CITY OF NAPLES AIRPORT AUTHORITY (NAA)
Board of Commissioners
Notice of Consultant Selection Committee Meeting

AGENDA

Airport Office Building, 2nd Floor Conference Room
200 Aviation Drive North
Naples, Florida

Tuesday, December 4, 2018
9 a.m.

Commissioner Donna M. Messer – Chair and NCC Liaison
Commissioner Michael Lenhard – Vice Chair and Consultant Selection Committee Chair
Commissioner James Rideoutte – Audit Committee Chair, Consultant Selection Committee Member
Commissioner Ted Brousseau – Legal Liaison
Commissioner Kerry C. Dustan, Audit Committee Member
Executive Director: Christopher A. Rozansky
Authority Attorney: William L. Owens, Esq. of Bond, Schoeneck & King, PLLC

Welcome. If you wish to address the Consultant Selection Committee regarding an item listed on the Agenda, please complete a Speaker Registration form and hand it to the Executive Assistant prior to consideration of that item. We ask that speakers limit comments to 5 minutes and that large groups name a spokesperson whenever possible. All written, audio-visual, and other materials distributed to the Committee or staff during this meeting will become the property of NAA and will be a public record. Thank you for your interest and participation.

NOTICE

Formal action may be taken on any item listed on the Agenda below, or added to the Agenda before or during the meeting, or discussed during the meeting without being added to the Agenda. Also, the sequence of items may be changed as the meeting progresses.

Any person who decides to appeal a decision of this Committee with respect to any matter considered at this meeting (or hearing) will need a record of the proceeding and may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be heard.

Any person with a disability requiring auxiliary aids or services in order to participate in this proceeding for meetings at the City Council Chamber may call the City Clerk’s Office at 213-1015, or for meetings at the Airport Office Building, the NAA Executive Assistant’s Office at 643-0733, with requests at least two business days before the meeting.

Information on Action Items and other items which has been provided in advance of this meeting may be inspected at the office of the Executive Assistant, General Aviation Terminal Building, 2nd Floor, 160 Aviation Drive North. Minutes of this meeting will be prepared for Board approval, usually at the next Regular Meeting.
A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. AGENDA (Add, delete or re-sequence items)

D. DISCUSSION ITEM

1. Interviews and Ranking of Responses to General Aviation Terminal Improvement Program Request for Qualifications
   
a. BSSW Architects 9:10 a.m.
b. PGAI, Inc. 10:10 a.m.
c. SchenkelSchulz Architecture 11:10 a.m.

E. PUBLIC COMMENTS (Public comments accepted for items not otherwise listed on the Agenda; 5 minute limit)

F. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

G. ADJOURN

Information on Discussion Items and other items which has been provided in advance of this meeting may be inspected at the office of the Executive Assistant, General Aviation Terminal Building, 2nd Floor, 160 Aviation Drive North. Minutes of this meeting will be prepared for Board approval, usually at the next Regular Meeting.

NOTE: The Consultant Selection Committee is comprised of Vice Chair Lenhard and Commissioner Rideoutte. All NAA Commissioners are welcome to attend and can “opt in” to participate and vote.
To: Honorable Chair of the Consultant Selection Committee and Commissioners
From: Christopher A. Rozansky, Executive Director
By: Kerry Keith, Senior Director of Airport Development and Facilities

Meeting Date: December 4, 2018

Re: DISCUSSION ITEM

1. Interviews and Ranking of Responses to General Aviation Terminal Improvement Program Request for Qualifications (RFQ)

**ACTION REQUESTED:** Interview the three (3) responding firms and make a rank-order recommendation to the full Board for their meeting on December 20, 2018.

**BACKGROUND:** In compliance with State of Florida requirements, an RFQ for the design of the General Aviation Terminal Improvement Program was issued on October 8, 2018. The RFQ was advertised and posted to our website. The potential respondents were provided an opportunity to pose questions and request additional information through October 24, 2018.

Respondents had until November 7, 2018 to submit their response. Three (3) submittals were received and determined to be responsive to the RFQ. They included: BSSW Architects, Inc, PGAL, Inc. and SchenkelSchulz Architecture. The submittals are attached.

The first 10 minutes of the meeting will allow time for Commissioner comments and questions for staff regarding the RFQ and selection process followed by consultant presentations, Commissioner questions and presentation discussion.

