Exhibit A
Scope of Work
Gainesville Regional Airport (GNV)
New General Aviation Terminal

1.0 Project Description

The Gainesville Alachua County Regional Airport Authority (GACRAA) intends to develop a new General Aviation (GA) Terminal (PROJECT) to replace the existing General Aviation facilities located on the central GA ramp at Gainesville Regional Airport (GNV). The proposed General Aviation Terminal will be constructed in a similar location to the existing terminal which will be demolished as part of the project. The University Air Center (UAC) that currently operates the facility, will relocate to a temporary facility while the new GA Terminal is constructed. The project elements anticipated to be performed under this contract include the following:

Project Elements

- 14,000 -16,000 SF, 2-Story GA Terminal Building that will house:
  - Fixed Base Operations facilities/offices
  - Public Lobby
  - Customer Service Desk
  - Pilots Lounge and Workspace
  - Tenant Spaces
  - Meeting Space for Public Use
  - Public Restrooms
  - Public Waiting Area
  - Building Support Facilities
  - Mechanical, Electrical, and Fire Protection space as required.
- Temporary Facility Plan
- Vehicle parking area modifications as required.
- Site Utilities (Water, Sewer, Power & Communication)
- Storm Water Management System
- Wayfinding and Site Signage
- Landscaping

1.1 Scope Summary

Michael Baker International (CONSULTANT) will provide Professional Engineering and Architectural Consultant Services for the PROJECT. The services anticipated to be performed under this task order include: Site Investigation (Topographic Survey and Geotech), Preliminary Engineering/Architectural Activities, Site Planning, Cost Estimating, Construction Scheduling, and Preliminary Regulatory Permitting.

1.2 Design Criteria, Methodology and Specifications

CONSULTANT will prepare the design drawings and specifications in accordance with the following technical design criteria and methodology as provided by the following agencies and appropriate publications:

- FAA Advisory Circulars (ACs)
  - AC 150/5230-4C, “Aircraft Fuel Storage, Handling, Training & Dispensing on Airports”,
  - AC 150/5300-13B, Change 1 “Airport Design,”
  - AC 150/5320-5D, “Airport Drainage Design,”
  - AC 150/5320-6G, “Pavement Design,”
  - AC 150/5340-1M, “Pavement Markings,”
  - AC 150/5370-2G, “Operational Safety on Airports,”

- AC 150/5370-10H, "Standards for Specifying Construction of Airports,"
- ACRP Report 113, "Guidebook on General Aviation Facility Planning",
- Florida Building Code, Eighth Edition (2023)
- Manual of Uniform Traffic Control Devices for Streets and Highways (MUTCD), 11th Edition, December 2023
- City of Gainesville, Engineering and Construction Design Manual
- Construction Specification Institute Master Format Specifications (Building)
- NFPA Code Requirements
- National Electric Code Requirements
- St. Johns River Water Management District Environmental Resource Permit Regulations

The preparation of construction documents, as well as bid and construction phase services, will be performed under a subsequent task order. The intent will be to advertise the project as a single construction project. The project will receive funding from FDOT and FAA grants. It anticipated that approximately 25% of the building will be eligible for FAA grant funding. FAA eligible spaces within the building will be identified and quantified as part of this task order.

2.0 Project Management and Accounting

2.1 Client Coordination

The CONSULTANT shall provide periodic updates to GNV on project status. This will include the project kickoff meeting, weekly virtual meetings for the duration of the project and coordination with GNV staff on project related meetings. Additionally, in response to GNV requests, the scope includes frequent and timely coordination between the CONSULTANT Team and the GNV, other federal, state and local officials, and the general public. CONSULTANT will conduct the meetings and prepare the meeting agendas and provide meeting minutes to meeting attendees.

Deliverable: Meeting Summaries for coordination and review meetings.

2.2 Contract & Schedule Management

This task involves the internal management of the contract including general project bookkeeping, cost tracking, billing, filing, record keeping and contract coordination with project sub-consultants. The Project Manager (PM) will maintain and monitor project schedules to ensure critical milestones are met by the design team. The PM will monitor the project for any changes in scope and advise GNV if they occur.

