



Mr. Jerry Sansom, Chairman
Mr. Milo Zonka, Vice Chairman
Dr. John Leavitt, Treasurer
Mr. Harry Carswell, Secretary
Dr. Wasim Niazi
Dr. Dave Hosley

355 Golden Knights Blvd. → Titusville, Florida 32780
321.267.8780 → fax: 321.383.4284 → mpowell@flairport.com

AGENDA
REGULAR MEETING
FEBRUARY 15, 2018 AT 8:30 A.M.

.....

*** NOTE TO ALL PUBLIC ATTENDEES:**

The public may speak on any item on the agenda. Should someone wish to address the Airport Authority Board on a specific item, there will be request cards located on the wall adjacent to the public seating area. Be advised that these cards must be completed and presented to the Executive Secretary prior to the item being heard. Your comments will be addressed prior to the Board's discussion and you will have 5 minutes to address the Board. Thank you for your attention.

Salute to Flag - Pledge of Allegiance.

- I. CALL TO ORDER.
- II. ROLL CALL.
- III. APPROVAL OF THE AGENDA, AS PRESENTED
- IV. APPEARANCES: None
- V. PRESENTATIONS:
 - a. Annual Audit Review Briefing by Mr. Steve Ellis, of Davies, Houser & Secrest, CPA, P.A. for the Board's Consideration and Acceptance.
- VI. CONSENT AGENDA:

(These items are considered routine and will be acted upon by the Authority in one motion. If an Airport Authority Board Member requests discussion on an item, it will be considered separately.)

 - a. Approval of the Titusville - Cocoa Airport Authority Minutes:
 - 1. January 18, 2018 - Regular Meeting
- VII. OLD BUSINESS:
 - a. Discussion and Consideration of Legal Services for TCAA (Short-listed Firms)
- VIII. NEW BUSINESS:
 - a. Consideration and Selection of Firm(s) for General Consulting Services for the Titusville - Cocoa Airport Authority

NEXT REGULARLY SCHEDULED AUTHORITY MEETING IS TENTATIVELY SCHEDULED FOR
MARCH 15, 2018 AT 8:30 A.M.
ADDITIONAL INFORMATION ON AGENDA ITEMS CAN BE OBTAINED BY CONTACTING 267-8780.

- b. Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

XI. INFORMATION SECTION:

- a. Chief Executive Officer Report
- b. Attorney Report
- c. Check Register & Budget to Actual
- d. Project Reports

X. AUTHORITY MEMBERS REPORT

XI. PUBLIC AND TENANTS REPORT

XII. ADJOURNMENT

Respectfully submitted,

Michael D. Powell, C.M., ACE
Chief Executive Officer

Jerry Sansom
Chairman

TITUSVILLE – COCOA AIRPORT AUTHORITY

The Regular Meeting of the Titusville - Cocoa Airport Authority was held on January 18, 2018 at 8:30 a.m. at the Titusville - Cocoa Airport Authority Office at 355 Golden Knights Boulevard, Titusville, FL. The following members were present: Mr. Milo Zonka, Vice Chairman; Dr. John Leavitt, Treasurer, Mr. Harry Carswell, Secretary; Dr. David Hosley; Mr. Michael D. Powell, C.M., ACE, CEO; Mr. Victor Watson, Esq. Mr. Jerry Sansom, Dr. Wasim Niazi and Mr. Jay Stalrit were absent.

Call to Order

Mr. Zonka chaired the meeting in Mr. Sansom's absence. Mr. Zonka called the meeting to order and determined that a quorum was present.

Approval of the Agenda

Mr. Zonka asked if there were any changes or additions to the Agenda. Seeing none, Mr. Zonka called for a motion to approve the Agenda as presented. Dr. Hosley made the motion. Dr. Leavitt seconded. Mr. Zonka called the question. There were no objections. Motion passed.

Appearances – None**Presentations – None****Consent Agenda****Item A – Approval of the Titusville-Cocoa Airport Authority Minutes:****1. December 21, 2017 – Regular Meeting**

Ms. Kimberly Paschke, Administrative Manager, stated that in Mr. Sansom's absence he had requested the addition of the word "possible" before "conflict on page 4 in the 3rd paragraph of Item A under New Business.

Dr. Leavitt made a motion to approve the Consent Agenda as amended. Mr. Carswell seconded. Mr. Zonka called the question. There were no objections. Motion passed.

Old Business**Item A – Discussion & Consideration of Legal Services for the Titusville-Cocoa Airport Authority**

Mr. Powell gave a brief overview of the item stating that at the December Regular Board Meeting, the Airport Authority Board had narrowed the field of candidates

for Legal Services down to four firms to present at the current Board Meeting: Gray-Robinson, Watson, Soileau, DeLeo & Burgett, Richard A. Harrison, P.A. and Mintzer, Sarowitz, Zeris, Ledva, and Meyers.