After all presentations, the Committee will be asked to provide a ranking of the firms interviewed. With Board approval, staff will work with the selected firm and Authority legal counsel to finalize a contract. The results of the Consultant Selection Committee will be presented to the full Board for approval on December 20th.

**COMMUNICATIONS PLAN:** The firms will be notified of the final ranking, and the results will be posted on our web site.
REQUEST FOR QUALIFICATIONS

Professional Consulting Services

General Aviation Terminal Improvement Program

City of Naples Airport Authority
160 Aviation Drive North
Naples, FL 34104

RFQ Issue Date
October 8, 2018

Submittal Date
November 7, 2018
A. NOTICE

In accordance with Florida Statute 287.055, the City of Naples Airport Authority (NAA) is interested in acquiring Statements of Qualifications for professional architectural and building systems engineering services for the Naples Airport General Aviation Terminal (GAT) office and operations areas expansion. Services to be provided will include all elements of the project from project formulation through final design, bidding, award of construction contract(s) and construction phase services. The actual construction of the project shall be determined through a separate competitive solicitation. Essentially, we are seeking one firm to take charge of this program from concept development through close out and be completely responsible for its successful and timely completion.

B. TIMELINE

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<td>Phase Three – Construction Phase Services</td>
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C. CITY OF NAPLES AIRPORT AUTHORITY

The NAA was created under Laws of Florida 69-1326, as amended, as an independent authority responsible for the operation of the Naples Municipal Airport. It is governed by a five (5) member volunteer Board of Commissioners who are appointed by the Naples City Council. Under their direction, an Executive Director manages the airport and its programs. The NAA financially supports itself directly from aviation fuel sales and airport user fees, and indirectly by airport user taxes. No local, state or federal general taxes, such as property, utility, sales, intangible or income taxes directly support the NAA. The NAA receives, for certain capital projects, state and federal financial funds.
D. SCOPE OF SERVICES AND DELIVERABLES

The purpose of this RFQ is to guide firms in the preparation of their RFQ response. There will be three (3) phases to this project.

1. Phase One – Discovery
   - Review preliminary GAT evaluation and design, completed as part of the Master Plan General Aviation Plan task. Determine best options for expansion/ relocation/ optimization of existing facilities.
   - Explore permitting requirements and limitations.
   - Research all current NFPA, FEMA, Florida Building Code, site access requirements, ADA Standards.
   - Presentation to NAA Board of Commissioners.

2. Phase Two - Design Phase
   - Architectural, civil, structural, and MEP building system design services typically required for a building expansion project.
   - Design of a Signage Plan.
   - Preparation of a Construction Cost Estimate.
   - Presentation to NAA Board of Commissioners.
   - Construction Bidding Services.

3. Phase Three - Construction Phase services
   - Provide a full-time resident project representative.
   - Conduct construction progress meetings and site visits.
   - Provide submittal and RFI reviews and responses.
   - Evaluate contractor pay requests.
   - Prepare change orders.
   - Coordinate a QA testing program.
   - Prepare conformed documents and Project close-out.

E. CONTENT OF RESPONSES

The following sections and contents are required:

1. Introduction and Proposing Entity Structure letter containing the following (1 page)
   a) The name and address of the legal entity (Firm) that will contract with the Naples Airport Authority (NAA), including any alias, and statement of years in business;
   b) Name, address, telephone number and email of the individual who is authorized to commit the firm to the services and requirements of the RFQ and consequent task orders, and to whom all future correspondence will be directed, and their position within the Firm;
c) A statement of qualifications, including any applicable certificates, registrations, and licensing regarding the work to be performed;

d) Acknowledgement of any addenda pertaining to this RFQ;

e) A statement that the Firm and all subcontractors agree to the terms and provisions of the Professional Services Agreement (please see Attachment A), or a statement of any requested exceptions. The NAA reserves the right to reject the respondent’s exceptions.