Deliverable: Monthly Status Reports and Schedule updates will be provided with each invoice.

2.3 Team Coordination

The PM will be readily available to the design team, coordinate review and regulatory agency approvals, and schedule/conduct design team meetings. The PM will keep GNV apprised of the work progress, schedule, and anticipated review dates by means of phone calls, emails or review meeting minutes. The PM will be the point person for interfacing with GNV, Tenants, and Consultants. Additionally, PM will coordinate with the appropriate subconsultants to ensure the required staff availability on key project issues. Additionally, any DBE goal accomplishment forms for monthly progress reports will be completed as required.

The Project Team consists of the following member Firms:

Firm	Responsibility
Michael Baker Int.	Site Planning, Architecture, Structural, Fire Protection, LiDAR Survey
EDA Consultants, Inc.	Survey, Utilities, Stormwater
Cal-Tech Testing, Inc.	Geotechnical Investigation
Garver	Mechanical, Electrical, & Plumbing
BlueLeaf Landscape	Landscape Architecture and Irrigation

2.4 Quality Control

A key component independent of the Quality Control (QC) process is to ensure the overall design is consistent with the airports desired objectives. The PM will prepare a project specific quality management plan (PSQMP) and actively monitor the QC process for compliance with the PSQMP to ensure the objectives are met.

2.5 Grant Services

2.5.1 FAA Grant Preapplication: The CONSULTANT will assist GNV with the preparation of the formal FAA grant application including project narrative, cost estimate, project schedule, location sketch, building program and floor plans with FAA Grant eligible spaces identified. The CONSULTANT will review the Federal grant offer and assist GNV in complying with the terms and conditions of the grant offer.

Deliverable: Grant Supporting Documentation as outlined above.

3.0 Investigation/Data Collection

3.1 Survey

A topographic survey of the existing features within the project area will be performed as part of the project. The horizontal datum shall be the North American Datum of 1983 National Geodetic Survey, Florida West Zone, State Plane Coordinate System (foot). The vertical datum shall be the North American Vertical Datum of 1988 (NAVD 1988). A minimum of three (3) horizontal and vertical control points shall be set within or near the project limits.

Survey will be performed within the project limits shown on Figure 1. Michael Baker previously collected LiDAR data for most of the project site. The data will be processed to create the preliminary topographic survey information. Traditional topographic survey will also be performed to so that the LiDAR data can be adjusted to the datum.

Traditional survey will include verification of all above ground features to include, but not limited to airfield lighting, signage, pavement markings, duct markers, cable boxes, cable runs, utility poles, utility markers, fire hydrants, valves, fences, gates, gates, poles, towers, and storm water structures (pipes, channels, ditches, weirs, headwalls, mitered end sections, etc.). Drainage pipes, culverts and sanitary sewer pipes will be described by type, size, length, material, shape (circular, elliptical, arch, rectangular), invert elevation and will be located horizontally and vertically. Notations will be made for entrance and exit configuration (inlet, manhole, headwall, mitered end section, etc.). Pipe flow direction will be provided for all gravity pipes encountered. Drainage structures will be described to include location of structure, description of type of structure (curb inlet, ditch bottom inlet, slotted inlet, manhole, etc.) and any physical damage or restriction that would affect capacity, top of structure elevation and type, size and inverts of all pipes entering or leaving the structure.

In addition, the existing trees and shrubs within the projects site will be located, identified by species, and diameter measured.

Deliverable: Three (3) hardcopies of signed & sealed survey and an electronic copy (pdf format).

3.2 Geotechnical Investigation

A geotechnical investigation will be performed to gather data on thicknesses of existing airside pavement and properties of underlying and surrounding soil and pavement layers. Pavement cores will be taken in pavement to be removed, to estimate depths for the contractors' bidding purposes and to access underlying soil for testing. Core holes shall be filled with an asphalt cold patch. Soil samples will be taken for testing to determine existing soil classification, soil properties, California bearing ratio (CBR), resilient modulus, soil infiltration rate, and water table information. The thickness of the existing airside pavements will be determined based on the design and as-built data from the recently completed GA Apron Rehabilitation Project.

