

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2792-AP

TASK ORDER #: 12

TASK ORDER AMOUNT: \$ Maximum budget of \$45,050.00 (LS/NTE)

OFFERED BY CONSULTANT:

AVCON, INC.
FIRM'S NAME

CONTRACT: C19-2792-AP
AVCON, INC.
GENERAL AVIATION ENGINEERING SVS
EXPIRES: 03/26/2024

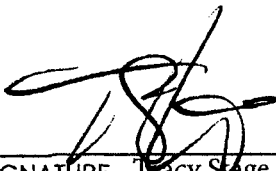
VIRGIL C. "LEE" LEWIS, P.E.
REPRESENTATIVE'S PRINTED NAME

John Collins For Virgil C. "Lee" Lewis, P.E.
SIGNATURE

Vice President
TITLE

March 17, 2023
DATE

RECOMMENDED FOR APPROVAL
(Department Director)


SIGNATURE Tracy Stage A.A.E.

Airports Director
TITLE

3-26-23
DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- \$25,000 or less approved by Purchasing Manager
- \$25,001 to \$50,000 approved by OMB Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.

Digitally signed by DeRita Mason
Date: 2023.03.21 09:02:48 -05'00'
DeRita Mason
PURCHASING MANAGER

DATE

Digitally signed by Faye Douglas
Date: 2023.03.22 09:01:16 -05'00'
Faye Douglas
OMB Director/DATE

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

TASK ORDER NO. _____
Professional Re-Bid Phase Services

Expand Baggage Claim at
Destin-Fort Walton Beach Airport
March 17, 2023

Task Order No. _____
AVCON Project No. 2023.050.03

AVCON, INC., a Florida Corporation (hereinafter "CONSULTANT") agrees to perform and complete the following services (hereinafter "Services") for Okaloosa County Board of County Commissioners (hereinafter "CLIENT"), in accordance with the terms and conditions of the Agreement for Professional Architectural, Engineering, and Aviation Planning Services (Contract No.: C19-2792-AP), dated January 18, 2019, all of which terms and conditions are incorporated herein by reference.

- 1. Task Location:** Destin-Fort Walton Beach Airport
- 2. Task Name:** Re-Bid Phase Services for Expand Baggage Claim
- 3. Task Description/Scope of Services:** CONSULTANT shall perform the scope of services as specified in the Graef-USA, Inc. proposal dated March 17, 2023 and attached hereto as **Exhibit A** (12 pages).
- 4. Compensation:** All administrative services to facilitate the work specified in Section 3 above shall be compensated for on a Lump Sum basis as derived in **Exhibit B** and attached hereto. The Lump Sum fee shall be One Thousand, Eight Hundred Fifty and 00/100 dollars (\$1,850.00 LS) and shall include all job-related travel costs, reprographic costs, printing/plotting costs, telephone/facsimile charges, and mail charges required to perform the project management and administrative work required. Progress payments shall be made monthly and shall be by an estimate of the percent complete in accordance with the project progress.

In addition to the project management and administrative services, the CONSULTANT shall be compensated for all re-bid phase services on a not-to-exceed time and materials basis in accordance with the fees specified in **Exhibit A**. These re-bid phase services shall be performed by a qualified SUBCONSULTANT, Graef-USA Inc. Compensation for all work performed by SUBCONSULTANT shall not exceed a collective amount of Forty-Three Thousand, Two Hundred and 00/100 dollars (\$43,200.00 NTE).

The total maximum budget for this task order is \$45,050.00 (LS/NTE). Progress payments shall be made monthly.

- 5. Schedule:** The project schedule shall be as coordinated mutually between CLIENT and CONSULTANT.
- 6. Deliverables:** Deliverables for the work shall be dependent upon the services authorized by the Okaloosa County Airports.

7. **Other Considerations:** Services of the CONSULTANT shall be under the direction of Mr. Chad Rogers, P.E., of Okaloosa County Airports.

Graef-USA, Inc. shall serve as an authorized SUBCONSULTANT for work performed under this task order. As a service to Okaloosa County Airports, AVCON shall administer this task order. AVCON shall provide no other services under this task order; the services will be exclusively provided by the SUBCONSULTANT.

All County and other applicable fees shall be paid for directly by the CLIENT.

