AtkinsRéalis



Task Authorization 08

Task Authorization No.	08	Atkins Project No.	TBD
Date:	August 20, 2024	Client P.O. No.	TBD
Owner:	City of Lakeland 228 S. Massachusetts Ave. Lakeland, FL 32801-5086	Engineer:	AtkinsRéalis USA, Inc. 4030 W Boy Scout Blvd, Suite 700 Tampa, FL 33607

The vendor, AtkinsRéalis USA, Inc. (Atkins), is a corporation licensed to do business in the state of Florida with offices located at the address listed above, among others. As such, this task authorization is prepared in accordance with the terms and conditions of the master agreement *Continuing Contract and Agreement of Professional Municipal Engineering Services* executed between Atkins and the City of Lakeland on November 1, 2021. As part of this task authorization, Atkins will provide the following professional services:

1. Objective

The City of Lakeland (Sponsor), located in Lakeland, Florida, owns and operates the Lakeland Linder International Airport (LAL). At the request of the Sponsor, AtkinsRéalis USA, Inc. (CONSULTANT) has drafted this scope of services to define the effort necessary to accomplish Design, Permitting, and Construction Phase Services for the New Double M Hangar (Project). Design will include site/civil and utility engineering associated with both landside and airside connections to the hangar. Building design to include all engineering components including Structural, Architecture, Mechanical, Electrical, Plumbing, and Fire Protection.

2. Scope of Services

The scope of services for this project are further defined in **Attachment A**, Scope of Services.

3. Scope Clarifications and Assumptions

Assumptions for this project are further defined in Attachment A, Scope of Services.

4. Cost and Schedule

Consultant services for this project will be performed on a **lump sum basis** for a fee of ________. Services for this task will be performed as stated herein and under the *Continuing Contract and Agreement of Professional Municipal Engineering Services* executed between Atkins and the City of Lakeland on November 1, 2021. The CONSULTANT'S Estimate of Compensation is further outlined in **Attachment B**.

Work will commence on the date of the Notice to Proceed (NTP). Due to Tenant requirements the project is anticipated to have construction substantially complete by April 2025. This will be highly contingent on the

CMAR schedule.

Client Concurrence:

CITY OF LAKELAND

Ву:

Authorized Signature

Printed Name

Title

Date

Attest:

leather L. Bradman, Deputy City Clerk

9-18-00

APPROVED AS TO FORM AND CORRECTNESS:

Palmer C. Davis, City Attorney

Vendor Concurrence:

ATKINSRÉALIS USA, INC.

Ву:

Authorized Signature

Thomas E. Roda

Printed Name

Sr. Division Manager

Title

August 20, 2024

Date



ATTACHMENT A

SCOPE OF SERVICES FOR DESIGN, PERMITTING, and CONSTRUCTION PHASE SERVICES FOR THE NEW DOUBLE M HANGAR AT THE LAKELAND LINDER INTERNATIONAL AIRPORT

I. BACKGROUND INFORMATION

The Lakeland Linder International Airport (LAL or "Airport") is a public airport located in Lakeland, Florida that is owned and operated by the City of Lakeland (CITY). The Airport wishes to develop a new 16,500 sf hangar for use by Double M Aviation (the "Tenant").

At the request of LAL, Atkins (CONSULTANT) has developed this scope of services to define the effort necessary to accomplish Design, Permitting and Construction Phase Services for the *New Double M Hangar* (the "Project") at LAL. Design will include site/civil and utility engineering associated with both landside and airside connections to the hangar. Building design to include all engineering components including Structural, Architecture, Mechanical, Electrical, Plumbing, and Fire Protection. Building is to be a Pre-engineered Metal Building System (PEMB) matching closely the Conceptual Design Package provided to the CONSULTANT by LAL. Proposed design submittals to include a 50% Design, 95% Design and IFC Design submittal for review and approval. Project delivery is to be construction manager at risk (CMAR). Design to include coordination with LAL's Tenant within requirements set by LAL.