The geotechnical investigation will also provide all required design parameters for the completion of the building foundation design. These parameters include but are not limited to: foundation system to be used, bearing pressure, lateral earth pressure coefficients, footing bearing/frost depth, corrosive testing of soil for damage to foundations and seismic site classification.

Deliverable: Three (3) hardcopies of signed & sealed geotechnical report and an electronic copy (pdf format).

3.3 Site Investigation

Upon completion of the topographic survey and geotechnical investigation, an extensive field review will occur to verify survey and confirm field assumptions. This survey review ensures all visible features such as lights, signs, gate controllers, airfield markings, and drainage patterns are properly located and displayed, as well as verify that geotechnical features are correctly cataloged.

Deliverable: No formal Deliverable.

3.4 Utility Locates

A subsurface utility investigation will also be performed using Ground Penetrating Radar (GPR) for this project to locate underground utilities for the purposes of establishing connection points and to identify potential utility conflict points. Vacuum Excavations will be done later in design to verify vertical location of the utilities once potential conflict points are identified.

Deliverable: No formal Deliverable, Utilities will be incorporated into the base survey.

4.0 Conceptual Design

The CONSULTANT will prepare the Conceptual Design Documents which will define the architectural and engineering elements of the project, including:

4.1 Site Elements

4.1.1 15% Site Plan: The CONSULTANT shall develop the overall Conceptual Site Plan for the project elements to include parking and roadway modifications, the new GA Terminal, Terminal curb front, pedestrian access and circulation, identification of utility tie-in points (gas, electric (mainline and emergency), water, sewer, fiber, security & communications), site lighting, and storm water tie-in points and management facilities. In addition, the site plan for the temporary facility will be developed. As part of this task a First Step meeting will be held with the City of Gainesville Department of Sustainable Development and Gainesville

Regional Utilities (GRU) for the GA Terminal and the temporary facility. Efforts shall include all engineering, design and drafting efforts needed to develop the 15% Site Plan.

4.1.1.1 Water/Wastewater Plan Review: The CONSULTANT Team will review existing GRU information to confirm the location, sizes and capacity for the water and wastewater. In addition, a fire flow test will be performed to verify that the existing water system has sufficient pressure and flowrates available to serve the proposed facility.

4.1.1.2 Electrical/Technology Plan Review: The CONSULTANT Team will review the existing GRU information to determine the location, size, and capacity of the primary electrical service at the site. In addition, the existing backup generator on the site will be evaluated for potential connection to a transfer switch in the proposed terminal. A determination will be made regarding which circuits would be powered by the generator during a power interruption. Since the generator is owned by UAC, the transfer switch and other infrastructure would need to consider a replacement generator in the future.

4.1.1.3 Drainage Master Plan Review: The CONSULTANT Team will review the current GNV Storm Water Plan and identify basin boundaries, current routings, and ascertain existing and proposed condition information for each basin affected by the PROJECT.

4.1.1.4 ALP Review / Future Development Considerations: The CONSULTANT shall review the current Airport Layout Plan (ALP) to identify and coordinate locations of future improvements and to validate design assumptions for the PROJECT. The PROJECT design will take into consideration these future airport expansion/improvements to maximize current investments.

Deliverable: Site Plan will be incorporated to the current ALP

4.1.1.5 Review GNV fiber optic circuiting: The CONSULTANT shall review the location of the GNV fiber optic circuiting and determine the pathway to the existing GA Terminal and the implications of the construction of the new GA Terminal. The CONSULTANT shall coordinate with GNV staff and IT vendors on this pathway. The existing NEMA Enclosure containing the fiber optic cables adjacent to the existing GA Terminal will be evaluated and a suitable location adjacent or within to the proposed GA Terminal will be identified.

Deliverable: Narrative and Graphic (included in the Engineer's Report).

4.1.2 Building Program: The CONSULTANT shall meet with GNV staff and stakeholders to determine the required programming elements and develop the appropriate sizes for each element to determine the overall building program.