Accepted by:

CLIENT:

**Okaloosa County Board of
County Commissioners**

By:  _____

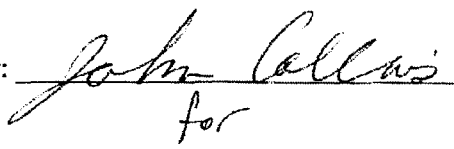
Printed Name: Tracy Stage A.A.E.

Title: Airports Director

Date: 3.20.23

CONSULTANT:

AVCON, INC.

By:  _____

Printed Name: Virgil C. "Lee" Lewis, P.E.

Title: Vice President

Date: March 17, 2023

2300 Maitland Center Parkway
Suite 210
Maitland, FL 32751
407 / 659 6500
407 / 659 0609 fax
www.graef-usa.com



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March 17, 2023

John Collins, P.E.
Avcon, Inc.
320 Bayshore Drive, Suite A
Niceville, FL 32578

Subject: Expand Baggage Claim at the Destin-Fort Walton Beach Airport (VPS)
Re-Bid Phase Services
Fee Proposal

Dear Mr. Collins:

Per the request of Mr. Chad Rogers at Okaloosa County Airports, Graef-USA Inc. (GRAEF) is pleased to provide this proposal for services to Avcon, Inc. (Client). An executed copy of this proposal will become our Agreement.

This proposal is for services for Re-Bid Phase Services to Expand Baggage Claim at the Destin-Fort Walton Beach Airport (VPS) (Project). This proposal is subject to GRAEF's Standard Terms and Conditions, a copy of which is attached and incorporated by reference.

It is our understanding that the nature of the Project is to provide bidding phase services for a new baggage claim facility expansion at the Destin-Ft. Walton Beach Airport in Valparaiso, Florida. GRAEF is the designer of the baggage claim facility expansion, and it is our understanding that Okaloosa County rejected the original bid on the project from 2022 and plans to re-bid in 2023.

Basic Services

It is our understanding that these re-bid services will include but not be limited to preparation of a new bidding set of plans that includes previous permitting review comments and original bid addendums, assistance with cost estimation documentation for County forms, pre-bid meeting preparation and execution, clarifications to designs or specifications, bid evaluation, recommendation of award, and any other services requested during project bidding.

Additional Services

The following is a list of services that can be provided but are not included in the Basic Scope of Services. These services can be provided at your request for additional compensation.

- Perform construction administration services during the construction phase of the project including the preparation of a conformed set of documents, review shop drawings and submittals, respond to RFI's, perform periodic site visits to assure construction meets design intent, etc.



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Compensation

For all Basic Services Client agrees to compensate GRAEF as follows:

Not-to-exceed fee for Architectural, Structural, Civil, Mechanical, Electrical, Plumbing, Fire Protection, Low Voltage, and BHS services billed at the hourly rates identified below and in the attached proposal by VTC. This fee is broken out as follows:

Bidding Services:

a) GRAEF	\$ 26,450
b) VTC	<u>\$ 14,750</u>
<i>Subtotal Bidding:</i>	\$ 41,200

For all Expenses, Client agrees to compensate GRAEF as follows: Not-to-Exceed fee for expenses for Architectural, Structural, Civil, Mechanical, Electrical, Plumbing, Fire Protection, Low Voltage, and BHS. This fee is broken out as follows:

Expenses:

a) GRAEF	\$ 2,000
b) VTC	<u>\$ 0</u>
<i>Subtotal Expenses:</i>	\$ 2,000

Total (Hourly Not-to-Exceed): \$ 43,200

Expenses related to Architecture/Engineering for Basic Services assumes \$750 per trip (i.e. \$450 airfare + \$150 hotel + \$100 rental car & gas & parking + \$50 meals). Project assumes 1 trip. Also includes \$1,250 for printing and deliveries.

Expenses related to BHS: (see attached from VTC)

Proposal assumes expenses for Basic Services will be itemized on invoices (with receipts attached) and paid at cost.

Hourly Rates

Project Manager = \$255/hour

Discipline Lead = \$220/hour

Professional = \$184/hour

Sr. Technician = \$150/hour

Administrative = \$90/hour



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To accept this proposal, please sign, date and return a copy to us. Upon receipt of an executed copy, GRAEF will commence work on the Project.

Graef-USA Inc. looks forward to providing services to Avcon, Inc.

