



BOARD OF COUNTY COMMISSIONERS

DATE: December 10, 2013

AGENDA ITEM NO. 19

Consent Agenda ☐

Regular Agenda ☒

Public Hearing ☐

County Administrator's Signature

Subject:

Second Amendment - 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 / Joe Lauro

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE THE SECOND AMENDMENT 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:

This request for a second amendment to the contract for building schematic analysis design development and project implementation is to provide for construction administration services during Phase II of the terminal renovations. As part of the agreement with URS as the Engineer of Record (EOR), 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 Airport terminal's existing heating ventilation/air conditioning and fire alarm systems, the replacement of an existing "built-up" roof over the baggage claim area and the replacement of existing lights with more energy efficient fixtures in various locations throughout the terminal building are designs that were incorporated into the original agreement with URS.

The designed elements will be constructed and managed under separate contracts with other firms. URS, as the EOR, will perform management services during the construction phase, such as answering Request for Information and issuing clarification documents along with shop drawings and data review at a cost of \$59,914.00. The original agreement for this contract indicated management services as optional.

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

- June 4, 2013 – First Amendment to the Agreement - Terminal Building Schematic Analysis Design Development and Project Implementation for St. Pete-Clearwater International Airport.
- October 25, 2011 - Approval of final agreement by the Board.
- May 24, 2011 – Board 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).

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.

Original Agreement Amount:	\$773,140.00
First Amendment:	\$ 75,886.40
Second Amendment:	\$ <u>59,914.00</u>
Total Approved Agreement	\$908,940.40

Exhibits/Attachments:

Contract Review
Second Amendment



**PURCHASING DEPARTMENT
CONTRACT REVIEW TRANSMITTAL**

**CATS
NO.:43481**

PROJECT Second 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: **Amendment** ☐ 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: \$59,914.00

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	<u>Purchasing Dept.</u> J. Lauro, Director, C Mancuso A.D. Ruby McKenzie, PA	10/22/13	[Signature]	Legal contingent amendment	
2.	<u>Airport - Monique Savas to distribute to.</u> Noah Lagos, Director, Airport, John Holt	10/23/13	[Signature]	managed by 10/23/13 Type on page 2 of not Board memo	see when formal Amend

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.

9/20/10-2A	3.	<u>Risk Management Director</u> Attn: Virginia Holcher (Check applicable box at right)	10/24/13	[Signature]	Insurance requirements in original agreement.	HIGH RISK NOT HIGH RISK
	4.	<u>BCC Finance</u> Attn: Cassandra Williams	10/28/13	[Signature]		
	5.	<u>Legal:</u> Miles Belknap	11/5/13	[Signature]	Agreements attached	
	6.	<u>Exec Director:</u> David Scott	11/12/13	[Signature]		
	7.	<u>Chief of Staff, Asst. County Administrator</u> Attn: M. Woodard	11/14/13	[Signature]		

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

TENTATIVE DATES

RFP Mail Out: TBD
RFP Opening: TBD

11-1-13

**SECOND AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL
ARCHITECTURAL/ENGINEERING SERVICES FOR TERMINAL RENOVATIONS PHASE II AND
TERMINAL REVALIDATION STUDY**

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 November 3, 2011, pursuant to Pinellas County Contract No. 101-0129-NC (hereinafter "Agreement") pursuant to which the Contractor agreed to provide Professional Architectural/Engineering Services for County; and

WHEREAS, Section Twenty-five (25) of the Agreement permits modification by mutual written agreement of the parties; and

WHEREAS, the County and the Contractor now wish to modify the Agreement in order to provide for Construction Administration Services, at the same terms and conditions, and at the pricing defined the Exhibit A to this Amendment;

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

1. The Contractor shall perform Construction Administration Services during the expansion of the Airport's chilled water air condition system, roof replacement for the Baggage Claim segments of the Terminal Building and the upgrade to the fire alarm detection and notification system. Contractor's Construction Administration Services shall include, but are not limited to, the provision of answers to Requests for Information (RFI), issuance of clarification documents, and provision of shop drawings and data review. Contractor's compensation for Construction Administration Services shall be an amount not-to-exceed Fifty-nine thousand nine hundred fourteen dollars (\$59,914.00), which compensation shall be paid to Contractor as provided in the original Agreement and as more specifically stated in Exhibit A to this Amendment, attached hereto and incorporated herein by reference.

