

DESCRIPTIONS (Continued from Page 1)

liability are primary & non-contributory where required by written contract.

Should any of the above described policies be cancelled by the issuing insurer before the expiration date thereof, we will endeavor to provide 30 days' written notice (except 10 days for nonpayment of premium) to the Certificate Holder.

CONTRACT #: C20-2959-AP
Reynolds, Smith & Hill
General Aviation Engineering Services
Expires: 3 Years w/ 2 (1) One Year Renewals



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Florida, Inc. 10151 Deerwood Park Blvd Bldg 100, Ste 100 Jacksonville FL 32256	CONTACT NAME: Lori Duvall CIC PHONE (A/C, No, Ext): (904) 565-1952 E-MAIL ADDRESS: lduvall@bbjax.com	FAX (A/C, No): (904) 565-2440
	INSURER(S) AFFORDING COVERAGE	
INSURED RS&H, Inc 10748 Deerwood Pk Blvd S Jacksonville FL 32256	INSURER A: Hartford Casualty Insurance Company	NAIC # 29424
	INSURER B: Twin City Fire Insurance Company	NAIC # 29459
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES
CERTIFICATE NUMBER: 21/22 Auto 20/21 WC

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	21UENOL5660	06/28/2021	06/28/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Y	21WBOL6H5A	12/01/2020	12/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project #: 2011915.XXX; Project Name: Okaloosa County Airports General Aviation Engineering Services
 Okaloosa County is included as Additional Insured on a primary and non-contributory basis with respect to the Auto Liability policy when required by written contract. Waiver of subrogation in favor of Okaloosa County is included with respect to the Auto Liability and Workers' Compensation policies when required by written contract. 30 day notice of cancellation provided per policy provisions.

CERTIFICATE HOLDER**CANCELLATION**

Okaloosa County 5479A Old Bethel Road Crestview FL 32536	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

CONTRACT #: C20-2959-AP**Reynolds, Smith & Hill****General Aviation Engineering Services****Expires: 3 Years w/ 2 (1) One Year Renewal**

Additional Named Insureds

Other Named Insureds

RS&H, INC. Insured Multiple Names

REYNOLDS, SMITH AND HILLS, INC

RS&H ALABAMA, INC

RS&H ARKANSAS, INC.

RS&H CALIFORNIA, INC.

RS&H COMMERCIAL REALTY, INC.

RS&H IDAHO, P.C.

RS&H ILLINOIS, INC.

RS&H IOWA, P.C.

RS&H MARYLAND, INC

RS&H MASSACHUSETTS, INC.

RS&H MICHIGAN, INC.

RS&H MISSISSIPPI, P.C.

RS&H MONTANA, P.C.

RS&H NEVADA, INC

REYNOLDS, SMITH AND HILLS ARCHITECTS-ENGINEERS PLANNERS, P.A.

RS&H ARCHITECT AND ENGINEER, P.C

RS&H ARCHITECTS-ENGINEERS-PLANNERS, INC

RS&H OHIO, INC

RS&H OREGON, ARCHITECTS-ENGINEERS-PLANNERS, P.C.

RS&H PENNSYLVANIA, INC.

TSIOUVARAS SIMMONS HOLDERNESS, INC. (TSH ENGINEERING)

REYNOLDS, SMITH AND HILLS CS, INCORPORATED

CONTRACT #: C20-2959-AP
Reynolds, Smith & Hill
General Aviation Engineering Services
Expires: 3 Years w/ 2 (1) One Year Renewals



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/23/2020

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	PHONE (A/C, No, Ext): (904) 565-1952 FAX (A/C, No): (904) 565-2440 E-MAIL ADDRESS: lduvall@bbjax.com	
INSURED RS&H, Inc. 10748 Deerwood Pk Blvd S Jacksonville FL 32256	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Hartford Casualty Insurance Company	29424
	INSURER B : Twin City Fire Insurance Company	29459
	INSURER C :	
	INSURER D :	
	INSURER E :	

COVERAGES CERTIFICATE NUMBER: 20/21 Auto 20/21 WC REVISION NUMBER:

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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

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CONTRACT #: C20-2959-AP
REYNOLDS, SMITH & HILL
GENERAL ENGINEERING
SERVICES FOR OC
EXPIRES: 3 YRS W/2 (1) YR RENEWALS

CERTIFICATE HOLDER Okaloosa County 5479A Old Bethel Road Crestview FL 32536	CANCELLED SHOULD THE EXPIRE ACCORDANCE WITH THE POLICY PROVISIONS
	AUTHORIZED REPRESENTATIVE

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DESCRIPTIONS (Continued from Page 1)

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CONTRACT #: C20-2959-AP**Reynolds, Smith & Hill****General Aviation Engineering Services****Expires: 3 Years w/ 2 (1) One Year Renewal**

Additional Named Insureds

Other Named Insureds

RS&H, INC. Insured Multiple Names

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RS&H ALABAMA, INC

RS&H ARKANSAS, INC.

RS&H CALIFORNIA, INC.

RS&H COMMERCIAL REALTY, INC.

RS&H IDAHO, P.C.

RS&H ILLINOIS, INC.

RS&H IOWA, P.C.

RS&H MARYLAND, INC

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RS&H MISSISSIPPI, P.C.

RS&H MONTANA, P.C.

RS&H NEVADA, INC

REYNOLDS, SMITH AND HILLS ARCHITECTS-ENGINEERS PLANNERS, P.A.

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RS&H ARCHITECTS-ENGINEERS-PLANNERS, INC

RS&H OHIO, INC

RS&H OREGON, ARCHITECTS-ENGINEERS-PLANNERS, P.C.

RS&H PENNSYLVANIA, INC.

TSIOUVARAS SIMMONS HOLDERNESS, INC. (TSH ENGINEERING)

REYNOLDS, SMITH AND HILLS CS, INCORPORATED

CONTRACT #: C20-2959-AP
Reynolds, Smith & Hill
General Aviation Engineering Services
Expires: 3 Years w/ 2 (1) One Year Renewals

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 08/19/2020

Contract/Lease Control #: C20-2959-AP

Procurement#: RFQ AP 15-20

Contract/Lease Type: CONTRACT

Award To/Lessee: REYNOLDS, SMITH & HILLS, INC (RS&H).

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 08/18/2020

Expiration Date: 3 YRS W/ 2 (1)-ONE YEAR RENEWALS

Description of Contract/Lease: GENERAL AVIATION ENGINEERING SERVICES FOR OKALOOSA COUNTY AIRPORTS

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: 850-689-7160

Monitor's FAX # or E-mail: TSTAGE@MYOKALOOSA.COM

Closed:

Cc: Finance Department Contracts & Grants Office

11/19/20

TASK ORDER APPROVAL FORM

CONTRACT #: C20-2959-AP

TASK ORDER #: 03

Project name: CEW Exhibit A Update

TASK ORDER AMOUNT: \$ \$68,546.00

CONTRACT#: C20-2959-AP

RS&H, INC.

GENERAL ON ALL AIRPORT CONSULTING SVS

EXPIRES: 08/17/2024 W/2 1 YR RENEWALS

OFFERED BY CONSULTANT:

RS&H Inc.

FIRM'S NAME

Matt Serynek

REPRESENTATIVE'S PRINTED NAME

Digitally signed by:
Matt Serynek

SIGNATURE
Vice President, Aviation

11/19/2020

TITLE

DATE

RECOMMENDED FOR APPROVAL
Tracy Stage, A.A.E.

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.

Tracy Stage
SIGNATURE Tracy Stage A.A.E.

Jeffrey A. Hyde
PURCHASING MANAGER
11/23/2020

Airports Director
TITLE

DATE

Faye

Digitally signed by Faye Douglas

Douglas

Date: 2020.11.23 13:49:08 -06'00'

11.20.20
DATE

OMB Director/DATE

John Hofstad
Digitally signed by John Hofstad
Date: 2020.11.23 14:20:51 -06'00'

DATE

COUNTY ADMINISTRATOR John Hofstad
(if applicable)

CHAIRMAN-
(if applicable)

DATE

DATE

RS&H Project No. 201-0251-003
Client Project No. C20-2959-AP
Short Title: CEW Exhibit A Update -03

TASK ORDER
OKALOOSA COUNTY AIRPORTS
CEW EXHIBIT A UPDATE -03

Task Order No. 3
Date: 11-18-2020

RS&H, INC., a Florida corporation (“CONSULTANT”) agrees to perform and complete the following work (hereinafter “Work”) for **OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS** (the “COUNTY”), in accordance with the terms and conditions of the Professional Architectural, Engineering and Aviation Planning Services agreement dated August 18, 2020, all of which terms and conditions are incorporated herein by reference:

Project Location: Bob Sikes Airport (CEW), Crestview, Florida

Project Description/Scope of Services: The purpose of this project is for the CONSULTANT to support the COUNTY’s effort to resolve the inconsistencies in property information at Bob Sikes Airport to adhere to ARP SOP No. 3.00 requirements. The CONSULTANT will conduct the survey, prepare the documents, and conduct the necessary coordination to split parcels, release parcels, rectify parcel ownership information at CEW. This project will also finalize the release of the Foy Shaw Conservation Easement area. The Airport Layout Plan will be updated to reflect the parcel changes and other miscellaneous changes that have occurred since the completion of the last ALP. The scope of services are described more fully in Attachment A.

Fee: The COUNTY shall compensate the CONSULTANT for the performance of the scoped services on a Not-To-Exceed (time-and-materials) basis. The Not-To-Exceed limit shall be \$68,546.00. CONSULTANT shall be compensated based on actual hours expended and actual expenses incurred.

The COUNTY shall compensate the CONSULTANT for authorized services performed by the CONSULTANT and reimbursable expenses incurred by the CONSULTANT during the work at the hourly rates and standard rates included in the above-referenced base agreement. Reimbursable expenses shall also include actual out-of pocket expenses incurred by the CONSULTANT (reimbursed at actual costs).


Schedule: Services shall be completed by CONSULTANT within 17 weeks following the Notice-to-Proceed by the COUNTY, exclusive of any conditions outside the control of the CONSULTANT such as lengthy FAA review time.

Deliverables: Described more fully in Attachment A.

Other Considerations: None.

CLIENT:

Okaloosa County Board of County
Commissioners

By: 

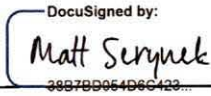
Print Name: Tracy Stage

Title: Airports Director

Date: 11.20.20

RS&H:

RS&H, Inc.

By: 


Print Name: Matthew J. Serynek

Title: Vice-President - Aviation

Date: 11/19/2020

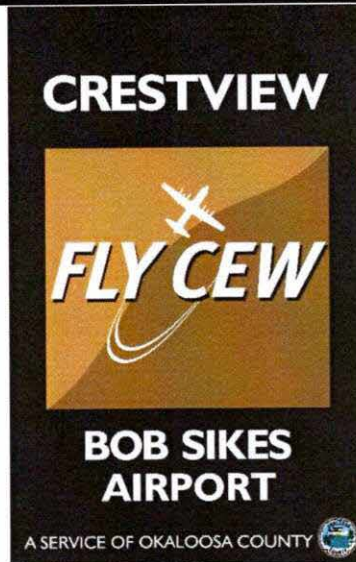
ATTEST:

DocuSigned by:

By:  Melanie Nichols
Corporate Secretary



“ATTACHMENT A”



PROJECT PROPOSAL / SCOPE OF WORK FOR:

Parcel Rectification and Exhibit ‘A’ Update

Professional Services to rectify parcel ownership on and around the Airport and update the Airport Exhibit ‘A’ Airport Property Inventory Map.

FAA AIP No: Not Applicable
RS&H Project No: 201.1915.003



RS&H, Inc.
11 N Water Street, Suite 10290
Mobile, AL 36602
251-460-3233 (P)
FL Cert. Nos. AAC001886 EB0005620 LCC000210

November 12, 2020

Parcel Rectification and Exhibit 'A' Update PROJECT PROPOSAL AND SCOPE OF WORK

Prepared by: Gareth Hanley, RS&H

Executive Summary

The purpose of this project is to resolve the inconsistencies in property information at Bob Sikes Airport to adhere to ARP SOP No. 3.00 requirements. The Consultant will conduct the survey, prepare the documents, and conduct the necessary coordination to split parcels, release parcels, rectify parcel ownership information at CEW. This project will also finalize the release of the Foy Shaw Conservation Easement area. The Airport Layout Plan will be updated to reflect the parcel changes and other miscellaneous changes that have occurred since the completion of the last ALP.

The following Airport parcels will be split and portions released:

- Okaloosa County Parcel # 1-3N-23-0000-0003-000 (referred to as Parcel 1 herein)
- Okaloosa County Parcel # 03-3N-23-0000-0001-000 (referred to as Parcel 2 herein)
- Okaloosa County Parcel # 02-3N-23-0000-0009-000 (referred to as Parcel 9 herein)

Project deliverables include:

- 1 property survey for Parcels 1, 2, and 9
- 1 property appraisal for Parcels 1, 2, and 9
- 1 CATEX document for Parcels 1, 2, and 9
- 1 Letter of Land Release addressed to the FAA for Parcels 1, 2, and 9
- 1 Letter of Land Release addressed to the FAA for the Foy Shaw Conservation Easement
- Revised CEW Airport Layout Plan drawing set

The project is expected to be completed within 17 weeks of NTP.

Total project cost is \$68,546 to be conducted as a Cost-Plus NTE project (except as justified and approved by County).

1. Project Introduction

Okaloosa County Airports (Owner) has requested a proposal from RS&H, Inc. (Consultant) to split parcels, release parcels, rectify parcel ownership information at Bob Sikes Airport (CEW). The project will also include revision to the Airport Layout Plan (ALP) to reflect the parcel changes and other miscellaneous changes that have occurred since the completion of the last ALP.

This project includes splitting three parcels currently within the CEW Airport property boundary to align with the historical and approved airport property boundary identified in the current and previous master plans Exhibit A. A portion of each parcel will be retained by the Owner for airport use while the remaining portion(s) of each of the three parcels will be released from airport ownership and control to resolve previous County property recordkeeping errors. This process will align the actual airport property boundary with how the airport boundary has long been recognized. The following Airport parcels will be split and portions released:

- Okaloosa County Parcel # 1-3N-23-0000-0003-000 (referred to as Parcel 1 on the Exhibit 'A' of the 2020 CEW ALP Update and herein)
- Okaloosa County Parcel # 03-3N-23-0000-0001-000 (referred to as Parcel 2 on the Exhibit 'A' of the 2020 CEW ALP Update and herein)
- Okaloosa County Parcel # 02-3N-23-0000-0009-000 (referred to as Parcel 9 on the Exhibit 'A' of the 2020 CEW ALP Update and herein)

This project will also finalize the release of the Foy Shaw Conservation Easement area. This includes resubmittal of the previously prepared letter (attached). In the case of the Foy Shaw Conservation Easement, the Owner will retain ownership of the land area but release it from aeronautical use.

Deed research completed as part of the 2020 CEW ALP Update process and as part of a separate project conducted in early 2020 identified several conflicting property naming conventions on and around the Airport. This project also includes rectifying the ownership naming conventions of parcels on and around the Airport to mitigate future confusion about the parcels within the airport property boundary. County properties on and around CEW have at least three different naming conventions on the deeds. This project will also standardize off-airport County property to avoid future confusion with Airports property and remove "Okaloosa County Airport and Industrial Authority" from parcel owner name from off-airport parcels in the vicinity of the Airport.

This project includes the following fee breakdown:

- \$37,370 for Consultant Labor – Cost-Plus NTE (except as justified and approved by County)
- \$176 for Consultant Expenses – Cost-Plus NTE (except as justified and approved by County)
- \$31,000 for Subconsultant Survey and Appraisal – Cost-Plus NTE (except as justified and approved by County)

See attached Work Breakdown Structure for further detail.

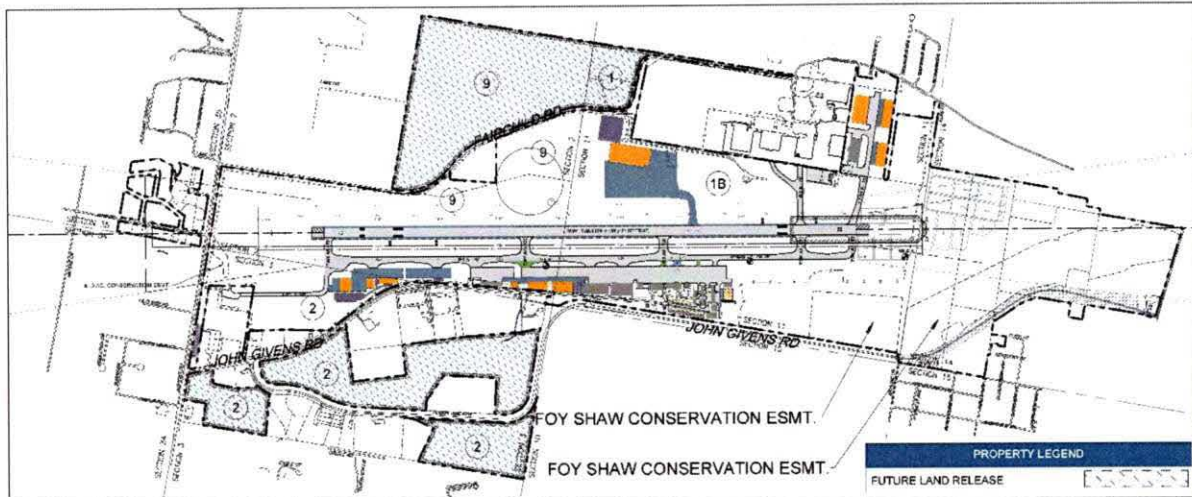


Figure 1 – Project Limits

2. Scope of Services

BASIC SERVICES (COST-PLUS NTE)

TASK 1 WORK ITEMS: Professional Services

Task 1.1 Kickoff Meeting

The Consultant project team members shall attend one (1) virtual kickoff meeting with Airport staff and/or FAA Orlando ADO staff, as required, to discuss the project scope and identify any early data needs. The Consultant shall prepare and distribute meeting minutes within seven (7) days of meeting date.

Task 1.2 Property Boundary Survey and Appraisal

This task includes preparation of documentation and graphics to coordinate the proper survey locations between the Consultant's survey and appraisal team and the Airport. The Consultant's survey and appraisal team will perform the necessary boundary survey for the three parcels to be split and released. The Consultant's survey and appraisal team will produce an AutoCAD file mapping the new parcel boundaries. Mapping should document the portions of the parcels to be released and those to remain. The Consultant's survey and appraisal team will produce the Legal Description required to complete the Okaloosa County Parcel Split Request Form (see attached). The Consultant's survey and appraisal team will also produce a metes and bounds survey required for land release coordination with the FAA. Corresponding revisions to the Airport Layout Plan (ALP), coordinating data sheets, and the Exhibit A Property Line Map will be reflected as part of Task 1.5.

The fair market value of each parcel to be released will be determined prior to release of any parcels. The Consultant's survey and appraisal team will coordinate the appraisal with the intent to identify a fair market value for each parcel.

A summary of the parcels to be split and portions to be released is as follows:

- Parcel 1

- Portion west of Fairchild Road split from portion east of Fairchild Road
- Portion west of Fairchild Road to remain under Airport ownership and control
- Portion east of Fairchild Road to be released to County ownership
- Parcel 2
 - Portions west of John Givens Road split from portion east of John Givens Road
 - Portions west of John Givens Road to be released to County ownership
 - Portion east of John Givens Road to remain under Airport ownership and control
- Parcel 9
 - Portion west of Fairchild Road split from portion east of Fairchild Road
 - Portion west of Fairchild Road to remain under Airport ownership and control
 - Portion east of Fairchild Road to be released to County ownership

Task 1.3 *NEPA Documentation*

National Environmental Policy Act (NEPA) documentation, which analyzes the environmental, economic, and social impacts of the proposed change in airport land use or release of airport land for the intended purpose is required. Land release is a federal action that triggers the need for environmental approval through the NEPA process. The Consultant will prepare a short form Categorical Exclusion (CATEX) documentation for the land release parcels per the requirements outlined in FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*.

In the event the FAA requires an Environmental Assessment for NEPA documentation, supplemental scope and fee may be required to complete this task.

The Consultant project team will attend one (1) virtual meeting with Airport staff and/or FAA staff, as required, to discuss the NEPA documentation ahead of CATEX submittal to support an efficient review process. The Consultant shall prepare and distribute meeting minutes within seven (7) days of meeting date.

The Consultant Project Manager and designated quality control assignee will review the CATEX documentation to provide quality assurance and quality control (QA/QC) prior to submitting to the Airport for review. After Airport approval, the CATEX will be submitted to the FAA for approval.

Task 1.4 *Documentation and Agency Coordination*

This task includes the efforts associated with completing the required coordination with the local agencies and the FAA.

The Consultant will coordinate with the two following local agencies to complete this task:

- Okaloosa County Growth Management Department
- Okaloosa County Property Appraiser

The Consultant will prepare and submit the Okaloosa County Parcel Split Request Form (attached) in adherence of local government processes to split the parcels within the County databases. The Consultant will coordinate with the two aforementioned local agencies to change ownership of the split parcels to another County agency outside of the control of the Airport.