Sincerely,
Graef-USA Inc.

Accepted by: Avcon, Inc.

Scott D. Hinrichs, P.E.
Principal, Vice President

(Signature)

(Name Printed)

(Title)

Date: _____



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Graef-USA Inc.'s STANDARD TERMS AND CONDITIONS

These Standard Terms and Conditions are material terms of the Professional Services Agreement proposed on March 17, 2023 (Agreement) by and between Graef-USA Inc. (GRAEF) and Avcon, Inc. (Client):

Standard of Care: GRAEF shall exercise ordinary professional care in performing all services under this Agreement, without warranty or guarantee, expressed or implied.

Client Responsibilities: Client shall at all times procure and maintain financing adequate to timely pay for all costs of the PROJECT as incurred; shall timely furnish and provide those services, items and/or information defined in Agreement, as amended, and shall reasonably communicate with and reasonably cooperate with GRAEF in its performance of this Agreement. GRAEF shall be entitled to rely on the accuracy and completeness of any services, items and/or information furnished by Client. These terms are of the essence. Client shall indemnify, defend and hold GRAEF, its present or former officers, employees and subconsultant(s), fully harmless from any liability or loss, cost or expense (including attorney's fees and other claims expenses) in any way arising from or in connection with errors, omissions or deficiencies in the services, items and/or information Client is obliged to furnish in respect of this Agreement.

Limitation of Liability: Client and GRAEF agree that GRAEF's liability for any direct, indirect, incidental or consequential economic losses or damages arising under or in connection with this agreement (including any attorney's fees or claims expenses) shall be limited to the sum of twenty-five thousand dollars (\$25,000.00).

Additional Services: Client may request or it may become necessary for GRAEF or its subconsultant(s) to perform Additional Services in respect of this Agreement. Client shall pay for such Additional Services above and beyond charges for Basic Services set forth in this Agreement. GRAEF will notify Client in advance of GRAEF's intention to render Additional Services. Client's failure to instruct GRAEF not to perform the proposed Additional Service shall constitute Client's acceptance of such Additional Service and agreement to pay for such Additional Service in accordance with the Invoicing & Payment terms of this Agreement.

Collection Costs: Client shall pay all collection costs GRAEF incurs in order to collect amounts due from Client under this Agreement. Collection costs shall include, without limitation, reasonable attorney's fees and expenses, collection agency fees and expenses, court fees, collection bonds and reasonable GRAEF staff costs at standard billing rates for GRAEF's time spent in efforts to collect. Client's obligation to pay GRAEF's collection costs shall survive the term of this Agreement or the earlier termination by either party.

Invoicing & Payment: GRAEF may issue invoices for services rendered and expenses incurred at such times and with such frequency as GRAEF deems necessary or appropriate in GRAEF's discretion. All invoices are due and payable upon receipt and shall be considered past due if not paid within thirty (30) calendar days of the due date. **Prompt and full payment of all periodic invoices or other billings issued by GRAEF pursuant to this Agreement is of the essence of this Agreement.** In the event that Client fails to promptly and fully pay any invoice as and when due, then, and in addition to any other remedies allowed by law, GRAEF, may, in its sole discretion, suspend performance of all services under this Agreement upon seven (7) calendar days' written notice to Client, and immediately invoice Client for all unbilled work-in-progress rendered and other expenses incurred. Upon GRAEF's receipt of full payment, in good funds and without offset, of all sums invoiced in connection with any such declaration of suspension, GRAEF shall resume services, **provided that** the time schedule and compensation under this Agreement shall be equitably adjusted in a manner acceptable to GRAEF to compensate GRAEF for the period of suspension plus any other reasonable and necessary time and expenses GRAEF suffers or incurs to resume services. No failure by GRAEF to exercise its right to suspend work and accelerate sums due shall in any way waive or abridge Client's obligations to GRAEF or GRAEF's rights to later suspend work and accelerate terms. Client agrees GRAEF shall incur no liability whatsoever to Client, or to any other person, for any loss, cost or expense arising from any such suspension by GRAEF, either directly or indirectly. In addition, simple interest shall accrue at the lower of 1.5% per month (18% per annum), or the maximum interest rate allowable by law, on any invoiced amounts remaining unpaid for more than 60 days from the date of the invoice. Payments made shall be allocated as follows: (1) first to unpaid collection costs; (2) second to unpaid accrued interest; and (3) last to unpaid principal of the oldest invoice.

