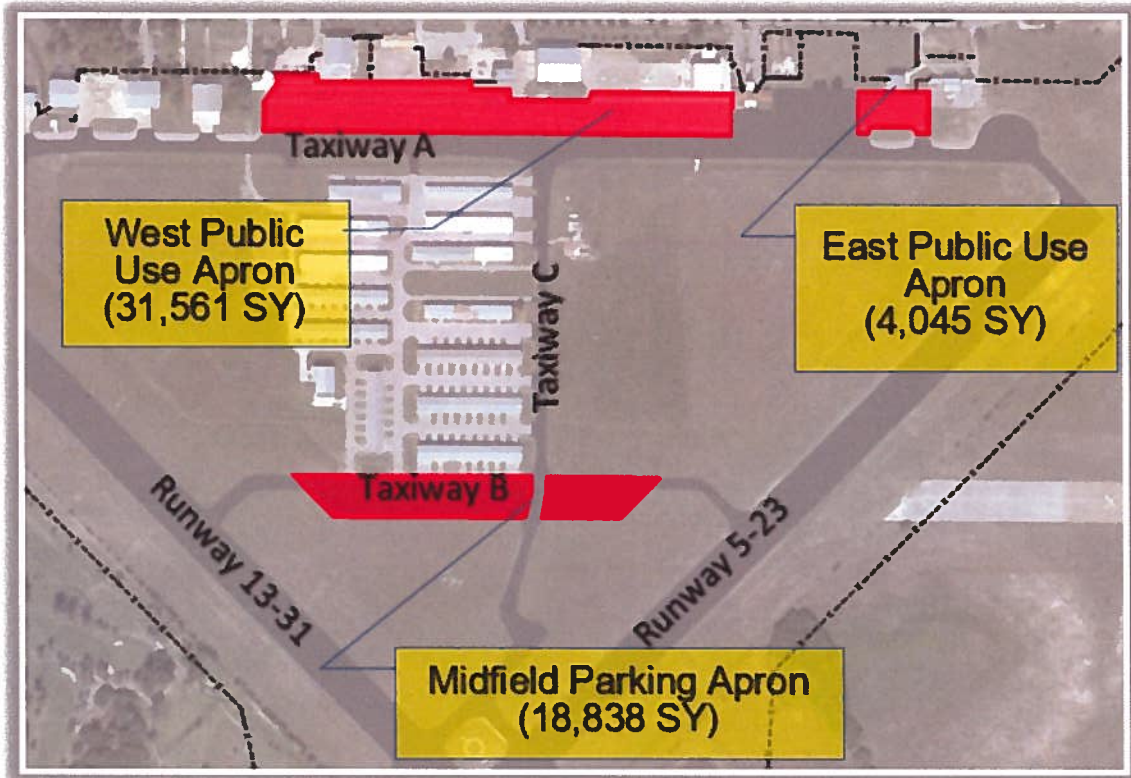
Our Project Manager, Mohsen will ensure that the project is on schedule and that other Team members are available to respond to any challenges that may require our immediate attention.

Our Project Team has the necessary available labor in-house and willingness to complete this project on time and within the budget resources available. Specialty services such as survey and geotechnical needs will be provided by our two subconsultants. The Team has been structured to provide you with the key personnel you are accustomed to working with.



## TAB 5: ADDITIONAL CONSIDERATIONS

AID's familiarity with the Airport, its infrastructure and its operations will allow a rapid, efficient and thorough completion of the apron reconstruction project. AID has reviewed the project and offers the following key elements to consider in the approach to the project.



## APPROACH

### PROJECT PHASING

One of the most important aspects of the project will be phasing the work areas to maintain aircraft safety, minimize disruptions to tenants, and maximize the construction area for contractors so that construction is quick, efficient, and therefore more economical. Due to the number of aircraft that routinely park on the aprons, closing the entire area or even each apron entirely for construction may not be feasible. The aprons will need to be divided into at least two sections, with temporary aircraft parking and access plans developed for each phase.

AID will use its knowledge of the airport's operations and tenants to develop temporary parking plans to minimize inconvenience to tenants. AID's experience with recent airfield projects will enable efficient phasing plans, a detailed and comprehensive construction safety and phasing plan, and a quick safety risk management process if necessary.





