

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$ 449,163	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues (Grants)	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	\$ 449,163	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes _____ No X
 Does this item include the use of federal funds? Yes _____ No X

Budget Account No: Fund 4111 Department 121 Unit A107 Object 6505
 Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

A Budget Transfer in the Airport's Improvement and Development Fund in the amount of \$449,163; including a transfer from Reserves in the amount of \$449,163.

C. Departmental Fiscal Review: Debbie Lencenson 8/31

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

Lisa Martin 9/18/2023 9-1-23
 OFMB 9/17

Dr. J. ... 9/19/23
 Contract Dev. and Control 9/18/23

B. Legal Sufficiency:

Anne ... 9/20/23
 Assistant County Attorney

C. Other Department Review:

 Department Director

REVISED 11/17

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

**AMENDMENT NO. 1 TO CONTRACT
BETWEEN
PALM BEACH COUNTY DEPARTMENT OF AIRPORTS
AND
AVCON, INC.
FOR
CONSULTING/PROFESSIONAL SERVICES
AT
PALM BEACH COUNTY AIRPORTS**

This Amendment No. 1 to the Contract is made as of the _____ day of _____, 2023, by and between **Palm Beach County**, Florida (COUNTY) and **AVCON, INC.**, a corporation authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT, whose Federal Tax I.D. number is 59-2890463.

WITNESSETH

WHEREAS, on September 13, 2022, the County entered into Agreement (R2022-1029) with the CONSULTANT for the CONSULTANT to provide Airport General Consulting Services for the Palm Beach County Department of Airports, for a period of two (2) years, with two (2) one (1) year renewal options, the exercise of which are within COUNTY'S sole control and discretion; and

WHEREAS Article 26 of the Contract requires an amendment when the parties are able to define additional services,

NOW THEREFORE, in consideration of the mutual covenants herein contained, and such other good and valuable consideration, the receipt of which the parties hereby acknowledge, the parties agree to the following terms and conditions:

1. The parties hereby agree to amend the Contract to include the Scope of Services and Fees as outlined in Exhibit A. The total amount to be paid by the COUNTY to the CONSULTANT for professional services, including any out of pocket expenses, shall not exceed Four Hundred Forty-Nine Thousand One Hundred Sixty-Two Dollars and Thirty-Eight Cents (\$449,162.38) for the services described in this AMENDMENT NO. 1 to the original Contract.
2. Except as specifically amended herein, all other terms and conditions of the Contract shall remain in full force and effect.

(THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK.)

IN WITNESS WHEREOF, the parties have caused the First Amendment to the Contract to be signed by the Mayor of the Board of County Commissioners and the Seal of said Board to be affixed hereto and attested by the Clerk of said board, and the CONSULTANT, AVCON inc., has caused these presents to be signed in its corporate name by its duly authorized officer, SANDEEP SINGH, PRESIDENT, acting on behalf of said CONSULTANT, and the Seal of said CONSULTANT to be affixed hereto and attested by the Secretary of said CONSULTANT, the day and year first written above.

ATTEST:

PALM BEACH COUNTY, FLORIDA

ATTEST:

JOSEPH ABRUZZO
CLERK OF THE CIRCUIT COURT
& COMPTROLLER

PALM BEACH COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS:

By: _____
Deputy Clerk

By: _____
Gregg K. Weiss, Mayor

WITNESS:

CONSULTANT:

Suzanne M. Finney Digitally signed by Suzanne M. Finney
Date: 2023.08.29 14:43:33 -04'00'

SIGNATURE

AVCON, INC.
COMPANY NAME

Suzanne M. Finney
Name (type or print)

Sandeep Singh Digitally signed by Sandeep Singh
Date: 2023.08.28 16:05:48 -04'00'

Signature

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

Sandeep Singh, P.E.
Name (type or print)

By: *Cherie Delaney*
County Attorney

President

APPROVED AS TO TERMS
AND CONDITIONS

By: *Diana Beebe*
Director of Airports



Signatory Authorization(s)



Department of State / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation
AVCON, INC.