Mr. Zonka recommended going through the proceedings at the current meeting and have the Board make a decision at the next Regular Board Meeting in February. Mr. Zonka asked if firms should step out while each firm was presenting. The presenting firms agreed that they would. Mr. Zonka called Mr. Brian Eves from Mintzer, Sarowitz, Zeris, Ledva, and Meyers to the floor. Mr. Eves introduced himself as the lead, introduced his team members, Mr. Thomas Fabrizio and Mr. Kevin Davis, and gave a brief presentation, followed by Question & Answer from the Board. Mr. Fabrizio gave a brief overview of his governmental experience. Discussion continued.

Mr. Zonka called Mr. Adam Bird from Gray-Robinson to the floor. Mr. Bird introduced himself and gave a brief presentation, followed by Question & Answer from the Board. Discussion continued.

Mr. Zonka called Mr. Victor Watson from Watson, Soileau, DeLeo & Burgett to the floor. Mr. Watson, who was currently acting legal for the Airport Authority, gave a brief presentation, followed by Question & Answer from the Board. Discussion continued.

Mr. Zonka called Mr. Richard Harrison to the floor. Mr. Harrison introduced himself and his colleague Daniela Leavitt, and gave a brief presentation followed by Question & Answer from the Board. The Board briefly discussed the possible conflict of interest related to Ms. Leavitt's relationship to Dr. Leavitt who sits on the Airport Authority Board. Discussion continued.

Mr. Zonka brought all the firms back into the board room and thanked them, opening up the floor for more discussion by the Board. Mr. Zonka suggested that the Board members fill out their rating sheets and take action at the next Regular Board Meeting in February. Ms. Kimberly Paschke, Administrative Manager, stated that she could send absent Board members the recorded minutes section related to this item so they could hear the presentations. Discussion continued.

Dr. Hosley made a motion to table the item until the next meeting. Mr. Carswell seconded. Mr. Zonka called the question. There were no objections. Motion passed.

Item B – Discussion & Consideration of a Submittal by Spaceport Avionics

Mr. Powell gave an overview of the item, stating that he was bringing a formal submittal from Spaceport Avionics to the Board, and that Mr. Dean Spurlock for Spaceport Avionics was in attendance. Mr. Powell stated that Spaceport Avionics was offering \$3,000 as the compromised difference in the total area that was in question, and elected to pay for the parking area that they had been utilizing for that

amount of time in the amount of \$ \$3,186.90 for a total of \$6,186.90. Discussion continued.

Mr. Powell stated that he recommended approval of the proposal. Discussion continued.

Mr. Powell stated that Spaceport Aviation had asked for 12 months to pay the \$3,000 amount off. Mr. Zonka asked if Spaceport Aviation was going to be signing the agreement for expanded space immediately. Mr. Powell stated that it would all be tied into the amendment, and the 12 month payment plan would be referenced. Mr. Zonka stated that he felt it should be made a requirement that they must sign the document within 30 days. Discussion continued.

Mr. Zonka called for a motion to approve the submittal. Dr. Leavitt made the motion. Mr. Carswell seconded. Mr. Zonka called the question. There were no objections. Motion passed.

New Business

Item A – Discussion & Consideration of a 60 Day Extension to Current Engineering Contracts

Mr. Powell gave a brief overview of the item, stating that the Request For Qualifications was running until January 31, 2018 and that Staff wanted to ask for a 60 day extension because the master agreement with the current firms expired at the end of February, and understanding that the Board may want to create a short list the selection may not be for 2- 3 months. Mr. Powell stated that Staff wanted to make sure that the Airport Authority was 100% covered under the current firms with projects that needed to move forward. Discussion continued.

Mr. Carswell made a motion to approve the requested extension. Dr. Leavitt seconded. Mr. Zonka called the question. There were no objections. Motion passed.

Item B – Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International & Contractors Regarding Current Projects

Mr. Powell gave an overview of the item and turned the floor over to Mr. McDaniel.

Mr. McDaniel presented Pay Request Number 5 in the amount of \$12,949.14 from Michael Baker, which was for the Runway End Identifier Lights Replacement Project at Spacecoast Regional Airport.

Mr. McDaniel presented Pay Request Number 18 in the amount of \$1,908.01 from Michael Baker, which was for the Spaceport License and Associated Improvements at Space Coast Regional Airport. Discussion continued.

Mr. McDaniel presented Pay Request Number 24 in the amount of \$1,858.32 from Michael Baker, which was for the Runway Safety Area Project at Merritt Island Airport.