The project access and phasing plans will be developed to minimize crossing active taxi areas, and will not allow construction traffic to enter the safety areas of Runways 5-23 and 13-31. Taxiway B, which ties into the midfield tie-down apron, provides easy access for arriving aircraft. Therefore, it is important to phase the project to maintain access to the T-Hangars north of the apron.

## **MAINTAINING ACCESS TO TENANT FACILITIES**

AID's familiarity with the Airport operations will help us design a phasing plan to maintain access to all tenant facilities during construction. We will carefully phase the project to minimize disruption to hangars, buildings, parking positions, and airside gate access. In areas where temporary inconvenience may be unavoidable, AID will work with the Airport and the tenants to provide consensus by notifying tenants, attending meetings, developing alternatives, and providing exhibits showing closure areas and timeframes. We will also identify areas for expedited construction by limiting construction phases and allowing the use of alternative materials to facilitate rapid construction. AID understands that this may be the most important aspect of this project, and will use our prior VNC experience to make this portion of the project successful.

## **OFF-SEASON CONSTRUCTION**

One enhancement to the project phasing plan would be to complete the construction during the off-season months between April and October. This will minimize the number of disrupted aircraft parked on the aprons and allow for larger construction areas for the contractor to close and construct.

Off-season construction will also minimize disruption to aircraft operations. Since equipment and materials will need to cross active taxi areas including Taxiways A, B and C (depending on specific haul routes), constructing the project during low operational times will minimize the chances for delaying aircraft or the contractor.



## **AIRCRAFT FUELING DURING CONSTRUCTION**

While examining the project phasing areas, careful considerations will need to be made to maintain access to fueling operations. When the tanks are blocked by construction of the East Apron, temporary access will need to be maintained and coordinated with the Contractor, even on a daily basis, while demolition and reconstruction is taking place. These temporary provisions will need to be clearly noted on the contract documents as they will disrupt the Contractor's operations. Expedited construction techniques and compressed time requirements can be specified at both fuel areas to facilitate continuous access to the facilities.

## **CONCRETE VS. ASPHALT LIFE CYCLE COST ANALYSIS**

The existing apron north of Taxiway A has a concrete pavement while the tie-down apron in the mid-field has an asphalt pavement. The Airport may desire to compare two pavement types for the aprons including Portland cement concrete (rigid) pavement and bituminous surface (flexible) pavement sections. If the FAA has determined that the added initial (capital) cost is reasonable compared to the longer life and reduced maintenance cost, then the FAA has the option to request a formal life cycle cost analysis, benefit-cost analysis, or other applicable analysis to support this determination. AID routinely completes life cycle cost and benefit-cost analyses when requested by Clients or the ADO at the early stages of design. For the Apron Rehabilitation project, a life cycle analysis would be completed for the two pavement types.



If the ADO does not determine that the cost is justified, but the Airport would like to include the work that exceeds FAA standards, FAA concurrence must be obtained to include the extra work in the bidding process or go through a separate bid process entirely. The City is requesting funding from the FAA and FDOT for the design and construction of this project. AID will assist the City in providing the funding agencies with sufficient documentation to help secure funding for this project.

## RECYCLING

Since a large part of this project consists of rehabilitating existing deteriorated concrete pavement, AID will investigate the characteristics of the old concrete pavement, determine if it can be economically crushed, and encourage the use of FAA Specification Item P-219 Recycled Concrete Aggregate Base Course as an alternative base course in the pavement section. This is an existing FAA specification and would not require any special modifications of standards to allow the use of the material. AID used this specification for the reconstruction of a portion of this apron located within Taxiway A Object Free Area.

For the asphalt portion of the pavement rehabilitation, AID recommends continuing the successful use of recycling the existing asphalt and base course to create a new stabilized base course. AID's past project at VNC required a modification of FAA design standards for the rehabilitation of Runway 4-22 (now 5-23) and associated taxiways. AID recommended this method, which allowed the use of existing material in lieu of importing new limerock base course. By doing so, the Airport saved on the cost of pavement demolition and disposal as well as the cost of new limerock base course.



This process was approved by the FAA because it met pavement design requirements, eliminated the disposal of existing valuable resources in landfills and the import of additional natural resources, and provided a substantial cost savings to the Airport. It also resulted in the elimination of approximately 3,000 truck trips from local and state roads. This project provided both a cost savings to Airport and an environmentally sustainable project. It was awarded the 2013 FDOT General Aviation Project of the Year.