Filing Information

Document Number K22990
FEI/EIN Number 59-2890463
Date Filed 05/05/1988
State FL
Status ACTIVE

Principal Address

5555 EAST MICHIGAN STREET
 SUITE 200
 ORLANDO, FL 32822-2779

Changed: 11/21/2002

Mailing Address

5555 EAST MICHIGAN STREET
 SUITE 200
 ORLANDO, FL 32822-2779

Changed: 11/21/2002

Registered Agent Name & Address

SINGH, SANDEEP
 5555 EAST MICHIGAN STREET
 SUITE 200
 ORLANDO, FL 32822

Name Changed: 03/26/1997

Address Changed: 02/06/2003

Officer/Director Detail

Name & Address

Title DCP

SINGH, SANDEEP
 11138 BRIDGE HOUSE RD.
 WINDERMERE, FL 34786

Title VP

BALDOCCHI, RICHARD V
750 ALBA DR.
ORLANDO, FL 32804

Title ST

KRISS, JAMES A
9348 THURLOE PLACE
ORLANDO, FL 32827-7003

Title Director

LEWIS, VIRGIL C
604 SAILBOAT DRIVE
NICEVILLE, FL 32578

Annual Reports

Report Year	Filed Date
2022	01/04/2022
2022	06/15/2022
2023	01/10/2023

Document Images

01/10/2023 -- ANNUAL REPORT	View image in PDF format
06/15/2022 -- AMENDED ANNUAL REPORT	View image in PDF format
01/04/2022 -- ANNUAL REPORT	View image in PDF format
01/07/2021 -- ANNUAL REPORT	View image in PDF format
01/07/2020 -- ANNUAL REPORT	View image in PDF format
01/08/2019 -- ANNUAL REPORT	View image in PDF format
01/16/2018 -- ANNUAL REPORT	View image in PDF format
01/04/2017 -- ANNUAL REPORT	View image in PDF format
01/06/2016 -- ANNUAL REPORT	View image in PDF format
01/07/2015 -- ANNUAL REPORT	View image in PDF format
01/22/2014 -- ANNUAL REPORT	View image in PDF format
01/10/2013 -- ANNUAL REPORT	View image in PDF format
01/23/2012 -- ANNUAL REPORT	View image in PDF format
01/04/2011 -- ANNUAL REPORT	View image in PDF format
01/28/2010 -- ANNUAL REPORT	View image in PDF format
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[02/06/1995 -- ANNUAL REPORT](#)

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PALM BEACH COUNTY DOA GENERAL CONSULTING SERVICES

EXHIBIT A-1

Task I-23-PBI-AV-005

Palm Beach International Airport (PBI)

OVERVIEW

The Palm Beach County Department of Airports (DOA) has requested that AVCON, Inc. (AVCON) provide services associated with the PBI Air Handler Unit Replacement Phase 2 2023 Project (Project) for the Palm Beach County Department of Airports (DOA).

PROJECT TEAM

The Project Team for this task includes:

Firm Name (CONSULTANT / SUBCONSULTANT)	Type of Services
AVCON, Inc. (CONSULTANT)	Project Management and Coordination of the Design Team Structural Design Services
JLRD, Inc. (SUBCONSULTANT)	Mechanical Design Services Plumbing Design Services Fire Protection Design Services
Quantum Electrical Engineering, Inc. (SUBCONSULTANT)	Electrical Design Services
Colomé & Associates, Inc. (SUBCONSULTANT)	Architectural Design Services

PROJECT UNDERSTANDING

Based on the 2015 Phase II AHU Replacement Options Analysis Study for Concourses B & C prepared by AECOM, the project will consist of the replacement of seventeen existing Fan Coil Units/Air Handler Units at ramp level. The existing Fan Coil Units/Air Handler Units will be replaced with new Air Handler Units located in new mechanical rooms at level 1. Mechanical room locations will be coordinated with existing tenants that currently occupy these spaces. The project will include electrical design services for modifications to the existing power distribution system to support the new equipment. Architectural design services shall be provided for new equipment room design, code analysis, and building envelope renovations. Structural design services shall be provided for new equipment housekeeping pads, wall openings for new ventilation air intakes, and other miscellaneous structural design work.



SECTION I - SCOPE OF WORK

AVCON's complete scope of work is presented below.

Task 1 – Management and Administration

The AVCON project manager will act as the primary point of contact for the DOA. AVCON's role will be to manage the AVCON Team and coordinate the design effort. Responsibilities include organizing a project Kickoff Meeting, requesting as-built documentation from the DOA for preliminary design and project setup, coordinating site visits with the DOA, arranging and attending project meetings, preparing meeting agendas and meeting minutes. The AVCON team will provide coordination for implementing the new mechanical rooms which will impact the DOA and existing tenants which occupy these areas. Considerations will be given to phasing of the new mechanical system construction and any tenant interruptions due to the HVAC replacement. The project manager will ensure the project receives the level of attention and resources necessary for successful completion, confirm that the DOA comments are addressed and incorporated into the design documents, and compile an Engineer's Cost Estimate at each Design Submittal. AVCON will prepare project invoicing for the design team.