The Consultant will draft a letter to the FAA that addresses the property releases of Parcels 1, 2, and 9 in adherence to FAA Order 5190.6B, *Airport Compliance Manual*. The content of the FAA coordination letter will include the following:

- The type of release
- Any modification, reformations or amendments to any ongoing agreement(s)
- Reason(s) for the request with applicable justification
- Identify state or local laws or ordinances in effect
- Identify present condition of property and use for land once released
- Identify appraised fair market value of property to be released
- Any proceeds and/or expected net revenues
- Outline and impose any declarations during the release process

The Consultant will make one round of minor revisions to the Foy Shaw Conservation Easement letter (attached) to update details, as necessary, prior to resubmittal to the FAA for approval. This does not include any additional research or analysis.

The Consultant will prepare a County Interdepartmental Use Agreement between the Airport and the County Water and Sewer Department to address the existing and planned expansion of the absorption beds on airport property.

The Consultant will review the Board resolution prepared by the County's General Council to rectify the airport parcel names. The Board resolution will also include development rights/restrictions, etc. associated with the ability of the County (or any other entity) to redevelop the former Airport properties in a manner that is compatible with airport operations. The Consultant will prepare exhibits to accompany the Board resolution and provide explanation of the analysis methodology completed by the Consultant. This does not include writing the text of the Board resolution. This task does not include virtual or in-person participation for the Consultant to attend a Board action meeting.

The Consultant Project Manager and designated quality control assignee will review the documentation materials to provide QA/QC prior to submitting to the Airport for review. After Airport approval, the documents will be submitted to the appropriate agencies for review and approval.

Task 1.5 ALP Revisions

The Consultant will revise the CEW Airport Layout Plan to incorporate applicable changes from the work performed in the previous tasks. The Consultant will revise relevant sheets of the ALP drawing set for submittal to the FAA. Only relevant items on relevant sheets will be revised. No changes to the ALP Narrative Report is anticipated. A summary of anticipated revisions to the ALP is as follows:

- Revised airport property boundary (multiple sheets)
- Update property ownership names (Property Map and Exhibit 'A' sheets)
- Changes to the existing airport environ that has occurred since ALP completion (e.g., tree trimming and fence realignment to meet FAA standards) (multiple sheets)
- Future development that has been newly planned since ALP completion (multiple sheets)

The Consultant project team members shall attend one (1) virtual meeting with Airport staff and/or FAA staff, as required, to discuss the revisions to the ALP. The Consultant shall prepare and distribute meeting minutes within seven (7) days of meeting date.

The Consultant Project Manager and designated quality control assignee will review the format and content of the ALP to provide QA/QC prior to submitting to the Airport for review. After

Airport approval, the revised ALP drawing set will be submitted to the FAA and FDOT for review and approval.

Task 1.6 *Project Management*

The Consultant will manage the Project in a professional manner to complete the efforts within the proposed time frame. This task includes scheduling, resource allocation, monitoring, oversight, direction, and control for all aspects of the Consultant Team's efforts, including assembly and coordination of all documentation.

DELIVERABLES

- 1 property survey for Parcels 1, 2, and 9
- 1 property appraisal for Parcels 1, 2, and 9
- 1 CATEX document for Parcels 1, 2, and 9
- 1 Letter of Land Release addressed to the FAA for Parcels 1, 2, and 9
- 1 Letter of Land Release addressed to the FAA for the Foy Shaw Conservation Easement
- 1 County Interdepartmental Use Agreement
- 1 full-size printed copy of the revised CEW Airport Layout Plan drawing set

SUMMARY OF SCOPED MEETINGS

- 1 virtual meeting in support of Task 1.1
- 1 virtual meeting in support of Task 1.3
- 1 virtual meeting in support of Task 1.5

EXCLUSIONS

Excluded from this scope are the following:

- Topographic Survey
- Aeronautical Survey Update
- ALP Narrative Report Update
- All deed research will be provided by the Airport. No further deed research or research of parcel ownership history is included.
- Any additional documentation required by the FAA or the County that is not explicitly referenced in the Tasks above will be furnished by the Airport/County

3. Schedule

The project schedule follows.

Milestone	Time from NTP	Est. Date
Notice-to-Proceed		11/23/2020
Kickoff Meeting	1 week	11/30/2020
Survey and Appraisal Complete	8 weeks	1/18/2021
Complete NEPA Documentation	8 weeks	1/18/2021
Complete Agency Coordination	11 weeks	2/8/2021
Submit Revised ALP to FAA	13 weeks	2/22/2021
Project Closeout	17 weeks	3/22/2021

This preliminary schedule is believed to be adequate to perform the listed Contract elements with the assumptions listed therein. The schedule is flexible and may be modified as necessary to accommodate Owner needs. Dates provided in the schedule above are for reference only and will vary depending on the Notice-to-Proceed date. Schedule assumes reasonable agency response/coordination times. Any elongated agency response/coordination times (which are outside the control of the Consultant) may affect schedule durations listed above.

4. Fee Structure

Fee shall be in accordance with the attached Work Breakdown Structure (attached).



BOB SIKES AIRPORT (CEW)
Okaloosa County Airports General Consultant Contract
Parcel Rectification and Exhibit 'A' Update
Planning and Professional Services
Work Breakdown Structure

SCOPE / TASK TITLE	SENIOR PROJECT MGR	SENIOR PLANNER	PLANNER	ENV/ SPECIALIST	TOTAL
BASIC SERVICES - COST-PLUS AMOUNT ESTIMATE BREAKDOWN					
Task 1 WORK ITEMS: Planning Services					
Task 1.1 Kickoff Meeting	2	2	4	2	10
Task 1.2 Property Boundary Survey and Appraisal		8	16		24
Task 1.3 NEPA Documentation	2	2		48	52
Task 1.4 Documentation and Agency Coordination	2	16	64		82
Task 1.5 ALP Revisions	2	24	64		90
Task 1.6 Project Management	18				18
TOTAL HOURS	26	52	148	50	276
BURDENED RATE	\$185.00	\$160.00	\$130.00	\$100.00	\$135.40
TOTAL DIRECT LABOR \$	\$4,810	\$8,320	\$19,240	\$5,000	\$37,370
OTHER DIRECT NON-SALARY COSTS					
	# DWGS	#PAGES			
REPRODUCTION	@	@			
	\$9.00	\$0.10		#SETS	
Drawings	14			1	\$126
TOTAL REPRODUCTION					\$126
	# PCKGS				
POSTAGE/DELIVERY	@				
	\$50.00				
Reports/Specifications	1				\$50
TOTAL POSTAGE/DELIVERY					\$50
SPECIALTY SUBCONSULTANTS					
GCT, Inc. (SURVEY AND APPRAISAL)					\$31,000
TOTAL SPECIALTY SUBCONSULTANTS					\$31,000
TOTAL ODC's					\$31,176
Total Proposed Cost-Plus Fee for:	Task 1 WORK ITEMS: Planning Services				\$68,546
TOTAL FEE FOR ALL PROJECT TASKS:					\$68,546



xxxxxxx, 2019

Ms. Rebecca Henry
Assistant Manager
Federal Aviation Administration
Orlando Airports District Office
5950 Hazeltine National Drive, Suite 400
Orlando, Florida 32822

RE: Release of Land for Conservation Easement - Bob Sikes Airport (CEW)

Dear Ms. Henry:

We are writing to request the release from grant assurances of the certain land parcels purchased with the assistance of federal grant programs and with monies provided by Okaloosa County, a political subdivision of the state of Florida, as successor in interest to the Okaloosa County Airport and Industrial Authority pursuant to Chapter 78-572 laws of Florida, through its governing board the Okaloosa County Board of County Commissioners and on behalf of its department Okaloosa County Airports. The properties in question are currently, and would remain, property of Bob Sikes Airport. The purpose of this request is to release the property from aeronautical use.

Roadway access to Bob Sikes Airport currently runs through residential neighborhoods, and Okaloosa County and Florida Department of Transportation intend to construct an access road from U.S. Highway 90, to be named Foy Shaw Parkway. The property in question would remain the property of Okaloosa County and part of Airport property, but it would not be available for aeronautical use. Due to the location of the property, it has not been intended for aeronautical purposes in the Airport's recent conditionally approved Airport Layout Plans. The bulk of the property was acquired by the Airport to ensure compatible land use, and so the purpose of the property remains intact. The parcels of land, depicted on the attached exhibits, have very limited commercial value and are intended to assist in mitigating wetlands in the vicinity of Bob Sikes Airport from the potential impacts of the Foy Shaw Parkway development.

We have referenced FAA Compliance Order 5190.6B, Land Release Request, and provided the below questions and responses to allow your office to process this request.

The properties would consist of two parcels of 23.32 acres and 60.42 acres. They are portions of several properties purchased at different times to support Bob Sikes Airport. The parcels are more fully described in Exhibit A and depicted in Exhibit B (Draft Bob Sikes Airport Layout Plan). The Airport Layout Plan would indicate the subject property as Conservation Easement.



1. *What agreements with the United States are involved?*

The projected 83.74 acre Foy Shaw Parkway Conservation Easement (legal description attached as Exhibit A in the Draft Conservation Easement) parcels in question were identified and agreed upon by the FAA and U.S. Army Corps of Engineers.

2. *What type of a release, modification, reformation, or amendment, to the foregoing agreements is being requested?*

We are requesting the release of land from aeronautical use in accordance with FAA Compliance Order 5190.6B.

3. *What is the reason for the request?*

The Okaloosa County Board of County Commissioners has identified need to conserve uplands and wetlands in order to mitigate the potential impacts from the construction of Foy Shaw Parkway. The property in question would be preserved in accordance with the Draft Deed of Conservation attached as Exhibit A. Portions of the property have at times been designated as aeronautical use, while other portions have not. The property is not needed for aeronautical purposes and the Draft Airport Layout Plan will depict the revised use of the land. It is estimated that off-site mitigation of the projected Conservation Easement would cost anywhere from \$35,000 to \$55,000 per acre of impact based on regional rough cost per acre of wetland mitigation, for a total cost of \$2.9 million to \$4.6 million. However, the Airport will not incur this cost due to existing property being used as mitigation. The projected Conservation Easement property has an estimated value of approximately \$176,000. The property used for the road itself has an estimated value of approximately \$7,000.

4. *What facts and circumstances justify the request?*

Direct access between U.S. Highway 90 and the Bob Sikes Airport does not currently exist. The parcels in question have been identified by the Okaloosa County Board of Commissioners and the U. S. Army Corps of Engineers as important for preserving the existing natural condition of upland and wetland areas on Airport property. The parcels are located on CEW property southwest of the Runway 35 end.

5. *List any requirements of State or local law or ordinances which should be provided for in the language of an FAA release document if the request is consented to or granted?*

Chapter 22 – Releases from Federal Obligations - No State or Local laws or ordinances apply to this release request. The Okaloosa County Board of County Commissioners retains a Conservation Easement, and a perpetual right of access to remove any obstructions that violate FAR Part 77 surfaces or any other obstructions deemed significant as part of this easement, and will record the same as a condition



of the deed. The Airport will also retain any rights to remove other hazards to aviation within the easement boundary such as wildlife hazard management.

6. *What property or facilities are involved? (If land, provide drawing accurately depicting tract with legal description.)*

See legal description in Exhibit A and attached parcel map in Exhibit B. No built facilities are affected.

7. *How was the property acquired or obtained by the airport owner?*

The property was obtained through multiple transactions. Part of the property was included in the original configuration of the Airport, and funded by FAAP 9-08-052-C01 in 1960. A portion of the property was acquired in 1991 for RPZ protection using AIP 3-12-014-0691. The remaining parcels were acquired by Okaloosa County using local funds.

8. *What is the present condition of property or facilities involved and what present use is being made of this property or these facilities?*

The parcels are undeveloped land. The condition of this property is good with no environmental problems as described in the Finding of No Significant Impact (FONSI) and Record of Decision for the Foy Shaw Parkway at Bob Sikes Airport in Exhibit C. Foy Shaw Parkway was analyzed in the Environmental Assessment and included in the FONSI. The proposed access road does not affect the quality of life of the human environment or include any condition requiring additional consultation.

9. *What use or disposition will be made of the property or facilities?*

The property would be preserved as part of the Bob Sikes Conservation Easement. No change in ownership is planned.

10. *What is the appraised fair market value of the property or facilities?*

Fair market value of all properties combines is estimated at approximately \$183,000, however this sum will not be paid to the Airport because the property is not changing hands.

11. *What proceeds are expected from the use or disposition of the property and what will be done with any net revenues derived?*

There are no proceeds or offerings from the property.

12. *A comparison of the relative advantage or benefit to the airport from sale or other disposition as opposed to the retention for rental income.*

There are no proceeds or offerings associated with the parcels in question, and the property has no to limited potential to generate rental income. The parcels to be conserved as a result of the Foy Shaw Parkway development would be beneficial to the overall use and function of Bob Sikes Airport, and would not be available for



rental purposes. The development of Foy Shaw Parkway will grant Bob Sikes Airport direct access from U.S. Highway 90 and improve access for its users. Improved access may provide growth opportunities for Bob Sikes Airport by providing an industrial roadway to attract aviation specific businesses. In support of the Foy Shaw Parkway development, uses not specified in this release request will be addressed by a maintenance agreement with Okaloosa County Public Works.

13. ***If the release pertains to donated real property, conveyed by the Federal government under Public Law 289, a written commitment obligating the airport owner with respect to an amount equal to the net proceeds of a sale of the property at its current fair market value is required.***

This release request does not pertain to donated real property.

15. ***A height restriction setting forth the applicable height limits, above which no structure or growth will be permitted, will be included in the instrument of release. The height restriction data computation, computed according to the current effective FAA criteria, as applied to the airport, is required.***

The property remains under the ownership of Okaloosa County and the Airport will have full jurisdiction on maintaining all applicable obstruction clearances. These clearances will be based on future and ultimate conditions as currently depicted by the Draft Bob Sikes Airport Layout Plan Update in Exhibit B.

16. ***Include an Environmental Action Choice document in which the environmental, economic, and social impacts of the proposed change in airport land use or release of airport land for the intended purpose are analyzed.***

Attached, please find the Finding of No Significant Impact and Record of Decision for the Foy Shaw Parkway at Bob Sikes Airport, dated October 25, 2018 (Exhibit C).

We would like to thank you for your consideration of our request, and your continued help and support with all of our airport development projects. Should you have any questions concerning this matter, or if you need any additional information, please feel free to contact me at, or via e-mail at tstage@myokaloosa.com.

Sincerely,

Okaloosa County Airports System

Tracy Stage, A.A.E., Airports Director
1701 State Rad 85 N
Eglin AFB, Florida 32542-1498
Enclosures
cc: File

MACK BUSBEE, CFA
Okaloosa County Property Appraiser
1250 N Eglin Pkwy, Suite 201
Shalimar, FL 32579-1296
PHONE: (850) 651-7240
FAX (850) 651-7244



Crestview Office:
302 N Wilson Street, Suite 201
Crestview, FL 32536
PHONE: (850) 689-5900
FAX (850) 689-5906
WEBSITE: www.okaloosapa.com

PARCEL SPLIT REQUEST FORM

OWNER NAME: _____

DATE: _____

ADDRESS: _____

I, _____, request the Okaloosa County Property Appraiser's office split the parcel listed below into two or more parcels. I acknowledge that I have read this form in its entirety and have provided the required documents listed below.

PARCEL # TO BE SPLIT ("Parent Parcel"): _____

ADDITIONAL DOCUMENTATION REQUIRED:

- Legal Description(s) and/or surveys for the NEW parcel(s) to be split.
- Proof that ALL taxes have been paid. *NOTE: Parcels cannot be split if there are any taxes owed, current or delinquent, pursuant to FL Statute 197.192.*

NOTE: Splitting property may increase taxes by affecting existing capped values. If, at a future date, you choose to reverse the process, the cap will not be restored to its former level. HOMESTEAD EXEMPTED PROPERTIES: Any exemption(s) currently in place on the "parent parcel" will NOT carry over to the new split out parcel.

DISCLAIMER:

It is the responsibility of the owner to ensure that any and all taxes, currently due or delinquent, on any parcels being split are paid in full to the Tax Collector. This agency is not responsible for any delinquent taxes, penalties, or interest that could occur or accrue due to negligence on the part of the property owner, the owner's representatives, or other parties when requesting parcel splits. Furthermore, if the property is encumbered by a mortgage / escrow account, it is the owner's responsibility to seek prior approval from the mortgage company for any changes to the property involving a split.

*Any parcel split by the Property Appraiser is for **taxation purposes only** and does not imply legality of the land division being requested, the legality for such parcel to be conveyed via land title, nor the suitability for such parcel to be developed. Contact the appropriate land development, zoning, and/or planning department of your jurisdiction for questions concerning property development or zoning.*

By signing below, I acknowledge that I have read the foregoing document and disclaimer above, in its entirety, and agree to hold the Okaloosa County Property Appraiser's office harmless of any issues that may arise due to this split request. Additionally, I understand that I must submit, in writing, any request to have the parcels combined together again.

Owner's Signature _____

Date _____

Phone _____

Email address (optional): _____

Adk - 10/23/20
Ayo - 10/24/2020

TASK ORDER APPROVAL FORM

CONTRACT #: C20-2959-AP

TASK ORDER #: 02

Project name: General on call Airport Consulting Services

TASK ORDER AMOUNT: \$ \$15,000.00

OFFERED BY CONSULTANT:

CONTRACT#: C20-2959-AP
RS&H, INC.
GENERAL ON CALL AIRPORT CONSULTING SVS
EXPIRES: 08/17/2024 W/2 1 YR RENEWALS

RS&H Inc.

FIRM'S NAME

Matthew Serynek

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

Vice President, Aviation

10/21/20

TITLE

DATE

RECOMMENDED FOR APPROVAL

Tracy Stage, A.A.E.

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.



SIGNATURE Tracy Stage A.A.E.

Airports Director

TITLE



PURCHASING MANAGER

DATE

10/29/2020

10-26-20
DATE

OMB Director/DATE

DATE

COUNTY ADMINISTRATOR John Hofstad
(if applicable)

CHAIRMAN- Robert A. "Trey" Goodwin III
(if applicable)

DATE

DATE

RS&H Project No. 201-0251-002
Client Project No. C20-2959-AP
Short Title: Miscellaneous A/E Services -02

TASK ORDER
OKALOOSA COUNTY AIRPORTS
MISCELLANEOUS A/E SERVICES -02

Task Order No. 2
Date: 10-14-2020

RS&H, INC., a Florida corporation ("CONSULTANT") agrees to perform and complete the following work (hereinafter "Work") for **OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS** (the "COUNTY"), in accordance with the terms and conditions of the Professional Architectural, Engineering and Aviation Planning Services agreement dated August 18, 2020, all of which terms and conditions are incorporated herein by reference:

Project Location: Okaloosa County Airports

Project Description/Scope of Services: This task provides for a budgeted allocation of \$15,000.00 for authorized general "on-call" airport consulting services, meetings, coordination with governmental agencies, and other general work as may be required by the COUNTY from time to time under the terms and conditions of the above-referenced base agreement, dated August 18, 2020. No tasks shall be performed under this Task Order without prior written authorization from the COUNTY. All costs for professional services, meetings, and expenses specifically covered by a separate agreement shall not be included under this Task Order.

Fee: The COUNTY shall compensate the CONSULTANT for the performance of authorized services on a Not-To-Exceed (time-and-materials) basis. The Not-To-Exceed limit shall be \$15,000.00. CONSULTANT shall be compensated based on actual hours expended and actual expenses incurred.

The COUNTY shall compensate the CONSULTANT for authorized services performed by the CONSULTANT and reimbursable expenses incurred by the CONSULTANT during the work at the hourly rates and standard rates included in the above-referenced base agreement. Reimbursable expenses shall also include actual out-of-pocket expenses incurred by the CONSULTANT (reimbursed at actual costs). Each expenditure under this Task Order shall be accompanied by a statement of the purpose, time involved and overall expense charged to this Task Order.

Schedule: Services authorized by the COUNTY under this Task Order shall be performed with reasonable diligence and expediency consistent with sound professional practices. Specific task schedules shall be coordinated and approved prior to task authorization.

This Task Order shall remain in effect until the Not-To-Exceed budget is expended or until the base agreement referenced above expires, whichever occurs first, unless sooner terminated in writing.

Deliverables: Project deliverables shall be coordinated prior to the Task Order authorization.

Other Considerations: None.

[SIGNATURES ON FOLLOWING PAGE]

CLIENT:

Okaloosa County Board of County Commissioners

By: 

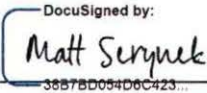
Print Name: Tracy Stage

Title: Airports Director

Date: 10-26-20

RS&H:

RS&H, Inc.

By: 

Print Name: Matthew J. Serynek

Title: Vice-President - Aviation

Date: 10/15/2020

ATTEST: **DocuSigned by:**


By: 
Corporate Secretary

NCA - 10/23/2020
CAyo - 10/26/2020

TASK ORDER APPROVAL FORM

CONTRACT #: C20-2959-AP

TASK ORDER #: 01

Project name: General on call Airport Consulting Services


TASK ORDER AMOUNT: \$ \$33,281.00

CONTRACT#: C20-2959-AP
RS&H, INC.
GENERAL ON CALL AIRPORT CONSULTING SVS
EXPIRES: 08/17/2024 W/2 1 YR RENEWALS

OFFERED BY CONSULTANT:

RS&H Inc.
FIRM'S NAME

Matthew Serynek
REPRESENTATIVE'S PRINTED NAME


SIGNATURE
Vice President, Aviation
TITLE
10/21/20
DATE

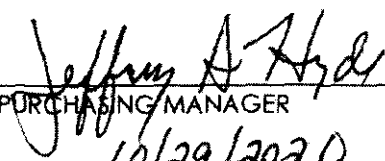
RECOMMENDED FOR APPROVAL
Tracy Stage, A.A.E.

