



BOARD OF COUNTY COMMISSIONERS

DATE: June 4, 2013
AGENDA ITEM NO. 16

Consent Agenda ☐

Regular Agenda ☒

Public Hearing ☐

County Administrator's Signature 

Subject:

First Amendment to the Agreement - Terminal Building Schematic Analysis Design Development and Project Implementation for St. Pete-Clearwater International Airport
Contract No. 101-0129-NC(RM)

Department:

Department of Environment and Infrastructure /
Purchasing

Staff Member Responsible:

Noah Lagos, A.A.E., Director, Airport /
Joe Lauro, Director

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE THE FIRST AMENDMENT IN THE AMOUNT OF \$75,886.40 TO THE AGREEMENT WITH URS CORPORATION SOUTHERN (URS), TAMPA, FLORIDA FOR TERMINAL BUILDING SCHEMATIC ANALYSIS DESIGN DEVELOPMENT AND PROJECT IMPLEMENTATION FOR ST. PETE-CLEARWATER INTERNATIONAL AIRPORT (AIRPORT).

IT IS FURTHER RECOMMENDED THE CHAIRMAN SIGN THE AMENDMENT AND THE CLERK ATTEST.

Summary Explanation/Background:

As part of the agreement with URS, the firm provides architectural and engineering services for the Airport which includes the design and development of construction plans and specifications for various Airport Terminal Improvements. Expansion of the existing chilled water air conditioning system, roof replacement over the bag claim area, improvements and standardization of terminal fire notification facilities, ticket counter improvements, and replacement of the Airport's public information systems are all designs that were incorporated into the original agreement.

Two of the tasks within the project scope of work are for the replacement of the Airport's existing Public Address (PA) System and a new Multi-User Flight Information Display System (MUFIDS). URS has developed plans and specifications to replace the existing paging system with a new digital system and has developed the design of a new MUFIDS. The new public information systems are designed to improve the Airport's passengers' overall airside safety and travelling experience.

This First Amendment is a request by the Airport for Board consideration to approve and modify the existing Agreement with URS and to allow URS to perform construction management services during the replacement of the Airport's existing public information systems only. The County has a policy that would preclude URS from performing the construction management services for this project in order to avoid any conflicts of interests since URS would have had previous access to the project plans and could provide input to help alter the plans to their own advantage. However, due to the extensive and complex software integration of the two (2) new systems, it is essential that the construction management firm understand how the systems will communicate with one another and collaborate to enhance Airport operations and satisfy the expectations of the American with Disabilities Act (ADA) notification codes; passenger guidance; Homeland Security capabilities; and overall Airport communications. The primary benefit of this approach is based on the fact that URS has in depth knowledge of the complexity and difficulty associated with replacing these systems which will aid in making timelier, cost effective, and consistent decisions during construction.

A Request for Proposal (RFP) is currently advertised for construction management services for the other planned expansions.

If approved, the contract shall require an increase in funds in the amount of \$75,886.40.

Previous actions associated with this contract in reverse chronological order are:

- October 25, 2011 Approval of Final Agreement by the Board of County Commissioners
- May 24, 2011 Approval of Ranking of Firms and Staff Authorized to Negotiate with the Number One Ranked Firm

Fiscal Impact/Cost/Revenue Summary:

Funding to support this project is budgeted in the Airport's Capital Improvement Program. The sources of funding for this project are from the Airport Enterprise Fund (Passenger Facility Charges) and a Grant from the State of Florida - Department of Transportation (FDOT).

The Passenger Facility Charges have already been collected and received by the Airport, and the FDOT Grant was received and approved by the BCC in May 2010. The funding for this Agreement is as follows:

State of Florida – FDOT	\$386,570.00
Airport (PFC)	<u>\$386,570.00</u>
Total	\$773,140.00
First Amendment:	<u>\$ 75,886.40</u>
Total Approved Agreement	\$849,026.40

First Amendment Funding:	
State of Florida – FDOT	\$ 37,943.20
Airport (PFC)	<u>\$ 37,943.20</u>
Total	\$ 75,886.40

Exhibits/Attachments:

Contract Review Transmittal Slip
First Amendment



**PURCHASING DEPARTMENT
CONTRACT REVIEW TRANSMITTAL**

**CATS
NO.:**
42167

PROJECT: First Amendment - Terminal Building Schematic Analysis Design Development and Project Implementation for St. Petersburg-Clearwater International Airport

BID NUMBER: 101-0129-NC (RM)

REQ. NUMBER:

TYPE: ☐ Purchase Contract ☐ Other: ☐ Construction-Less than \$100,000 ☐ One Time

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

RISK MANAGEMENT:

PRODUCT ONLY ☐

This is an annual contract. Estimated Expenditure: \$75,886.40

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	Purchasing Dept. J. Lauro, Director, C Mancuso A.D. Ruby McKenzie, PA	4/23	<i>[Signature]</i>	See memo	
2.	Requesting Dept. Noah Lago, Director, Airport, John Holt JEFF NOA	4/24	<i>[Signature]</i>		

Using Dept please provide below information:

☐ Yes, funding for this requisition is using grant Funding. ☐ No, funding for this requisition is not using grant Funding.