## DRAINAGE IMPROVEMENTS

Parts of the west public use apron will need to be carefully designed to continue improving the drainage in the area. The drainage and grading improvements were started during the recent improvements to Taxiway A, and would be continued during the apron rehabilitation. Since the apron area is already very flat and apron grades will need to be carefully controlled, AID will examine adding inlets at key points in the apron to quickly drain the parking positions. Since AID designed the grading scheme on Taxiway A, we are well-positioned to continue the grading design of the West Apron.



## TEMPORARY (OR PERMANENT) TIE DOWNS

Currently, the aprons have tie-downs available for parked aircraft. These will need to be continuously provided during construction, so that a means of tie-down will always be available to aircraft. Therefore, the phasing plan will need to include either temporary tie-downs such as a cable system, or an adequate number of new permanent tie-downs will be provided during each phase to accommodate parked aircraft. AID will work with the Airport to optimize the new tie-down parking locations, provide permanent new tie-downs for each phase, and provide temporary means during construction.



## SPECIAL MARKINGS

Part of the project will be to accurately re-establish the painted compass calibration pad and Unicom frequencies on the apron pavement. AID will work with the Airport staff to optimize the new location of the markings, and will then develop detailed marking plans that will include the compass calibration plan at its reestablished location. AID will provide detailed coordinates and procedures to confirm the compass points.

## BUDGET MANAGEMENT

Establishing a budget at each project submittal and continually updating the cost estimate is critical to making a project successful and keeping grant dollars assigned. To control costs, AID will monitor the project budget from the planning stage and throughout the design.

At the beginning of the project, AID will prepare an estimate to ensure that the budget reflected in the Airport's Capital Improvement Program is consistent with the current construction costs. This process will be repeated throughout each phase of the design to confirm that the estimates' costs match the budget for the project.

Once the grant has been acquired and construction starts, it is also critical to ensure that the contractor meets all the grant requirements in terms of data reporting, such as DBE participation, certifications for American made products, quality assurance testing, and quarterly reports. Mohsen and our resident project representatives have worked with the contractors, clients, and the FAA to close out grants as soon as projects are completed.

## SCHEDULE MANAGEMENT

Adhering to a project schedule is critical from the onset of a project when requests for grants have to be submitted by the deadline established by the funding agencies. AID adheres to all schedules committed to our clients. The type of scheduling software that we use is dependent upon the complexity of the assignment. The Apron Rehabilitation project is more complex, requires Team meetings and has a greater duration, therefore it will have its own schedule using Microsoft Project. This allows us to track resources, time, and budget and meet all scheduled deliverables.

Mohsen will work on a weekly basis with the project Team during the planning, design, and construction phase of a project to ensure all milestones are met. He will examine project status and address items such as upcoming coordination meetings, critical agency deadlines and review periods, permitting schedule, committee and board submittal dates, review comments, and budgets. This information and status reporting will then be relayed to the project Team members and the City staff at established meetings.



We strive to keep the construction management process simple and up to date, establishing clear lines of communication, and using tools like SharePoint, Bluebeam Studio, or a mutually agreed upon cloud-based service instead of paper letters, faxes, mailed packages, and other time-consuming traditions.

Finally, based on our experience, AID makes the following recommendations to simplify construction processes, closely track scope, costs, and scrutinize construction schedules:

- The designer must be an integral part of the construction management Team from the beginning. Through our relationships and communication techniques, we will not delay the project while waiting for design clarifications. A good relationship with the designer will alleviate that potential delay.
- Provide in-depth review of the initial baseline schedule and monthly schedules submitted thereafter with pay applications.
- Conduct a thorough constructability review before construction to help eliminate potential problems. Our pre-construction reviews, including underground utilities review, will help identify problems before the contractor arrives at the airport.
- At the beginning of the project, conduct contingency planning to run-through “what-if” scenarios and solutions that could delay the project. Examples include a hurricane mitigation plan, post-hurricane response plan, emergency response plan during construction, and a contingency plan during key points in the schedule such as Thanksgiving and other regionally significant events.
- AID works diligently to regain lost time that could occur on any project due to unforeseen circumstances. Our clients have been satisfied and appreciative of our efforts.