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.


SIGNATURE Tracy Stage A.A.E.

Airports Director
TITLE

10-26-20
DATE


PURCHASING MANAGER
10/29/2020
DATE

Faye Douglas Digitally signed by Faye Douglas
Date: 2020.10.29 14:20:35 -05'00'
OMB Director/DATE
10.29.2020
DATE

COUNTY ADMINISTRATOR John Hofstad
(if applicable)

DATE

CHAIRMAN- Robert A. "Trey" Goodwin III
(if applicable)

DATE

RS&H Project No. 201-0251-001
Client Project No. C20-2959-AP
Short Title: Miscellaneous A/E Services -01

TASK ORDER
OKALOOSA COUNTY AIRPORTS
MISCELLANEOUS A/E SERVICES -01

Task Order No. 1
Date: 10-14-2020

RS&H, INC., a Florida corporation ("CONSULTANT") agrees to perform and complete the following work (hereinafter "Work") for **OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS** (the "COUNTY"), in accordance with the terms and conditions of the Professional Architectural, Engineering and Aviation Planning Services agreement dated August 18, 2020, all of which terms and conditions are incorporated herein by reference:

Project Location: Okaloosa County Airports

Project Description/Scope of Services: This task provides for a budgeted allocation of \$33,281.00 for authorized general "on-call" airport consulting services, meetings, coordination with governmental agencies, and other general work as may be required by the COUNTY from time to time under the terms and conditions of the above-referenced base agreement, dated August 18, 2020. Tasks currently anticipated under this work order include the following:

Services on DTS Taxiway A Rehabilitation	\$ 5,651.45
Services on VPS Environmental Assessment	\$ 21,475.00
DTS Avigation Easement Coordination	\$ 5,225.00
VPS Terminal Study & CEW/DTS ALP package plotting	\$ 928.84

No tasks shall be performed under this Task Order without prior written authorization from the COUNTY. All costs for professional services, meetings, and expenses specifically covered by a separate agreement shall not be included under this Task Order.

Fee: The COUNTY shall compensate the CONSULTANT for the performance of authorized services on a Not-To-Exceed (time-and-materials) basis. The Not-To-Exceed limit shall be \$33,281.00. CONSULTANT shall be compensated based on actual hours expended and actual expenses incurred.

The COUNTY shall compensate the CONSULTANT for authorized services performed by the CONSULTANT and reimbursable expenses incurred by the CONSULTANT during the work at the hourly rates and standard rates included in the above-referenced base agreement. Reimbursable expenses shall also include actual out-of-pocket expenses incurred by the CONSULTANT (reimbursed at actual costs). Each expenditure under this Task Order shall be accompanied by a statement of the purpose, time involved and overall expense charged to this Task Order.

Schedule: Services authorized by the COUNTY under this Task Order shall be performed with reasonable diligence and expediency consistent with sound professional practices. Specific task schedules shall be coordinated and approved prior to task authorization.

This Task Order shall remain in effect until the Not-To-Exceed budget is expended or until the base agreement referenced above expires, whichever occurs first, unless sooner terminated in writing.

Deliverables: Project deliverables shall be coordinated prior to the Task Order authorization.

Other Considerations: None.

[SIGNATURES ON FOLLOWING PAGE]

CLIENT:

Okaloosa County Board of County Commissioners

By: 

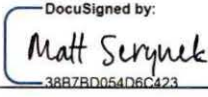
Print Name: Tracy Stage

Title: Airports Director

Date: 10-26-20

RS&H:

RS&H, Inc.

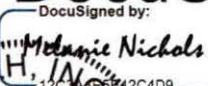
By: 

Print Name: Matthew J. Serynek

Title: Vice-President - Aviation

Date: 10/15/2020

ATTEST: **DocuSigned by:**

By:  Melanie Nichols
Corporate Secretary





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/20/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Florida, Inc. 10151 Deerwood Park Blvd Bldg 100, Ste 100 Jacksonville FL 32256	CONTACT NAME: Lori Duval CIC PHONE (A/C, No, Ext): (904) 565-1952 E-MAIL ADDRESS: lduval@bbjax.com	FAX (A/C, No): (904) 565-2440
	INSURER(S) AFFORDING COVERAGE	
INSURED RS & H Inc. 10748 Deerwood Park Blvd Jacksonville FL 32256	INSURER A: Hartford Casualty Insurance Company NAIC # 29424	
	INSURER B: Twin City Fire Insurance Company 29459	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES **CERTIFICATE NUMBER:** 20/21 Auto 19/20 WC **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$ OTHER \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y	Y	21UENHN9665	06/28/2020	06/28/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) (If yes, describe under DESCRIPTION OF OPERATIONS below)	Y/N	N/A	21WBAC3FFF	12/01/2019	12/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project #: 2011915.XXX; Project Name: Okaloosa County Airports General Aviation Engineering Services
Okaloosa County is included as Additional Insured on a primary and non-contributory basis with respect to the Auto Liability policy when required by written contract. Waiver of subrogation in favor of Okaloosa County is included with respect to the Auto Liability and Workers' Compensation policies when required by written contract. 30 day notice of cancellation provided per policy provisions.

CERTIFICATE HOLDER CANCELLATION

Okaloosa County 5479A Old Bethel Road Crestview FL 32538	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

CONTRACT #: C20-2959-AP
Reynolds, Smith and Hills, Inc. (RS&H)
General A&E Services for
Okaloosa County Airports
EXPIRES: 3 YRS w/2 (1) ONE YR RENEWALS

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER: Greyling Ins. Brokerage/EPIC, 3780 Mansell Road, Suite 370, Alpharetta, GA 30022. CONTACT NAME: Katie Kresner, PHONE: 770.552.4225, FAX: 866.550.4082, E-MAIL ADDRESS: Katie.Kresner@greyling.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Hartford Casualty Insurance Company, INSURER B: Hartford Casualty Ins. Co., INSURER C: Lloyds of London, INSURER D: , INSURER E: , INSURER F: .

COVERAGES CERTIFICATE NUMBER: 20-21 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Umbrella Liab, Professional Liab, and Excess Prof Liab.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Re: Project #: 2011915.XXX, Project Name: Okaloosa County Airports General Aviation Engineering Services. Okaloosa County is named as an Additional Insured with respects to General Liability where required by written contract. Waiver of Subrogation is applicable where required by written contract & allowed by law. The above referenced liability policies with the exception of workers compensation and professional (See Attached Descriptions)

CERTIFICATE HOLDER: Okaloosa County Board of County Commissioners, 302 N. Wilson Street, Suite 301, Crestview, FL 32536. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

CONTRACT #: C20-2959-AP Reynolds, Smith and Hills, Inc. (RS&H) General A&E Services for Okaloosa County Airports EXPIRES: 3 YRS w/2 (1) ONE YR RENEWALS

DESCRIPTIONS (Continued from Page 1)

liability are primary & non-contributory where required by written contract.

Should any of the above described policies be cancelled by the issuing insurer before the expiration date thereof, we will endeavor to provide 30 days' written notice (except 10 days for nonpayment of premium) to the Certificate Holder.

CONTRACT #: C20-2959-AP
Reynolds, Smith and Hills, Inc. (RS&H)
General A&E Services for
Okaloosa County Airports
EXPIRES: 3 YRS w/2 (1) ONE YR RENEWALS



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/20/2020

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PRODUCER Brown & Brown of Florida, Inc. 10151 Deerwood Park Blvd Bldg 100, Ste 100 Jacksonville FL 32256	CONTACT NAME: Lori Duvall CIC PHONE (A/C, No, Ext): (904) 565-1952 E-MAIL ADDRESS: lduvall@bbjax.com	FAX (A/C, No): (904) 565-2440
	INSURER(S) AFFORDING COVERAGE	
INSURED RS & H Inc. 10748 Deerwood Park Blvd Jacksonville FL 32256	INSURER A: Hartford Casualty Insurance Company NAIC # 29424	
	INSURER B: Twin City Fire Insurance Company NAIC # 29459	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 20/21 Auto 19/20 WC **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPI/OP AGG \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	21UENHN9665	06/28/2020	06/28/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	21WBAC3FFF	12/01/2019	12/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project #: 2011915.XXX; Project Name: Okaloosa County Airports General Aviation Engineering Services
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CERTIFICATE HOLDER

Okaloosa County
5479A Old Bethel Road

Crestview FL 32536

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

CONTRACT #: C20-2959-AP
Reynolds, Smith and Hills, Inc. (RS&H)
General A&E Services for
Okaloosa County Airports
EXPIRES: 3 YRS w/2 (1) ONE YR RENEWALS

AGENCY CUSTOMER ID: 00223903

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page ____ of ____

AGENCY Brown & Brown of Florida, Inc.		NAMED INSURED Rs & H Inc.	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance: Notes

- NAMED INSURED LIST:
 RS&H, INC.
 REYNOLDS, SMITH AND HILLS, INC.
 RS&H ALABAMA, INC.
 RS&H ARKANSAS, INC.
 RS&H CALIFORNIA, INC.
 RS&H COMMERCIAL REALTY, INC.
 RS&H IDAHO, P.C.
 RS&H ILLINOIS, INC.
 RS&H IOWA, P.C.
 RS&H MARYLAND, INC.
 RS&H MASSACHUSETTS, INC.
 RS&H MICHIGAN, INC.
 RS&H MISSISSIPPI, P.C.
 RS&H MONTANA, P.C.
 RS&H NEVADA, INC.
 REYNOLDS, SMITH AND HILLS ARCHITECTS-ENGINEERS PLANNERS, P.A.
 RS&H ARCHITECT AND ENGINEER, P.C.
 RS&H ARCHITECTS-ENGINEERS-PLANNERS, INC.
 RS&H OHIO, INC.
 RS&H OREGON, ARCHITECTS-ENGINEERS-PLANNERS, P.C.
 RS&H PENNSYLVANIA, INC.
 TSIUUVARAS SIMMONS HOLDERNESS, INC. (TSH ENGINEERING)
 REYNOLDS, SMITH AND HILLS CS, INCORPORATED

CONTRACT #: C20-2959-AP
Reynolds, Smith and Hills, Inc. (RS&H)
General A&E Services for
Okaloosa County Airports
EXPIRES: 3 YRS w/2 (1) ONE YR RENEWALS

**PROCUREMENT/CONTRACT/LEASE
INTERNAL COORDINATION SHEET**

4026-20
~~3921-20~~
810
TBD

Procurement/Contract/Lease Number: TBD Tracking Number: TBD

Procurement/Contractor/Lessee Name: RS&H Inc. Grant Funded: YES NO

Purpose: General A&E Services for OC Airports

Date/Term: 3 yrs w/ (1) one year Renewals

Department #: Various upon TO (TBD)

Account #: Various upon TO (TBD)

Amount: Task order Based

Department: Airport Dept. Monitor Name: Tracy Stage

1. GREATER THAN \$100,000
2. GREATER THAN \$50,000
3. \$50,000 OR LESS

Purchasing Review

Procurement or Contract/Lease requirements are met:
Jessica Darr via coordination Date: 26 May, 2020
Purchasing Manager or designee Jeff Hyde, DeRita Mason, Jessica Darr

2CFR Compliance Review (if required)

Approved as written: See Email dated May 11, 2020 @ 1:26 pm Grant Name: TBD per Task order
Danielle Garcia Date: May 11, 2020
Grants Coordinator Danielle Garcia

Risk Management Review

Approved as written: See Email dated May 8, 2020 @ 11:24 am
Karen Donaldson Date: May 8, 2020
Risk Manager or designee Edith Gibson or Karen Donaldson

County Attorney Review

Approved as written: See Email dated May 26, 2020 2:51 pm
Kerry Parsons Date: May 26, 2020
County Attorney Lynn Hoshihara, Kerry Parsons or Designee

Department Funding Review

Department funding confirmed: See Email Dec 13, 2019
Allyson Durny Date: 13 Dec 2019

Jesica Darr

From: Danielle Garcia
Sent: Monday, May 11, 2020 1:26 PM
To: Jesica Darr
Subject: RE: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 15 May 2020

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: 15-20 A & E services

Approved for possible future grant procurement.

No grant information provided at the time of approval. Unknown if State or Federal funded.

Regards,
Danielle Garcia
850-689-5960 x 6971

From: Jesica Darr <jdarr@myokaloosa.com>
Sent: Friday, May 08, 2020 9:28 AM
To: Karen Donaldson <kdonaldson@myokaloosa.com>; Danielle Garcia <dgarcia@myokaloosa.com>; kparsons@ngn-tally.com
Cc: Jeffrey Hyde <jhyde@myokaloosa.com>; Lynn Hoshihara <lhoshihara@myokaloosa.com>; Jesica Darr <jdarr@myokaloosa.com>
Subject: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 15 May 2020

Good Morning, All!

The Airport has successfully negotiated rates for the A & E Master agreement with the contractor, **RS&H Inc.**

The contract is being awarded to two different companies. You saw/reviewed the same contract a few days ago for the other award winner, A.I.D.

- Kerry, the word document includes verbiage in Paragraphs 2 and 4 from the last Airport A & E Master agreement (given to ICE and AVCON named RFQ AP 13-19) that has the exact scope as this one. That is why the contract is sent to you in Word instead of the PDF template. I added a few notes in the Word document to get your advice.
- Danielle, there may be grant(s) associated with a Task Order, but of course the Airport won't know until they issue a required Task Order. We included grant related information, because the Task Orders will be issued based on this attached Master Agreement.

Jesica Darr

From: Karen Donaldson
Sent: Friday, May 8, 2020 11:24 AM
To: Jesica Darr
Subject: RE: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 15 May 2020

Jesica

This is approved by risk management for insurance purposes.

Thank you

Karen Donaldson

Karen Donaldson
Claims Examiner
Public Records and Contracts Specialist
Okaloosa County Risk Management
302 N Wilson Street, Suite 301
Crestview, Fl. 32536
850.683.6207
KDonaldson@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: Jesica Darr <jdarr@myokaloosa.com>
Sent: Friday, May 8, 2020 9:28 AM
To: Karen Donaldson <kdonaldson@myokaloosa.com>; Danielle Garcia <dgarcia@myokaloosa.com>; kparsons@ngn-tally.com
Cc: Jeffrey Hyde <jhyde@myokaloosa.com>; Lynn Hoshihara <lhoshihara@myokaloosa.com>; Jesica Darr <jdarr@myokaloosa.com>
Subject: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 15 May 2020

Good Morning, All!

The Airport has successfully negotiated rates for the A & E Master agreement with the contractor, **RS&H Inc.**

The contract is being awarded to two different companies. You saw/reviewed the same contract a few days ago for the other award winner, A.I.D.

Jesica Darr

From: Jesica Darr
Sent: Tuesday, May 26, 2020 2:51 PM
To: Jesica Darr
Subject: FW: Memo for Contract Record File Legal Approval of Contract RFQ AP 15-20 Master Agreement with RS & H

From: Jesica Darr
Sent: Tuesday, May 26, 2020 2:42 PM
To: Jesica Darr <jdarr@myokaloosa.com>
Subject: Memo for Contract Record File Legal Approval of Contract RFQ AP 15-20 Master Agreement with RS & H

Memo For Contract Record/File:

The e-mails below sent from Purchasing Department, Jesica Darr, to Legal Review, Kerry Parsons on 20 May held and sent contract document attachments for vendor RS&H Inc.; although, administrative oversight mentioned the incorrect vendor name (as seen below).

The contract for RS& H Inc. was approved by Legal Review on 20 May, 2020 at 1:52 p.m. There is a time zone difference between offices.

From: Parsons, Kerry <KParsons@ngn-tally.com>
Sent: Wednesday, May 20, 2020 1:52 PM
To: Jesica Darr <jdarr@myokaloosa.com>
Cc: Lynn Hoshihara <lhoshihara@myokaloosa.com>
Subject: RE: Final review RE: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 19 May 2020

Looks good

Kerry A. Parsons, Esq.

**Nabors
Giblin &
Nickerson**

1500 Mahan Dr. Ste. 200
Tallahassee, FL 32308
T. (850) 224-4070
[Kparsons@ngn-tally.com](mailto:kparsons@ngn-tally.com)

The information contained in this e-mail message is intended for the personal and confidential use of the recipient(s) named above. This message and its attachments may be an attorney-client communication and, as such, is privileged and confidential. If the reader of this message is not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this document in error and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone or e-mail and delete the original message. Thank you!

From: Jesica Darr <jdarr@myokaloosa.com>
Sent: Wednesday, May 20, 2020 2:44 PM
To: Parsons, Kerry <KParsons@ngn-tally.com>
Cc: Lynn Hoshihara <lhoshihara@myokaloosa.com>; Jesica Darr <jdarr@myokaloosa.com>
Subject: FW: Final review RE: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 19 May 2020

Kerry,

Good Afternoon!

I'm following up with you for the final approval on document RFQ AP 15-20.

The vendor is ~~American Infrastructure Development (A.I.D.)~~ RS & H.
Please see e-mails below to explain added language in yellow. J.F.
Please see attached for review and approval.

Thank you!

Respectfully,

Jesica



Contracts and Lease Coordinator
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536
(850) 689-5960
jdarr@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.

Jesica Darr

From: Jesica Darr
Sent: Wednesday, May 13, 2020 4:28 PM
To: kparsons@ngn-tally.com
Cc: Jeffrey Hyde; Lynn Hoshihara; Jesica Darr
Subject: Final review requested please RE: Review and Approval requested RFQ AP 15-20 RS&H Inc. vendor 19 May 2020
Attachments: Contract form RFQ AP 15-20 RS&H .pdf; RFQ AP 15-20 RSH Contract Dated 5.13.2020
_1.docx

Kerry,

Good Afternoon!

- Please see the attached contract for RFQ AP 15-20, **vendor RS&H**, for your approval. Please review and send back in the next 3 business days, if possible.
- I've added the applicable sections that you mentioned by extracting the verbiage from the word doc of professional services template (the 17 page word doc template for professional services). In the future, I will use the Professional Services word doc for that type of contract and not the applicable PDF.
- I've highlighted these additions in yellow/bold.

Thank you for your time! Have a great day!

Very Respectfully,

Jesica

From: Parsons, Kerry <KParsons@ngn-tally.com>
Sent: Tuesday, May 12, 2020 4:01 PM
To: Jesica Darr <jdarr@myokaloosa.com>; Danielle Garcia <dgarcia@myokaloosa.com>
Cc: Jeffrey Hyde <jhyde@myokaloosa.com>; Lynn Hoshihara <lhoshihara@myokaloosa.com>
Subject: RE: Question _ RE: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 15 May 2020

Generally, task orders should not have additional legal requirements in them. In addition, not sure, depending on the federal agency whether or not this will fly in all circumstances, but we will cross that bridge when we get there. The minimum federal requirements for under 100k should be included in the agreement. If the time comes where there is federal funding involved and the federal grant agency says it is ok, we will enter into a task order and include any additional federal provisions.

That being said, I have previously provided the Purchasing department with document that have the minimum federal requirements in it, including the document I sent back on this one. Jesica – take the document I sent you on this and

pull out the following provisions and add them to your draft: make sure there is a termination for convenience, debarment and suspension, Byrd Anti-lobbying amendment, procurement of recovered materials, contracting with small and minority businesses, and women's business enterprises and labor surplus area firms.

Kerry A. Parsons, Esq.

**Nabors
Giblin &
Nickerson**

1500 Mahan Dr. Ste. 200
Tallahassee, FL 32308
T. (850) 224-4070
Kparsons@ngn-tally.com

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From: Jesica Darr <jdarr@myokaloosa.com>
Sent: Tuesday, May 12, 2020 4:37 PM
To: Danielle Garcia <dgarcia@myokaloosa.com>; Parsons, Kerry <KParsons@ngn-tally.com>
Cc: Jeffrey Hyde <jhyde@myokaloosa.com>; Lynn Hoshihara <lhoshihara@myokaloosa.com>; Jesica Darr <jdarr@myokaloosa.com>
Subject: RE: Question _ RE: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 15 May 2020

This is an over-arching agreement that will be used to issue (or cut) individual Task Orders for individual Airport needs, as the need comes up/arises.

I think it is alright to add the Federal provisions and clauses to each Task Order as applicable, via an attachment. That is what I'm uncertain about and seeking more direction from Kerry (if she's comfortable with that is the question).

If not, and she wants me to add in all Federal required provisions (before Master Agreement is signed) then I will definitely require some assistance, please.

Thank you to everyone for your time! Have a good day!

Most Respectfully,

Jesica

From: Danielle Garcia
Sent: Tuesday, May 12, 2020 3:32 PM
To: Jesica Darr <jdarr@myokaloosa.com>; Parsons, Kerry <KParsons@ngn-tally.com>
Cc: Jeffrey Hyde <jhyde@myokaloosa.com>; Lynn Hoshihara <lhoshihara@myokaloosa.com>
Subject: RE: Question _ RE: Review and Approval requested RFQ AP 15-20 RS& H Inc. vendor 15 May 2020

If I remember correctly, we are not using grant funds at this time. We possibly could in the future, was unclear? I hesitate with these type of commitments. We should try to know up front all grant funding so I can read from the grant all necessary requirements. This way we abide by that specific grant in the initial solicitation.

Jesica Darr

From: Allyson Oury
Sent: Friday, December 13, 2019 3:24 PM
To: Jesica Darr
Cc: Robert "Chad" Rogers
Subject: Re: General Engineering Services Master Agreement RFQ AP 15-20

Hi Jessica,

Yes, the airport has sufficient funds and will budget for and encumber costs for related task orders, when presented.