If grant funding is being used you must provide Purchasing with the exact clauses that need to be on attached document.

3.	Risk Management Director Attn: Virginia Holcher (Check applicable box at right)	4/26/13	VEH	ins Requirements in original	HIGH RISK
4.	BCC Finance Attn: Cassandra Williams	5/3/13	<i>[Signature]</i>		NOT HIGH RISK
5.	Legal: M Wallace/Miles Belknap	5/3/13	MW	Agreements Attached	
6.	Chief of Staff, Asst. County Administrator Attn: M. Woodard	5/3/13	<i>[Signature]</i>	See questions.	
7.	Asst. County Administrator Attn: David Scott	5/6/13	<i>[Signature]</i>		

RETURN ALL DOCUMENTS TO PURCHASING

Make all inquiries to: Ruby McKenzie

at Extension 43795

In order to meet the following schedule, please return your requirements to Purchasing by: May 2, 2013

Revised 08/2010

TENTATIVE DATES

RFP Mail Out: TBD

RFP Opening: TBD

BCC Approval: TBD - Tentative May 21, 2013

**FIRST AMENDMENT TO THE AGREEMENT FOR TERMINAL BUILDING SCHEMATIC
ANALYSIS DESIGN DEVELOPMENT AND PROJECT IMPLEMENTATION**

This Amendment made and entered into this _____ day of _____, 2013, by and between PINELLAS COUNTY, a political subdivision of the State of Florida, hereinafter referred to as "County" and URS Corporation Southern, Tampa, FL hereinafter referred to as "Contractor."

WITNESSETH:

WHEREAS, the County and the Contractor entered into an agreement on October 25, 2011, pursuant to Pinellas County Contract No. 101-0129-NC (hereinafter "Agreement") pursuant to which the Contractor agreed to provide Terminal Building Schematic Analysis Design Development and Project Implementation for the St. Petersburg – Clearwater International Airport for County; and

TWENTY-FIVE (25)

WHEREAS, Section FOUR-(4) of the Agreement permits modification by mutual written agreement by the parties; and

WHEREAS, the County and the Contractor now wish to modify the Agreement in order to provide for New Terms;

NOW THEREFORE, the parties agree that the Agreement is amended as follows:

1. The Contractor shall now perform Construction Administration services during the replacement of the Airport's existing public information systems.
2. Except as changed or modified herein, all provisions and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties herein have executed this First Amendment to the Agreement for Terminal Building Schematic Analysis Design Development and Project Implementation for the St. Petersburg – Clearwater International Airport pursuant to Contract No. 101-0129-NC as of the day and year first written above.

PINELLAS COUNTY, FLORIDA
by and through its
Board of County Commissioners

URS Corporation Southern

Chairman


(Signature)

Steven Henriquez, P.E.
(Printed Name)

[Corporate Seal]

ATTEST:
KEN BURKE

ATTEST:

By: _____
Deputy Clerk

By: Charles H. Evans, VP
(Attesting Witness' name/title)

APPROVED AS TO FORM:

Michelle Wallace
Office of the County Attorney

**ST. PETE-CLEARWATER INTERNATIONAL AIRPORT
PA & MUFIDS SCOPE OF WORK
CONSTRUCTION ADMINISTRATION PHASE
FOR
TERMINAL RENOVATIONS – PHASE 2
March 21, 2013**

A. INTRODUCTION

St. Pete-Clearwater International Airport (Airport) has requested a proposal from URS Corporation to provide architectural and engineering Construction Administration services for facility improvements identified as the Terminal Renovations – Phase 2 Project (Project). The proposed services include the following tasks:

1. Public Information
 - Address (PA)
 - Multi User Flight Information and Display System (MUFIDS)

B. GENERAL SERVICES TO BE PERFORMED BY CONSULTANT

Anticipated services are detailed in Fee Proposal form and are further described as follows:

1. Attend Pre-Bid and Pre-construction meetings – Prepare and distribute minutes
2. Bid Evaluation and Recommendation
3. Conduct reoccurring physical inspections of work being put in place by the contractor such as conduit rough-in, cable installation and end device box placement to verify correctness and installation quality - Frequency identified in fee proposal
4. Review of Contractor Pay Applications based on the verification of stored inventory and work in place - Number identified in fee proposal
5. Engineer response to RFI's and the development of supplemental information as required for facilitating systems installation (clarifications and adaptation to changed conditions).
6. Home Office support to include:
 - a. Answer Requests for Information (RFI) and issue clarification documents
 - b. Review and provide Change Order recommendation(s)
 - c. Shop drawings and data review
7. Pre-Final Inspection and preparation of punch list report
8. Equipment operation training witness
9. Final Inspection
10. Review As-Built documents prepared by Contractor
11. O&M document review