Mr. McDaniel stated that they were continuing to do environmental maintenance to include monitoring that maintenance. Mr. Zonka asked Mr. McDaniel if it was a quarterly bill. Mr. McDaniel stated that it was. Mr. Zonka asked if it would be possible for Michael Baker to bill it annually. Mr. McDaniel stated that he had no problem with that. Discussion continued.

Mr. McDaniel presented Invoice Number 1000243 in the amount of \$25,908.70 from Michael Baker, which was for the Port-A-Port Hangar Replacement Project at Merritt Island Airport. Mr. McDaniel stated that the project would go out for bid in the next couple of months. Discussion continued.

Mr. Zonka called for a motion. Dr. Hosley made a motion to approve the invoices. Dr. Leavitt seconded. Mr. Zonka called the question. There were no objections. Motion passed.

Information Section

CEO Report

Mr. Powell reported that there were a couple of groups building high end hotels near the airport and that one of the groups had come and asked for some help with regard to Notice of Proposed Construction or Alterations on or Near an Airport. Mr. Powell stated that they just wanted to make sure that what they were doing wasn't going to be in conflict with the Airport Authority's projected growth. Mr. Powell stated that he and Michael Baker were trying to help expedite the process. Discussion continued.

Dr. Leavitt asked if there were any updates on KB Homes. Mr. Powell stated that there had been nothing new. Dr. Leavitt asked if Staff could provide an update at the next meeting. Mr. Powell stated that he would.

Mr. Powell concluded his report.

Attorney Report

Mr. Watson reported that he had been working on various matters, to include Spaceport Avionics and another issue with a t-hangar tenant. Discussion continued.

Mr. Watson concluded his report.

Check Register & Budget to Actual

Mr. Powell stated that there were no financial reports this time, but everything was in line.

Administration & Project Reports

Mr. Powell stated that there were no real updates other than what Mr. McDaniel had reported.

Authority Members Report

Mr. Carswell asked Mr. Powell what the procedure was to replace Mr. Stalrit on the Board. Mr. Powell stated that he had not heard anything from Commissioner Barfield's office or from Mr. Stalrit. Mr. Carswell stated that he would call Commissioner Barfield. Discussion continued.

Public & Tenants Report – None

Adjournment

Mr. Zonka adjourned the meeting at 10:11 a.m.

JERRY SANSOM, CHAIRMAN

HARRY CARSWELL, SECRETARY



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MEMORANDUM

TO: Members of the Airport Authority
FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer
DATE: February 15, 2018

ITEM DESCRIPTION - OLD BUSINESS ITEM A

Discussion and Consideration of Legal Services for TCAA

BACKGROUND

The Board requested that staff put out a Request for Qualifications (RFQ) for legal services. On November 8, 2017, the deadline for submittals, the Authority had received six from varying firms. Six firms responded: Saxon Gilmore, Gray Robinson, Watson Soileau, Richard Harrison, Winderwiddle, and Mintzer. The Agenda Item was pushed from the November 16th Board Meeting to allow the Board more time to review the submittals.

ISSUES

The Authority currently utilizes Watson, Soileau, DeLeo & Burgett, P.A., which was one of the firms expressing interest in providing legal services to the Authority.

At the December 21, 2017 Board Meeting, four firms were short-listed for further consideration of the Board:

Mintzer, Gray Robinson, Watson, Harrison

These firms provided a brief presentation to the Board at the January 18, 2018 meeting, followed by Q&A. The Board elected to push the selection off until the February meeting to ensure all Board Members were able to weigh in, if possible.

ALTERNATIVES

The Board could make a selection from the shortlist, or further reduce the shortlist for further consideration.

FISCAL IMPACT

The Agreement will be negotiated, but as part of the RFQ submittal, each firm had provided their hourly rate(s).

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) select one of the law firms from the shortlist, and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

Firm Name: Mintzer

Possible 10 points for each Category

Firm's Capabilities and Qualifications (including Team Members, if any) 9

Personnel's Capabilities and Qualifications _____

Previous Related Experience 9

Services Available 7

Fee Schedule _____

Accessibility 2

Presentation Content and Preparation 7

TOTAL _____

| | |
|----------------------|---------------------------------|
| Additional Comments: | <i>good at selling his firm</i> |
| | <i>too big a company for</i> |
| | |
| | <i>#3 Choice</i> |
| | |
| | |
| | |
| | <i>Harry Casswell</i> |