Task 2 – Project Design

2.1 – Project Formulation and Kick-off Meeting

AVCON will organize a Kick-off Meeting to review the Scope of Work and present key project issues, review any concerns that the DOA may have, submit the proposed project schedule with intermediate milestones, review procedure for surveying/investigating the Concourse B and C spaces especially active tenant areas, and establish a procedure for coordinating new mechanical room locations with the tenants and DOA. Review current project budget and preliminary concept of establishing phased Construction Documents. Formally request archived as-built documents and setup initial site visits. It is assumed that the overall project may need to be broken into two bid sets to meet budget considerations. The Concourse B and C plans will be setup such that these can easily be separated if desired by the DOA.

2.2 – Documenting Existing Conditions

The initial design work will include reviewing as-built documents and archived data for the Concourse B & C ramp level areas for Architectural and MEP disciplines.

2.3 – Site Visits

Field inspections will be performed by the design team to confirm existing conditions for all areas within the project extents which are accessible. AutoCAD/Revit electronic files will be generated based on the available as-built plans and site observations.

2.4 – Mechanical Design

The existing HVAC system plans will be generated indicating locations of existing fan coil units/air handling units, ductwork, registers, temperature sensors and controls, chilled water piping, etc. This will be the basis for the demolition plans. New air handling equipment will be sized based on HVAC cooling and heating load calculations. A new ductwork system will be provided for air distribution and VAV terminals and will be shown for zoning requirements of the spaces. New mechanical rooms will be located as coordinated with the DOA, tenants, and code requirements. Mechanical rooms shall be sized to provide complete access for air

handler service and maintainability. This will include clearances at fan section, filter rack, chilled water coils, etc. Chilled water piping will be extended to the new AHU locations from the existing mains. Exhaust fans shall be provided for restrooms, janitor closets and other areas as required by code. Temperature sensors shall be shown on the plans for terminal units or single zone air handler units. Mechanical plans will include integration of the HVAC equipment with the existing Fireman's Smoke Control panel serving the Concourse Checkpoints and Hammerhead HVAC equipment. HVAC controls for new mechanical equipment will be provided and shall be compatible with the PBI BAS system using BacNet protocol. Existing HVAC equipment to remain at Checkpoints, Hammerhead, and ventilation systems at Enplane/Deplane roadway shall be provided with an HVAC controls upgrade and integration with the PBI BAS system.

2.5 – Electrical Design

Existing electrical power distribution plans will be generated from the base files created from the field investigations and review of as-built drawings. This will be the basis for the demolition plans for removal of the existing fan coil units. Electrical design plans will include modifications to the distribution systems for new air handling units, VAV terminals with integral heat strips. Single line power and riser diagrams will be provided. The electrical scope will also include replacement of lighting and fire alarm devices in the Concourse B & C level 1 areas of the project. Lighting and fire alarm demolition plans will be created for these areas. Existing lighting fixtures are fluorescent type and will be replaced with new LED ceiling mounted fixtures. These will be a one-for-one replacement reusing existing circuiting and switching to the extent possible. Photometric calculations shall be provided at schematic design level. Fire alarm devices are non-addressable and will be replaced with current compliant devices to achieve the required candela brightness and be controlled to obtain strobe synchronization per the PBC Fire Marshal. Modifications to the existing fire alarm system shall be provided to facilitate the integration of the smoke evacuation system into the fire alarm system.

2.6 – Architectural Design

Existing architectural plans will be generated from the base files created using the field investigations and review of as-built drawings. This will be the basis for the architectural design plans and be used by all AVCON Team consultants. Architectural demolition plans shall be provided for removal of ceilings to accommodate HVAC equipment demolition. New reflected ceiling plans will be provided for lighting fixture replacement. Architectural design will include evaluating the proposed mechanical room locations in relation to building and life safety codes and existing tenant spaces as well as providing architectural floor plan modifications for the new areas. The architectural scope shall also include review of the existing building envelope conditions and preparation of design renovation plans for the exterior envelope at level 1 Concourses B & C. Interior finish selection will be provided for new walls, ceilings, and other areas impacted by the construction.

2.7 – Structural Design

Existing plans will be generated from the base files created in the field investigations and review of as-built drawings. This will be the basis for the structural design plans. Structural design shall include new HVAC equipment housekeeping pads in the new mechanical rooms as shown on the architectural plans. It is expected that new outside air intake openings will be necessary for ventilation requirements. These louvered openings will be designed per the FBC. The existing walls shall be evaluated for the latest wind pressures per ASCE 7. Lintels or headers will be provided where required to support load bearing or non-load bearing walls.