Latent Conditions: Client acknowledges that subsurface or latent physical conditions at the site that differ materially from those indicated in the project documents, or unknown or unusual conditions that materially differ from those ordinarily encountered may exist. If such latent conditions require a change in the design or the construction phase services, GRAEF shall be entitled to a reasonable extension of time to evaluate such change(s) and their impact on the project and to prepare such additional design documents as may be necessary to address or respond to such latent conditions. Client shall pay GRAEF for all services rendered and reimbursable expenses incurred by GRAEF and its subconsultant(s), if any, to address, respond to or repair such latent conditions. Such services by GRAEF or its subconsultant(s) shall constitute Additional Services.



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Graef-USA Inc.'s STANDARD TERMS AND CONDITIONS (continued)

Insurance: GRAEF shall procure and maintain liability insurance policies, including professional liability, commercial general liability, automobile liability, and workers' compensation insurance for the duration of this Agreement and shall, upon request, produce certificates evidencing the maintenance of such coverages. Should Client desire additional insurance, GRAEF shall endeavor reasonably to procure and maintain such additional insurance, but Client shall reimburse GRAEF for any additional premiums or other related costs that GRAEF incurs.

Instruments of Service: All original documents prepared for Client by GRAEF or GRAEF's independent professional associate(s) and subconsultant(s) pursuant to this Agreement (including calculations, computer files, drawings, specifications, or reports) are Instruments of Professional Service in respect of this Agreement. GRAEF shall retain an ownership and property interest therein whether or not the services that are the subject of this Agreement are completed. Unless otherwise confirmed by written Addenda to this Agreement, signed by duly authorized representatives of both Client and GRAEF, no Instrument of Professional Service in respect of this Agreement constitutes, or is intended to document or depict any "as-built" conditions of the completed Work. Client may make and retain copies for information and reference in connection with the use and occupancy of the completed project by Client and others; however, such documents are not intended or represented to be suitable for reuse by Client or others on extensions of the project, or otherwise. Any reuse without GRAEF's written consent shall be at Client's sole risk and responsibility, and without any liability to GRAEF, or to GRAEF's independent professional associate(s) and subconsultant(s). Further, Client shall indemnify, defend and hold GRAEF and GRAEF's independent professional associate(s) and subconsultant(s), fully harmless from all liability or loss, cost or expense (including attorney's fees and other claims expenses) in any way arising from or in connection with such unauthorized reuse.

Contractor Submittals: The scope of any review or other action taken by GRAEF or its subconsultant(s) in respect of any contractor submittal, such as shop drawings, shall be for the limited purpose of determining if the submission generally conforms with the overall intent of the design of the work that is the subject of this Agreement, but not for purposes of determining accuracy, completeness or other details such as dimensioning or quantities, or for substantiating instructions or performance of equipment or systems. GRAEF shall not be liable or responsible for any error, omission, defect or deficiency in any contractor submittal.

Pricing Estimates: Neither GRAEF nor Client has any control over the costs of labor, materials or equipment, over contractors' methods of determining bid prices, or over competitive bidding, market or negotiation conditions. Accordingly, GRAEF cannot and does not warrant or represent that bids or negotiated prices will not vary from any projected or established budgetary constraints.

Construction Observation: Unless expressly stated in this Agreement, GRAEF shall have no responsibility for Construction Observation. If Construction Observation services are performed, GRAEF's visits to the construction site shall be for the purpose of becoming generally familiar with the progress and quality of the construction, and to determine if the construction is being performed in general accordance with the plans and specifications. GRAEF shall have no obligation to "inspect" the work of any contractor or subcontractor and shall have no control or right of control over and shall not be responsible for any construction means, methods, techniques, sequences, equipment or procedures (including, but not limited to, any erection procedures, temporary bracing or temporary conditions), or for safety precautions and programs in connection with the construction. Also, GRAEF shall have no obligation for any defects or deficiencies or other acts or omissions of any contractor(s) or subcontractor(s) or material supplier(s), or for the failure of any of them to carry out the construction in accordance with the contract documents, including the plans and specifications. GRAEF is not authorized to stop the construction or to take any other action relating to jobsite safety, which are solely the contractor's rights and responsibilities.