In summary, experienced staff and frequent communication with all stakeholders can help alleviate problems with schedules, scope changes, and cost increases.



## TAB 6: REQUIRED FORMS

**SEALED REQUEST FOR QUALIFICATIONS  
CITY OF VENICE, FLORIDA**

**QUALIFICATIONS STATEMENT**

The undersigned certifies under oath the truth and correctness of all statements and all answers to questions made hereinafter:

**SUBMITTED TO:** CITY OF VENICE  
Procurement- Finance Department  
401 W. Venice Avenue Room # 204  
Venice, Florida 34285

**CHECK ONE:**  
 Corporation  
 Partnership  
 Individual  
 Joint Venture  
 Other

**SUBMITTED BY:**  
NAME: American Infrastructure Development, Inc.  
ADDRESS: 3810 Northdale Blvd. Suite 170, Tampa, FL 33624  
PRINCIPLE OFFICE: 3810 Northdale Blvd. Suite 170, Tampa, FL 33624

1. State the true, exact, correct and complete legal name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is:

American Infrastructure Development, Inc.

The address of the principal place of business is:

3810 Northdale Blvd. Suite 170, Tampa, FL 33624

2. If the Proposer is a corporation, answer the following:

- a. Date of Incorporation: February 16, 2009
- b. State of Incorporation: Florida
- c. President's Name: Sabina C. Mohammadi
- d. Vice President's Name: Sabina C. Mohammadi
- e. Secretary's Name: Sabina C. Mohammadi
- f. Treasurer's Name: Sabina C. Mohammadi
- g. Name and address of Resident Agent: Sabina C. Mohammadi

3. If Proposer is an individual or partnership, answer the following:

a. Date of Organization: \_\_\_\_\_

b. Name, address and ownership units of all partners:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. State whether general or limited partnership: \_\_\_\_\_

4. If Proposer is other than an individual, corporation, partnership, describe the organization and give the name and address of principals:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. If Proposer is operating under fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

7 years

a. Under what other former names has your organization operated?

NA  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Sabina C. Mohammadi; President-CEO 6-13-16*

**ACKNOWLEDGEMENT**

State of Florida

County of Hillsborough

}  
SS.

On this the 13th day of June, 2016, before me, the undersigned Notary Public of the State of Florida, personally appeared Sabina C. Mohammadi and (Names of individual(s) who appeared before Notary) whose name(s) in/are Subscribed to within instrument, and he/she/they acknowledge that he/she/they executed it.

NOTARY PUBLIC  
SEAL OF OFFICE:



*Mandi Sue Rains*

NOTARY PUBLIC, STATE OF FLORIDA

Mandi Sue Rains

(Name of Notary Public: Print, stamp, or type as commissioned)

Personally known to me, or  Produced Identification: \_\_\_\_\_  DID take an oath, or  DID NOT take an oath

**PROJECT TEAM**

TEAM NAME: American Infrastructure Development, Inc.

FEDERAL ID No.: 26-4321571

<b>Prime Role</b>	<b>Name &amp; City of Residence of Individual Assigned to the Project</b>	<b>No. of Years Experience</b>	<b>Education, Degree(s)</b>	<b>Florida Active Registration Nos.</b>
Principle-in-Charge	Sabina C. Mohammadi Tampa, FL	26	Masters, Business Management University of South Carolina	
Project Manager	Mohsen Mohammadi! Tampa, FL	26	University of South Carolina: Ph.D. in Civil/Structural Engineering M.S. in Civil/Structural Engineering B.S. in Civil Engineering	P.E 47813
Project Architect	N/A			
Project Construction Administrator	Kyle Holley Tampa, FL	9	B.S. Civil Engineering Auburn University	P.E 72953
Other Key Member	N/A			
Other Key Member				
<b>Sub-consultant Role</b>	<b>Company Name and Address of Office Handling this Project</b>		<b>Projected % of Overall Work on the Entire Project</b>	<b>Name of Individual Assigned to Project</b>
Survey Services	Cardno 551 North Cattlemen Road, Suite 106 Sarasota, FL 34232		2%	Scott R. Urquhart, PSM Robert G. Amann, Jr., PSM
Geotechnical Services	Terracon 8260 Vico Court, Unit B Sarasota, FL 34240		15%	Scott N. Parrish, PE Douglas S. Dunkelberger, PE