2. Qualifications, Experience and Commitment

a) The resume and qualifications of the Project Manager assigned to the project, along with the list of key personnel who will perform the work, their individual resumes, assigned responsibility for this project, relevant licensing information, and any other documentation of experience with similar projects.

b) Provide a chart of assigned personnel and how this project will fit into their existing commitments.

c) List all Subcontractors; provide proof of financial stability and ability to complete project;

d) List recent (within five years) experience of the firm in similar work and record of successful results of that work, including cost control;

e) At least three (3) recent (within the last five years) professional references from clients who are capable of providing information regarding Project Manager’s ability to manage similar contracts and quality and breadth of services provided on similar projects. NAA must be able to contact your references. Please provide the following:

Reference name
Company name and address
Phone number and e-mail
Summary of scope of services including deliverables

3. Resources and Financial Statements

a) Provide a chart depicting the firm’s current commitments and show the ability to take on additional projects, and the ability to offer the breadth and quality of services required for the project.

b) Proposers must submit its most recent audited annual financial statements for the last two years in order to evaluate the Proposer’s ability to perform these Services. This financial documentation shall be placed in a sealed envelope clearly labeled as follows: “Confidential Financial Records Submitted under Seal and Exempt from Florida Public Records Disclosure”. Include the Project Title and Firm’s Name on the envelope. (Reference Florida Statutes Section 119.071(1)(c) for exemption on financial records.)

4. Project Approach - Provide a narrative describing how the Firm will approach the three phases of the project. Highlight your unique ability to provide a high quality project outcome, while providing
value engineering, cost control and customer satisfaction, including hardware and/or software applications. Describe the firm’s understanding of the services requested, approach to accomplish scope of work and plan for cost control.

5. **DBE Commitment** – Indicate whether the firm is a certified minority business enterprise as defined by the Florida Small and Minority Assistance Act. Also indicate the firm’s willingness to assist the NAA in accomplishing its DBE goals for this project. DBE participation of 8.95% of the total contract value of this contract is desired. All goals shall be obtained through 2.25% Race-Neutral and 6.7% Race-Conscious means.

The response to this RFQ should be organized in the order set forth above.

**F. INSTRUCTIONS FOR BIDDERS**

Respondent shall carefully review and address all of the evaluation criteria outlined in this request. In order to be considered, respondent will demonstrate the firm’s ability to provide the required services as listed in this RFQ. A copy of the Selection Committee Ranking guideline to be used in assessing each submittal including guidance as to the relative importance we place on each evaluation factor is attached for your information (please see Attachment B). Any data furnished by the NAA is for informational purposes only. The full response shall not exceed twenty-five (25) pages and shall include all resumes requested in section V. B., however, the transmittal letter does not count towards the 25-page limit and all DBE confirmation letters requested in X.A. may be included as an appendix at the end of the submittal.

1. **Responses and Deadline**

   All responses to this RFQ must be submitted to:

   Kerry Keith  
   Senior Director of Airport Development and Facilities  
   City of Naples Airport Authority  
   160 Aviation Drive North  
   Naples, FL 34104

   **No later than November 7, 2018 3:00 P.M.**

Submittals shall be sealed and clearly marked on the outside:

**GENERAL AVIATION TERMINAL IMPROVEMENTS: NAPLES MUNICIPAL AIRPORT**

The delivery of the response to the NAA prior to the deadline is solely and strictly the responsibility of the responder.

2. **Number of Copies**

   One (1) unbound, one-sided, printed original submittal is required, along with five (5) unbound two-sided copies, and one (1) USB flash memory card (USB flash drive), containing the submittal, exactly like the unbound printed original in Adobe Acrobat pdf format. Electronic format copy shall be one continuous file. Submissions via facsimile will not be accepted.
3. Rejection of Responses, Cost of Preparation, Public Disclosure

Responding to this RFQ will in no way be construed as a commitment on the part of the NAA. The NAA reserves the right to reject any or all responses. The NAA may waive any irregularities in the RFQ or the submitted responses and may cancel, re-advertise, postpone or modify the RFQ schedule at any time. The NAA is not responsible for any costs incurred during the preparation and submittal of a response to this RFQ. All submittals will become the property of the NAA. The NAA adheres to open records requirements of Florida State Statute Chapter 119, and as such, all materials submitted by the Respondent to the NAA are subject to public disclosure. The Respondent specifically waives any claims against the NAA related to the disclosure of any materials.

4. Pre-Proposal Site Visit and Q&A

A non-mandatory Pre-Proposal Site Visit and Q&A will be held on October 17, 2018 at 1:00 PM local time at Naples Municipal Airport, General Aviation Terminal, Larson Conference Room, 160 Aviation Drive North, Naples, FL 34104, which all prospective Respondents are encouraged to attend.