Dispute Resolution: GRAEF and Client shall endeavor to resolve all disputes first through direct negotiations between the parties' informed and authorized representatives, then through mediation. If mediation fails to fully resolve all disputes within 120 calendar days of the first written request for mediation, either party may pursue any remedy it deems appropriate to the circumstances.

No Assignment: This Agreement is not subject to assignment, transfer or hypothecation without the written consent of both parties expressly acknowledging such assignment, transfer or hypothecation.

Governing Law: This Agreement, as amended, and any disputes or controversies arising in connection with this Agreement shall be governed and resolved by the laws of the State of Florida, without regard to said state's choice of law rules.

Severance of Clauses: In the event that any term, provision or condition of this Agreement is void or otherwise unenforceable under the law governing this Agreement, then such terms shall be stricken and the balance of this Agreement shall be interpreted and enforced as if such stricken terms never existed.

Integrated Agreement: The parties' final and entire agreement is expressed in the attached proposal letter and these Standard Terms and Conditions. All prior oral agreements or discussions, proposals and/or negotiations between the parties are merged into and superseded by this Agreement. No term of the parties' Agreement may be orally modified, amended or superseded.

VPS Baggage Claim Expansion

GRAEF

Architectural, Structural, Civil, Mechanical, Electrical, Plumbing, Fire Protection, Low Voltage

	APR	MAY	JUN
--	-----	-----	-----

Rebidding Phase

Bidding	3mos	Bidding
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Title		APR	MAY	JUN
Project Manager	\$ 255.00	8	8	4
Discipline Lead	\$ 220.00	16	16	8
Professional	\$ 184.00	16	16	4
Senior Technician	\$ 150.00	16	16	4
Administrative	\$ 90.00	2	2	2

<i>Hours</i>		58	58	22
<i>Labor Cost</i>	\$	11,084	\$ 11,084	\$ 4,296
<i>Cumulative</i>	\$	11,084	\$ 22,168	\$ 26,464

GRAEF Rebid =	\$	26,464
Estimated Expenses	\$	2,000
Hourly NTE Subtotal	\$	28,464

Total	\$	28,464
VTC	\$	14,750
Sum	\$	43,214

March 16, 2023

Scott Hinrichs
Principal, Vice President
Graef
2300 Maitland Center Parkway, Suite 210
Maitland, FL 32751

Via E-mail

Reference: Construction Bid and Award Services for Baggage Claim Expansion Destin-Fort
Walton Beach Airport (VPS)
Okaloosa County

Subject: Scope of Work and Fee Proposal – R1

Dear Mr. Hinrichs:

VTC offers for your consideration the following professional services proposal to support the Baggage Claim expansion at the Destin – Ft Walton Beach Airport (VPS).

PROJECT SCOPE OVERVIEW

Per request from the airport, VTC will provide a new “Bid Set” which will include updating per Addendums 2 and 3 from original bid set for Baggage Claim expansion at VPS

VTC will also assist the team with bid services, to include analysis and comparison of the bids received in order to provide a recommendation of the most responsible and responsive low bidder.



SCOPE OF WORK

CONSTRUCTION BID & AWARD

VTC will provide “Release for Bid” documents and assistance to solicit viable project bids, to evaluate and assess bids received, and to make recommendations for award.

Documents provided by VTC will be marked “Release for Bid” and intended for bidding purposes only and are not final nor intended for permit or construction.

VTC’s activities during this phase are outlined below:

1. Prepare re-id documents for BHS work
2. Attend pre-bid conference via online conferencing platform
3. Receive, coordinate, and respond to bidder questions
4. Coordinate, prepare, and make ready for distribution appropriate clarifications and addenda to the bid package for BHS work
5. Conduct bid evaluation for BHS work
6. Assist in the analysis of proposed alternates and substitutions for BHS work, if any
7. Make recommendation for award

VTC’s deliverables during this phase are outlined below:

1. Bid Documents
2. Clarifications and responses to RFIs
3. Bid Analysis



COMPENSATION

The total proposed compensation for labor and expenses is Time and Material basis of **\$14,750.00** excluding the additional service.

A summary of the fees is shown in the following figure.