**PUBLIC ENTITY CRIME INFORMATION**

A person or affiliate who has been placed on the State of Florida's convicted vendor list following a conviction for a public entity crime may not submit an RFQ proposal on a contract to provide any goods or services to a public entity, may not submit a response on a contract with a public entity for services in the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, Sub-Contractor, or Contractor under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in **Section 2876.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.**

I, Sabina C. Mohammadi, being an authorized representative of the firm of American Infrastructure Development, Inc., located at City: Tampa State: Florida Zip: 33624, have read and understand the contents of the Public Entity Crime Information and of this formal RFQ package, hereby submit our proposal accordingly.

Signature: *Sabina C. Mohammadi*

Date: June 13, 2016

Phone: 813-374-2200

Fax: 813-374-8905

Federal ID#: 26-4321571

**DRUG FREE WORKPLACE**

Preference shall be given to business with drug-free workplace programs. Whenever two or more RFQs, which are equal with qualifications and service, are received by the City for the procurement of commodities or contractual services, an RFQ received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, your firm shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the action that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under an RFQ, a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that as a condition of working on the commodities or contractual services that are under RFQ, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by an employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Concur \_\_\_\_\_ ✓

Variance \_\_\_\_\_

June 13, 2016  
Date

*Fabrizia C. Mohammadi*  
Contractor's Signature

**INDEMNIFICATION/HOLD HARMLESS**

The elected firm shall indemnify and hold harmless the City and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the elected firm and other persons employed or utilized by the elected firm in the performance of the contract.

I, Sabina C. Mohammadi, being an authorized representative of the firm of  
American Infrastructure Development, Inc. located at City Tampa, State  
Florida, Zip Code 33624 Phone: 813-374-2200 Fax:  
813-374-8905. Having read and understood the contents above, hereby submit  
accordingly as of this Date, June 13, 2016.

Sabina C. Mohammadi  
Please Print Name

*Sabina C. Mohammadi*  
Signature

This signed document shall remain in effect for a period of one (1) year from the date of signature or for the contract period, whichever is longer.

**CERTIFICATION REGARDING DEBARMENTS, SUSPENSION, INELIGIBILITY AND  
VOLUNTARY EXCLUSION-LOWER TIER FEDERALLY FUNDED TRANSACTIONS  
STATE OF FLORIDA GRANT ASSISTANCE PURSUANT TO  
AMERICAN RECOVERY AND REINVESTMENT ACT UNITED STATES  
DEPARTMENT OF ENERGY AWARDS**

1. The undersigned hereby certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. The undersigned also certifies that it and its principals:
  - a. Have not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
  - b. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 2.(a) of this Certification; and (b) Have not within a three-year period preceding this certification had one or more public transactions (Federal, State or Local) terminated for cause or default.
3. Where the undersigned is unable to certify to any of the statements in this certification, an explanation shall be attached to this certification.

Dated this 13th day of June, 2016.

By: *Sabina C. Mohammadi*  
Authorized Signature

Sabina C. Mohammadi / President-CEO  
Typed Name of Title

American Infrastructure Development, Inc.  
Recipient's Firm Name

3810 Northdale Blvd. Suite 170  
Street Address

Tampa, FL 33624  
City/State/Zip Code

**CONFLICT/NON CONFLICT OF INTEREST AND LITIGATION STATEMENT**

**CHECK ONE**

To the best of our knowledge, the undersigned firm has no potential conflicts of interest due to any other clients, contracts, or property interest for this project.

**OR**

The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interest for this project.

**LITIGATION STATEMENT**

IN FLORIDA ONLY, JUDGMENTS AGAINST THE FIRM, AND SUITS AGAINST CITY OF VENICE. INCLUDE ACTIONS AGAINST THE FIRM BY OR AGAINST ANY LOCAL, STATE, OR FEDERAL REGULATORY AGENCY.

**CHECK ONE**

The undersigned firm has had no litigation adjudicated against the firm on any projects in the last five (5) years and has filed no litigation against City of Venice in the last five (5) years.