Due to Tenant requirements, the project is to be completed on a fast-track schedule as needed for substantial completion by April 2025. Ability to meet this will be highly contingent on the CMAR schedule.

II. SCOPE OF SERVICES

For the purposes of scope definition and CONSULTANT fee development, the work has been divided into the tasks indicated below. Any modifications and/or revisions to these tasks will constitute a change in the project scope and may require a revision to the compensation to be paid to the CONSULTANT. These tasks will begin once LAL provides the CONSULTANT with a written Notice to Proceed.

A. BASIC SERVICES

The Basic Services for this Project include the following design and permitting services by the CONSULTANT:

Task 1: Project Administration and Coordination

This task involves the internal management of the contract including project bookkeeping, billing, and coordination with project stakeholders. The Project Manager (PM) will be readily available to the project team and the CITY to oversee necessary project related elements. The PM will keep the CITY advised of the work progress, schedule, and anticipated review dates. The PM will be the CONSULTANT's main point of contact and will be responsible for ensuring that the Project's goals and objectives are met within the agreed upon schedule.

Task 2: Construction Documents (50% Design)

This task includes the development of drawings necessary and appropriate for a 50% level of design as determined by the CONSULTANT. The 50% Design drawings are intended to include major design elements and provide enough information to define the scope of the Project. Major project items will be set and considered essentially final, but detailed design items may not be included in this submission.

The CONSULTANT will develop draft technical specifications for the Project based on the FAA, FDOT, or CSI standards as appropriate. If standard technical specifications are not available for a particular construction item, the CONSULTANT will create the necessary technical specification.

The CONSULTANT shall compile, submit and distribute PDF copies of the 50% Design plans and specifications to the Airport for review and comment. Documents will be provided as half size (11"x17") drawings and letter size (8.5"x11") reports or specifications.

The CONSULTANT'S PM and/or appropriate technical leads will prepare for and attend various Project meetings during this phase. It is anticipated that there will be one (1) coordination meetings and one (1) document review meeting with the Airport.

Task 3: 95% Design

The CONSULTANT will review the comments received from the Airport on the 50% Design submittal review and incorporate applicable comments into plans and specifications. The CONSULTANT will also receive comments from the CMAR and incorporate where appropriate.

The CONSULTANT will continue to progress the plans and specifications to a 95% Design level. At 95% Design, the Project elements and details will be essentially complete and ready for final review. When the 95% Design drawings are submitted to LAL, they shall be considered final design documents pending only LAL review and approval to proceed with permitting.

CONSULTANT will prepare building permitting documents along with review and coordination of requirements and comments provided by the AHJ. Permitting documents

will be prepared in conjunction with the 95% Design Submittal documents is support of the CMAR's application for permit.

The CONSULTANT will also develop a project manual for use during construction of this project in accordance with Federal, State, and Local requirements. The CITY's standard "front end" documents will be provided to the CONSULTANT.

The CONSULTANT will not be responsible for any quantity take-offs or cost estimating for this Project. It is assumed these tasks will be the responsibility of the CMAR. The CONSULTANT will review the guaranteed maximum price (GMP) proposal submitted by the CMAR and provide comments to LAL.

The CONSULTANT shall compile, submit, and distribute PDF copies of the 95% Design plans and specifications to the Airport for review and comment. Documents will be provided as half size (11"x17") drawings and letter size (8.5"x11") reports or specifications.

The CONSULTANT'S PM and/or appropriate technical leads will prepare for and attend various Project meetings during this phase. It is anticipated that there will be one (1) coordination meetings and one (1) document review meeting with the Airport.

Task 4: Issued for Construction (IFC) Documents

Utilizing comments from LAL, the CMAR, and permitting agencies, the CONSULTANT will complete the plans and specifications to a level necessary for construction. The CONSULTANT will provide PDF copies of these documents to the CMAR for their use in bidding and construction as necessary to meet the project requirements. The CONSULTANT will not be responsible for any bidding or repackaging of documents for CMAR bidding.