2.8 – Plumbing and Fire Protection Design

Plumbing system design shall include condensate receptors for new air handler units in mechanical rooms and connection to the existing storm drainage system. Fire protection system design shall include new fire sprinkler coverage in mechanical rooms and other locations where mechanical equipment (Fans or VAV terminals) may impact the existing fire protection system. Performance specification for the fire sprinkler system improvements will be provided.

2.9 – Bidding and Award (via a Construction Manager at Risk (CMAR) Delivery Method)

The AVCON Team will assist the DOA and the DOA’s CMAR firm with preparation of a presentation for use during a Pre-Bid Meeting. AVCON will attend and participate in the pre-bid meeting at the Airport, which will include a site visit. AVCON will respond to questions from the CMAR via the DOA, related to the Bid Documents. AVCON will assist the DOA with preparation of all required technical addenda to revise plans and/or specifications to respond to the CMAR’s questions and provide clarification to the Bid Documents. AVCON will finalize the project cost estimate for bidding purposes.

After the DOA receives a Guaranteed Maximum Price (GMP) proposal from the CMAR, AVCON will review one (1) GMP proposal and conduct an evaluation checking the accuracy of the GMP schedule of prices, including trade costs, schedule and the CMAR’s assumptions. Upon completion of the GMP evaluation, AVCON will provide a written recommendation of award to DOA.

Conformed documents will be prepared incorporating all addendum information into the plans and technical specifications. PDF and hard copies of the Conformed Documents set plan drawings and the project manual will be provided to the DOA.

PROJECT SCHEDULE

30% Schematic Design:	14 weeks from NTP
30% Design DOA Staff Review	2 Weeks
60% Design Development:	8 weeks after DOA review
60% Design DOA Staff Review	2 Weeks
60% Design CMAR Constructability Report	5 Weeks
90% Construction Documents:	8 weeks after CMAR review
90% Design DOA Staff Review	2 Weeks
90% Design CMAR Constructability Report	5 Weeks
Bid Documents:	4 weeks after CMAR review
Bid Documents DOA Staff Review	2 Weeks
Bidding and Award:	8 weeks after DOA review

It is anticipated that the DOA staff review of the 60% and 90% plans, technical specifications and OPC estimates will be conducted concurrently with the CMAR constructability review during the 60% and 90% design phases.

Total Project Duration: 60 weeks (420 days)

PROJECT DELIVERABLES**30% Schematic Design**

- Schematic Design Drawings - PDF electronic file of 30% plans set
- Technical Specifications – PDF electronic file of 30% technical specifications
- Engineer's Cost Estimate –A PDF electronic file of Engineer's 30% OPC estimate

60% Design Development

- Design Development Drawings – PDF electronic file of 60% plans set
- Technical Specifications – PDF electronic file of 60% technical specifications
- Engineer's Cost Estimate – PDF electronic file of Engineer's 60% OPC estimate

90% Construction Documents

- Construction Documents Drawings – PDF electronic file of 90% plans set
- Technical Specifications – PDF electronic file of 90% technical specifications
- Engineer's Cost Estimate –PDF electronic file of 90% OPC estimate

Bid Documents

- Bid Documents –PDF electronic file of Bid Documents plans set
- Technical Specifications –PDF electronic file of Bid Documents technical specifications
- Final Engineer's Cost Estimate –PDF electronic file of Bid Documents OPC estimate

Conformed Documents

- Conformed Documents –Five (5) half-size sets (11x17) and a PDF electronic file of the Conformed Documents plans set
- Conformed Documents Technical Specifications – Five (5) hard copies and a PDF electronic file of the Conformed Documents Technical Specifications

PROJECT ASSUMPTIONS

1. In the event that the DOA and AVCON believe it to be in the best interests of the Project that additional services beyond what is provided in this scope of work be provided by AVCON, a separate Task Authorization, which specifies the proposed scope of services to be performed, will be prepared.
2. DOA shall pay additional compensation associated with efforts not specified in this proposal, if required. AVCON will notify the DOA in advance if this situation arises.
3. The design effort is based upon the requirements associated with a Level 1 Alteration under the Florida Building Code Existing Building.
4. The design effort is based upon the requirements associated with the current Palm Beach County P&Z Electrical & National Electrical Code and County Fire & NFPA Codes.
5. The proposal, scope of work, schedule and cost estimate has been prepared according to the information provided by the DOA. These may be adjusted according



to the requirements and progress of the Project and any additional effort that may be required.