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

| | |
|---|---|
| Firm Name: <u>Gray Robinson</u> | Possible 10 points for each Category |
| Firm's Capabilities and Qualifications (including Team Members, if any) | <u>9</u> |
| Personnel's Capabilities and Qualifications | <u>10</u> |
| Previous Related Experience | <u>9</u> |
| Services Available | <u>9</u> |
| Fee Schedule | _____ |
| Accessibility | <u>10</u> |
| Presentation Content and Preparation | _____ |
| TOTAL | _____ |

| | |
|----------------------|----------------------------|
| Additional Comments: | <i>good presentation -</i> |
| | <i>* local</i> |
| | |
| | |
| | <i># 1 choice</i> |
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LEGAL SERVICES PRESENTATIONS RATINGS SHEET

Firm Name: Watson

Possible 10 points for each Category

Firm's Capabilities and Qualifications (including Team Members, if any)

9

Personnel's Capabilities and Qualifications

8

Previous Related Experience

8

Services Available

8

Fee Schedule

Accessibility

9

Presentation Content and Preparation

7

TOTAL

Additional Comments:

2nd

#2 Choice

Harry Basswell

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

4

Firm Name: Harrison

Possible 10
points for each
Category

Daniel

Firm's Capabilities and Qualifications (including Team Members, if any)

9

Personnel's Capabilities and Qualifications

Previous Related Experience

Services Available

Fee Schedule

Accessibility

Presentation Content and Preparation

TOTAL

Additional Comments:

Stamp -

1 of Choice

Harry Arnold

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

Firm Name: Mintzer

Possible 10
points for each
Category

| | |
|---|-----------|
| Firm's Capabilities and Qualifications (including Team Members, if any) | <u>5</u> |
| Personnel's Capabilities and Qualifications | <u>5</u> |
| Previous Related Experience | <u>2</u> |
| Services Available | <u>7</u> |
| Fee Schedule | <u>8</u> |
| Accessibility | <u>8</u> |
| Presentation Content and Preparation | <u>7</u> |
| TOTAL | <u>42</u> |

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| Additional Comments: |
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ZONKA

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

Firm Name: Gray Robinson

Possible 10
points for each
Category

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|---|-----------|
| Firm's Capabilities and Qualifications (including Team Members, if any) | <u>10</u> |
| Personnel's Capabilities and Qualifications | <u>10</u> |
| Previous Related Experience | <u>10</u> |
| Services Available | <u>10</u> |
| Fee Schedule | <u>9</u> |
| Accessibility | <u>10</u> |
| Presentation Content and Preparation | <u>10</u> |
| TOTAL | <u>69</u> |

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| Additional Comments: |
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ZONKA

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

Firm Name: Watson

Possible 10
points for each
Category

Firm's Capabilities and Qualifications (including Team Members, if any)

7

Personnel's Capabilities and Qualifications

7

Previous Related Experience

7

Services Available

8

Fee Schedule

9

Accessibility

8

Presentation Content and Preparation

8

TOTAL

54

(3)

Additional Comments:

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ZONKA

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

Firm Name: Harrison

Possible 10
points for each
Category

Firm's Capabilities and Qualifications (including Team Members, if any)

8

Personnel's Capabilities and Qualifications

9

Previous Related Experience

10

Services Available

9

Fee Schedule

8

Accessibility

9

Presentation Content and Preparation

10

TOTAL

63

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Additional Comments:

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ZONKA

**LEGAL SERVICES PRESENTATIONS
RATINGS SHEET**

David Harkin

Adem B.uel
- Mathew
- Ammal K. Iyengar
- Brian - 3rd attorney

Firm Name: Gray Robinson

Possible 10
points for each
Category

Firm's Capabilities and Qualifications (including Team Members, if any)

10 (~~10~~)

Personnel's Capabilities and Qualifications

10

- ✓ 1. Gray Robinson 60 1
- 2. Mintzer 53 3
- ✓ 3. Watson 53 2
- 4. Harriss 50 4

Previous Related Experience

10 +

Services Available

10

Fee Schedule

?

Accessibility

10

Presentation Content and Preparation

10

TOTAL 60 (in 70)

| |
|---|
| Additional Comments: |
| Location - Melbourne |
| Experience - Orlando - Melbourne Intl Airport |
| Up to date - Attending aviation related conferences |
| |
| |
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| |

Aviation 3, Yes

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

David Harley

*Michael Harris - Dave has it
only person!!*

Firm Name: Harrison

**Possible 10
points for each
Category**

| | | |
|---|--|-------------------------|
| Firm's Capabilities and Qualifications (including Team Members, if any) | | <u>10</u> |
| Personnel's Capabilities and Qualifications | | <u>10</u> |
| Previous Related Experience | | <u>5/8</u> |
| Services Available | | <u>10</u> |
| Fee Schedule | | <u>7</u> |
| Accessibility | | <u>1</u> |
| Presentation Content and Preparation | | <u>5</u> |
| TOTAL | | <u>50</u> 53 |

*⇒ Board Certified
- Expertise in insur
- Good legal ethics*

Additional Comments:

→ Tampa

A. great experience??

Sharpest legal mind!!