ST. PETE-CLEARWATER INTERNATIONAL AIRPORT - TERMINAL RENOVATIONS - PHASE 2

Fee Proposal - Construction Administration Phase - PA & MUFIDS

6-Feb-13

ACTIVITY	PM		Architect		SR Engineer		Mechanical		Electrical		Const Inspector		Cadd Tech		Clerical		TOTAL HOURS	FEE
	MAN HOURS	HOURLY RATE	MAN HOURS	HOURLY RATE	MAN HOURS	HOURLY RATE	MAN HOURS	HOURLY RATE	MAN HOURS	HOURLY RATE	MAN HOURS	HOURLY RATE	MAN HOURS	AVE HR RATE	MAN HOURS	AVE HR RATE		
PA & MUFIDS	0	\$180.00	0	\$170.00	56	\$155.00	0	\$140.00	103	\$140.00	343	\$115.00	0	\$85.00	0	\$75.00	502	\$82,545.00
PROJECT MANAGEMENT	50	\$180.00	0	\$170.00	0	\$155.00	0	\$140.00	0	\$140.00	0	\$115.00	0	\$85.00	0	\$75.00	50	\$9,036.00
TOTAL MYS/SALARY	50	\$180.00	0	\$170.00	56	\$155.00	0	\$140.00	103	\$140.00	343	\$115.00	0	\$85.00	0	\$75.00	502	\$71,886.40
																	TOTAL FEE	\$71,886.40
																	EXPENSES	\$4,306.40
																	GRAND TOTAL	\$75,886.40

ST. PETE-CLEARWATER INTERNATIONAL AIRPORT - TERMINAL RENOVATIONS - PHASE 2

1 of 2

Scope of Services

6-Feb-13

ITEM #	DESCRIPTION	HOURS BY STAFF CLASSIFICATION							
		PM Tampa	Arch	SR Eng Denver	Mech	Elec Tampa	Dsgnr/ Insp Denver	Cad	Cler
1	Attend Pre-Bid and Pre-construction meetings – Prepare and distribute minutes			0			0		
2	Bid Matrix Evaluation			8			8		
3	Bid Recommendation			6			6		
	General Tasks								
4	Pay app review (8)								
5	Weekly Inspection by Tampa staff (total 32 @ 3hr ea)					69			
6	Monthly Inspection by Orlando Staff (total 8 @ 9 hr ea)						72		
7	RFI (10 total)					10	52		
	Software								
8	MUFIDS Drawings			8			8		
9	PA Drawings			8			8		
10	MUFIDS Equipment / Software			6			7		
11	PA Equipment / Software			4			4		
12	Attend Software Config Meetings with PIE			16			16		
13	Critical cuts								
14	LAN Hardware Set						9		
15	LAN Commissioning						9		
16	LAN O & M Review						9		
	Paging								
17	Paging Racks Set						8		
18	Paging Software Review						4		
19	Paging speaker install (Monthly x 6)					12			
20	Paging Mic station install (monthly x 6)					12			
21	Initiate Night Cutover						9		
22	Verification Testing						9		
23	Develop Punch List						7		
	Hardware								
24	Servers/Workstation Set						8		
25	Software Review						6		
26	Initiate Roll Out/Replace Displays						8		
27	Witness System Cutover						7		
28	Verification Testing						9		
29	Develop Punch List						9		
	Final Review						9		
30	Final Punch List						9		
31	As-Built Document Review - Paging						12		
32	As-Built Document Review MUFIDS						12		
33	O & M Review						9		
		0	0	56	0	103	343	0	0

ST. PETE-CLEARWATER INTERNATIONAL AIRPORT - TERMINAL RENOVATIONS – PHASE 2

Reimbursable Expenses			6-Feb-13
Description	Unit Cost	Quantity	Total
Airfare (Denver)	\$600.00	1	\$600.00
Per Diem	\$75.00	2	\$150.00
Hotel	\$150.00	2	\$300.00
Milage	\$0.51	5000	\$2,550.00
Parking	\$24.00	1	\$24.00
Rental Car	\$50.00	2	\$100.00
Car Fuel	\$40.00	1	\$40.00
Reproduction	\$100.00	6	estimate of reimbursable expenses
Mailing	\$25.00	6	\$150.00
Sub-Total			\$3,914.00
Miscellaneous reserve at 10%			\$391.40
	Grand Total		\$4,305.40