6. This proposal does not include construction administration or construction inspection services.
7. All permitting fees will be paid by the DOA.
8. This proposal does not include any fees or services to conduct asbestos surveys, obtain asbestos permitting or to perform asbestos abatement in the PBI terminal and concourses.
9. This proposal is established on the assumption that the project will be bid one (1) time in accordance with a CMAR project delivery method and that the work will be awarded to a CMAR firm, determined and selected by the DOA.

Labor Fee Estimate Summary Attached

AMENDMENT #1 - LABOR/EXPENSES FEE ESTIMATE BREAKDOWN

LABOR/FEE ESTIMATE SUMMARY - CONSULTANT (AVCON, INC.) - TASK I-23-PBI-AV-005: PBI AHU REPLACEMENT - PHASE 2

DATE PREPARED: May 16, 2023

PREPARED BY: AVCON, INC.

Revised August 28, 2023

TASK NUMBER	TASK DESCRIPTION	Employee Classifications					Hours	SUB-TOTAL - LABOR	EXPENSES	LUMP SUM TOTALS
		Senior Project Manager	QC Reviewer	Senior Structural Engineer	Project Engineer	Contract Administrator				
		Billing Rate Per Hour \$216.00	\$252.00	\$169.00	\$102.00	\$101.00				
	Project Formulation, Kick-off Meeting, Inspections and Document Prep									
2.1	Project Formulation, Subconsultant Fee QC, and Kick-off Meeting	20		2		6	28	\$5,264.00	\$0.00	\$5,264.00
2.2	Document Existing Conditions	4		4	4		12	\$1,948.00	\$0.00	\$1,948.00
2.3	Site Visits	4		8	8	2	22	\$3,234.00	\$233.00	\$3,467.00
	Tasks 2.1 thru 2.3 Subtotals	28	0	14	12	8	62	\$10,446.00	\$233.00	\$10,679.00
	30% Schematic Design (SD) Documents									
	Team Coordination Meetings	10		4	2	2	18	\$3,242.00	\$0.00	\$3,242.00
	Client Meetings	6		4	2	2	14	\$2,378.00	\$0.00	\$2,378.00
	Tenant Coordination Meetings	4		2	2	2	10	\$1,608.00	\$233.00	\$1,841.00
	Structural Design	2		16	24	6	52	\$7,198.00	\$233.00	\$7,431.00
	QA/QC	2	6	4	4	2	18	\$3,230.00	\$0.00	\$3,230.00
	Finalize SD Cost Estimates	2		2	4	4	12	\$1,582.00	\$0.00	\$1,582.00
	Printing and Shipping Costs (Electronic Submittals Only)	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
	Conduct SD Review Meeting with DOA (Virtual Meeting)	4		2		8	14	\$2,010.00	\$0.00	\$2,010.00
	30% SD Documents Task Subtotal	30	10	34	38	26	138	\$21,248.00	\$466.00	\$21,714.00
	60% Design Development (DD) Documents									
	Team Coordination Meetings	8		6	2	2	18	\$3,148.00	\$0.00	\$3,148.00
	Client Meetings	6		4	4	4	18	\$2,784.00	\$0.00	\$2,784.00
	Tenant Coordination Meetings	2		2			4	\$770.00	\$0.00	\$770.00
	Structural Design	2		14	24	6	50	\$6,860.00	\$0.00	\$6,860.00
	QA/QC	2	6	4	4	2	18	\$3,230.00	\$0.00	\$3,230.00
	Finalize DD Cost Estimates	2		2	4	4	12	\$1,582.00	\$0.00	\$1,582.00
	Distribute and Review CMAR 60% Constructability Report	4	2	2		1	9	\$1,807.00	\$0.00	\$1,807.00
	Printing and Shipping Costs (Electronic Submittals Only)	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
	Conduct DD Documents Review Meeting with DOA (Virtual Meeting)	4		2		8	14	\$2,010.00	\$0.00	\$2,010.00
	60% DD Documents Task Subtotal	30	12	36	38	27	143	\$22,191.00	\$0.00	\$22,191.00
	90% Construction (CD) Documents									
	Team Coordination Meetings	8		6	4	2	20	\$3,352.00	\$0.00	\$3,352.00
	Client Meetings	6		6	4	4	20	\$3,122.00	\$0.00	\$3,122.00
	Structural Design	2	4	12	24	6	48	\$6,522.00	\$0.00	\$6,522.00
	QA/QC	2	6	4	4	6	22	\$3,634.00	\$0.00	\$3,634.00
	Finalize CD Cost Estimates	2		2	4	4	12	\$1,582.00	\$0.00	\$1,582.00
	Distribute and Review CMAR 90% Constructability Report	4	2	2		1	9	\$1,807.00	\$0.00	\$1,807.00
	Printing and Shipping Costs (Electronic Submittals Only)	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
	Conduct CD Documents Review Meeting with DOA (Virtual Meeting)	4		2		8	14	\$2,010.00	\$0.00	\$2,010.00
	90% CD Documents Task Subtotal	28	12	34	40	31	145	\$22,029.00	\$0.00	\$22,029.00
	Bid Docs Bid Documents									
	Team Coordination Meetings	4		2	2	1	9	\$1,507.00	\$0.00	\$1,507.00
	Client Meetings	2		2	2	1	7	\$1,075.00	\$0.00	\$1,075.00
	Structural Design	2	4	6	12	4	28	\$4,082.00	\$0.00	\$4,082.00
	QA/QC	2	4	2	4	2	14	\$2,388.00	\$0.00	\$2,388.00
	Finalize Bid Cost Estimates	2		2	2	2	8	\$1,176.00	\$0.00	\$1,176.00
	Printing and Shipping Costs (Electronic Submittals Only)	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
	Conduct Bid Documents Review Meeting with DOA (Virtual Meeting)	2		2		1	5	\$871.00	\$0.00	\$871.00
	Bid Documents Task Subtotal	14	8	16	22	11	71	\$11,099.00	\$0.00	\$11,099.00
	Bidding and Award									
	Pre-Bid Meeting and Presentation	8		2	4	2	16	\$2,676.00	\$233.00	\$2,909.00
	Respond to CMAR's RFIs and Questions	4		2	4	2	12	\$1,812.00	\$0.00	\$1,812.00
	Issue Addenda and Clarifications	2		2	2	2	8	\$1,176.00	\$0.00	\$1,176.00
	Evaluation of CMAR's GMP	2				4	6	\$836.00	\$0.00	\$836.00
	Recommendation of Bid Award	2				2	4	\$634.00	\$0.00	\$634.00
	Printing and Shipping Costs (Electronic Submittals Only)	0		0	0	0	0	\$0.00	\$0.00	\$0.00
	Prepare Conformed Documents	2		4	6	4	16	\$2,124.00	\$0.00	\$2,124.00
	Conformed Documents Printing and Shipping Costs	0		0	0	0	0	\$0.00	\$1,500.00	\$1,500.00
	Bidding and Award Task Subtotal	20	0	10	16	16	62	\$9,258.00	\$1,733.00	\$10,991.00
	Total Hours and Lump Sum Fee - AVCON, Inc.	150	42	144	166	119	621	\$96,271.00	\$2,432.00	\$98,703.00