Allyson Oury, CPA
Airports CFO
Okaloosa County

On Dec 13, 2019, at 3:16 PM, Jesica Darr <jdarr@myokaloosa.com> wrote:

Allyson,

Good Afternoon!

For the RFQ AP 15-20 requirement, please confirm that the Airport will be able to encumber funds, as needed and applicable, in the future for task orders issued under the CCNA limits through the resulting contract. (Essentially, I just have to place your response in the contract file.)

Thank you for time and help!

Most Respectfully,

Jesica

<image004.png>

Contracts and Lease Coordinator
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536
(850) 689-5960
jdarr@myokaloosa.com

AGREEMENT BETWEEN OKALOOSA COUNTY, FLORIDA
AND REYNOLDS, SMITH & HILL, INC. (RS&H)

THIS AGREEMENT (hereinafter referred to as the "Agreement") is made this 18, day of AUG, 2020, by and between Okaloosa County, a political subdivision of the state of Florida, (hereinafter referred to as the "County"), with a mailing address of 1250 N. Eglin Parkway, Suite 100, Shalimar, Florida, 32579, and RS&H, Inc., a Florida Profit Corporation authorized to do business in the State of Florida (hereinafter referred to as "Contractor") whose Federal I.D. # is 59-29866466.

RECITALS

WHEREAS, the County is in need of a contractor to provide Architecture & Engineering Services, as described in Paragraph 2 of this Agreement and in accordance with Attachment "A" ("Services"); and

WHEREAS, pursuant to the Okaloosa County Purchasing Manual, the County issued a Request For Qualifications to competitively procure the Services and received responses to perform these Services. A copy of the procurement and Contractor's response to the procurement is included as Attachment "A"; and

WHEREAS, Contractor is a certified and insured entity with the necessary experience to provide the desired Services; and

WHEREAS, the County wishes to enter into this Agreement with Contractor to provide the Services to the County for the amount negotiated and set forth within each assigned Task Order, resulting from this Agreement.

NOW THEREFORE, in consideration of the promises and the mutual covenants herein, the parties agree as follows:

1. Recitals and Attachments. The Recitals set forth above are hereby incorporated into this Agreement and made part hereof for reference. The following documents are attached to this Agreement and are incorporated herein.

Attachment "A" – Procurement RFQ AP 15-20; Contractor's Proposal and Rate Schedule
Attachment "B" – Insurance Requirements;
Attachment "C" – Title VI list of pertinent nondiscrimination acts and authorities;
Attachment "D" – Special Conditions – Additional Federal Requirements (shall be included *as applicable* within each assigned Task Order)
Attachment "E" – Grant or Agreement (shall be included *as applicable* within each assigned Task Order)

2. Services. Contractor agrees to perform the following services to be performed under the AGREEMENT shall be specifically described for each assignment in individual Task Orders

written and executed in accordance with this AGREEMENT. Each assignment may consist of the following (non-inclusive) characteristics:

Engineering studies and design; surveys; preparation of specifications and contract documents; preparation of cost estimates; obtaining necessary permits; bid services; construction inspections; construction management; contract administration; airport airspace and geometric analysis; storm water analysis; presentations; assistance in identifying and acquiring grants; and any type of necessary environmental consulting. The types of projects which may be assigned include: pavement rehabilitation or new airfield pavement construction; fuel tanks and mechanical systems; facility remodel or new construction; security fencing; obstruction removal; aircraft jet bridges; security system enhancements to include cameras, badging controls, exit lanes and bag screening; parking structures and shade systems; utility infrastructure; storm water infrastructure and plans to meet permit compliance; localized master plan and area development studies; produce exhibits for presentations; regulatory compliance and reports; and any other type of project which may be in the County's Airport Layout Plans for all three (3) County airports.

On an as-needed basis, COUNTY will issue Task Orders to the CONTRACTOR describing the work required for each assignment to be undertaken under this AGREEMENT. In response, the CONTRACTOR will prepare a scope of services and costs, which shall become part of the negotiated Task Order upon execution by both parties. No work will commence until a fully executed Task Order is received by the CONTRACTOR.

The Services to be provided are further detailed in the Contractor's proposal attached as Attachment "A" and incorporated herein by reference. The Services shall be performed by Contractor to the full satisfaction of the County. Contractor agrees to have a qualified representative to audit and inspect the Services provided on a regular basis to ensure all Services are being performed in accordance with the County's needs and pursuant to the terms of this Agreement and shall report to the County accordingly. Contractor agrees to immediately inform the County via telephone and in writing of any problems that could cause damage to the County. Contractor will require its employees to perform their work in a manner befitting the type and scope of work to be performed.

3. Term and Renewal. The term of this Agreement shall begin upon mutual written consent of both Parties, and shall continue for a period of three (3) years from the date of full execution of this Agreement, subject to the County's ability to terminate in accordance with Section 7 of this Agreement. The terms of Section 23 entitled "Indemnification and Waiver of Liability" shall survive termination of this Agreement.

This agreement may be renewed upon mutual written agreement of the parties for a period of up to two (2), additional one (1) year contract renewals.

4. Compensation:

a. Services, payment shall be made in accordance with each authorized Task Order. CONTRACTOR will submit invoices for each Task Order to the COUNTY covering services completed to date and for those deliverables being completed and submitted. Each invoice will be prepared in CONTRACTOR's standard form and supported by documentation according to CONTRACTOR's standard practice. CONTRACTOR shall submit a progress report with each invoice. Within thirty (30) days of receipt of the invoice, the COUNTY shall give detailed, written notice of any sums which it may reasonably dispute or contest. If the parties are unable to resolve the matter within thirty (30) days, only that portion so reasonably contested may be withheld from payment. Invoices will be numbered sequentially and specify the time period for charges, the work performed, the amount requested for that invoice and a total amount paid to date and budget remaining. The CONTRACTOR shall clearly state "Final Invoice" on the CONTRACTOR's final/last invoice to the COUNTY. This shall indicate that contracted services have been performed and all charges and costs have been invoiced to the COUNTY. This invoice shall close all future billings and future charges shall be waived by CONTRACTOR. CONTRACTOR shall deliver to the COUNTY for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials required.

DS
UR

Direct Expenses are those necessary costs and charges incurred for the project as described in the Task Order and further explained in Attachment A. CONTRACTOR has represented that they are local providers; therefore, in general, travel expenses are not allowed expenses and will not be reimbursed. Travel expenses may only be approved/reimbursed by the COUNTY for specialized technical support, which would be authorized in advance in the specific Task Order. Any and all direct expenses requested by the CONTRACTOR shall only be eligible for reimbursement, when allowable and allocable to the assigned project, and proper documentation is provided with the invoice and payment request form. Fees not expressly provided on the rate schedule are not eligible for payment or reimbursement unless specifically authorized by a Task Order or through a subsequent written and fully executed Amendment of this AGREEMENT. Rates to be utilized for the duration of this AGREEMENT are as described in the fee schedule included as Attachment A. These rates include all allowances for salary, overhead, and fees, but do not include allowances for Direct Expenses.

b. Payment Schedule. Invoices received from the Contractor pursuant to this Agreement will be reviewed by the initiating County Department. Payment will be disbursed as set forth above. If services have been rendered in conformity with the Agreement, the invoice will be sent to the Finance Department for payment. Invoices must reference the contract number assigned by the County after execution of this Agreement. Invoices will be paid in accordance with the State of Florida Local Government Prompt Payment Act.

c. Availability of Funds. The County's performance and obligation to pay under this Agreement is contingent upon annual appropriation for its purpose by the County Commission.

Contractor shall make no other charges to the County for supplies, labor, taxes, licenses, permits, overhead or any other expenses or costs unless any such expenses or cost is incurred by Contractor with the prior written approval of the County. If the County disputes any charges on the invoices, it may make payment of the uncontested amounts and withhold payment on the contested amounts until they are resolved by agreement with the Contractor. Contractor shall not pledge the County's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The Contractor further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

5. Ownership of Documents and Equipment. All documents prepared by the Contractor pursuant to this Agreement and related Services to this Agreement "Deliverables" are intended and represented for the ownership of the County only. Any other use by Contractor or other parties shall be approved in writing by the County. If requested, Contractor shall deliver the documents to the County within fifteen (15) calendar days. Any modification of the Deliverables or their reuse on another project by County without the approval of Contractor shall be at County's sole risk and without liability to Contractor.

6. Insurance. Contractor shall, at its sole cost and expense, during the period of any work being performed under this Agreement, procure and maintain the minimum insurance coverage required as set forth in Attachment "B" attached hereto and incorporated herein, to protect the County and Contractor against all loss, claims, damages and liabilities caused by Contractor, its agents, or employees.

7. Termination and Remedies for Breach.

- a. If, through any cause within its reasonable control, the Contractor shall fail to fulfill in a timely manner or otherwise violate any of the covenants, agreements or stipulations material to this Agreement, the County shall have the right to terminate the Services then remaining to be performed. Prior to the exercise of its option to terminate for cause, the County shall notify the Contractor of its violation of the particular terms of the Agreement and grant Contractor ten (10) days to cure such default. If the default remains uncured after ten (10) days the County may terminate this Agreement, and the County shall receive a refund from the Contractor in an amount equal to the actual cost of a third party to cure such failure. If Contractor fails, refuses or is unable to perform any term of this Agreement, County shall pay for services rendered as of the date of termination.
 - i. In the event of termination, all finished and unfinished documents, data and other work product prepared by Contractor (and sub-Contractor (s)) shall be delivered to the County and the County shall compensate the Contractor for all Services satisfactorily performed prior to the date of termination, as provided in Section 4 herein.
 - ii. Notwithstanding the foregoing, the Contractor shall not be relieved of liability to the County for damages sustained by it by virtue of a breach of the Agreement by Contractor and the County may reasonably withhold payment to Contractor for the purposes of set-off until such time as the exact amount of damages due the County from the Contractor is determined.
- b. Termination for Convenience of County. The County may, for its convenience and without cause immediately terminate the Services then remaining to be performed at any time by giving written notice. The terms of Section 7 Paragraphs a(i) and a(ii) above shall be applicable hereunder.

- c. Termination for Insolvency. The County also reserves the right to terminate the remaining Services to be performed in the event the Contractor is placed either in voluntary or involuntary bankruptcy or makes any assignment for the benefit of creditors.
- d. Termination for failure to adhere to the Public Records Law. Failure of the Contractor to adhere to the requirements of Chapter 119 of the Florida Statutes and Section 9 below, may result in immediate termination of this Agreement.

8. **Governing Law, Venue and Waiver of Jury Trial.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. All parties agree and accept that jurisdiction of any dispute or controversy arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder shall be brought exclusively in the First Judicial Circuit in and for Okaloosa County, Florida, and venue for litigation arising out of this Agreement shall be exclusively in such state courts, forsaking any other jurisdiction which either party may claim by virtue of its residency or other jurisdictional device. In the event it becomes necessary for the County to file a lawsuit to enforce any term or provision under this Agreement, then the County shall be entitled to its costs and attorney's fees at the pretrial, trial and appellate levels, if it is the prevailing party (defined as the one recovering or defending more than 50% of the claim). BY ENTERING INTO THIS AGREEMENT, CONTRACTOR AND COUNTY HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT. Nothing in this Agreement is intended to serve as a waiver of sovereign immunity, or of any other immunity, defense, or privilege enjoyed by the County pursuant to Section 768.28, Florida Statutes.

9. **Public Records.** Any record created by either party in accordance with this Contract shall be retained and maintained in accordance with the public records law, Florida Statutes, Chapter 119. Contractor must comply with the public records laws, Florida Statute chapter 119, specifically Contractor must:

- a. Keep and maintain public records required by the County to perform the service.
- b. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the County.
- d. Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the contractor or keep and maintain public records required by the County to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request

from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT OKALOOSA COUNTY RISK MANAGEMENT DEPARTMENT 5479 OLD BETHEL ROAD CRESTVIEW, FL 32536 PHONE: (850) 689-5977 riskinfo@myokaloosa.com.

10. Assignment. Contractor shall not assign this Agreement or any part thereof, without the prior consent in writing of the County. If Contractor does, with approval, assign this Agreement or any part thereof, it shall require that its assignee be bound to it and to assume toward Contractor all of the obligations and responsibilities that Contractor has assumed toward the County.

11. Subcontracting. Contractor shall not subcontract any services or work to be provided to County without the prior written approval of the County's Representative. The County reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform properly under this Agreement. The County's acceptance of a subcontractor shall not be unreasonably withheld. The Contractor is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities. Additionally, any subcontract entered into between the Contractor and subcontractor will need to be approved by the County prior to it being entered into and said agreement shall incorporate in all required terms in accordance with local, state and federal regulations.

If to the County:	Mr. Tracy Stage, Airports Director 1701 State Road Hwy 85 North Eglin A.F.B., FL 32542-1498 (850) 651-7160 ext. 4	With a copy to: County Attorney Office 1250 N. Eglin Pkwy, Suite 100 Shalimar, FL 32579 (850) 224-4070
If to the Contractor:	Mr. Matthew Serynek, Vice President 10748 Deerwood Park Boulevard S. Jacksonville, FL 32256 (813) 636-2692	RS&H Inc. 10748 Deerwood Park Boulevard South Jacksonville, FL 32256 Attention: Legal Department

12. Civil Rights. 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 subcontractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

13. Compliance with Nondiscrimination Requirements. During the performance of this Agreement, the Contractor, for itself, its assignees, and successors in interest, agrees as follows:

a. Compliance with Regulations: The Contractor 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 and attached hereto as Attachment "C".

b. Nondiscrimination: The Contractor, with regard to the work performed by it during the Agreement, 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.

c. 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.

d. 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 County or other governmental entity 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 County or the other governmental entity, as appropriate, and will set forth what efforts it has made to obtain the information.

e. Sanctions for Noncompliance: In the event of a Contractor's noncompliance with the non-discrimination provisions of this contract, the County will impose such contract sanctions as it or another applicable state or federal governmental entity may determine to be appropriate, including, but not limited to:

a. Withholding payments to the Contractor under the Agreement until the Contractor complies; and/or

b. Cancelling, terminating, or suspending the Agreement, in whole or in part.

f. 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 County 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 litigation by a subcontractor, or supplier because of such direction, the Contractor may request the County to enter into any litigation to protect the interests of the County. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

14. Procurement of Recovered Materials. Contractor and any subcontractors 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 products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

- 1) The contract requires procurement of \$10,000 or more of a designated item during the fiscal year; or
- 2) 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/smm/comprehensive-procurement-guidelines-construction-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.

15. Debarment and Suspension. This Agreement may be covered in part as transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the Contractor is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

a. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

b. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the State of Florida and the County, the Federal

Government may pursue available remedies, including but not limited to suspension and/ or debarment.

c. The Contractor agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

16. Minority/Women's Business Enterprises. Contractor must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible, in accordance with 2 CFR 200.321. Prior to contract award, the contractor shall document efforts to utilize M/WBE firms including what firms were solicited as suppliers and/or subcontractors as applicable and submit this information with their bid submittal. If subcontracts are to be let, prime contractor will require compliance by all sub-contractors. Information regarding certified M/WBE firms can be obtained from (the following list is not exhaustive):

- Florida Department of Management Services (Office of Supplier Diversity);
- Florida Department of Transportation;
- Minority Business Development Center in most large cities; and
- Local Government M/DBE programs in many large counties and cities.

17. Compliance with Laws. Contractor shall secure any and all permits, licenses and approvals that may be required in order to perform the Services, shall exercise full and complete authority over Contractor's personnel, shall comply with all workers' compensation, employer's liability and all other federal, state, county, and municipal laws, ordinances, rules and regulations required of an employer performing services such as the Services, and shall make all reports and remit all withholdings or other deductions from the compensation paid to Contractor's personnel as may be required by any federal, state, county, or municipal law, ordinance, rule, or regulation.

18. Conflict of Interest. The Contractor covenants that it presently has no interest and shall not acquire any interest, directly or indirectly which could conflict in any manner or degree with the performance of the Services. The Contractor further covenants that in the performance of this Agreement, no person having any such interest shall knowingly be employed by the Contractor. The Contractor guarantees that he/she has not offered or given to any member of, delegate to the Congress of the United States, any or part of this contract or to any benefit arising therefrom.

19. Independent Contractor. Contractor enters into this Agreement as, and shall continue to be, an independent contractor. All services shall be performed only by Contractor and Contractor's employees. Under no circumstances shall Contractor or any of Contractor's employees look to the County as his/her employer, or as partner, agent or principal. Neither Contractor, nor any of Contractor's employees, shall be entitled to any benefits accorded to the County's employees, including without limitation worker's compensation, disability insurance, vacation or sick pay. Contractor shall be responsible for providing, at Contractor's expense, and in Contractor's name, unemployment, disability, worker's compensation and other insurance as well as licenses and permits usual and necessary for conducting the services to be provided under this Agreement.

20. Third Party Beneficiaries. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third-party beneficiary under this Agreement, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

21. Indemnification and Waiver of Liability. The Contractor agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless the County, its agents, representatives, officers, directors, officials and employees from and against claims, damages, losses and expenses (including but not limited to attorney's fees, court costs and costs of appellate proceedings) to the extent caused by Contractor's negligent acts, errors, mistakes or omissions relating to professional Services performed under this Agreement. The Contractor's duty to defend, hold harmless and indemnify the County its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury; sickness; disease; death; or injury to impairment, or destruction of tangible property including loss of use resulting therefrom, to the extent caused by any negligent acts, errors, mistakes or omissions related to Services of the Contractor in the performance of this Agreement including any person for whose acts, errors, mistakes or omissions the Contractor may be legally liable. The parties agree that TEN DOLLARS (\$10.00) represents specific consideration to the Contractor for the indemnification set forth herein.

The waiver by a party of any breach or default in performance shall not be deemed to constitute a waiver of any other or succeeding breach or default. The failure of the County to enforce any of the provisions hereof shall not be construed to be a waiver of the right of the County thereafter to enforce such provisions.

22. Taxes and Assessments. Contractor agrees to pay all sales, use, or other taxes, assessments and other similar charges when due now or in the future, required by any local, state or federal law, including but not limited to such taxes and assessments as may from time to time be imposed by the County in accordance with this Agreement. Contractor further agrees that it shall protect, reimburse and indemnify County from and assume all liability for its tax and assessment obligations under the terms of the Agreement.

The County is exempt from payment of Florida state sales and use taxes. The Contractor shall not be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the County, nor is the Contractor authorized to use the County's tax exemption number in securing such materials.

The Contractor shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes, and benefits with respect to this Agreement.

23. Prohibition Against Contracting with Scrutinized Companies. Pursuant to Florida Statutes Section 215.4725, contracting with any entity that is listed on the Scrutinized Companies that Boycott Israel List or that is engaged in the boycott of Israel is prohibited. Contractors must certify that the company is not participating in a boycott of Israel. Any contract for goods or services of One Million Dollars (\$1,000,000) or more shall be terminated at the County's option if it is

discovered that the entity submitted false documents of certification, is listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria after July 1, 2018.

Any contract entered into or renewed after July 1, 2018 shall be terminated at the County's option if the company is listed on the Scrutinized Companies that Boycott Israel List or engaged in the boycott of Israel. Contractors must submit the certification that is attached to this agreement as Attachment "D". Submitting a false certification shall be deemed a material breach of contract. The County shall provide notice, in writing, to the Contractor of the County's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination was in error. If the Contractor does not demonstrate that the County's determination of false certification was made in error, then the County shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute Section 215.4725.

24. Special Conditions – Additional Federal Requirements. As some or all of the Services to be provided under this Agreement may be funded with federal funds. Contractor agrees to adhere to the required additional federal requirements set forth in Attachment "D" and incorporated herein by reference.

25. Grant or Agreement Requirements. Paragraph will be applied as applicable per Task Order assigned. The County is in receipt of a grant or agreement identified as (attached as Attachment "E" and incorporated herein by reference) with_ which shall be funding some or all of the Services to be provided under this Agreement. Contractor agrees to adhere to all of the requirements of the Grant or Agreement.

26. Inconsistencies and Entire Agreement. If there is a conflict or inconsistency between any term, statement, requirement, or provision of any attachment attached hereto, any document or events referred to herein, or any document incorporated into this Agreement, the term, statement, requirement, or provision contained in this Agreement shall prevail and be given superior effect and priority over any conflicting or inconsistent term, statement, requirement or provision contained in any other document or attachment, including but not limited to Attachments listed in Section 1.

27. Severability. If any term or condition of this Contract shall be deemed, by a court having appropriate jurisdiction, invalid or unenforceable, the remainder of the terms and conditions of this Contract shall remain in full force and effect. This Contract shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all the terms and provisions hereof.

28. Entire Agreement. This Agreement contains the entire agreement of the parties, and may be amended, waived, changed, modified, extended or rescinded only by in writing signed by the party against whom any such amendment, waiver, change, modification, extension and/or rescission is sought.

29. Representation of Authority to Contractor/Signatory. The individual signing this Agreement on behalf of Contractor represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. The signatory represents and warrants to the County that the execution and delivery of this Agreement and the performance of the Services and obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on the Contractor and enforceable in accordance with its terms.

30. Byrd Anti-Lobbying. Contractor who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier-up to the recipient.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate on the day and year first written above.