Deliverable: A table outlining the building components and sizes of the spaces in electronic (pdf) format only.

4.1.3 15% Building Plan: The CONSULTANT shall develop up to three (3) alternative building floor plan concepts for inclusion in the Draft Conceptual Design Report for review by GNV. The preferred conceptual floor plan selected by GNV will then be refined and included in the Final Conceptual Design Report.

Deliverable: Building Floor Plan Alternatives; Conceptual Building Layout Plan (Five (5) 11" x 17" hardcopies and electronic (pdf) format).

4.1.4 15% Building Elevations: The Consultant shall develop up to three (3) alternative building elevation concepts for inclusion in the Draft Conceptual Design Report for review by GNV.

The preferred conceptual elevation will be refined and included in the Final Conceptual Design Report.

Deliverable: Building Elevation Alternatives; Conceptual Building Elevation View (Five (5) 11" x 17" hardcopies and electronic (pdf) format).

4.1.5 FAA Pre-Design Meeting: The CONSULANT shall attend a Pre-Design Meeting with the FAA and GNV to discuss various items relating to design parameters, airport safety, routing of aircraft and equipment, sequencing of construction operations, environmental considerations, and civil rights requirements. Possible conflicts between construction activities and the operation of the airport will be resolved at this meeting.

Deliverable: Agenda and Meeting Minutes (electronic (pdf) format)

5.0 Preliminary Design Plans

The CONSULTANT will prepare the Preliminary Design Documents, which will further the develop the Conceptual Design Documents of the project, including:

5.1 60% Site Plans: The CONSULTANT shall prepare 60% plans and documents for GNV review and comment. Efforts shall include all engineering, design and drafting efforts needed to develop the 60% Site Plan. A list of sheets for the site elements to be included in this submission is as follows:

COVER SHEET	TYPICAL SECTION AND CROSS SECTIONS
GENERAL NOTES	DEMOLITION PLANS
EXISTING CONDITION PLAN	EROSION CONTROL PLANS & DETAILS
PROJECT LAYOUT PLAN (ON AERIAL)	SITE PLANS & DETAILS
CONSTRUCTION PHASING PLANS	DRAINAGE PLANS & DETAILS
ACCESS & STAGING PLANS	UTILITY PLANS & DETAILS
FENCE & GATE DETAILS	LANDSCAPE PLANS & DETAILS
TEMPORARY FACILITY PLAN & DETAILS	

5.2 60% Building Plans: The CONSULTANT shall prepare 60% plans and documents for GNV review and comment. A list of sheets for building elements to be included in this submission is as follows:

ARCHITECTURAL FLOOR PLAN	MECHANICAL PLANS & DETAILS
LIFE SAFETY PLAN AND CODE REVIEW	PLUMBING/FIRE PROTECTION PLANS & DETAILS
EXTERIOR ELEVATIONS (4 SIDES)	ELECTRICAL/TECHNOLOGY PLANS & DETAILS
BUILDING SECTIONS	STRUCTURAL PLANS & DETAILS
FINISH SCHEDULE	INTERIOR DESIGN CONCEPT/COLOR BOARDS

5.3 An Engineer's Report will be developed to summarize the investigative process, design rationale, findings, and recommendations for the landside elements. The design criteria & performance standards for the Structural, Mechanical, Electrical, Plumbing, Fire Protection elements of the PROJECT will be incorporated into the Report as well. These items will be included with the Engineer's Report prepared under the Airside Elements.

5.4 CONSULTANT will incorporate any comments into the Construction Safety Phasing Plan (CSPP).

5.5 The CONSULTANT shall prepare and submit the OE/AAA (FAA Form 7460-1) following GNV's acceptance of the 60% plans.

5.6 Technical Specifications will be prepared. Front-End Contracting and Bidding Requirements will be included.

5.7 A detailed cost estimate of the airside elements will be prepared.

Deliverables: Deliverables for Phase 6 will include the 60% Site Plans, 60% Building Plans, Technical Specifications, Final CSPP, FAA Form 7460-1, 60% Engineers Report and Cost Estimate (Five (5) hardcopies (11"x17" plans) and electronic (pdf) format).