Subconsultant Fees		
1	<i>JLRD, Inc.</i>	
	30% Schematic Documents	\$ 57,793.00
	60% Design Development Documents	\$ 36,289.00
	90% Construction Documents	\$ 36,289.00
	Bid Documents	\$ 7,395.00
	Bidding and Award	\$ 7,390.00
		Total \$ 145,156.00
2	<i>Quantum Electrical Engineering, Inc.</i>	
	30% Schematic Documents	\$ 32,168.00
	60% Design Development Documents	\$ 37,762.00
	90% Construction Documents	\$ 18,540.00
	Bid Documents	\$ 7,454.00
	Bidding and Award	\$ 2,851.00
		Total \$ 98,775.00
3	<i>Colomé and Associates</i>	
	30% Schematic Documents	\$ 33,457.56
	60% Design Development Documents	\$ 26,765.28
	90% Construction Documents	\$ 26,948.61
	Bid Documents	\$ 13,703.07
	Bidding and Award	\$ 5,653.86
		Total \$ 106,528.38
Fee Breakdown Subtotals:		
	Lump Sum AVCON and Subconsultant Labor Fees	\$ 446,730.38
	Reimbursable Expenses (NTE)	\$ 2,432.00
GRAND TOTAL AVCON AND SUBCONSULTANTS FEE - BASIC ENGINEERING SERVICES		\$449,162.38



EXHIBIT B
Detailed Fees, Expenses, and Payments

EXHIBIT B-I
SUMMARY OF FEES

• **1. Level I Tasks:**

The total lump sum payment by the COUNTY to the CONSULTANT for rendering basic services for the Task Level I project described in Exhibit "A-1," including labor and direct costs, is **Four Hundred Forty-Nine Thousand One Hundred Sixty-Two Dollars and Thirty-Eight Cents (\$449,162.38)**.

If it is necessary to increase the compensation beyond said allowances, prior written approval shall be obtained from the COUNTY authorizing said increase in compensation.