Prepared for Graef Proposal for Professional Services Bidding Services for Baggage Claim Expansion VPS Revision 0, dated: March, 14, 2023 VTC Project No. DCFLVPS20421	
COST SUMMARY	Construction Bid & Award
Labor Costs	\$ 14,750.00
Other Direct Costs	\$ -
Reproduction	\$ -
Supplies	\$ -
Travel and Per Diem	\$ -
Sub Consultant(s) Costs	\$ -
Proposed Costs by Task	\$ 14,750.00
Total Proposed Cost	\$ 14,750.00
Period of Performance (Weeks)	8



PROPOSAL ASSUMPTIONS

The following assumptions have been made in preparing this proposal:

1. This proposal is offered on a T&M basis for the services described herein. Additional costs resulting from changes to scope or schedule will be submitted for approval.
2. This fee proposal is valid for 90 days from the date on this document.
3. The total duration of the proposed construction bid, and award services is planned to be 8 weeks. Milestones are as follows:
 - a. Construction Bid and Award – 8 weeks
4. The service for sealed design documents is not included in this fee proposal. VTC can provide sealed design documents for an additional fee if required by Owner. Documents provided by VTC will be marked either “Conceptual Documents for Reference Only”, “Not for Construction”, or any other suitable statement which denotes that the documents are for limited use, are not final and are not intended for permit, construction, or bidding purposes that satisfies the requirements of the statutes governing signing and sealing of engineering documents in the state where the project is located.

The following states justifications for this restriction:

- VTC provides design drawings and specifications based on generalized equipment sizes and performance parameters that reflect physical location, design intent, and system performance expectations.
 - BHS design documents are generally used in the solicitation of BHS bids for procurement and implementation.
 - Once awarded, the BHS Original Equipment Manufacturer (OEM) will use the design documents as a basis for the development of shop drawings using their specific equipment. The approved shop drawings are then used for Construction.
 - The intent is to build a system using VTC drawings and other VTC documents comprised of components engineered by the OEM. The OEM is required by the BHS design specifications to provide sealed engineering drawings and calculations.
 - If required to seal design documents, the BHS designer, by statute, cannot stamp them “For Permit” or “Issued for Construction” because they are preliminary and not the documents the BHS will be built from.
5. VTC is entitled to rely upon the accuracy and completeness of all information and data provided to the Team. The Team will not be responsible for the consequences of any error or omission contained therein.
 6. Attendance to the review and approval meetings with the Owner will be held via conference calls or web. conference.



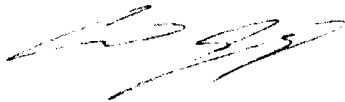
March 16, 2023
Project No. DCFLVPS20421, Re-bid Fee Proposal

Page 5 of 6

7. Conformed Set will be provided during the Construction Administration Phase of the project.

Thank you for allowing us to support Graef and Okaloosa County on this project. We look forward to working together to make the project a success for Okaloosa County and all project stakeholders. Please let us know at your earliest convenience if you have any questions regarding this proposal.

Sincerely,



Cesar Juarez
Project Manager



DETAILED COST BREAKOUT (TIME AND MATERIAL BASIS)

LABOR AND TRAVEL DETAIL		Rate	\$ 268.00	\$ 200.00	\$ 224.00	\$ 214.00	\$ 218.00
Bidding Services for Baggage Claim Expansion	Duration	Resource Names	Project Manager III	Project Manager II	Systems Engineer/Project Engineer	Senior Designer	Controls/Electrical Engineer
VPS	Hours	Fees	4	20	2	36	7
Revision 0, dated: March, 14, 2023			\$ 1,072.00	\$ 4,000.00	\$ 448.00	\$ 7,704.00	\$ 1,526.00
VTC Project No. DCFLVPS20421	Weeks	Labor Price Total	Labor Hours Total	Total Hours	Total Hours	Total Hours	Total Hours
	8	\$ 14,750.00	69	4	20	2	36
Construction Bid & Award							
Prepare bid documents for BHS work		\$ 3,048.00	14	2	4		8
Attend pre-bid conference call		\$ 828.00	4		2		2
Receive, coordinate and respond to bidder questions (RFIs)		\$ 2,128.00	10		2		4
Coordinate, prepare, and make ready for distribution appropriate clarifications and addenda to the bid package		\$ 1,256.00	6		2		4
Conduct bid evaluation		\$ 2,386.00	11			2	6
Assist in the analysis of proposed alternates and substitutions		\$ 2,512.00	12		4		8
Make recommendation for award		\$ 1,256.00	6		2		4
Project coordination		\$ 1,336.00	6	2	4		