Task 8: Construction Phase Services

The CONSULTANT will provide Construction Administration (CA) services to include participation in weekly construction progress meetings, submittal reviews and responses to construction RFI's. CA duration based on an assumed 9-month construction duration.

The CONSULTANT will attend a Pre-Construction Conference before construction commences. The purpose of this meeting will be to review general administrative procedures of the contract, review technical requirements, begin the submittal process, and other items as defined in the Contract Documents.

The CONSULTANT's Project Manager and/or appropriate technical leads will make visits to the site during construction. Such visits are not intended to be exhaustive in examining the Contractor's work in progress, but rather to provide a general observation of the work based on the Engineer's professional judgment. The CONSULTANT will review the Contractor's work as observed for general conformance with the Contract Documents. The CONSULTANT will not visit the site to direct or supervise the Contractor's work.

The CONSULTANT will review shop drawings submitted by the Contractor as stipulated in the Contract Documents. The CONSULTANT's review of shop drawings will be limited to general design concepts and general compliance with the Contract Documents. Reviews by the CONSULTANT will not relieve the Contractor of the responsibility to comply with the Contract Documents. The CONSULTANT shall act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work. The CONSULTANT shall have the authority to make decisions related to the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. The CONSULTANT will review and comment on each shop drawing or technical submittal a maximum of three (3) times. Additional reviews shall be eligible for additional compensation.

The CONSULTANT will prepare technical responses to the questions submitted by the Contractor in the format of a Request for Information (RFI). The CONSULTANT shall act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work. The CONSULTANT shall have the authority to make decisions related to the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. The CONSULTANT shall also provide technical support and clarifications related to the construction documents and shall provide any required revisions or supplemental information related to the contract documents that may be required during construction.

The CONSULTANT's Project Manager and/or appropriate technical leads will attend the Substantial Completion and Final Inspections. While at these inspections, the CONSULTANT will review the work for general conformance with the Contract Documents. The CONSULTANT will provide the CMAR with a punch list of items requiring attention after each inspection.

CA scope of work excludes the following items: Structural Threshold Inspection services (Not required), Building Systems Commissioning (Not required), full-time resident project representative (RPR) oversight of the project during construction, and construction component testing.

B. SPECIAL SERVICES

Special Services for this Project include those services anticipated to be performed by specialty sub-consultants or investigations necessary to complete the design as follows:

1) Topographic Survey

The CONSULTANT will contract with and manage a specialty subconsultant to perform a topographical survey of portions of the proposed project area and surrounding terrain as deemed necessary for the design of the project. This survey will supplement the survey previously performed for other projects in the area.

The survey will entail establishing field horizontal and vertical control, obtaining planimetric and topographical survey information, and produce a topographical base mapping of the project area.

Data collection efforts will include office and field work for crew coordination and briefings, coordination with CITY personnel on issues of security and airport operations, running a level loop to transfer true elevation from government benchmark, setting temporary benchmarks throughout the project area, establishing vertical elevations sufficient for engineering design over entire survey limits, horizontal and vertical location of improvements, recording location of visible evidence of utilities as flagged or painted by related service provider, data collector download and processing, preparation of AutoCAD drawing(s), reference notes, supervision, and certification.

The finished product of topographical survey will consist of a 3D AutoCAD coordinate based topographic survey map with DTM break lines, performed and prepared in accordance with Minimum Technical Standards for the State of Florida as established by Chapter 61G17-6 of the Florida Administrative Code.

2) Geotechnical Investigation

The CONSULTANT will select and manage a sub-consultant that will perform various shallow soil borings and cores of existing pavements at various locations specified by CONSULTANT in order to verify and evaluate existing site conditions. Spacing and location will be as required by FAA for airfield pavement design. Appropriate laboratory testing and analysis will be performed on soil samples recovered from the borings. The resulting geotechnical information will be utilized by the CONSULTANT in designing pavements and stormwater facilities. This investigation will supplement the previous investigation performed under the preliminary site study. A copy of the final geotechnical investigation report will be provided to LAL.