WITNESS:

DocuSigned by:
Holly Harper
Signature
ESUC7E49476A4E0...
Holly Harper
Print Name

DocuSigned by:
Lisa Robert
BY: 780037EA572E487
Executive Vice President, PE

WITNESS:

[Signature]
Signature
J.D. Peacock II, Clerk
Print Name

OKALOOSA COUNTY, FLORIDA

BY: [Signature]
Robert A. "Trey" Goodwin III, Chairman



**RFQ AP 15-20
RS&H Inc.
ATTACHMENT A - Contractor's Bid**

JANUARY 24, 2020

STATEMENT OF QUALIFICATIONS FOR
OKALOOSA COUNTY AIRPORTS

RFQ AP 15-20

*General Aviation Engineering Services
for Okaloosa County Airports*



RS&H



REQUEST FOR QUALIFICATIONS (RFQ) & RESPONDENT'S ACKNOWLEDGEMENT

RFQ TITLE:
GENERAL AVIATION ENGINEERING SERVICES
FOR OKALOOSA COUNTY AIRPORTS

RFQ NUMBER:
RFQ AP 15-20

<u>ISSUE DATE:</u>	December 16, 2020	8:00 A.M. CST
<u>LAST DAY FOR QUESTIONS:</u>	January 02, 2020	3:00 P.M. CST
<u>RFQ OPENING DATE & TIME:</u>	January 24, 2020	3:00 P.M. CST

NOTE: PROPOSALS RECEIVED AFTER THE DUE DATE & TIME WILL NOT BE CONSIDERED.

Okaloosa County, Florida solicits your company to submit a response on the above referenced goods or services. All terms, specifications and conditions set forth in this RFQ are incorporated into your response. A response will not be accepted unless all conditions have been met. All responses must have an authorized signature in the space provided below. All responses must be sealed and received by the Okaloosa County Purchasing Department by the "RFQ Opening Date & Time" referenced above. The address to submit packages is 5479A Old Bethel Rd., Crestview, FL 32536. All envelopes containing sealed bids must reference the "RFQ Title" and "RFQ Number". Okaloosa County is not responsible for lost or late delivery of responses by the U.S. Postal Service or other delivery services used by the respondent. Neither faxed nor electronically submitted bids will be accepted. Responses may not be withdrawn for a period of ninety (90) days after the bid opening unless otherwise specified.

RESPONDENT ACKNOWLEDGEMENT FORM BELOW MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR QUALIFICATION PACKAGE. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE RESPONDENT.

COMPANY NAME RS&H, Inc.

MAILING ADDRESS 10748 Deerwood Park Boulevard South

Jacksonville, FL 32256

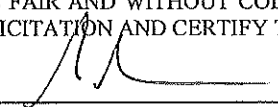
CITY, STATE, ZIP

FEDERAL EMPLOYER'S IDENTIFICATION NUMBER (FEIN): 59-29866466

TELEPHONE NUMBER: 813-636-2692 EXT: _____ FAX: 800-464-4358

EMAIL: Matthew.Serynek@rsandh.com

I CERTIFY THAT THIS SUBMITTAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER RESPONDENT SUBMITTING FOR THE SAME MATERIALS, SUPPLIES, EQUIPMENT OR SERVICES, AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE BY ALL TERMS AND CONDITIONS OF THIS SOLICITATION AND CERTIFY THAT I AM AUTHORIZED TO SIGN THESE DOCUMENTS FOR THE RESPONDENT.

AUTHORIZED SIGNATURE:  TYPED OR PRINTED NAME Matthew Serynek

TITLE: Vice President - Aviation DATE January 21, 2020

1. LETTER OF INTEREST

January 21, 2020

Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536

Re: General Aviation Engineering Services for Okaloosa County Airports | RFQ AP 15-20

Dear Members of the Selection Committee:

The Okaloosa County, Florida (County) Airports have recently experienced unprecedented growth. Destin-Fort Walton Beach Airport (VPS), Bob Sikes Airport (CEW), and Destin Executive Airport (DTS) are all vital to the Florida Panhandle and beyond. The commercial service provided through VPS makes it easy to reach this world class vacation destination. CEW provides defense and industrial aerospace development, and has available land for development by aviation-related companies. DTS is an active general aviation airport that provides quick access to the area's famous white sand beaches. All three of the County's airports have their own unique opportunities and challenges. RS&H, Inc. (RS&H) understands the dynamics of each of these airports through its recent planning and engineering support in Okaloosa County as well as at many others throughout the country. RS&H is the right firm to help the County accommodate the rapid changes to its Airports. We have the experience, the right personnel for specific tasks, technical resources, availability, and knowledge of the County's processes and procedures to ensure your Airport projects get done promptly and correctly. In addition, our long history of innovation means you will enjoy quality solutions tailored specifically to the Airport at which they are deployed.

Brief Company Overview: With a tradition that spans more than 75 years, RS&H has built a reputation as a client-centered facilities and infrastructure consulting firm, whose practice structure offers value-added solutions to clients around the world. RS&H has a proven track record of providing similar on-call services for the County, and for 201 airports clients nationwide. Because of this experience, RS&H has established proven protocols and procedures for ensuring that new tasks authorized under engineering services contracts are quickly and efficiently scoped and that work begins as quickly as possible.

The RS&H Team's approach for all projects under this contract will focus on responsiveness, proactive communication, proper resource allocation of project staff, project progress tracking according to budget and schedule, and aggressive monitoring and control of design and construction costs. The Project Manager and the lead design, architectural, planning, and construction personnel will be available immediately to review any inquiries or issues whenever requested by Okaloosa County Airport staff.

Ability to Assign Resources to Meet Your Needs: The RS&H Team was carefully assembled to bring together the credentials and experience to successfully complete all criteria set forth in the RFQ. RS&H is a full-service firm with a dedicated project manager, a deep bench of experienced professionals, project experience similar to that outlined in the RFQ, and experience at the County's Airports to complete any project for this contract.

RS&H is not only able to utilize the above resources, but is also pull from more than 1,350 employees nationwide and more than 230 aviation-specific team members. This is a proven method that RS&H has implemented from prior successful on-call contracts at airports across the U.S. This practice ensures that no matter what task, no matter what time of day, and no matter how big or small the task is, our team is available to the County.

Mr. Matthew Thomason, PE, is our designated Project Manager for this assignment. He will be the single point-of-contact and be available 24/7 to address any issues that may arise. RS&H has learned from years of doing business in Okaloosa County how much you value responsiveness and personal service. In fact, our desire to support the County's airports was one factor that helped our decision to open a nearby office in 2019. Mr. Thomason resides along the northern gulf coast and is a short drive from all three Airports. He will work directly with the County and assign work based on specific elements of each project to assign team members with the proper expertise.

Our hands-on responsive Project Manager, proven on-call approach, and deep in-house resources offer the experience necessary to successfully and consistently deliver high-quality projects for your engineering services assignment. We are fully prepared to proceed with the work immediately. Thank you for the opportunity to submit this Statement of Qualifications.

Sincerely,



Matthew Seynnek, PE | Vice President - Aviation

2. BUSINESS CREDENTIALS

RS&H recognizes that a successful aviation system can be the cornerstone of a community's progress providing access to the global marketplace, serving as a major economic stimulus, and projecting the desired image of the community to visitors. By understanding these opportunities and responding to the needs of the aviation industry, RS&H has developed a worldwide reputation for project success.

We continue to build on this long history of market-based, specialized experience delivering time-tested insights to commercial and general aviation clients. RS&H is consistently ranked among the nation's top 100 design firms and currently have more than 25 airport clients within the state of Florida.

QUALIFICATIONS

As a full-service aviation engineering, architectural, and consulting firm, RS&H is well-suited to provide Aviation Engineering Design Services for Okaloosa County Airports. RS&H's more than 1,350 associates include a full staff of 230 aviation associates who only work on airports. With an in-house staff of aviation-specific architects, engineers, planners, environmental, and financial/grant/funding specialists, RS&H has both the horsepower and the technical expertise to meet the challenges found in today's airport environment. Together with local firms, Tierra and GCT, we have local familiarity, and industry-leading experts in their specified fields to guide the County in the delivery of capital improvement projects that will carry VPS, DTS, and CEW growth for many years to come.

RS&H'S EXTENSIVE AIRPORT CONSULTING SERVICES EXPERIENCE

The County will benefit from RS&H's extensive experience in engineering services. With 142 current on-call airport consulting contracts, including 41 in the FAA Southern Region, RS&H has developed the procedures, capabilities, and experience to address projects quickly and efficiently. RS&H's airport engineering services are predicated on successfully staffing each individual project with appropriately scaled resources. Whether small specialty projects or large-scale complex programs, RS&H is adept at assembling the correct resources to directly serve each assignment.

RS&H understands that with limited financial resources, lean airport staffing, and a close connection to the community; airports need a consultant that they can rely heavily upon to support their programs. By providing airports with technical expertise, regulatory assistance, capital improvement planning, grants and funding, and other value-added services, RS&H serves as a trusted advisor to our airport clients.

RECOGNIZED EXPERTISE OF WORK REQUESTED BY OKALOOSA COUNTY

The RS&H Team has extensive engineering services experience, as evidenced by the graphic to the right that aligns our experience with that of the types of projects that could be required as part of this assignment. Additional strengths of the RS&H Team include:

- » More than 10 years of project experience with your Airports, which means familiarity with facilities, operations, and processes, as well as a clear understanding of your upcoming challenges
- » Full-service national firm with a proven approach to aviation engineering services
- » To maximize responsiveness, RS&H will provide a hands-on project manager located approximately 90 miles away, with extensive on-call experience
- » Familiar team members, including our Client Satisfaction Manager, Ken Ibold, who have extensive experience at your Airports
- » Track record of delivering a wide-range of airport improvement projects on time and within budget
- » Team specialized in complex airport planning, design, construction inspection, federal/state/local funding, and management services

The Aviation Practice is organized around the services needed by its aviation clients and include:



Airfield – Runways, taxiways, aprons, and drainage



Buildings – Terminals, hangars, cargo facilities, and energy services



Aviation Planning – Master plans, financial analysis, security planning, safety management systems, demand forecasting, CIP development, airport GIS, and grant procurement



Environmental Planning – Environmental studies, noise and land-use studies, SWPPP and Spill Prevention, and permitting



Environmental Stewardship and Resiliency – Environmental regulatory compliance and permitting, environmental efficiency, sustainability, and resiliency

The recognized expertise of RS&H includes more than:

28

New Runways and/or Extensions

65

Runway Rehabilitations/Reconstructions

256

NAVAIDs, Lighting, Signage, and Markings

57

Perimeter Security, Fencing, and Access Control

37

Entrance and Perimeter Roadways

84

Security System Access Control, Data Communication and Infrastructure, and MUFIDs

69

Terminal Expansions and Remodels

101

Other Buildings (ARFF, ATCT, Hangars, FIS, etc.)

31

Parking Garages

61

Financial/Economical Analyses

92

ALP/eALP Updates

71

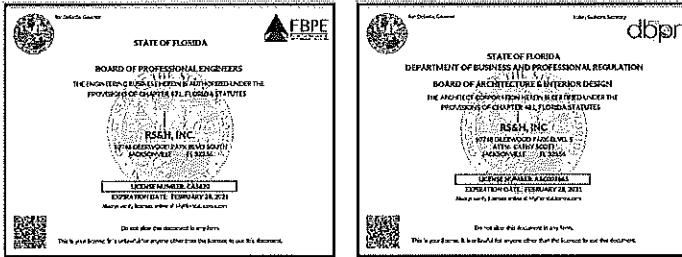
Feasibility Studies/Airfield/Airspace, Landside Plans/Land Acquisition Services

CERTIFIED MINORITY BUSINESS ENTERPRISE

RS&H is not a certified Minority Business Enterprise (MBE). However, we have a strong corporate commitment to partnering with the local disadvantaged business community. The firm's formal policy and corporate culture is to mentor MBE firms in meaningful project task assignments. This policy is pursued by Aviation Project Managers as they continually seek qualified firms to supplement the team's capabilities. Similar to our previous work with the County's Airports, RS&H will engage local firms in significant project roles. This not only supports the local community, but it leverages local experience and talent that already understands local permitting requirements and local project conditions and bolsters the local design expertise for your airport projects.

3. REGISTRATION

State of Florida Registrations for RS&H



State of Florida Registrations for Individuals



4. SPECIFIC ACCOMPLISHMENTS

The RS&H Team is specifically suited to successfully complete the improvement projects planned by the County, as well as provide a full-range of consulting services. The RS&H Team, led by Project Manager, Mr. Matt Thomason from RS&H's Mobile, AL office, offers a superb blend of local knowledge and national experience that can address any project assigned by the County. The team reflects a unique combination of experience, in-house resources, extensive FAA knowledge, and numerous aviation-specific specialties that provide added value no other team can match. RS&H will serve as the prime consultant and be the single point of contact throughout the assignment.

In addition to projects RS&H has completed for the County, we have provided additional examples of our most relevant aviation engineering services contracts (those within last five years) on the following pages. These examples include ongoing, recent on-call assignments and project successes at Jacksonville, Glynn County (Georgia), Hillsborough County Aviation (Tampa), and Tallahassee. These assignments represent our proven ability to utilize our proposed management approach. RS&H currently provides on-call airport services to over 140 airport clients across the nation. Many of these represent longstanding client relationships where RS&H has been reselected multiple times to continue providing exceptional service to our clients. We have developed our proposed management approach directly from these experiences and have already successfully utilized it on previous work with the County.

Accomplishments of RS&H

- » Under airport on-call contracts executed by RS&H, it has not been uncommon for an excess of 20 projects to be in some stage of development at any one time. RS&H's approach has been tested and developed from our direct experience and successfully implemented at the County Airports under our current on-call contract. While we continuously look for ways to improve our services, there is zero learning curve when it comes to RS&H's delivery of projects at your Airports.
- » RS&H specializes in on-call aviation design contracts which are dynamic in nature and require efficient development of design solutions that maximize safety and minimize disruption.
- » RS&H has the depth of both experience and resources to complete multiple projects, including redundancy in every position to cover simultaneous project activities while maintaining excellence.
- » RS&H has the resources and understands what it takes to keep airports operational.
- » In order to maximize responsiveness and accountability, RS&H's Project Manager is located nearby and willing to dedicate himself to the needs of this assignment.

PROJECT EXPERIENCE

The following table summarizes RS&H aviation engineering experience providing services similar to Okaloosa County's potential scope of services.

Experience Table

Airport Name	Permt Rehab/New Airfield Const	Fuel Tanks/Mechanical Systems	AF Electrical/Signage/NAVAIDs	Drainage/SWPPP/SPCC/Permits	Security Fencing/Access	Entrance/Perimeter Roads	Surveying	Construction/RPR Services	Utilities	Facility Remodel/New Construction	Parking/Shade Structures	Security Enhancements	Master Plan/Development Studies	General Planning	CIP Development/Grants/Funding	Agency Coordination	Financial/Economic Development	Environmental	Engineering Services Contract Dates
Okaloosa County Airports	✓		✓	✓			✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	2010-2019
Tallahassee International	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2009-Ongoing
Daytona Beach International	✓		✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	2002-Ongoing
Jacksonville Aviation Authority	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2001-Ongoing
Pensacola International	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	1998-2011; 2017-Ongoing
Hillsborough County Aviation Authority	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	2003-Ongoing
Fort Lauderdale-Hollywood Int'l	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2009-Ongoing
Glynn County Airport Commission	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2007-Ongoing
Lafayette Regional Airport	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2011-Ongoing
Albert J. Ellis International	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2009-Ongoing
Raleigh-Durham International	✓	✓	✓	✓	✓	✓	✓	✓	✓					✓	✓	✓	✓		2011-Ongoing
Charlotte Douglas International	✓							✓		✓	✓	✓	✓			✓		✓	2014-Ongoing
Northwest Arkansas National	✓		✓	✓	✓		✓	✓	✓	✓		✓	✓			✓		✓	2011-Ongoing
Harlingen Valley International	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓		✓	✓	✓	✓	✓	2009-Ongoing
College Station's Easterwood	✓		✓	✓	✓		✓	✓		✓		✓		✓	✓	✓	✓	✓	2015-Ongoing
Laredo International	✓			✓			✓	✓	✓					✓		✓		✓	2018-Ongoing
Rick Husband Amarillo International	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2009-Ongoing
San Antonio Airport System	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓		2013-Ongoing
Houston Airports System	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2010-Ongoing
Dallas-Fort Worth International	✓		✓	✓		✓		✓	✓	✓						✓		✓	2017-Ongoing

Specific Project Experience

OKALOOSA COUNTY AIRPORTS

GENERAL CONSULTANT | 2009-ONGOING

RS&H has served as a general aviation services consultant for Okaloosa County for over ten years and has completed a variety of buildings, planning, environmental, and airfields projects for the County in that time. Activity at all three County-operated airports has increased significantly, especially in the last five years, and each Airport presents its own challenges. Working with Airport staff on recent ALP updates for CEW and DTS as well as Environmental Assessment documentation for VPS has given RS&H staff a unique perspective on the challenges and opportunities at each airport, moving forward.

Why Relevant: RS&H's longstanding history with your Airports means familiarity with facilities, operations, and processes, as well as a clear understanding of your upcoming challenges.

Work Previously Performed at Okaloosa County:

Engineering studies and design • Engineering studies/design • Surveying • Preparation of plans/specifications/contract documents • Cost estimating • Agency coordination /funding • Procurement services • Construction management and inspection services • Contract administration • Project completion certifications • Airspace analysis • Stormwater analysis/management/permitting/SWPPP/SPCC • Grants/funding • Environmental • Pavement rehab/new airfield pavement design and construction • Mechanical systems • Facility remodel/new construction • Security fencing • Obstruction removal • Security system enhancements • Utility infrastructure • Master plan/area development studies • Regulatory compliance and reports

Personnel Involved in Projects:

Matt Thomason, Ken Ibold, Matt Serynek, Brian Thompson, Bob Overby, Craig Twibell, Lindsey Maron, Pat Hargrove, Steve Sveda, Keith Nix, Aaron Jackson, Jim Pangburn, Peter Hughes, Scott Wilson, Jim Borsari, David Alberts, Monica Hamblin

JACKSONVILLE AVIATION AUTHORITY

GENERAL CONSULTANT | 2001-ONGOING

The Jacksonville Aviation Authority (JAA) owns and operates Jacksonville International Airport (JAX), a medium-hub airport; Jacksonville Executive at Craig Airport (CRG), a reliever airport; Herlong Recreational Airport (HEG), a general aviation recreational and sport flying airport; and Cecil Airport (VQQ), a general aviation airport. RS&H was first selected in 2001 for General Consulting/A&E Services at JAX, and reselected several times, and as Master Developer for VQQ in 2008.



RS&H was also awarded the 2016 General Aviation Airport Project by FDOT for the Approach Road and Taxiway E/E1 at Cecil Airport.

JAA EXAMPLE PROJECTS				
	JIA- Taxiways G/G1 Reconstruction			
	Estimated Completion:	05/2017	Actual Completion:	02/2017 - ahead of schedule
	Estimated Cost:	\$1,325,940	Actual Cost:	\$1,270,539 - under budget
	VQQ- East Perimeter Roadway and Taxiway Rehabilitations			
	Estimated Completion:	09/2014	Actual Completion:	09/2014 - met schedule
	Estimated Cost:	\$3,449,992	Actual Cost:	\$3,089,642 - under budget
	JIA - Customs and Border Protection			
	Estimated Completion:	04/2013	Actual Completion:	04/2013 - met schedule
	Estimated Cost:	\$3,000,000	Actual Cost:	\$2,259,070 - under budget

Why Relevant: JAA is similar to Okaloosa County because it manages multiple airports, each of which fills its own niche, including general aviation services, military services, and industrial/development opportunities. On JAA projects, RS&H has worked with FDOT, the local FAA office, FDEP, USACE, EPA, DoD, and other local agencies. Similar to Okaloosa County, JAA relies on RS&H to assist with their CIP program, ensure funding, provide design and construction administration services. RS&H has an overall 60-year relationship with JAA. This relationship proves the impeccable work that RS&H has provided for their Airports.

Work Performed Similar to Scope Proposed by Okaloosa County:

Engineering studies and design • Surveying • Preparation of plans/specifications/contract documents • Cost estimating • Agency coordination and funding • Procurement services • Construction management and inspection services • Contract administration • Project completion certifications • Airspace analysis including airspace and geometrics • Stormwater analysis and management/permitting/SWPPP/SPCC • Grants/funding • Environmental consulting • Pavement rehabilitation/new airfield pavement design and construction • Fuel tanks and mechanical systems • Facility remodel/new construction • Security fencing • Obstruction removal • Aircraft jet bridges • Security system enhancements • Parking/shade structures • Utility infrastructure • Localized master plan/area development studies • Exhibits for presentations • Regulatory compliance and reports • Terminal expansion

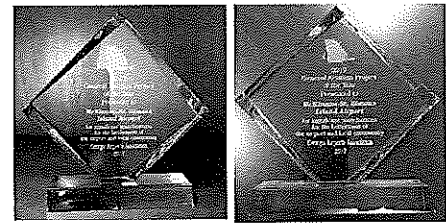
Personnel Involved in Projects:

Matt Thomason, Ken Ibold, Brian Thompson, Bob Overby, Matt Serynek, Craig Twibell, Lindsey Maron, Pat Hargrove, Steve Sveda, Keith Nix, Aaron Jackson, Jim Pangburn, Jim Borsari, David Alberts

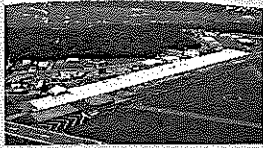

GLYNN COUNTY AIRPORT COMMISSION

GENERAL CONSULTANT | 2007-ONGOING

Since 2007, RS&H has served as the Aviation Consultant for the Glynn County Airport Commission, providing architectural, engineering, planning, and environmental services for the continual development of both Glynn County airports: St. Simons Island Airport (SSI) and Brunswick Golden Isles Airport (BQK). SSI as a busy GA resort airport and BQK is an air carrier and MRO airport. This development has included a new passenger terminal building with an improved entrance road, construction and rehabilitation of runways, taxiways, and infrastructure, as well as site development for numerous facility and airfield improvement projects.