*- Another Exp Tampa, Arkansas
- Not actually but 5 yrs*

**LEGAL SERVICES PRESENTATIONS
RATINGS SHEET**

David H. [unclear]

Victor Watson - Saleau, DeLeo Burnett

Firm Name: Watson

**Possible 10
points for each
Category**

Firm's Capabilities and Qualifications (including Team Members, if any)

10 8

Personnel's Capabilities and Qualifications

10

Previous Related Experience

5

Services Available

10

Fee Schedule

?

Accessibility

10

Presentation Content and Preparation

8 5

TOTAL 53 50 48

*AI - Real Estate Law
- Thru intro*

| |
|---|
| Additional Comments: |
| <i>Location? Broward County?? Collier</i> |
| <i>Our Attorney (Victor Watson)</i> |
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• Another [unclear] ?
• New Business/development ?
- Capital of [unclear] work

LEGAL SERVICES PRESENTATIONS RATINGS SHEET

Daniel H. ...

Firm Name: Mintzer

**Possible 10
points for each
Category**

| | | |
|---|--|--------------|
| Firm's Capabilities and Qualifications (including Team Members, if any) | | <u>10</u> |
| Personnel's Capabilities and Qualifications | | <u>10</u> |
| Previous Related Experience | | <u>10</u> 0 |
| Services Available | | <u>10</u> 8 |
| Fee Schedule | | <u>?</u> |
| Accessibility | | <u>5</u> |
| Presentation Content and Preparation | | <u>10</u> |
| TOTAL | | <u>58</u> 43 |

*Mintzer Zives
- Lead*

*① J. ... with
Tampa
Grand -> Miami
- ...*

| |
|---|
| Additional Comments: |
| Work ETHIC |
| Airtight experience - development project |
| Skilled interpretation of Law |
| Had 3 letters of recommendation!! |
| Location - Tampa & Miami |
| |
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Questions

- 1) How do I go No?
- 2) Marketing/Development, New Bus No?
- 3)



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MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: February 15, 2018

ITEM DESCRIPTION - NEW BUSINESS ITEM A

Consideration and Selection of Firm(s) for General Consulting Services for the Titusville - Cocoa Airport Authority

BACKGROUND

As required every five (5) years, the Airport Authority advertised in preparation of receiving Expressions of Interest and Qualifications from firms interested in providing proposals for general consulting services to the Titusville - Cocoa Airport Authority over the next five (5) years.

By January 31, 2018 the Titusville - Cocoa Airport Authority had received impressive proposals from five (5) quality firms:

1. Keith and Associates.
2. VHB
3. Michael Baker International, Inc.
4. American Infrastructure Development, Inc.
5. Avcon, Inc.

The submitted proposals have already been electronically distributed to the Airport Authority Board Members to help ensure enough time to review the material.

ISSUES

Although the five (5) proposals submitted were all impressive and well done, based on the project activity between the three airports, Staff recommends a maximum of two (2) firms should be chosen.

The selection of firms to provide general consulting services should be based on, but not limited to, a combination of the firms' matched experience to the services outlined in the advertised Request for Expressions of Interest, the presentation of the proposal along with the firms' ability to follow and meet the request for information outlined in the advertisement, as well as the references for past projects.

ALTERNATIVES

The Airport Authority Board could select a firm or two from the five firms expressing interest, select a short list, then select, or select a short list and ask for presentations from the short-listed firms.

FISCAL IMPACT

There is no specific fiscal impact identified at this time. Staff will negotiate the Master Agreement with the selected firm(s), but their rates for services were provided in their submittals. Staff also works with the selected firm(s) on each project specific agreement for services.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) select one to two firms for general consulting services over the next five (5) years, as they most closely align with the Authority's focus and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.