6.0 Pre-Final Design Plans

The CONSULTANT will prepare the Pre-Final Design Documents, which will further the develop the Preliminary Design Documents of the project, including:

6.1 90% Site Plans: The CONSULTANT shall prepare 90% plans and documents for GNV review and comment. A list of sheets for landside site elements to be included in this submission is as follows:

COVER SHEET	UTILITY PLAN AND DETAILS
DRAWING INDEX	UTILITY PROFILES
GENERAL NOTES	GRADING AND DRAINAGE PLAN AND DETAILS
PROJECT LAYOUT PLAN	DRAINAGE PROFILES
SAFETY AND PHASING PLANS	MARKING AND SIGNAGE PLAN AND DETAILS
SURVEY CONTROL PLAN	FENCE/GATE PLAN AND DETAILS
BORING LAYOUT PLAN	TYPICAL SECTIONS
TEMPORARY FACILITY PLAN AND DETAILS	EROSION CONTROL PLAN AND DETAILS
EXISTING CONDITIONS PLAN	LANDSCAPE PLANS AND DETAILS
DEMOLITION PLAN AND DETAILS	IRRIGATION PLAN AND DETAILS
SITE PLAN AND DETAILS	UTILITY PLAN AND DETAILS

6.2 90% Building Plans: The CONSULTANT shall prepare 90% plans and documents for GNV review and comment. A list of sheets for building elements to be included in this submission is as follows:

GENERAL NOTES	ROOF FRAMING PLAN
GENERAL SYMBOLS, LEGENDS AND GRAPHIC STANDARDS	FOUNDATION SECTIONS
WALL TYPES	STRUCTURAL FRAMING SECTIONS
CEILING DETAILS	FOUNDATION TYPICAL DETAILS
LIFE SAFETY PLAN	FRAMING TYPICAL DETAILS
UL DESIGNS	STRUCTURAL SCHEDULES
TYPICAL ADA DETAILS	WIND LOAD DIAGRAMS
1ST & 2ND FLOOR PLANS	FIRE PROTECTION LEGEND
DIMENSIONED FLOOR PLAN	FIRE SITE PLAN
ROOF PLAN	1ST & 2ND FLOOR CEILING PLAN – FIRE PROTECTION
FINISH FLOOR PLAN	FIRE PROTECTION DETAILS
RESTROOM FINISH FLOOR PLANS	PLUMBING LEGEND
FINISH SCHEDULE	PLUMBING FLOOR PLANS – GRAVITY
REFLECTED CEILING PLAN	PLUMBING FLOOR PLANS – PRESSURE
EXTERIOR ELEVATIONS	PLUMBING ENLARGED FLOOR PLANS AND ISOMETRIC
EXTERIOR ELEVATIONS	PLUMBING DETAILS
BUILDING SECTIONS	MECHANICAL LEGEND
WALL SECTIONS	MECHANICAL FLOOR PLANS
ENLARGED TOILET ROOMS	MECHANICAL ENLARGED PLANS AND ISOMETRIC
INTERIOR ELEVATIONS	MECHANICAL AIR SYSTEM SCHEMATICS
ARCHITECTURAL ENLARGED PLANS	MECHANICAL CONTROLS