The RS&H Team earned both the 2017 General Aviation Project of the Year and the 2017 Commercial Project of the Year, awarded by the Georgia Airports Association.

GLYNN COUNTY EXAMPLE PROJECTS				
	SSI - Runway 16-34 Rehabilitation Phase 1, Phase 2, and Airfield Electrical Improvements			
	Estimated Completion:	01/2017	Actual Completion:	01/2017 - met schedule
	Estimated Cost:	\$1,882,307	Actual Cost:	\$1,882,307 (lump sum project)
	BQK - Runway 7-25, Taxiway A, and Associated Connectors Pavement Rehabilitation			
	Estimated Completion:	05/2014	Actual Completion:	04/2014 - ahead of schedule
	Estimated Cost:	\$16,074,419	Actual Cost:	\$14,064,767 - under budget

Why Relevant: Similar to Okaloosa County Airports, SSI and BQK are located in a desirable tourist area with a strong military presence. As a trusted advisor to the Airport Commission, RS&H has assisted with grant procurement, project programming, financial planning, project design, bidding, and construction oversight. RS&H has collaborated with local minority firms, and has developed solid working relationships with Airport staff, tenants, local regulatory authorities, and other stakeholders involved. This experience is evidenced by the \$51.5M in construction projects that have been built throughout the course of our partnership.

Work Performed Similar to Scope Proposed by Okaloosa County:

Engineering studies and design • Surveying • Preparation of plans/specifications/contract documents • Cost estimating • Agency coordination and funding • Procurement services • Construction management and inspection services • Contract administration • Project completion certifications • Airspace analysis including airspace and geometrics • Stormwater analysis and management/permitting/SWPPP/SPCC • Grants/funding • Environmental consulting • Pavement rehabilitation/new airfield pavement design and construction • Facility remodel/new construction • Security fencing • Obstruction removal • Aircraft jet bridges • Security system enhancements • Landside parking improvements/expansions • Utility infrastructure • Localized master plan/area development studies • Exhibits for presentations • Regulatory compliance and reports

Personnel Involved in Projects:


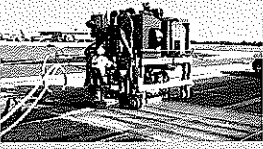
Matt Thomason, Ken Ibold, Brian Thompson, Bob Overby, Craig Twibell, Lindsey Maron, Pat Hargrove, Keith Nix, Aaron Jackson, Gareth Hanley, Jorge Gonzalez, Jim Borsari, David Alberts

HILLSBOROUGH COUNTY AVIATION AUTHORITY

GENERAL CONSULTANT | 2001-ONGOING

The Hillsborough County Aviation Authority (HCAA) has jurisdiction over Tampa International Airport (TPA), a large-hub airport. HCAA also operates Peter O. Knight Airport (TPF), a GA regional airport offering a flight school and aerial tours of the Tampa

Bay region; Plant City Airport (PCM), a public-use GA airport serving leisure and corporate aircraft; and Tampa Executive Airport (VDF), a GA regional airport which is designated as a reliever to TPA. Since 2001, RS&H has had a continuing presence at TPA providing architectural and engineering services on both terminal and airfield projects. RS&H has been HCAA's General Consultant since 2003, with reselections occurring in 2008, 2010, and most recently in 2015. TPA is continually ranked as one of the world's best airports in customer convenience. RS&H has worked closely with the Airport to maintain this reputation through ongoing modernization of its facilities.

HCAA EXAMPLE PROJECTS				
	TPA - Welcome Feature			
	Estimated Completion:	09/2015	Actual Completion:	05/2015 - ahead of schedule
	Estimated Cost:	\$619,160	Actual Cost:	\$507,496 - under budget
	TPA - Roadway Pavement Rehabilitation			
	Estimated Completion:	11/2016	Actual Completion:	11/2016 - met schedule
	Estimated Cost:	\$612,660	Actual Cost:	\$537,438 - under budget

Why Relevant: The scope items proposed by Okaloosa County are very similar to this contract. HCAA also manages four airports that vary in size and services. They have a range of important business development, infrastructure, planning, buildings, environmental, and financial needs that must be met in order to ensure its facilities continue to meet the needs and expectations of airport stakeholders, comply with federal and state regulations and grant assurances, as well as operate in a safe and fiscally responsible manner.

Work Performed Similar to Scope Proposed by Okaloosa County:



- Engineering studies/design • Surveying • Preparation of plans/specifications/contract documents • Cost estimating • Agency coordination /funding • Procurement services • Construction management and inspection services • Contract administration • Project completion certifications • Airspace analysis • Stormwater analysis/management/permitting/SWPPP/SPCC • Grants/funding • Environmental • Pavement rehab/new airfield pavement design and construction • Fuel tanks and mechanical systems • Facility remodel/new construction • Security fencing • Obstruction removal • Aircraft jet bridges • Security system enhancements • Parking/shade structures • Utility infrastructure • Master plan/area development studies • Regulatory compliance and reports

Personnel Involved in Projects:

Ken Ibold, Brian Thompson, Bob Overby, Matt Serynek, Craig Twibell, Lindsey Maron, Pat Hargrove, Steve Sveda, Keith Nix, Aaron Jackson, Gareth Hanley, Jim Borsari, David Alberts

CITY OF TALLAHASSEE
GENERAL CONSULTANT | 1997-ONGOING

The City of Tallahassee owns and operates Tallahassee International Airport (TLH). RS&H was first selected for GC services at TLH in 1997, and most recently reselected in 2014. Professional services provided by RS&H have included airfield pavements assessment, taxiway improvement and rehabilitation, perimeter road and main access road improvements and signage study, landfill remediation, sink hole remediation, site selection study, Airport Master Plan, design of original terminal complex, comprehensive security assessment, terminal blast analysis, remodel airport management office, parking lot expansion, emergency power upgrades, fire alarm system and PA upgrades, in-line baggage system design and TSA grant application, safety management system manual, terminal apron lighting improvements, runway extension, runway reconstruction, and taxiway design.

TLH EXAMPLE PROJECTS				
	TLH- Runway 9-27 Program			
	Estimated Completion:	06/2016	Actual Completion:	10/2015
	Estimated Cost:	\$23.5M	Actual Cost:	\$20.9M - under budget
	TLH- Terminal Phase 2 Rehabilitation			
	Estimated Completion:	12/2019	Actual Completion:	11/2019 - ahead of schedule
	Estimated Cost:	\$3.4M	Actual Cost:	\$3.4M - within budget

Why Relevant: TLH is located about 150 miles from Okaloosa County and experiences many similar challenges that Okaloosa County airports experience in terms of emergency preparedness, population growth in the Florida panhandle, rising construction costs in the area, and often uses many of the same contractors for capital improvements projects.

Work Performed Similar to Scope Proposed by Okaloosa County:

Engineering studies/design • Surveying • Preparation of plans/specifications/contract documents • Cost estimating • Agency coordination /funding • Procurement services • Construction management and inspection services • Contract administration • Project completion certifications • Airspace analysis • Stormwater analysis/management/permitting/SWPPP/SPCC • Grants/funding • Environmental • Pavement rehab/new airfield pavement design and construction • Fuel tanks and mechanical systems • Facility remodel/new construction • Security fencing • Obstruction removal • Aircraft jet bridges • Security system enhancements • Parking/shade structures • Utility infrastructure • Master plan/area development studies • Regulatory compliance and reports

Personnel Involved in Projects:

Matt Thomason, Ken Ibold, Brian Thompson, Bob Overby, Matt Serynek, Craig Twibell, Lindsey Maron, Pat Hargrove, Steve Sveda, Keith Nix, Aaron Jackson, Gareth Hanley, Jim Borsari, David Alberts

5. AREAS OF EXPERTISE

While there are many A/E firms that can provide design and construction administration services at airports, RS&H is a full-service aviation consulting firm with staff that have dedicated their careers to aviation. If particular needs arise out of this assignment that fall outside of the expertise of our aviation-dedicated associates, we can also tap into the skills of associates in our other practices such as our Aerospace and Defense Practice or our Transportation and Infrastructure Practice.

EXPERIENCE WITH FEDERAL AGENCIES

FAA and other Federal Agency Experience

As the primary regulatory agency and funding source for many airports, the FAA dictates much of what is done at airports and how its funded. Okaloosa County needs a consultant familiar with the various lines of business at the FAA on both a local and national level. RS&H maintains healthy working relationships with the FAA, especially with individuals in the Orlando ADO, like Chastity Clark, Stephen Wilson, and Peter Green. Our associates have worked diligently with clients in Florida to establish FAA grant eligibility for projects necessary to the success of their airports. Our environmental planners have worked extensively with the FAA Orlando ADO EPS to efficiently and effectively manage environmental documents. Environmental projects with the Orlando ADO include, but are not limited to, NEPA documentation (e.g., CATEXs, EAs), wildlife hazard assessments, SWPPP/SPCC, and wetland mitigation.

Additionally, RS&H makes it a point to hire professionals with state and federal regulatory experience. For example, RS&H offers to our clients the services of Mr. Jim Borsari, the former National Program Manager of the FAA's Airport Improvement Program. Mr. Borsari had 34 years of FAA experience before retiring and joining RS&H. During his tenure at the FAA he co-authored the Airport Improvement Program Handbook and completed an update to it in September 2014, FAA Order 5100.38D, *Airport Improvement Program Handbook*. Mr. Borsari's experience with the federal grant process is a crucial element of the RS&H Team's ability to work with the FAA to enhance eligibility for funding and to help expedite reviews of important documents as necessary.

EPA Experience

RS&H has developed and managed multi-agency coordination programs and environmental documents associated with airport development projects in Florida and across the U.S. Our proven approach is to identify each agency, its legislative mandates, and regulatory requirements early in the process. We integrate these requirements into the overall project approach to ensure that each applicable process advances in concert with our documentation and efforts are not duplicated.

- » **EPA Project Example:** *City of Pensacola, Spill Prevention, Control and Countermeasure (SPCC) Plan, Pensacola Regional Airport, Florida.* RS&H environmental specialists worked to amend existing SPCC Plan in accordance with the EPA's Oil Pollution Prevention regulation at Title 40 of the Code of Federal Regulations, Part 112, as revised in July 2002. The SPCC Plan incorporates certain elements to prevent oil from reaching navigable waters to include identification of oil storage areas, secondary containment systems, personnel training, loading and unloading procedures, inspections, and emergency response actions.

Department of Defense (DoD) Experience

For more than 75 years, RS&H has been providing DoD and its contractors with a single source for architectural and engineering design services. Through our long history, RS&H understands how to successfully deliver military projects. Our professionals are engaged daily with our defense agencies and understand the changing landscape of national security. RS&H has the experience and knowledge to partner with the federal government in designing for new construction, repurposing/renovating buildings, completing facility blast analyses, and assisting with planning and programming.

- » **DoD Project Example:** Seventy-two year old Hangar B751 at Patrick AFB contained lead-based paint, asbestos-containing material, mold, termites, rodents, and had a large unusable area due to hazardous material. Through the USACE Louisville District, RS&H provided site assessment, analysis and planning, then prepared a Design/Build RFP for the renovation so that two Air Force

Reserve Command squadrons can utilize the facility. The entire project from charrette to Certified Final Design/Build RFP was completed in 93 days, enabling the client to obligate funds by the end of the fiscal year.

USACE Experience

RS&H was recently selected by the USACE Mobile District to develop a comprehensive storm drainage system throughout 21.70 acre airfield and flight line industrial area at Tyndall Air Force Base. The project includes the placement of all pipes, catch basins, inlets, manholes, culverts, and all other storm water components, as well as the extensive earthwork involved in placing such items and grading the airfield to sufficiently slow, retain, and redirect the storm water surface runoff away from the airfield pavements and prevent unwanted ponding.

STATE AND LOCAL AGENCY EXPERIENCE

It is not enough, however, to be familiar with just federal regulations. State and local codes must be thoroughly understood and, more importantly, how local inspectors interpret those codes. With a more than 75 years of providing services in Florida, RS&H and team members have an in-depth knowledge of those codes and processes. In fact, team members have worked side-by-side with enforcement officials on similar airport projects in Florida and the area. These familiar relationships can save the Airport and the County both time and money.

RS&H enjoys a long and successful relationship with the FDOT. Having 20 office locations in Florida, RS&H meets regularly with FDOT staff on project issues. We are currently working at airports within each of the seven FDOT district offices as well as the Central Office (Tallahassee) so we understand the rules and regulations that affect airport development.

A major FDOT project that RS&H has undertaken that is similar to scope of Okaloosa County is the FDOT District Four On-Call Drainage Design. RS&H worked with FDOT staff to provide ongoing drainage design and permitting services. All of the projects were initiated through inquiries by local municipalities and business owners.

NWFWMD Experience

RS&H has worked with the various water management districts within Florida on countless airport projects. RS&H developed the first airport-specific permit for the newly formed NWFWMD for the TLH Runway 9-27 Reconstruction Program. RS&H supports the water resources goals of the NWFWMD, including water supply, water quality, stormwater management, flood protection, and the preservation of natural systems. Along with NWFWMD, state water quality standards are driven by the FDEP. Our experience and relationships with both NWFWMD and FDEP has grown with each permit obtained for a wide-range of aviation, highway, and local community engineering projects.

» **NWFWMD Project Examples:** Recent projects permitted through these agencies include the TLH Runway 18-36 Extensions and Rehabilitation, the TLH Runway 9-27 Reconstruction, DTS Air Traffic Control Tower, and DTS and CEW SWPPPs. These permits ranged from construction general permits, industrial general permits, and general/individual environmental resource permits.

FDEP Experience

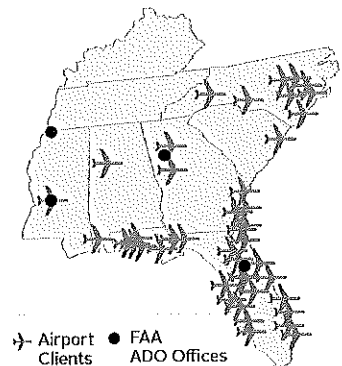
RS&H provides clients with proven economic returns from sustainable business practices and environmental management. Our geologists, hydrogeologists, and engineers have performed hundreds of assessment and remediation projects working directly with the FDEP to address soil and groundwater contamination concerns. We use our expertise to evaluate, implement, and expedite remedial strategies for hydrocarbons, solvents, heavy metals, and other pollutants.

» **FDEP Project Example: Landfill Excavation and Disposal Plan.** The Tallahassee International Airport began reconstruction of Runway 9-27 and associated taxiways. During initial construction activities for Taxiway B2, crews unexpectedly encountered waste from the old landfill. To keep the project moving forward and ensure environmental compliance and worker protection, RS&H environmental personnel joined the team and developed an Excavation and Disposal Plan for submittal to the FDEP on behalf of the airport. The plan included procedures for combustible gas monitoring, excavation and disposal of municipal waste, and trenching through portions of an area governed by a deed restriction due to buried contaminants. RS&H worked with the FDEP to expedite the review and approval process and the FDEP approved the plan in less than two weeks.

FAA GRANTS AND FUNDING

Financial sensitivity is one of the hallmark skills for a successful Aviation Engineering Services consultant. Integral to this effort is accurate cost estimating during all phases of a project, establishment of realistic budgets and working with the FDOT and FAA to get them to advance program funds so a reliable and consistent CIP can be maintained. To take it a step further, RS&H will look beyond the standard grant funding sources. Having worked with Airport staff on grant application and closeouts for FAA and FDOT grant funded projects at the County's Airports, RS&H understands the challenges facing the County to accomplish its

FAA Southern Region RS&H Clients



76 total airports in Southern Region
43 of those being on-call contracts
23 are GA and NH Airports

extensive capital improvement needs with the limited grant funding available. RS&H has been successful at obtaining funds from demonstration programs, transportation departments, and economic development agencies. RS&H Senior Aviation Engineer, Peter Hughes, spent over ten years as a program manager in the FAA Southern Region (Atlanta ADO) and is an expert on obtaining and closing out FAA grants. Project Manager, Matt Thomason, will use Mr. Hughes's skills to assist the County when necessary with grant applications, project justification, and in maximizing discretionary money available to the County from the FAA.

- » **FAA Grants and Funding Project Examples: Jacksonville Aviation Authority PFC Application.** RS&H was retained by the Jacksonville Airport Authority to prepare a PFC Application, including the first TSA-approved 100 percent in-line hold baggage screening and baggage handling system. The FAA approved the combined PFC Application within 60 days after receipt of the PFC Application – more than two months earlier than expected. JAA remarked that this was the “Best PFC the Authority has had completed by any consultant”.

EXPERIENCE MATCHING SCOPE ITEMS

RS&H recognizes that each one of your Airports is in need of a variety of projects to be completed under this contract. For each of your Airports, we have listed the major needs and our most relevant project experiences that aligns with those particular needs.

Project Examples for Bob Sikes Airport:

- » **FSS Facility:** The RS&H Team is aware of the County's desire to renovate or replace the existing FAA Flight Services (FSS) Facility at CEW with a new building envelope to include standing seam metal roof, building façade, energy efficient windows and doors, and an interior layout optimized for functionality with updated interior finishes. This 1960s era facility has had little updates other than roofing and HVAC work over the years to keep it functional. The facility needs to undergo asbestos abatement and a complete gut and renovation to bring the facility up to modern facility codes. The renovation will improve energy conservation and act as a more professional environment to host several different events including FAA regional airspace safety meetings, Air Force Special Operations tours, economic development tours, and other possible revenue producing options. JAA's Cecil Field Naval Air Station was converted to a civilian airport as part of its decommissioning. The old control tower and administration building were utilized to serve general aviation and function as airport administrative offices upon conversion. RS&H was engaged to expand, renovate and improve the facility to provide enhanced aesthetics and functionality. The project included addition of new space to handle general aviation passengers and crews for the private aircraft that would use the facility. The new space was added to a one-story part of the existing building, allowing new landside and airside façades for the entry areas. Work included renovation of Airport Authority offices, building upgrades on all levels, new air conditioning, handicap access and façade improvements.

- » **T-Hangar Development:** By 2023 or sooner, the County intends construct multiple rows of T-hangars behind the FBO in a location that already has utilities stubbed up at the hangar sites and a master plan developed. The project could consist of the construction of 20 nested T-hangars to serve the needs of general aviation and generate revenue for the County to help maintain the airport. T-hangar space at CEW is limited and has become constrained with increased interest by active and retired military personnel to store personal aircraft. Phase 1 of the development provides facilities sufficient to accommodate the relocation of the current GA storage hangars and FBO facilities.

Similarly, the Glynn County Airport Commission selected RS&H to assist them as they embarked on an improvement program to meet the needs of multiple tenants, both current and future, as well as improve safety on the apron by separating MRO activities, commercial airline activities, and GA activities. The program provides support infrastructure for the development of FBO facilities, aircraft maintenance facilities, and general aviation aircraft storage facilities. The program is consistent with the future vision of the Glynn County Airport Commission and the Airport Master Plan Update, which is in concurrent development. The development program includes a two-phase eastward expansion of the existing apron measuring 1,380 feet by 360 feet with adjacent hangar development sites, plus a new connector taxiway, taxilanes to box-hangar and T-hangar sites, and a stormwater management facility. The Phase 1 development program included an eastward expansion of the existing apron measuring with adjacent hangar development sites, taxilanes to box-hangar and T-hangar sites, and a stormwater management facility. Landside infrastructure was provided to include access roadways, parking, site lighting, stormwater management, and building utility infrastructure. This project was completed 2.7 percent under the established budget and within the established construction schedule.

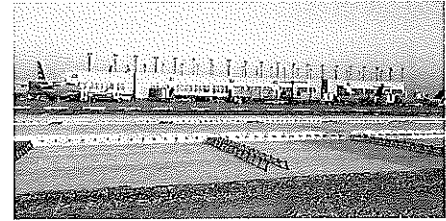


Glynn County Airport Commission East GA Project at BQK

Project Examples for Destin Executive Airport:

- » **Apron:** From our recent planning work with the County for DTS, the RS&H Team is aware of the Airport's need for additional aircraft parking positions by rehabilitating the existing South Apron and by extending the existing aircraft parking apron. These apron development projects are needed to accommodate increases in overflow peak period aircraft parking and transient aircraft at DTS. RS&H Project Manager, Matt Thomason, has worked on over 20 airfield apron projects in his career, including serving as the Project Manager for the East Apron Expansion at Northwest Arkansas Regional Airport (XNA). RS&H provided design, bidding, and CA services for a project to expand the existing terminal apron at XNA to allow for dual aircraft movements around the east side of Terminal A. The project consisted of a 130-foot widening of the existing apron requiring relocation of the

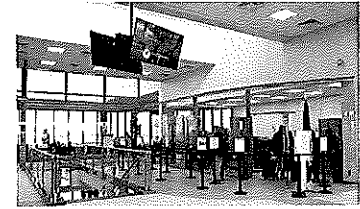
existing AOA security fence, a 12-inch watermain relocation, 550 feet of seven inch by seven inch reinforced box culvert, and over 56,000 cubic yards of fill material. Significant construction costs savings were accomplished by using pavement removed from previous projects at XNA as structural fill on the apron expansion, resulting in cost savings and reduced impacts to the environment. The project was completed almost four percent below the bid amount with no additive change orders and ahead of the established construction schedule.