EXHIBIT B - FEE DERIVATION

Re-Bid Phase Services for Expand Baggage Claim at Destin-Fort Walton Beach Airport

Position:	Engineering QA/QC Manager		PROJECT MANAGER		CLERICAL		TOTAL	
	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Rate (\$/hour):	\$180		\$165		\$50			
Task 1: Project Administration (Lump Sum)								
1. Prepare Task Order and internal project setup	1	\$180	3	\$495	4	\$200	8	\$875
2. Create invoices and back-up per County requirements (up to three invoices)	1	\$180	3	\$495	6	\$300	10	\$975
Sub-Total Project Administration	2	\$360	6	\$990	10	\$500	18	\$1,850

Total Lump Sum AVCON Labor-Hour Costs ==> \$1,850

Task 2: Re-Bid Services (Graef-USA) (NTE): \$43,200

Maximum Project Budget ==> \$45,050

DeRita Mason

From: Stephen Saxer
Sent: Wednesday, March 22, 2023 9:10 AM
To: DeRita Mason
Subject: FW: C19-2792-AP AVCON TO

See Below.

Thank you,

Stephen Saxer
Airports Finance & Project Development Specialist
Okaloosa County Airports

From: Collins, John_P.E. <jcollins@avconinc.com>
Sent: Tuesday, March 21, 2023 1:26 PM
To: Stephen Saxer <ssaxer@myokaloosa.com>
Cc: Robert Chad Rogers <rrogers@myokaloosa.com>; Allyson Oury <aoury@myokaloosa.com>; Lewis, Virgil C."Lee"_P.E. <vclewis@avconinc.com>
Subject: Re: C19-2792-AP AVCON TO

Stephen,

Please be advised that AVCON authorizes the use of GRAEF and VTC as subconsultants under Okaloosa County contract C19-2792-AP.

Thanks.

John

On Mar 21, 2023, at 10:08 AM, Stephen Saxer <ssaxer@myokaloosa.com> wrote:

John,

When you have a chance would you be able to send an email for our records authorizing the use of GRAEF and VTC as subs to your C19-2792-AP contract. Purchasing would like to have this on file as they did not show up on the original list of authorized subs.

Thank you,

Stephen Saxer
Airports Finance & Project Development Specialist
Okaloosa County Airports

From: DeRita Mason <dmason@myokaloosa.com>
Sent: Tuesday, March 21, 2023 8:50 AM
To: Stephen Saxer <ssaxer@myokaloosa.com>

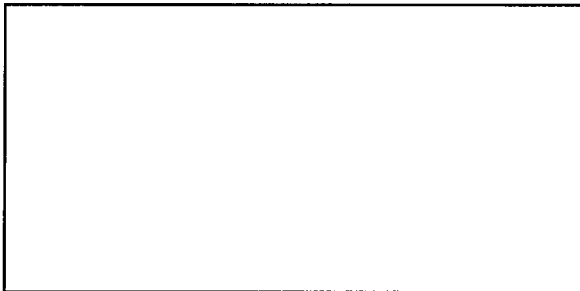
Cc: Robert Chad Rogers <rrogers@myokaloosa.com>; Allyson Oury <aoury@myokaloosa.com>
Subject: RE: C19-2792-AP AVCON TO

Good morning,
I do not see VTC listed as an approved sub, am I missing it?

DeRita Mason



DeRita Mason, CPPO, CPPB, NIGP-CPP
Purchasing Manager
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536
(850) 689-5960
dmason@myokaloosa.com



“Please note: Due to Florida’s very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.”

From: Stephen Saxer <ssaxer@myokaloosa.com>
Sent: Tuesday, March 21, 2023 8:33 AM
To: DeRita Mason <dmason@myokaloosa.com>
Cc: Robert Chad Rogers <rrogers@myokaloosa.com>; Allyson Oury <aoury@myokaloosa.com>
Subject: C19-2792-AP AVCON TO

DeRita,

Attached is the latest AVCON task order for approval. This task order will be used to utilize GRAEF during the rebid of the bag claim project.

Let me know if you have any questions.

Thank you,

Stephen Saxer

Airports Finance & Project Development Specialist
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