**TITUSVILLE-COCOA AIRPORT AUTHORITY
REQUEST FOR QUALIFICATIONS - GENERAL CONSULTANT
PROPOSAL CHECKLIST**

| COMPANY | Avcon | Keith & Associates | American Infrastructure Development |
|--|--|---|--|
| PRINCIPAL/PRINCIPALS | Sandeep Singh, PE, Robert Hambrecht, PE | Dodie Keith-Lazowick, PLS, John Thompson, PE | Sabina C. Mohammadi, Mark C. Jansen, PE |
| ADDRESS/PHONE | 955 Croton Road, Melbourne, FL 32935 321.428.3777 | 2948 E. Livingston St., Orlando, FL 32803 954.788.3400 | 370 North Orange Avenue, Suite 500, Orlando, FL 32801, 321.695.5061 |
| SECTION 1 - Letter of Transmittal | X | X | X |
| SECTION 2 | | | |
| Organizational Chart | X | X | X |
| Resumes | X | X | X |
| SECTION 3 - Resumes of Key Personnel | X | X | X |
| SECTION 4 - Completed Form 330 | X | X | X |
| SECTION 5 - Representative Projects | X | X | X |
| SECTION 6 - Insurance | | | |
| Professional Liability | X | X | X |
| General Liability | X | X | X |
| Automobile Liability | X | X | X |
| Workers Compensation | X | X | X |
| SECTION 7 | | | |
| Professional Licenses Personnel | X | X | X |
| Certificate of Authorization for Firms | X | X | X |
| SECTION 8 - DBE and EOE Policies | | | |
| Prime Consultant | X | X | X |
| Principal Sub Consultants | X | X | X |

**TITUSVILLE-COCA AIRPORT AUTHORITY
REQUEST FOR QUALIFICATIONS - GENERAL CONSULTANT
PROPOSAL CHECKLIST**

| COMPANY | V/HB |
|---|--|
| PRINCIPAL/PRINCIPALS | Fin Bonset, C.M., |
| ADDRESS/PHONE | 225 East Robinson Street, Suite 300, Landmark Center Two, Orlando, FL 32801 - 407.839.4008 |
| SECTION 1 - Letter of Transmittal | X |
| SECTION 2 | |
| Organizational Chart | X |
| Resumes | X |
| SECTION 3 - Resumes of Key Personnel | X |
| SECTION 4 - Completed Form 330 | X |
| SECTION 5 - Representative Projects | X |
| SECTION 6 - Insurance | |
| Professional Liability | X |
| General Liability | X |
| Automobile Liability | X |
| Workers Compensation | X |
| SECTION 7 | |
| Professional Licenses Personnel | X |
| Certificate of Authorization for Firms | X |
| SECTION 8 - DBE and EOE Policies | |
| Prime Consultant | X |
| Principal Sub Consultants | X |



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MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael D. Powell, C.M., ACE
Chief Executive Officer

DATE: February 15, 2018

ITEM DESCRIPTION - NEW BUSINESS ITEM B

Discussion by Mr. Aaron McDaniel of Recent Invoiced Costs by Michael Baker International and Contractors Regarding Current Projects

BACKGROUND

Michael Baker International is currently conducting the engineering and oversight work for contractors on current projects.

The invoice review is to keep the Board informed and ensure we meet FDOT compliance requirements.

ISSUES

All projects are moving forward.

ALTERNATIVES

If anything regarding the numbers is unclear during the discussion, the Airport Authority Board may ask questions about the costs to ensure everyone is comfortable with the invoices as presented.

FISCAL IMPACT

The current Invoiced Costs for the invoices will be covered by Mr. Aaron McDaniel, of Michael Baker International, in detail at the Board Meeting. The back-up documentation is provided for the Board's convenience of reference.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) Concur with approval of the invoiced costs by Michael Baker International and (2) authorize an Authority Officer or the Chief Executive Officer to execute the necessary documentation upon satisfactory review by legal counsel.

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: Titusville Cocoa Airport Authority
355 Golden Knights Blvd.
Titusville, Florida 32780

PROJECT: RWs 9-27 and 18-36
REILs Replacement

FROM CONTRACTOR: American Infrastructure Services, Inc.
11341 Lindbergh Blvd
Fort Myers, FL 33913

VIA ENGINEER: Michael Baker International, Inc.
12740 Gran Bay Pkwy W.
Suite 2110
Jacksonville, FL 32258

CONTRACT FOR: JACKSONVILLE, FL 32258

APPLICATION NO.: I
APPLICATION DATE: 01/24/18
PERIOD TO: 01/24/18

Distribution to:
 OWNER
 ENGINEER
 CONTRACTOR

PROJECT NOS.:
OWNER NO.:
ENGINEER NO.: 151357
CONTRACTOR NO.: 1775
CONTRACT DATE: 09/21/17

CONTRACTOR'S APPLICATION FOR PAYMENT


Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

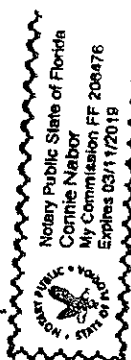
1. ORIGINAL CONTRACT SUM \$ 246,836.00
2. Net change by Change Orders \$0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 246,836.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 70,545.50
5. RETAINAGE:
 - a. 10% of Completed Work \$ 7,054.55
 - (Cell U275 on G703)

- Total in Column I of G703)
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 7,054.55
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 63,490.95
 8. CURRENT PAYMENT DUE \$ 63,490.95
 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 183,345.05

| CHANGE ORDER SUMMARY | ADDITIONS | DEDUCTIONS |
|--|-----------|------------|
| Total changes approved in previous months by Owner | \$0.00 | \$0.00 |
| Total approved this Month | \$0.00 | \$0.00 |
| TOTALS | \$0.00 | \$0.00 |
| NET CHANGES by Change Order | \$0.00 | \$0.00 |

CONTRACTOR: American Infrastructure Services, Inc.