ARCHITECTURAL DETAIL SECTION VIEWS	MECHANICAL SCHEDULES
ARCHITECTURAL DETAILS	MECHANICAL DETAILS
DETAIL PLAN VIEWS	ELECTRICAL LEGEND
WINDOW DETAILS	LUMINAIRE SCHEDULE
DOOR SCHEDULE, DOOR AND WINDOW ELEVATIONS	ELECTRICAL SITE PLAN
DOOR AND JAMB DETAILS	FLOOR PLANS – POWER
MILLWORK DETAILS	FLOOR PLANS – LIGHTING
INTERIOR MATERIAL & COLOR BASIS OF DESIGN	LIGHTNING PROTECTION PLAN
ROOF DETAILS	ELECTRICAL RISER DIAGRAM AND ENLARGED PLANS
MISCELLANEOUS DETAILS	ELECTRICAL PANEL SCHEDULES
INTERIOR SIGNAGE PLAN	ELECTRICAL DETAILS
INTERIOR SIGNAGE DETAILS	TECHNOLOGY LEGEND
STRUCTURAL DESIGN CRITERIA, & GENERAL NOTES	TECHNOLOGY SITE PLAN
STRUCTURAL GENERAL NOTES & ABBREVIATIONS	TECHNOLOGY FLOOR PLAN
STRUCTURAL SPECIAL INSPECTIONS	ENLARGED TECHNOLOGY PLANS
STRUCTURAL DESIGN CRITERIA, & GENERAL NOTES	TECHNOLOGY RISER DIAGRAMS
STRUCTURAL GENERAL NOTES & ABBREVIATIONS	TECHNOLOGY RACK ELEVATION
STRUCTURAL SPECIAL INSPECTIONS	TECHNOLOGY DETAILS
FOUNDATION PLAN	

6.3 An Engineer's Report will be developed to summarize the investigative process, design rationale, findings, and recommendations for the landside elements. The design criteria & performance standards for the Structural, Mechanical, Electrical, Plumbing, Fire Protection elements of the PROJECT will be incorporated into the Report as well. These items will be included with the Engineer's Report prepared under the Airside Elements.

6.4 A detailed cost estimate of the landside elements will be prepared, including Bid Alternates.

6.5 The CONSULTANT shall prepare and submit the Construction Management Plan (CMP).

6.6 Technical Specifications will be prepared. Front-End Contracting and Bidding Requirements will be prepared as well.

6.7 A detailed cost estimate of the project elements will be prepared, including potential Bid Alternates.

Deliverables: Deliverables for Phase 7 will include the 90% Site Plans, 90% Building Plans, Technical Specifications, CMP, 90% Engineers Report and Cost Estimate (Five (5) hardcopies (11"x17" plans) and electronic (pdf) format).

7.0 Final Design Plans

The CONSULTANT will prepare the Final Design Documents, which will incorporate all comments on the Pre-Final submittal (Landside and Airside Elements) by GNV and permit agencies. No new sheets will be developed. Dates for the Pre-bid Conference and Bid Opening will be established by the GNV. The final bid schedule, DBE requirements, Engineer's Report, and cost estimates will be developed.

Deliverables: Deliverables for Phase 8 will include the 100% Site Plans, 100% Building Plans, Technical Specifications, 100% Engineers Report and Cost Estimate (Five (5) hardcopies (11"x17" plans) and electronic (pdf) format).

8.0 Construction Cost Estimating and Scheduling

8.1 The Consultant will prepare conceptual level Opinions of Probable Construction Costs (OPCC) for each of the Conceptual Alternatives. The OPCCs will be based on current market conditions to the Gainesville Area and will be adjusted for anticipated cost escalations. The OPCCs will include the

costs associated with the temporary facility during construction of the new GA Terminal. The OPCCs will be included in the Draft Concept Report. A final conceptual OPCC will be prepared for the Preferred Conceptual Alternative which will be included in the Final Concept Report.

Deliverable: Opinion of Probably Construction Costs included in the Final Concept Report

8.2 The Consultant will prepare an OPCC for the 60%, 90%, and Final submittals for the GA Terminal and the temporary facility. The OPCCs will be based on current market conditions to the Gainesville Area and will be adjusted for anticipated cost escalations.

Deliverable: Opinion of Probably Construction Costs included in the Engineer's Report for each submittal identified.

8.3 The Consultant will also prepare a conceptual level overall project schedule that will include the design phase, the relocation of UAC to the temporary facility, demolition of the existing GA Terminal, and Construction and Commissioning of the New GA Terminal. The schedule will be prepared in Gantt chart format using scheduling software.

Deliverable: Conceptual Project Schedule included in the Final Concept Report as well as the 60%, 90%, and Final Submittal Engineer's Reports.