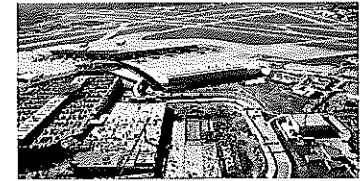
East Apron Expansion at XNA

Project Examples for Destin-Fort Walton Beach Airport:

» **Terminal Entrance, Roadway Access, and Parking Expansion:** The aggressive growth in passenger traffic at VPS combined with the very limited space for expansion has forced the County to get creative in how it maximizes its terminal capacity, baggage handling, passenger checkpoint space, and passenger parking. RS&H provided design, bidding, and CA services for the renovation of the commercial air service terminal at Easterwood Airport in College Station, TX. Project included complete renovation of terminal hold rooms, TSA checkpoint, airline ticket lobby, terminal cafe, and all terminal restrooms. Matt Thomason was the Project Manager for the CA services and Marjorie Weibe-Reed was the Project Architect. In 2016, the Houston Airport System (HAS) completed a project to realign the terminal loop road at William P. Hobby Airport (HOU) to accommodate a new parking garage and align with the new international terminal being constructed by Southwest Airlines. Matt Thomason provided roadway design, roadway grading, utility coordination, and construction administration services on this project from 2013 until 2016. The RS&H Team will utilize the experience and lessons learned gained on these, and many others nationwide, multi-faceted complex terminal development and roadway access projects to help the County accommodate the expansion to the facilities at VPS required for significant growth experience over the last several years.



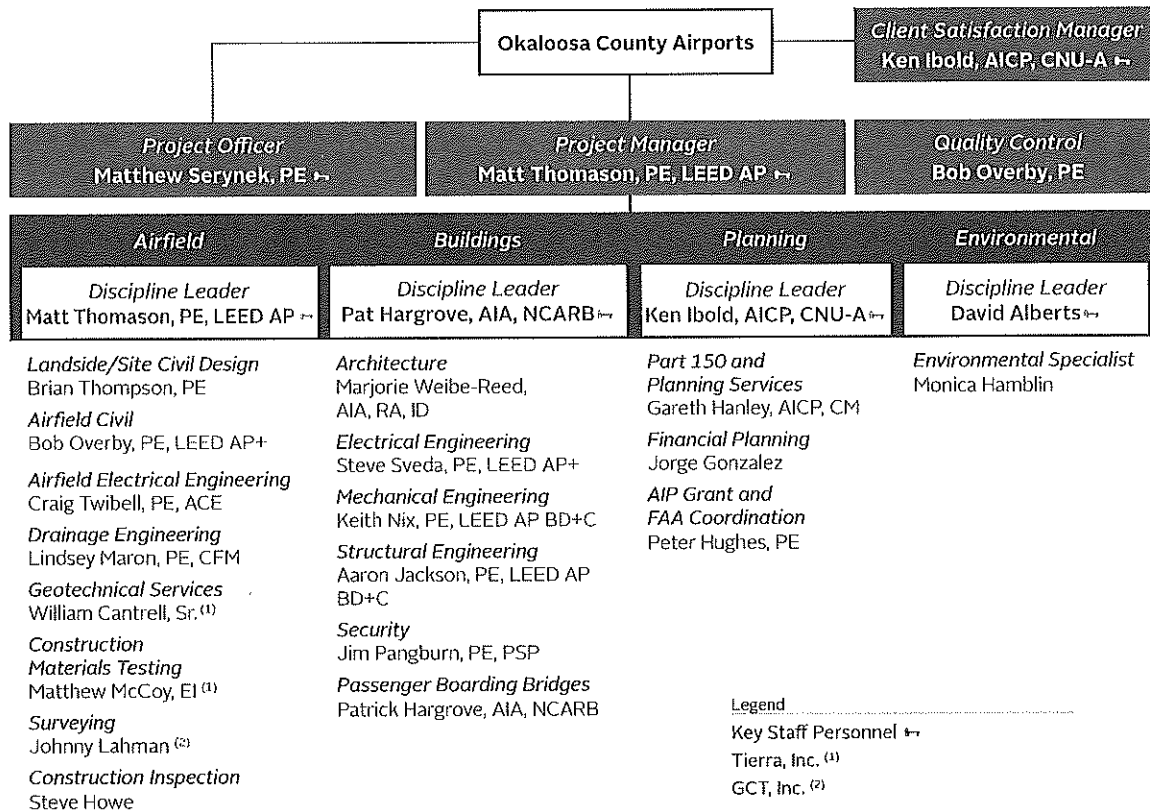
Terminal Improvements at Easterwood Airport



Terminal Loop Road at HOU

6. PROJECT MANAGEMENT ORGANIZATION

The RS&H Team offers a superb blend of local firms and RS&H's nationwide expertise, bringing the Okaloosa County Airports the dual benefits of access to the industry's top experts and the focused capabilities of select small firms. The RS&H Team is specialized in airport A/E Consultant Services.



In order to assure responsiveness to the Airport staff, Matt Thomason, PE, LEED AP, will serve as Project Manager and daily point of contact between the County and the RS&H Team. He will be involved in every aspect of the assignments, from design start-up through closeouts. With his understanding of the operational needs of the County Airports, airport tenants, and other airport stakeholders, Mr. Thomason will efficiently scope and staff each project assigned to RS&H under this contract. Nearly the entire RS&H Team already has experience at all of your Airports. The RS&H Team, as depicted in the organizational chart, is available to begin work immediately.

PROJECT MANAGER

The proposed Project Manager for this assignment will be Matt Thomason, PE, LEED AP. To maximize responsiveness, Mr. Thomason will serve as the single, daily point of contact between the County and Airport staff and the RS&H Team for all project-related matters throughout the aviation consulting assignment. He has managed multiple airport projects and on-call assignments across the U.S. He will use this experience to guide the County in meeting FAA and FDOT requirements, and assisting in grant administration in order to maximize airport funding while working creatively with Airport staff to minimize local funding. His background is in airfield design, but as a Project Manager, his duties encompass managing all aspects of engineering design, architecture, master planning, budget and schedule control, and construction administration.

In 2018, Mr. Thomason relocated to his hometown of Mobile, AL from RS&H's Houston office to open RS&H's Mobile aviation office. He will be dedicated to Okaloosa County projects, and his proximity makes him more readily available to attend project meetings with the Airports and stakeholders.

As Project Manager, Mr. Thomason will have additional responsibilities, including preparation and presentation of contractual documents for the various assignments, assurance of coordination of projects, allocation of appropriate staffing resources, and guarantee of quality deliverables. He will quickly develop and present project scopes and contract proposals with the County to negotiate as necessary. Mr. Thomason will be responsible for ensuring contractual compliance, including minority goal fulfillment throughout term of this contract. We recognize that adequate staff resourcing is critically important to the success of this contract. Through weekly workload meetings with RS&H's aviation leadership team, Mr. Thomason has access to our entire pool of aviation talent, including more than 240 aviation dedicated associates.

Strengths of Project Manager

Mr. Thomason is an experienced aviation project manager who lives and works less than a 150 miles from all three Okaloosa County Airports. Okaloosa County Airports' staff will benefit from Mr. Thomason's availability, proximity, and ability to manage projects under this assignment.

Responsiveness Goals of Project Manager

Mr. Thomason will strive to attend all project-related meetings in person, regardless of the project scope, and all other unforeseen meetings that often pop-up without advance notice. Unfortunately, issues inevitably will occur at an Airport, especially when projects are in construction. If and when an issue does occur, Mr. Thomason will make himself available to be on-site within two hours, at any time. This is the same boots on the ground approach that was successful with the Houston Airport System.

Lead Office for the Primary County Point of Contact (POC):

Mr. Thomason will be the primary County POC for the entire duration of this assignment. He is located in RS&H's Mobile office at: 11 North Water St. Suite 10290, Mobile, AL 36602, Office: 251-460-3233, Mobile: 251-554-7016

CLIENT SATISFACTION MANAGER

The proposed Client Satisfaction Manager for this assignment is Ken Ibold. Mr. Ibold currently serves as RS&H's designated Client Satisfaction Manager and is the Project Manager for planning assignments for the RS&H's current On-Call contract with Okaloosa County Airports. Mr. Ibold will maintain frequent interaction with County Airport staff to ensure the general needs of the Client are being met or exceeded by Project Manager, Matt Thomason. Mr. Ibold will share his institutional knowledge that he has gained by serving Okaloosa County over the past nine years with Mr. Thomason to ensure that your Airports gain all of the benefits of a new local project manager without any drop-off in service or expertise.

ORGANIZATIONAL STRUCTURE

Management of Projects and Task Orders

As the Project Manager becomes heavily engaged with duties as an extension of staff to Okaloosa County, the Discipline Leaders will implement the specific project designs. Discipline Leaders' assignments are to support the Project Manager on an as-needed basis with specific project elements. This approach should not be perceived as a full delegation of responsibilities, but rather to ensure that the proper technical staff are assigned and that the work meets proper technical standards. At the foundation of this organizational structure are the design professionals composed of task-specific experts, including both RS&H and our subconsultants' staff, who will be responsible for completing the project designs and the development of construction plans and technical specifications. Large-scale projects or complex topics requiring multiple design professionals for each task will be assigned a Discipline Leader whose primary responsibility is the coordination of the individual components within each task.

The Discipline Leaders will work directly with our Project Manager. While the Discipline Leaders primary focus will be the specific project assignments, the Project Manager will be responsible for the oversight of the entire contract and all projects undertaken by the RS&H Team. He will work closely with the Discipline Leaders, communicating project expectations, assigning appropriate resources, providing design guidance, and verifying quality deliverables. The Project Manager will be attentive to the routine and spontaneous needs of the Okaloosa County staff while allowing the Discipline Leaders to remain focused on completion of project assignments.

The Project Officer, Mr. Matthew Serynek, PE, will work closely with the Project Manager to ensure contractual compliance. The Project Manager will provide the Project Officer monthly reporting regarding project performance and quality assurance.

RESUMES OF KEY PERSONNEL



MATT THOMASON PE, LEED AP

Project Manager and Airfield Discipline Leader | RS&H

Qualifications: With 15 years of experience, Mr. Thomason serves as a Lead Project Civil Engineer and Project Manager for RS&H's Aviation Practice and has provided project management and engineering services on a variety of projects. His duties encompass all aspects of engineering design and construction administration. He is responsible for the management and design of civil engineering assignments consisting of design plan and specification development and construction administration for projects involving drainage, grading, airfield geometry, airfield lighting and marking, airfield pavement inspection, cost estimation, and utilities installation.

Education and Credentials: Master of Business Administration, Business Administration; University of North Florida; Bachelor of Science, Civil Engineering; University of Alabama; Civil Engineer #113876; Texas; 2013; Civil Engineer #PE.0040008; Louisiana; 2015; Professional Engineer #71204; Florida; 2010; Professional Engineer #30453; Alabama; 2009; American Society of Civil Engineers (ASCE); LEED Accredited Professional; U.S. Green Building Council

Experience: Mr. Thomason is very familiar in managing Aviation Engineering Design contracts. He has provided project management and/or design services at: Okaloosa County Airports, Austin–Bergstrom International, Northwest Arkansas Regional, Brunswick Golden Isles, McKinnon St. Simons Island, Daytona Beach International, Denver International, Easterwood Airport, Fort Lauderdale-Hollywood International, Southwest Florida International, Valley International (Harlingen), Houston Airport System, Jacksonville Aviation Authority, Lafayette Regional, Ocala International, and Tallahassee International

Specific Project Experience in Relation to Proposed Scope of Work at Okaloosa County Airports: Runway 18-36 Extension, Tallahassee International Airport, FL - Civil Engineer; Runway 14-32 Rehabilitation, Destin Executive Airport, FL - Lead Engineer; Runway 8-26 Rehabilitation, Ocala International Airport, FL - Airfield Design; Realignment of Runway 35L Entrance Taxiway, Valley International (Harlingen) Airport, TX - Project Manager; Terminal Improvements CA Services, Easterwood Airport (College Station), TX - Project Manager; Decorative Fence, William P. Hobby Airport, Houston, TX - Project Manager



KEN IBOLD AICP, CNU-A

Client Satisfaction Manager and Planning Discipline Leader | RS&H

Qualifications: Mr. Ibold is a familiar face to Okaloosa County and your Airports. He will continue to be a direct resource to you. Mr. Ibold is an aviation planner responsible for the execution of aviation planning efforts, including safety management systems, Airport Master Plans, feasibility studies, CIP development, and ALPs. He has been involved in aviation safety research and consulting for more than 20 years.

Education and Credentials: Master of Science, Transportation and Urban Systems Planning; North Dakota State University; Bachelor of Science, Journalism; University of Wisconsin-Madison; American Institute of Certified Planners (AICP) #26757; United States; 2014; American Planning Association (APA); Congress of New Urbanism

Specific Project Experience in Relation to Proposed Scope of Work at Okaloosa County Airports: Obstruction Inventory, Columbus Airport, GA - Project Manager; Focused EA, Destin Executive Airport, FL - Project Director; Runway 9-27 and Extension of Runway 18-36 CA and RPR Services, Tallahassee International Airport, FL - QA/QC; Obstruction Survey, Threshold Siting Study, and Runway 4 Threshold Relocation, St. Simons Island Airport, St. Simons, GA - Lead Planner; Runway and Taxiway Rehab-Design, Brunswick Golden Isles Airport, GA - QA/QC; MRO Hangar Taxiway Site Development Study and Project Management Plan Development Assistance, Tampa International Airport, FL - Lead Planner; East Side Development Plan, Tampa International Airport, Tampa, FL - Project Manager



MATTHEW SERYNK PE

Project Officer | RS&H

Qualifications: Mr. Serynek has more than 16 years of experience, concentrating his entire career on aviation. He has been responsible for engineering design, planning, permitting, construction administration, construction inspection, and airport extension of staff services at both commercial service and general aviation airports. He will use his extensive experience to assist with any troubleshooting and offer his expertise to ensure all projects are completed on time and within-budget.

Education and Credentials: Bachelor of Science, Industrial and Systems Engineering; University of Florida; Bachelor of Science, Civil Engineering; University of Florida; Professional Engineer #68356; Florida; 2008

Specific Project Experience in Relation to Proposed Scope of Work at Okaloosa County Airports: Obstruction Clearing and Fence Installation, Bob Sikes Airport, FL - Project Officer; Relocate Wash Rack, MacDill AFB, FL - Civil Engineer; Runway 1L Perimeter Intrusion Detection System, Tampa International Airport, FL - Project Officer; Taxiway N Reconstruction, Daytona Beach International Airport, FL - Project Officer



PAT HARGROVE AIA, NCARB

Buildings Discipline Leader | RS&H

Qualifications: For more than 35 years, Mr. Hargrove has served as Project Architect and Project Manager for a wide variety of aviation projects. Mr. Hargrove has led many relevant projects, including Federal Inspection Facilities to complete passenger terminal programing, design, and production assignments.

Education and Credentials: Master of Arts, Architecture; University of Florida; Bachelor of Arts, Architecture Design; University of Florida; Architect #AR0013381; Florida; 1990; and six other states; American Institute of Architects (AIA); National Council of Architectural Registration Boards (NCARB)

Specific Project Experience in Relation to Proposed Scope of Work at Okaloosa County Airports: ATCT Design, Destin-Fort Walton Beach Airport, FL - Quality Assurance; Concourse A and Restroom Renovation, Jacksonville International Airport - Project Manager; Ticket Counter and Floor Modernization, Tallahassee International Airport, FL - Quality Assurance; FIS Renovation, Charlotte-Douglas International Airport, NC - Project Manager; Terminal Renovations, San Antonio International Airport, TX - Project Manager



DAVID ALBERTS

Environmental Discipline Leader | RS&H

Qualifications: Mr. Alberts has more than 20 years of experience as a Project Manager/Senior Environmental Planner with NEPA-related experience. He has managed and prepared federal environmental impact statements, environmental assessments (EAs) and documented categorical exclusions (CatEx) as well as state environmental documents for a variety of major air carrier and general aviation airports throughout the U.S.

Education and Credentials: Bachelor of Arts, Geography; University of South Florida

Specific Project Experience in Relation to Proposed Scope of Work at Okaloosa County Airports: N and E Apron CatEx, Brunswick Golden Isles Airport, GA - Senior Environmental Planner; Environmental Discipline Leader for General Consultant Contract 2018 - Environmental Discipline Leader; Runway 6 RSA, Columbus Airport, GA - Senior Environmental Planner; Eastside Utility Corridor, Cecil Airport, Jacksonville, FL - Senior Environmental Planner; ATCT Environmental Assessment, Destin Executive Airport, Destin, FL - Project Manager; East Side Development NEPA Documentation, Tampa International Airport, FL - Project Manager

7. REFERENCES

- » **HILLSBOROUGH COUNTY AVIATION AUTHORITY Max Marble, Manager of Development | 813-870-8703**
HCAA retained RS&H to provide architectural, engineering, planning, and environmental services including: Taxiway V and W; Airside A Flooring Upgrades; High Speed Taxiway W-5; Runway 36L Run Up Pad; Repairs to Runway 18L-36R; Airfield Lighting and Signage; Airside C Apron and Hydrant Fueling; Air Cargo Apron; Safety Area Compliance; Information Kiosks; Hurricane Surge Elevation Study; Pavement Inspection; Structural Repairs; HVAC Upgrades; Master Plan Update; Parking Structure Expansion; Rental Car Facilities; Exterior Airside Smoking Patios; Rest Room Remodeling; and Flight Information Displays
- » **CITY OF TALLAHASSEE Heather Weigel, PMP, Capital Programs Construction Coordinator | 850-891-7868**
The City of Tallahassee retained RS&H to provide architectural, engineering, planning, and environmental services including: All Airfield Pavements Assessment; Taxiway Improvement and Rehab; Perimeter Road; Main Access Road Improvements and Signage Study; Landfill Remediation; Sink Hole Remediation; Site Selection Study; Airport Master Plan; Design of Original Terminal Complex; Comprehensive Security Assessment; Terminal Blast Analysis; Remodel Airport Management Office; Parking Lot Expansion; Emergency Power Upgrades; Fire Alarm System and PA Upgrades; In-Line Baggage System Design and TSA Grant Application; Safety Management System Manual; Terminal Apron Lighting Improvements; Runway Extension; Runway Reconstruction; Taxiway Design

- » PALM BEACH COUNTY DEPARTMENT OF AIRPORTS Gary Sypek, Director of Planning | 561-471-7474
RS&H provided services from 1995-2000 and was reselected in 2018 for On-Call Facilities Design and Building System services. Projects have included Airfield Lighting and Signage Upgrades; Inner Perimeter Road Completion; 3-D Base Map and ALP Development; Structural Parking Plan and Program; Terminal Curbfront Extension with Elevated Roadway Ramp; Terminal HVAC Upgrades; Baggage Handling System Expansion; I-95 Airport Interchange; Elevator and Escalator Installation; ARFF Station; South GA Apron Rehabilitation; Entrance Roadway Signage; Zoning Ordinance; Terminal ADA Improvement Program; Interim Airport Layout Plan Update; Runway 13-31 Environmental Assessment Categorical Exclusion Application

8. ADDITIONAL INFORMATION AND COMMENTS

- a. Adequate information regarding the qualifications and responsibilities of the assigned personnel, primarily the project manager. Adequate personnel are available with appropriate education and training.* Project Manager, Matt Thomason, has over 15 years of experience, is located a short drive from the County, and will act as the single point of contact for this assignment. Mr. Thomason has access to an extensive variety of licensed and experienced experts covering almost every imaginable airport need within RS&H's over 240 aviation-dedicated employees.
- b. Submittal complies with the requirements of the request and the specified protocols were followed. The proposal is clear and indicates an understanding of the services requested.* RS&H has worked at your Airports and we know your processes and procedures, therefore there will be no learning curve. Throughout our submittal, you will find our qualifications that prove our understanding of the work that is proposed for your Airports.
- c. Demonstration of a sound reputation and high level of competence. The extent of repeat business. Demonstrated expertise and experience in utilizing various design and modeling software. Qualifications and responsibilities of personnel to be assigned to the program including availability of adequate personnel, equipment, and facilities.* RS&H currently is providing on-call aviation consulting services to 142 airports across the U.S. Out of these contracts 81% are repeat business dating back a decade or more. In the past five years, RS&H has gained more than 50 on-call airport clients.
- d. Firm's ability to timely respond to the needs of the County. If the lead office or County point of contact is outside of 150 miles the RFQ should address the firm's plan to provide responsiveness to County needs, especially if construction services are provided.* Our primary point of contact, Project Manager Matt Thomason, is located about 120 miles from Okaloosa County. He will be available 24/7/365 to provide maximum responsiveness to the County and your Airports.
- e. Firm demonstrates a history to meet schedule and budget requirements; cites past airports examples. Current workload and firm's capacity to perform future work.* All of our projects listed in this submittal have the proven results of meeting both schedule and budget requirements (most have been performed ahead of schedule). Examples of this are listed in Sections 4 and 5.
- f. Demonstrates a past record of professional accomplishments related to the areas of work the firm is proposing to perform.* We have provided our experience in meeting on-call contract project deadlines, projects similar to the scope of services provided, and projects in working with specific federal, state, and local agencies. Our ability to pull from our resources company-wide allows us to stay on top of projects and delegate work appropriately.
- g. Feedback from references, representative of past experience in the State of Florida similar to the services described herein.* We believe a key measure of our performance and integrity is based on the testimony of our clients. Therefore, we encourage the selection committee to contact the following references listed above to better understand RS&H's capabilities to serve the Okaloosa County Airports.
- h. Submittal demonstrates an extent of experience and past performance when working with FAA, FDOT, FDEP, NFWFMD, USACE, EPA, and Eglin AFB or other DoD agencies in the capacity as an agent attempting to obtain permits and approvals. This should include familiarity with grant programs and processes.* This is extensively developed and is demonstrated our experience with federal, state, and local agencies in Section 5. A unique factor in this is that our employees have actually worked at these agencies, we have developed guidelines for them, and we will utilize Jim Borsari and Peter Hughes, former FAA employees, to expedite grant programs and processes.