By:  Date: 1/24/18
 State of FLORIDA County of Collier
 Subscribed and sworn to before me this 24th day of Jan 2018
 Notary Public: Corinne Nabor
 My Commission expires: 03/11/2019



ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 63,490.95

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: AARON MCDANIEL, P.E. Date: 2/5/2018

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE. N.W., WASHINGTON, DC 20006-5020

AIA DOCUMENT G702, APPLICATION AND CERTIFICATION FOR PAYMENT, 1982 EDITION, AIA - 6199Z

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

 2/5/18
 Michael J. Baker of Draft - AIA MIM Pay App 0

AAA PROJECT BIDDING (Modified)

CONSTRUCTION SHEET
 ALL DOCUMENTS, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column 1 on Contracts where variable retainage for line items may apply

APPLICATION : 1
 APPLICATION DATE: 43124
 PERIOD TO: 43124
 ENGINEER PROJECT NO: 183357
 CONTRACTOR PROJECT NO: 1775

| Item No. | Spec No. | Description of Work | Total Units City | U O M | Unit Cost | Scheduled Value | Work Completed | | | Balance To Finish | | | Retainage |
|----------|-----------|--|------------------|-------|-----------|-----------------------------|----------------|------------|------|-------------------|--------|----------|-----------|
| | | | | | | | Units | Amount | % | Units | Amount | % | |
| 1 | 1000 | Mobilization | 1.00 | LS | 31,467.00 | 31,467.00 | 1.00 | 31,467.00 | 100% | 0.00 | 0.00 | 3,146.70 | |
| 2 | 1030 | Maintenance of Air Operations | 1.00 | LS | 10,667.00 | 10,667.00 | 0.00 | 5,333.50 | -46% | 5,333.50 | 50% | 533.35 | |
| 3 | 2000 | Construction Layout and Topographic As-Built Survey | 1.00 | LS | 6,667.00 | 6,667.00 | 0.00 | 0.00 | 0% | 6,667.00 | 0.00 | 666.70 | |
| 4 | L-104-5.1 | Hand Excavate Min 8" Wide x 20" Deep in Earth | 250.00 | LF | 18.00 | 4,500.00 | 0.00 | 0.00 | 0% | 4,500.00 | 0.00 | 450.00 | |
| 5 | L-104-5.2 | #4 Bare Solid AWG Counterpoise Conductors Installed Over Conduit System | 400.00 | LF | 1.45 | 580.00 | 0.00 | 0.00 | 0% | 580.00 | 0.00 | 58.00 | |
| 6 | L-104-5.3 | Conductors Installed in New & Existing Conduit/Buried/Underground System | 19400.00 | LF | 1.46 | 28,104.00 | 0.00 | 21,170.00 | 75% | 7,934.00 | 400.00 | 793.40 | |
| 7 | L-104-5.4 | 3/4" x 20" Ground Rods Connected to Counterpoise | 3.00 | EA | 260.00 | 780.00 | 0.00 | 0.00 | 0% | 780.00 | 0.00 | 78.00 | |
| 8 | L-104-5.5 | 10' Additional Ground Rod Sections | 3.00 | EA | 130.00 | 390.00 | 0.00 | 0.00 | 0% | 390.00 | 0.00 | 39.00 | |
| 9 | L-104-5.1 | Provide & Install New 15-120 20kV Transformers, 208V, 5 | 1.00 | EA | 25,150.00 | 25,150.00 | 0.00 | 12,575.00 | 50% | 12,575.00 | 0.00 | 1,257.50 | |
| 10 | L-104-5.2 | Remove & Install New 15-120 20kV Transformers | 1.00 | EA | 800.00 | 800.00 | 0.00 | 0.00 | 0% | 800.00 | 0.00 | 80.00 | |
| 11 | L-110-5.1 | One 2" HDPE Conduit Directional Bored 48" Deep Beneath Existing Full Strength & Shoulder Pavements Complete in Place | 250.00 | LF | 5.15 | 1,287.50 | 0.00 | 0.00 | 0% | 1,287.50 | 0.00 | 128.75 | |
| 12 | L-110-5.2 | Intercept Existing Conduit System & Connect to New Conduit System & Extend Conduit | 150.00 | LF | 27.45 | 4,117.50 | 0.00 | 0.00 | 0% | 4,117.50 | 0.00 | 411.75 | |