9.0 Permitting

9.1 The CONSULTANT will coordinate and attend preliminary permitting meeting with the appropriate agencies during the Conceptual Plan phase. The Conceptual Plans will be used during the meetings for discussion purposes to identify major items that would impact the design and project construction costs. The CONSULTANT will prepare meeting summaries and follow up with the agencies on action items generated as part of the meetings.

The 90% Construction Plans for the site and Building Elevations will be submitted to the City's Department of Sustainable Development for review. The CONSULTANT will address up to 3 rounds of comments from the various City Departments and GRU as part of the Development Review process. The CONSULTANT will submit the Bid Documents for review by the Building Department and assist with obtaining the Building Permit. The permitting through the City of Gainesville and GRU will include what is required for the temporary facility.

Permitting meetings anticipated to held by the CONSULTANT Team include the following:

- GRU – Water and Sewer
- GRU – Electrical Florida Department of Environmental Protection (FDEP) – Water and Sewer
- City of Gainesville Department of Sustainable Development
- City of Gainesville Engineering and Public Works
- City of Gainesville Building Department
- City of Gainesville Fire Marshall

9.2 The CONSULTANT will coordinate, schedule, and attend a pre-application meeting with SJRWMD to introduce the project and confirm any permitting requirements. The CONSULTANT will prepare the necessary supporting documentation and graphics for the meeting to present the project and receive comments related to natural resources and design recommendations for the project. The CONSULTANT will draft the meeting minutes for the meeting, distribute the draft meeting minutes for review and comment from all attendees, and forward the final meeting minutes to all meeting attendees. The CONSULTANT will submit the 90% Construction Plans for the site along with the other required information to the SJRWMD to obtain an ERP for the project. The CONSULTANT will respond to up to 2 Requests for Additional Information from SJRWMD.

10.0 Bidding Services

After authorization to proceed with the Bidding Phase, CONSULTANT shall:

10.1 Assist GNV in advertising for and obtaining bids for a single contract for construction, materials, equipment and services for the PROJECT.

10.2 Assist GNV in conducting a Pre-Bid conference to share pertinent bidding and technical information and requirements with prospective bidders. CONSULTANT shall prepare the meeting agenda and meeting minutes. Prebid Meeting Minutes will be distributed by Addendum.

10.3 Issue addenda as appropriate to interpret, clarify or expand the Bidding Documents.

10.4 Prepare bid tabulation sheets and assist GNV in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment and services.

10.5 Provide a Letter of Recommendation for Award.

Deliverables: Deliverables for Phase 10 will include the Pre-Bid Conference Minutes, Addenda, Bid Tabulation and Letter of Recommendation for Award (One (1) hardcopy and electronic (pdf) format of each).

11.0 Direct Expenses

11.1 Direct Expenses shall be for project related expenses (such as reproduction, travel, permit fees etc.). A Not-To-Exceed amount will be established in the contract.

12.0 Schedule

The following task durations are the basis for the manhour fee estimate. Some tasks below will be performed concurrently.

TASK	DURATION (Calendar Days)
Investigation/Data Collection	45
Draft Conceptual Design Report	30
Final Conceptual Design Report	15
Preliminary Design	60
Pre-Final Design	45
Final Design	30
Permitting	90
Bidding Services	45

13.0 Assumptions and Exclusions

13.1 GNV will provide the CONSULTANT and its subconsultants access to the site and all available information pertinent to this project, including current Master Plan, ALP, record drawings and Environmental Assessments.

13.2 GNV may negotiate additional contract(s) with Michael Baker for services beyond the scope of this project for PROJECT related services not specifically identified above.

13.3 Determining DBE Goals and/or preparation of the DBE Plan are not included as part of the scope of this project. GNV will provide current DBE Goals.

13.4 Wetland Survey or flagging of surface water limits are not included in this scope.

13.5 The ERP application will be submitted electronically via the SJRWMD's ePermitting portal.

13.6 The FDEP – NPDES Permit will be obtained by the General Contractor.

13.7 The CONSULTANT will pay Permit fees but will be reimbursed by the GNV for the actual cost.

13.8 Travel costs are based on the following 22 in person meetings/project events: Kickoff Meeting, Pre-Bid, Bid Opening, 4 Review Meetings