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 Second Amendment to the Agreement for Professional Architectural/Engineering Services for Terminal Renovations Phase II and Terminal Revalidation Study pursuant to Contract No. 101-0129-NC as of the day and year first written above.

Contractor:

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

[Signature]
Vice President (signature)
Steve Henriquez, P.E.
Vice President (printed name)

Chairman

ATTEST:

By: *[Signature]*
(Attesting Witness' name/title)
Project Manager

ATTEST:
KEN BURKE

By: _____
Deputy Clerk

APPROVED AS TO FORM:

[Signature]

Office of the County Attorney

EXHIBIT A

ST. PETE-CLEARWATER INTERNATIONAL AIRPORT SCOPE OF WORK CONSTRUCTION ADMINISTRATION PHASE FOR TERMINAL RENOVATIONS – PHASE 2 October 10, 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 Project includes two general tasks, each with multiple sub-tasks, consisting of the following:

1. Building Improvements
 - Expansion of Chilled Water System and Air Conditioning System Upgrades
 - Fire Alarm Upgrades, Lighting Controls and Electrical Supply
 - Baggage Claim Roof Replacement
 - Miscellaneous Architectural Upgrades
 - ~~Lighting upgrades~~

B. GENERAL SERVICES TO BE PERFORMED BY CONSULTANT

Anticipated services are as follows:

- ~~1. Attend Pre-Bid and Pre-construction meetings—Prepare and distribute minutes~~
- ~~2. Bid Evaluation and Recommendation~~
- ~~3. Periodic site visits and report—Frequency to be identified in fee proposal~~
- ~~4. Coordinate with CM~~
- ~~5. Pay application site meeting and approval~~
6. Home Office support to include surplus
 - 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. Special site meetings as identified in fee proposal~~
- ~~8. Pre-Final Inspection and preparation of punch list report~~
- ~~9. Equipment operation training witness~~
- ~~10. Final Inspection~~
11. Prepare record documents from Contractor's mark-up set
- ~~12. O&M document review~~

EXHIBIT A

ST. PETE-CLEARWATER INTERNATIONAL AIRPORT - TERMINAL RENOVATIONS – PHASE 2																		
Fee Proposal - Construction Administration Phase																		10-Oct-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		
PUBLIC INFORMATION	0	\$180.00	0	\$170.00	0	\$155.00	0	\$140.00	0	\$140.00	0	\$115.00	0	\$85.00	0	\$75.00	0	\$0.00
BUILDING IMPROVEMENTS	0	\$180.00	100	\$170.00	0	\$155.00	175	\$140.00	80	\$140.00	0	\$115.00	8	\$85.00	0	\$75.00	363	\$53,380.00
CA SUBTOTAL	0	\$180.00	100	\$170.00	0	\$155.00	175	\$140.00	80	\$140.00	0	\$115.00	8	\$85.00	0	\$75.00	363	\$53,380.00
PROJECT MANAGEMENT	36	\$180.00	0	\$170.00	0	\$155.00	0	\$140.00	0	\$140.00	0	\$115.00	0	\$85.00	0	\$75.00	36	\$6,534.00
TOTAL MH'S/SALARY	36	\$180.00	100	\$170.00	0	\$155.00	175	\$140.00	80	\$140.00	0	\$115.00	8	\$85.00	0	\$75.00	399	\$59,914.00
																	TOTAL FEE	\$59,914.00
																	EXPENSES	\$0.00
																	GRAND TOTAL	\$59,914.00