EXHIBIT B-II

Schedule of Payments

The scope of work to be completed by CONSULTANT as defined in Exhibit “A” consists of specific completion phases which shall be clearly identified on a phase-by-phase basis upon submission to the COUNTY of certain “deliverables”* as expressly indicated below. Compensation for the work tasks stated herein shall be in accordance with the following schedule of payments.

TASK I

Tasks to be Completed:

Task I-23-PBI-AV-005: Palm Beach Department of Airports (PBCDOA)

PBI Air Handler Unit Replacement Phase 2 2023 Project

Completion Time: 60 weeks (420 Calendar days)

Compensation for Phase 1:

\$449,162.38

Deliverable(s) Required:

See Exhibit “A-1” for list of deliverables.

* “Deliverables” shall be defined as progress reports, prepared maps, bid documents, completed drawings, specific reports, work plans, documentation of meetings attended, assessment study reports, analysis reports, summary reports, recommendation reports and related draft reports and verifiable deliverables.

PALM BEACH COUNTY GENERAL CONSULTING SERVICES

EXHIBIT C

Proposed Schedules

Project	Duration
TASK I SERVICES	
Task I-23-PBI-AV-005: PBI Air Handler Unit Replacement Phase 2 2023 Project	60 weeks (420 days Calendar Days)

PALM BEACH COUNTY GENERAL CONSULTING SERVICES

EXHIBIT D

OEBO SCHEDULES 1 & 2

OEBO SCHEDULE 1

SOLICITATION/PROJECT/BID NAME: Airport General Engineering Consulting Services
 SOLICITATION OPENING/SUBMITTAL DATE: October 28, 2021

SOLICITATION/PROJECT/BID NO.: DOA 21-12 (Amendment #1)
 COUNTY DEPARTMENT: Department of Airports

Section A PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT* ON THE PROJECT:

NAME OF PRIME RESPONDENT/BIDDER: AVCON, Inc. ADDRESS: 555 East Michigan Street, Suite 200 Orlando, FL 32822
 CONTACT PERSON: Sandeep Singh PHONE NO.: (407) 599-1122 E-MAIL: ssingh@avconinc.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$98,703.00

*SMWBE Prime's must include their percentage or dollar amount in the Total Participation line under section B.

Non-SBE MBE WBE SBE

Section B PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT BELOW:

Subcontractor/Sub consultant Name	(Check all Applicable Categories)				DOLLAR AMOUNT OR PERCENTAGE OF WORK					
	Non-SBE	MBE	WBE	SBE	Black	Hispanic	Women	Caucasian	Asian	Other
		Minority Business	Women Business	Small Business						
1. Colomé & Associates	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	\$106,528.38	_____	_____	_____
2. Quantum Electrical Engineering	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	\$98,775	_____	_____	_____
3. JLRD, Inc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$145,156	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

Total _____ \$205,303.38 \$145,156

Total Bid/Offer Price \$ 449,162.38

Total Certified S/M/WBE Participation \$ 205,303.38

I hereby certify that the above information is accurate to the best of my knowledge: Sandeep Singh Digitally signed by Sandeep Singh Date: 2023.08.28 15:46:13 -04'00'
 Name & Authorized Signature President Title

- Note:**
- The amount listed on this form for a Subcontractor/sub consultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
 - Only those firms certified by Palm Beach County at the time of solicitation due date are eligible to meet the established OEBO Affirmative Procurement Initiative (API). Please check the applicable box and list the dollar amount or percentage under the appropriate demographic category.
 - Modification of this form is not permitted and will be rejected upon submittal.

OEBO LETTER OF INTENT – SCHEDULE 2

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: DOA 21-12 (Amendment #1)

SOLICITATION/PROJECT NAME: PBI Air Handler Unit Replacement Phase 2 2023 Project

Prime Contractor: AVCON, Inc. Subcontractor: Colomé & Associates

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 3-14-2019

The undersigned affirms they are the following (select one from each column if applicable):

Column 1	Column 2	Column 3
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input checked="" type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	

S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Architectural Services	\$106,528.38	1		\$106,528.38

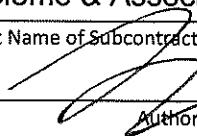
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$106,528.38

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

Name of 2nd/3rd tier Subcontractor/subconsultant _____ Price or Percentage: _____

AVCON, Inc.
 Print Name of Prime
 By: Sandeep Singh Digitally signed by Sandeep Singh
 Date: 2023.08.11 11:11:09 -04'00'

 Authorized Signature
Sandeep Singh
 Print Name
President
 Title
 Date: July 21, 2023