**OR**

The undersigned firm, BY ATTACHMENT TO THIS FORM, submits a summary and disposition of individual cases of litigation in Florida adjudicated against the firm during the past five (5) years; all legal actions against City of Venice during the past five (5) years; and actions by or against any Federal, State and local agency during the past five (5) years.

Company Name: American Infrastructure Development, Inc.

Authorized Signature: *Sabina C. Mohammadi*

Name (print or type): Sabina C. Mohammadi

Title: President - CEO

Failure to check the appropriate blocks above may result in disqualification of your proposal. Failure to provide documentation of a possible conflict of interest, or a summary of past litigation, may result in disqualification of your proposal. Should additional information regarding the above items come to the attention of City of Venice after award, the awarded contract shall be subject to immediate termination.

**NON-COLLUSION AFFIDAVIT**

State of Florida

County of Hillsborough

Sabina C. Mohammadi

} SS.

being first duly sworn, deposes and says that:

1. He/she is the President - CEO, (Owner, Partner, Officer, Representative or Agent) of American Infrastructure Development, Inc. the Proposer that has submitted the attached Proposal;
2. He/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or have in any manner, directly or indirectly sought by agreement or collusion, or have in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any Proposer, firm, or person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposal Work.

Signed, sealed and delivered in the presence of:

[Signature]  
[Signature]

By: Sabina C. Mohammadi

Sabina C. Mohammadi  
(Printed Name)  
President - CEO  
(Title)

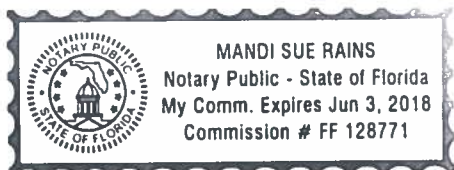
**ACKNOWLEDGEMENT**

State of Florida

County of Hillsborough

On this the 13th day of June, 2016, before me, the undersigned Notary Public of the State of Florida, personally appeared Sabina C. Mohammadi and (Names of individual(s) who appeared before Notary) whose name(s) in/are subscribed to within instrument, and he/she/they acknowledge that he/she/they executed it.

NOTARY PUBLIC  
SEAL OF OFFICE:



Mandi Sue Rains  
NOTARY PUBLIC, STATE OF FLORIDA  
Mandi Sue Rains  
(Name of Notary Public: Print, stamp, or type as commissioned)

Personally known to me, or  Produced Identification: \_\_\_\_\_  DID take an oath, or  DID NOT take an oath

**CERTIFICATE OF BUY AMERICAN COMPLIANCE FOR MANUFACTURED PRODUCTS**

As a matter of bid responsiveness, the bidder or offeror must complete, sign, date, and submit this certification statement with their proposal. The bidder or offeror must indicate how they intend to comply with 49 USC § 50101 by selecting one on the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (not both) by inserting a checkmark (✓) or the letter "X".

Bidder or offeror hereby certifies that it will comply with 49 USC § 50101 by:

- a) Only installing steel and manufactured products produced in the United States, or;
- b) Installing manufactured products for which the FAA has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing, or;
- c) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the bidder or offeror agrees:

- 1. To provide to the Owner evidence that documents the source and origin of the steel and manufactured product.
- 2. To faithfully comply with providing US domestic product
- 3. To furnish US domestic product for any waiver request that the FAA rejects
- 4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

The bidder or offeror hereby certifies it cannot comply with the 100% Buy American Preferences of 49 USC § 50101(a) but may qualify for either a Type 3 or Type 4 waiver under 49 USC § 50101(b). By selecting this certification statement, the apparent bidder or offeror with the apparent low bid agrees:

- 1. To the submit to the Owner within 15 calendar days of the bid opening, a formal waiver request and required documentation that support the type of waiver being requested.
- 2. That failure to submit the required documentation within the specified timeframe is cause for a non-responsive determination may result in rejection of the proposal.
- 3. To faithfully comply with providing US domestic products at or above the approved US domestic content percentage as approved by the FAA.
- 4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Dated this 13th day of June, 2016.

By: *Sabrina C. Mohammadi*  
Authorized Signature

President - CEO  
Typed Name of Title

American Infrastructure Development, Inc.  
Recipient's Firm Name

3810 Northdale Blvd. Suite 170  
Street Address

Tampa, FL 33624  
City/State/Zip Code