III. BASIC ASSUMPTIONS

The following is a list of assumptions forming the basis of the CONSULTANT's cost proposal for providing the services detailed in the Scope of Services for this project. Any modification and/or revision to these basic assumptions will constitute a change in the project scope and may result in a revision to the CONSULTANT's cost proposal.

- Labor and expense dollars for the Project included in Attachment B are estimated and may be moved between tasks and between authorized labor and expense categories at the discretion of the CONSULTANT provided the maximum value of the Agreement is not exceeded.
- 2. This scope of work is anticipated to be completed within 14 months of notice to proceed. This assumes normal and customary review times by permitting agencies. This is also subject to timely delivery by the CMAR
- 3. LAL will provide the CONSULTANT with necessary existing documents and goals and objectives for the Project.
- 4. LAL will provide, or assist with obtaining from the CITY, any record documents that relate to the project area such as existing information for location of utilities.
- 5. Documents will be created in the CONSULTANT's standard format. All drawings will be created in black and white AutoCAD format using English units. Technical specifications will be provided in Master Spec, FAA, or FDOT standard format as determined appropriate by the CONSULTANT.
- 6. The CITY will provide the latest edition of their standard "front end" documents to the CONSULTANT for incorporation into the bid documents.
- 7. The CITY or the CMAR will pay all costs required for permitting directly. The CONSULTANT shall not be responsible for payment of any permitting fees.
- 8. The CMAR will prepare and place any required bid advertisements and distribute documents to interested bidders.
- 9. It will be the responsibility of the Contractor to obtain any permits necessary for construction. The CONSULTANT will not be applying for or obtaining any construction related permits.
- CONSULTANT shall not be responsible for the acts or omissions of any Contractor, subcontractor, or supplier at the site or otherwise furnishing or performing any of the Contractor's work.

- 11. Any electronic files provided to the Contractor will be done so under the following stipulations:
 - a. Electronic data files are the property of the CITY and are provided by the CONSULTANT to the CONTRACTOR solely as a convenience and in an "as is" condition. The CONTRACTOR hereby acknowledges that electronic data files are not considered part of the Contract Documents. The CONTRACTOR also acknowledges that the information contained in these electronic data files is for informational purposes only and agrees not to modify them without the knowledge and written consent of the CONSULTANT and the CITY.
 - b. The CONTRACTOR further acknowledges and agrees that differences may exist between the electronic files delivered and the printed hard copy Contract Documents. In the event that such a conflict is found, the hard copy documents, which are signed and sealed with the Design Professional's Registration Stamp, shall be controlling and take precedence over the electronic version. The CONTRACTOR also agrees that such a discrepancy between the hard copy contract documents and the electronic files shall not form the basis for claim.
 - c. The use of the information contained in electronic files is at the CONTRACTOR'S and others' sole risk without liability or legal exposure to the CONSULTANT or the CITY.
- 12. The following items are excluded from the Project scope of services but can be added for additional fee if desired:
 - a. Subsurface utility engineering and locations
 - b. Boundary survey
 - c. Landscaping Design
 - d. Site Lighting
 - e. Traffic studies
 - f. Offsite roadway improvements
 - g. FDOT Connection Permits
 - h. Gopher Tortoise (or other endangered species) survey and/or relocation
 - i. Water quality monitoring
 - j. Noise modeling
 - k. Special environmental studies
 - Environmental resource permitting
 - m. Wetland mitigation
 - n. Commissioning
 - o. Threshold inspections
 - p. RPR Services
 - q. Quality Assurance Testing
 - r. Airport Layout Plan (ALP) Update

13.	Any other service not specifically delineated within this scope is not included and would only be performed at Client's request and approved fee.
	END ATTACHMENT A

\$368,679

TOTAL FEES - PROFESSIONAL SERVICES

ATTACHMENT B LIBOR HOUR REE ESTIMATE FOR ARCHITECTURAL, ENGINEERING AND CONSTRUCTION ADMINISTRATION SERVICES FOR LAKELAND LINDER INTERNATIONAL ARPORT (LAL) AMP HANGAR

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