Colomé & Associates
 Print Name of Subcontractor/subconsultant
 By: 

 Authorized Signature
Elizabeth A.G. Colomé
 Print Name
President
 Title
 Date: 7/24/2023

OEBO LETTER OF INTENT – SCHEDULE 2

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: DOA 21-12 (Amendment #1)

SOLICITATION/PROJECT NAME: PBI Air Handler Unit Replacement Phase 2 2023 Project

Prime Contractor: AVCON, Inc. Subcontractor: JLRD, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): N/A

The undersigned affirms they are the following (select one from each column if applicable):

Column 1	Column 2	Column 3
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input checked="" type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	

S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Mechanical Engineering Services	\$145,156	1		\$145,156

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$145,156.00

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: _____

AVCON, Inc.

Print Name of Prime

By: **Sandeep Singh** Digitally signed by Sandeep Singh
Date: 2023.08.11 11:12:28 -04'00'

Authorized Signature

Sandeep Singh

Print Name

President

Title

Date: **July 21, 2023**

JLRD, Inc.

Print Name of Subcontractor/subconsultant

By: 

Authorized Signature

Michael P. Linden, P.E.

Print Name

Vice President

Title

Date: **07-21-23**

OEBO LETTER OF INTENT – SCHEDULE 2

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: DOA 21-12 (Amendment #1)
 SOLICITATION/PROJECT NAME: PBI Air Handler Unit Replacement Phase 2 2023 Project

Prime Contractor: AVCON, Inc. Subcontractor: Quantum Electrical Engineering, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 11-15-2019

The undersigned affirms they are the following (select one from each column if applicable):

Column 1	Column 2	Column 3
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	

S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

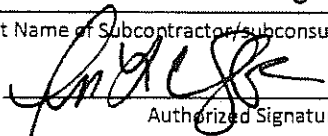
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Electrical Engineering Services	\$98,775	1		\$98,775

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$98,775.00

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

Name of 2nd/3rd tier Subcontractor/subconsultant _____ Price or Percentage: _____

AVCON, Inc.
 Print Name of Prime
 By: Sandeep Singh Digitally signed by Sandeep Singh
Date: 2023.08.11 11:14:00 -04'00'
 Authorized Signature
Sandeep Singh
 Print Name
President
 Title
 Date: July 21, 2023

Quantum Electrical Engineering, Inc.
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Amy L. Champagne-Baker, P.E.
 Print Name
President
 Title
 Date: 07/28/2023

PALM BEACH COUNTY GENERAL CONSULTING SERVICES

EXHIBIT E

CERTIFICATE OF INSURANCE



**Palm Beach County
Compliance Summary Report**

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00001794	AVCON, INC.	Modified	Compliant					DOA 21-12	Airport General Engineering Consultant Services
		A++g , XV	The Travelers Indemnity Company of America	7S607609BA	10/6/2022	10/6/2023	Auto Liability		
		A++g , XV	The Travelers Indemnity Company of America	CUP007S607855	10/6/2022	10/6/2023	Excess Liability		
		A++g , XV	The Travelers Indemnity Company of America	6807s607425	10/6/2022	10/6/2023	General Liability		
		A+r , XV	Admiral Insurance Company	EO00004746805	10/6/2022	10/6/2023	Professional Liability		
		A++g , XV	The Travelers Indemnity Company	UB007S607763	10/6/2022	10/6/2023	Workers Comp		

Risk Profile : Standard - Professional Services
Required Additional Insured : Palm Beach County Board of County Commissioners
Ownership Entity :

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER**

FUND 4111 Airport Improvement & Development Fund

Advantage Document Numbers
BGRV:
BGEX: 121-082923*1755

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED As of 08/29/23	REMAINING BALANCE
<u>REVENUES/EXPENDITURES</u>								
121-A107-6505	Design/Eng/Mgmt - CIP Adm	8,808,773	8,808,773	449,163	0	9,257,936	0	9,257,936
121-A900-9909	Reserves Improvement Program	17,216,760	17,216,760	0	449,163	16,767,597	0	16,767,597
Total Receipts and Balances		217,226,377	217,226,377	449,163	449,163	217,226,377		

Signatures & Dates

**By Board of County Commissioners
At Meeting of**

**Office of Financial Management & Budget
INITIATING DEPARTMENT/DIVISION**

Tuesday, October 3, 2023

Administration/Budget Department Approval

Kenneth / Nash 8/29/23
Lisa Nash 9/18/2023

Deputy Clerk to the

OFMB Department - Posted

Board of County Commissioners