| 13 | L-110-5.3 | Provide & Install New 15-120 20kV Transformers, 208V, 5 | 6.00 | EA | 370.00 | 2,220.00 | 0.00 | 0.00 | 0% | 2,220.00 | 0.00 | 222.00 | |
| 14 | L-110-5.4 | Remove & Install New 15-120 20kV Transformers | 2.00 | EA | 420.00 | 840.00 | 0.00 | 0.00 | 0% | 840.00 | 0.00 | 84.00 | |
| 15 | L-125-5.1 | Provide & Install New LED L-849 L-Style E-REIL System (Current Drivers) on New Concrete Foundations, Complete Removal of Existing REIL System & Concrete Foundations, Complete | 4.00 | EA | 18,600.00 | 74,400.00 | 0.00 | 0.00 | 0% | 74,400.00 | 0.00 | 7,440.00 | |
| 16 | L-125-5.2 | Remove & Install New LED L-849 L-Style E-REIL System (Current Drivers) on New Concrete Foundations, Complete | 4.00 | EA | 1,387.00 | 5,548.00 | 0.00 | 0.00 | 0% | 5,548.00 | 0.00 | 554.80 | |
| 17 | L-125-5.3 | L-807 16" Diameter Junction Can with Cover Installed in Earth / New Shoulder Pavement | 2.00 | EA | 975.00 | 1,950.00 | 0.00 | 0.00 | 0% | 1,950.00 | 0.00 | 195.00 | |
| 18 | L-125-5.4 | Provide & Install New Transformers, Splice Kits, Hardware, Recept for Existing Elevated Runway Edge Light | 58.00 | EA | 537.00 | 31,146.00 | 0.00 | 0.00 | 0% | 31,146.00 | 0.00 | 3,114.60 | |
| 19 | L-125-5.5 | Provide & Install New Transformer, Splice Kits, Hardware, Recept for Existing Inground Runway Edge Light | 4.00 | EA | 653.00 | 2,612.00 | 0.00 | 0.00 | 0% | 2,612.00 | 0.00 | 261.20 | |
| 20 | L-125-5.6 | Provide & Install New Transformer, Splice Kits, Hardware, Recept for Existing Sub | 12.00 | EA | 747.00 | 8,964.00 | 0.00 | 0.00 | 0% | 8,964.00 | 0.00 | 896.40 | |
| | | | | | | Original Value | \$ | 246,835.00 | | | | | |
| | | | | | | Current Value | \$ | 246,835.00 | | | | | |
| | | | | | | Sub-TOTAL (Base Bid) = | | | | | | | |
| | | | | | | Sub-TOTAL (Change Orders) = | | | | | | | |
| | | | | | | TOTALS = | | | | | | | |
| | | | | | | Original Value | \$ | 246,835.00 | | | | | |
| | | | | | | Current Value | \$ | 246,835.00 | | | | | |
| | | | | | | Sub-TOTAL (Base Bid) = | | | | | | | |
| | | | | | | Sub-TOTAL (Change Orders) = | | | | | | | |
| | | | | | | TOTALS = | | | | | | | |



American Infrastructure Services, Inc.

11341 Lindbergh Blvd.
Fort Myers, FL 33913

cnabor@ainfraserv.com

| | |
|-----------------|------------------|
| Date | Invoice # |
| 1/24/2018 | 429 |
| Due Date | 1/24/2018 |

| |
|---|
| Bill To |
| Titusville-Cocoa Airport Authority 355 Golden Knights Blvd Titusville, FL 32780 |

| |
|----------------------------------|
| Contractor Project Number |
| |

| |
|-----------------------------------|
| AIS Project |
| 1775 Space Coast Regional Airport |

| Quantity | Unit | Description | Rate | Amount |
|--------------|------|--|-----------|--------------------|
| 1 | LS | Mobilization | 31,467.00 | 31,467.00 |
| 0.5 | LS | Maintenance of Air Operations | 10,667.00 | 5,333.50 |
| 14,600 | LF | #8, 5KV, L-824 Conductor Installed in New & Existing System | 1.45 | 21,170.00 |
| 0.5 | EA | Provide & Install New L-828 20KW Ferroresonant, 208V, 5 Step Regulator with 120V Control Voltage | 25,150.00 | 12,575.00 |
| Total | | | | \$70,545.50 |