REQUIRED FORMS

A. Indemnification and Hold Harmless

INDEMNIFICATION AND HOLD HARMLESS

Respondent shall indemnify and hold harmless the County, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the Respondent and other persons employed or utilized by the Respondent in the performance of this Agreement.

RS&H, Inc.

Respondent's Company Name

11 North Water Street, Suite 10290
Mobile, AL 36602

Physical Address

10748 Deerwood Park Blvd S
Jacksonville, FL 32256

Mailing Address

813-636-2692

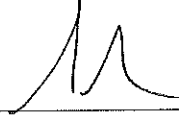
Phone Number

813-357-1212

Cellular Number

January 21, 2020

Date



Authorized Signature – Manual

Matthew Serynek

Authorized Signature – Typed

Vice President - Aviation

Title

800-464-4358

FAX Number

813-357-1212

After-Hours Number(s)

B. Drug-Free Workplace Certification Form

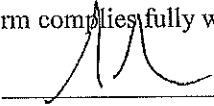
DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED RESPONDENT CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business 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 actions 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 available drug counseling, rehabilitation and employee assistance 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 quote 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 quote, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law 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, drug abuse assistance or rehabilitation program if such is available in employee's community, by any employee who is 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 this statement, I certify that this firm complies fully with the above requirements.

DATE: January 21, 2020

SIGNATURE: 

COMPANY: RS&H, Inc.

NAME: Matthew Serynek
(Typed or Printed)

ADDRESS: 10748 Deerwood Park Blvd S
Jacksonville, FL 32256

TITLE: Vice President - Aviation

E-MAIL: Matthew.Serynek@rsandh.com

PHONE NO.: 813-636-2692

C. Conflict of Interest

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all respondents, must disclose if any Okaloosa Board of County Commissioner, employee(s), elected officials(s), or if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their business.

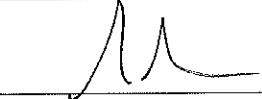
Indicate either "yes" (a county employee, elected official, or agency is also associated with your business), or "no". If yes, give person(s) name(s) and position(s) with your business.

YES: _____ NO: X

NAME(S) N/A	POSITION(S) N/A
_____	_____
_____	_____
_____	_____

FIRM NAME: RS&H, Inc.

BY (PRINTED): Matthew Serynek

BY (SIGNATURE): 

TITLE: Vice President - Aviation

ADDRESS: 10748 Deerwood Park Blvd S
Jacksonville, FL 32256

PHONE NO.: 813-636-2692

E-MAIL : Matthew.Serynek@rsandh.com

DATE: January 21, 2020

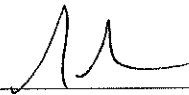
D. Federal E-Verify

FEDERAL E-VERIFY COMPLIANCE CERTIFICATION

In accordance with Okaloosa County Policy and Executive Order Number 11-116 from the office of the Governor of the State of Florida, Respondent hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the respondent during the contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the contact to likewise utilize the U.S. Department of Homeland Securities E-Verify system to verify the employment eligibility of all new employees hired by the subRespondent during the contract term; and shall provide documentation such verification to the COUNTY upon request.

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE: January 21, 2020

SIGNATURE: 

COMPANY: RS&H, Inc.

NAME: Matthew Serynek

ADDRESS: 10748 Deerwood Park Blvd S
Jacksonville, FL 32256

TITLE: Vice President - Aviation

E-MAIL: Matthew.Serynek@rsandh.com

PHONE NO.: 813-636-2692

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E. Cone of Silence Clause Form

CONE OF SILENCE CLAUSE

The Board of County Commissioners have established a solicitation silence policy (**Cone of Silence Clause**) that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications, Invitation to Quote, Invitation to Negotiate) issued by the Board through the County Purchasing Department.


The period commences upon receipt of the procurement proposal, by the County, and terminates upon Board approval to award a contract or reject all bids/responses.

When the solicitation silence period is in effect, no oral or written communication is allowed regarding the solicitation between prospective respondents and members of the Board of County Commissioners, the County Administrator, county employees or members of the Board Approved Review Committee. All questions or requests for information regarding the solicitation **MUST** be directed to the designated Purchasing Representative listed in the solicitation.

Any information thought to affect the committee or staff recommendation submitted after bids are due, should be directed to the Purchasing Director or an appointed representative. It shall be the Purchasing Director decision whether to consider this information in the decision process.

Any violation of this policy shall be grounds to disqualify the respondent from consideration during the selection process.

All respondents must agree to comply with this policy by signing the following statement and including it with their submittal.

I  representing RS&H, Inc.
Signature Company Name

On this 21st day of January 2020 hereby agree to abide by the County's "Cone of Silence Clause" and understand violation of this policy shall result in disqualification of my proposal/submittal.

F. Company Data

COMPANY DATA

Respondent's Company Name: RS&H, Inc. _____

Physical Address & Phone #: 323311 North Water St. Suite 10290, Mobile, AL 36602
251-460-3233

Contact Person (Typed-Printed): Matt Thomason _____

Phone #: 251-460-3233 _____

Cell #: 251-554-7016 _____

Email: Matthew.Thomason@rsandh.com _____

Federal ID or SS #: 59-2986466 _____

Respondent's License #: 61-3387281 _____

Fax #: 800-464-4358 _____

Emergency #'s After Hours,
Weekends & Holidays: 251-554-7016 _____

G. System for Award Management

SYSTEM FOR AWARD MANAGEMENT (OCT 2016)

(a) Definitions. As used in this provision.

“Electronic Funds Transfer (EFT) indicator” means a four-character suffix to the unique entity identifier. The suffix is assigned at the discretion of the commercial, nonprofit, or Government entity to establish additional System for Award Management records for identifying alternative EFT accounts (see subpart 32.11) for the same entity.

“Registered in the System for Award Management (SAM) database” means that.

(1) The Offeror has entered all mandatory information, including the unique entity identifier and the EFT indicator, if applicable, the Commercial and Government Entity (CAGE) code, as well as data required by the Federal Funding Accountability and Transparency Act of 2006 (see subpart 4.14) into the SAM database;

(2) The offeror has completed the Core, Assertions, and Representations and Certifications, and Points of Contact sections of the registration in the SAM database;

(3) The Government has validated all mandatory data fields, to include validation of the Taxpayer Identification Number (TIN) with the Internal Revenue Service (IRS). The offeror will be required to provide consent for TIN validation to the Government as a part of the SAM registration process; and

(4) The Government has marked the record “Active”.

“Unique entity identifier” means a number or other identifier used to identify a specific commercial, nonprofit, or Government entity. See www.sam.gov for the designated entity for establishing unique entity identifiers.

(b)(1) By submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the SAM database prior to award, during performance, and through final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement resulting from this solicitation.

(2) The Offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation “Unique Entity Identifier” followed by the unique entity identifier that identifies the Offeror’s name and address exactly as stated in the offer. The Offeror also shall enter its EFT indicator, if applicable. The unique entity identifier will be used by the Contracting Officer to verify that the Offeror is registered in the SAM database.

(c) If the Offeror does not have a unique entity identifier, it should contact the entity designated at www.sam.gov for establishment of the unique entity identifier directly to obtain one. The Offeror should be prepared to provide the following information:

(1) Company legal business name.

(2) Trade style, doing business, or other name by which your entity is commonly recognized.

(3) Company Physical Street Address, City, State, and Zip Code.

(4) Company Mailing Address, City, State and Zip Code (if separate from physical).

(5) Company telephone number.

(6) Date the company was started.

(7) Number of employees at your location.

(8) Chief executive officer/key manager.

(9) Line of business (industry).

(10) Company Headquarters name and address (reporting relationship within your entity).

(d) If the Offeror does not become registered in the SAM database in timely manner, the Contracting Officer may proceed to award to the next otherwise successful registered Offeror.

G. System for Award Management

(e) Processing time, which normally takes 48 hours, should be taken into consideration when registering. Offerors who are not registered should consider applying for registration immediately upon receipt of this solicitation.

(f) Offerors may obtain information on registration at <https://www.acquisition.gov> .

Offerors SAM information:

Entity Name:	<u>RS&H, Inc.</u>
Entity Address:	<u>10748 Deerwood Park Blvd S Jacksonville, FL 32256</u>
Duns Number:	<u>613387281</u>
CAGE Code:	<u>5D910</u>

I. Certification Regarding Lobbying

LOBBYING - 31 U.S.C. 1352, as amended

CERTIFICATION REGARDING LOBBYING

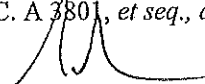
Certification for Contracts, Grants, Loans, and Cooperative Agreements
(To be submitted with each bid or offer exceeding \$100,000)

The undersigned [Respondent] certifies, 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 undersigned, 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 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 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). 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.

The Respondent, RS&H, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Respondent understands and agrees that the provisions of 31 U.S.C. A 3301, *et seq.*, apply to this certification and disclosure, if any.

 Signature of Respondent's Authorized Official

Matthew Serynek
Vice President - Aviation Name and Title of Respondent's Authorized Official

January 21, 2020 Date

J. Government Debarment & Suspension

Government Debarment & Suspension

Instructions

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Orders 12549, at Subpart C of OMB 2 C.F.R. Part 180 and 3000.332. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the System for Award Management (SAM) database.
8. 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 clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended,

J. Government Debarment & Suspension

debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**Certification Regarding Debarment, Suspension,
Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions**

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552(a), as amended). This certification is required by the regulations implementing Executive Orders 12549, Debarment and Suspension, and OMB 2 C.F.R. Part 180, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880.

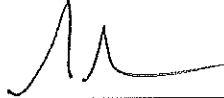
[READ INSTRUCTIONS ON PREVIOUS PAGE BEFORE COMPLETING CERTIFICATION]

1. The prospective lower tier participant certifies, by submission of this proposal, 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. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal

Matthew Serynek

Vice President - Aviation

Printed Name and Title of Authorized Representative



Signature

January 21, 2020

Date

K. Recycled Content Form

RECYCLED CONTENT FORM

RECYCLED CONTENT INFORMATION

1. Is the material in the above: Virgin or Recycled (Check the applicable blank). If recycled, what percentage 50 %.

Product Description: Printed on 50% recycled paper

2. Is your product packaged and/or shipped in material containing recycled content?

Yes No

Specify: Proposal package printed on recycled paper

3. Is your product recyclable after it has reached its intended end use?

Yes No

Specify: Proposal package and box are recycleable

The above is not applicable if there is only a personal service involved with no product involvement.

Name of Respondent: RS&H, Inc.

E-Mail: Matthew.Thomason@rsandh.com

L. General Grant Funding Special Proposal Conditions

of the programs or activities of the Federal-aid recipients, sub-recipients and Respondents, 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).

18. **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.

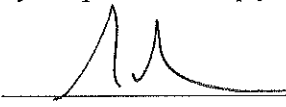
The Respondent] has full responsibility to monitor compliance to the referenced statute or regulation. The Respondent must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

19. **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. Respondent must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Respondent retains full responsibility to monitor its compliance and their subRespondent’s compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Respondent 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.

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE: January 21, 2020

SIGNATURE: 

COMPANY: RS&H, Inc.

NAME: Matthew Serynek

ADDRESS: 10748 Deerwood Park Blvd S
Jacksonville, FL 32256

TITLE: Vice President - Aviation

E-MAIL: Matthew.Serynek@rsandh.com

PHONE NO.: 813-636-2692

M. Sworn Statement- Public Entity Crimes

SWORN STATEMENT UNDER SECTION 287.133 (3) (a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted for General Aviation Engineering Services for Okaloosa County Airports
2. This sworn statement is submitted by RS&H, Inc.

Whose business address is: 10748 Deerwood Park Blvd S, Jacksonville, FL 32256 and (if applicable) its Federal Employer Identification Number (FEIN) is 59-2986466. (If entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

3. My name is Matthew Serynek and my relationship to the entity named above is Vice President - Aviation

4. I understand that a "public entity crime" as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Section 287.133 (1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record, relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Section 287.133(1) (a), Florida Statutes, means:
(1) A predecessor or successor of a person convicted of a public entity crime; or (2) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in Section 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, that statement which I have marked below is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies.]

M. Sworn Statement- Public Entity Crimes

X Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of public entity crime subsequent to July 1, 1989.

There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. [Please attach a copy of the Final Order.]

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. [Please attach a copy of the Final Order.]

The person or affiliate has not been placed on the convicted vendor list. [Please describe any action taken by or pending with the Department of General Services.]

Date: January 21, 2020 Signature: [Handwritten Signature]

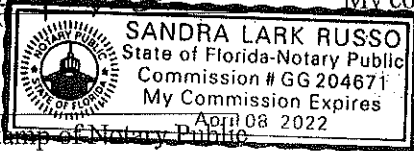
STATE OF: Florida

COUNTY OF: Duval

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who after first being sworn by me, affixed his/her signature in the space provided above on this 21st day of January , in the year 2020 .

Sandra Lark Russo
Notary Public

My commission expires: April 8, 2022



Print, Type or Stamp of Notary Public

Personally Known P OR Produced Identification:

Type of Identification Produced n/a

N. Anti-Collusion Statement

ANTI-COLLUSION STATEMENT: The below signed bidder has not divulged to, discussed or compared his bid with other bidders and has not **colluded with any other bidder or parties to bid whatever.** **Note: No premiums, rebates, or gratuities permitted either with, prior to, or after any delivery of materials.** Any such violation will result in the cancellation and/or return of material (as applicable) and the removal from bid list(s).

RS&H, Inc.

Bidder's Company Name

10748 Deerwood Park Blvd S

Address

Jacksonville, FL 32256

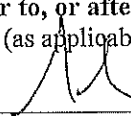
Address

813-636-2692

Phone #

59-2986466

Federal ID # or SS #



Authorized Signature – Manual

Matthew Serynek

Authorized Signature – Typed

Vice President - Aviation

Title

800-464-4358

Fax #

Date Submitted: January 21, 2020

O. Vendors on Scrutinized Companies List

VENDORS ON SCRUTINIZED COMPANIES LISTS

By executing this Certificate RS&H, Inc., the bid proposer, certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), Florida Statutes, the County may disqualify the bid proper immediately or immediately terminate any agreement entered into for cause if the bid proposer is found to have submitted a false certification as to the above or if the Respondent is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If the County determines that the bid proposer has submitted a false certification, the County will provide written notice to the bid proposer. Unless the bid proposer demonstrates in writing, within 90 calendar days of receipt of the notice, that the County's determination of false certification was made in error, the County shall bring a civil action against the bid proposer. If the County's determination is upheld, a civil penalty shall apply, and the bid proposer will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of County's determination of false certification by bid proposer.

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

DATE: January 21, 2020

SIGNATURE: 

COMPANY: RS&H, Inc.

NAME: Matthew Serynek
(Typed or Printed)

ADDRESS: 10748 Deerwood Park Blvd S
Jacksonville, FL 32256

TITLE: Vice President - Aviation

E-MAIL: Matthew.Serynek@rsandh.com

PHONE NO.: 813-636-2692

P. Tax Delinquency and Felony Convictions

TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (☐) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

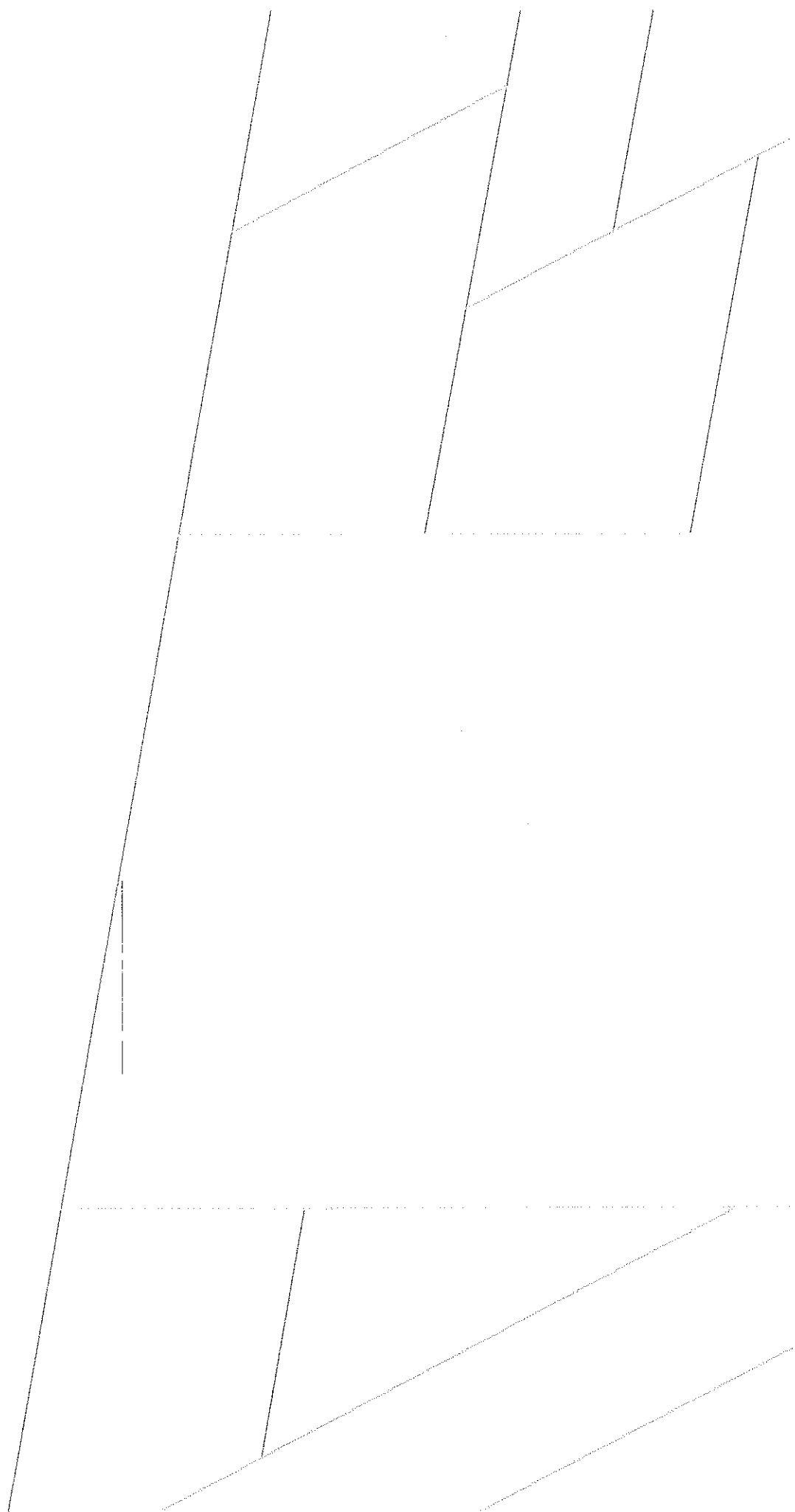
Certifications

- 1) The applicant represents that it is () is not (×) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- 2) The applicant represents that it is () is not (×) is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.



11 North Water Street
Suite 10290
Mobile, Alabama 36602
251-460-3233

rsandh.com



**RFQ AP 15-20
RS&H Inc.
ATTACHMENT A - Contractor's Bid
RATE FEE SCHEDULE**

Jesica Darr

From: Thomason, Matthew <Matthew.Thomason@rsandh.com>
Sent: Wednesday, May 6, 2020 4:49 PM
To: Jesica Darr
Cc: Jeffrey Hyde
Subject: RE: Response required NLT Monday 11 May 2020 RE: RFQ AP 15-20 Rates Dated 24 April 2020

Good afternoon Jesica,

Here are our rates for the contract, as requested.

Employee Title	Requested Revised Burdened Rate \$/Hour
Principal	\$200.00
Senior Project Manager	\$185.00
Senior Architect	\$170.00
Architect	\$130.00
Senior Engineer	\$200.00
Engineer	\$130.00
Senior Planner	\$160.00
Planner	\$130.00
Senior Environmental Specialist	\$160.00
Environmental Specialist	\$100.00
Senior Technician/Designer	\$100.00
Technician/Designer	\$85.00
Field Representative	\$80.00
Administrative Assistant	\$65.00

Thank you,

Matthew Thomason, PE, LEED AP

Aviation Engineer
11 North Water St. Suite 10290
Mobile, AL 36602
O 251-460-3233 | M 251-554-7016
Matthew.Thomason@rsandh.com
rsandh.com | Facebook | Twitter | LinkedIn | Blog

Stay up-to-date with our latest news and insights.