5. Requests for Interpretation or Clarification

Questions concerning this RFQ shall be submitted in writing via email, in Microsoft Word format to Kerry Keith, Senior Director of Airport Development at kkeith@flynaples.com by Wednesday, October 24, 2018 at 5:00 P.M. Respondents are encouraged to verify receipt of questions emailed to the NAA. Questions will be answered and posted online as an addendum on the NAA’s website: http://flynaples.com/airport-information/bids-and-employment/ by the close of business on Friday, October 26, 2018. Responders are strongly advised to monitor this site for any additional information and/or addenda regarding this solicitation right up to submittal date.

Only emailed questions will be addressed and answered as an addendum. The issuance of such posted responses is the only official method by which interpretation, clarification or additional information will be given by the NAA. Only requests answered by formal written responses will be binding. Oral and other interpretations or clarifications will be without legal effect. In order to protect the professional integrity of this procurement process by shielding it from undue influences prior to the recommendation of contract award, responders shall not contact any City of Naples Airport Authority Employees, Agents, City of Naples Elected Officials, City of Naples Employees or Naples Airport Authority Board Members regarding this RFQ from advertisement date through Selection Committee Recommendation to the NAA Board other than the the contact person specified above.

6. Supplemental Information

The NAA reserves the right to request any supplementary information it deems necessary to evaluate responder’s experience, qualifications, or clarify or substantiate any information contained in the responder response.

7. Disadvantaged Business Enterprise

The NAA recognizes fair and open competition as a basic tenet of public procurement. Respondents doing business with the NAA are prohibited from discriminating on the basis of race, color, creed, national origin, handicap, age or sex. The NAA has a progressive Disadvantaged, Minority, and Women-Owned Business Enterprises Program in place and encourages Disadvantaged, Minority, and Women-Owned Business
Enterprises to participate in its RFQ process. All responding parties are required to make all efforts reasonably necessary to ensure that Disadvantaged, Minority and Women-Owned Business Enterprises have a full and fair opportunity to compete for this contract.

8. Americans with Disabilities

The NAA adheres to the Americans with Disabilities Act and will make reasonable modifications for access to Airport services, programs and activities. Please call (239) 643-0733 for further information. Requests must be made at least 48 hours in advance of the event in order to allow the NAA time to provide the requested services.

G. SELECTION PROCEDURE

Airport staff will evaluate responses to this RFQ and short-list no more than four firms for formal presentations and further evaluation by the NAA Board Consultant Selection Committee. A copy of the Submittal Review Guidelines is attached (please see Attachment B). Publication of the short-listed firms will be posted on our website on November 15, 2018.

Short-listed firm presentations and evaluations by the NAA Board Consultant Selection Committee are currently scheduled to occur December 3 - 7, 2018. The presenters for each firm will be limited to three (3) individuals, to include at least the proposed Project Manager and Principal in Charge. You may take up to 30 minutes for your presentation to the NAA Board Consultant Selection Committee, which should focus on your suggested approach and how you are going to ensure delivery of a quality project on time and within budget. We would like to hear from your proposed Project Manager and he/she will respond to all questions asked. After your presentation, there will be a 30 minute question and answer period.

Upon conclusion of presentations by all short-listed firms, the NAA Board Consultant Selection Committee will rank the presenting firms and submit the final ranking to the NAA Board of Commissioners at the December 20, 2018 Board meeting for approval. Contract negotiations will then commence with the highest ranked firm. If successful negotiations with the highest ranked firm are not possible, staff will begin negotiations with the second ranked firm and continue, as such, until satisfactory negotiations are accomplished.

H. ASSURANCES

By responding to this RFQ, the firm assures the NAA that, if selected, it will:

Not assign or transfer the NAA’s account, or any portion of the NAA’s business, without the NAA’s prior written approval.

Act in the NAA’s best interest at all times.

Sign the NAA’s Professional Services Agreement for the agreed-upon work.

I. REQUIRED FLORIDA PROCUREMENT LAW PROVISIONS

1. Certificates

The successful firm must supply the following certificates, as mandated by the State of Florida, in order
for the NAA to ultimately enter into a contract with the firm.

A certificate that states that the firm is not participating in a boycott of Israel, on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or that it does not have business operations in Cuba or Syria. A truth-in-negotiation certificate that states that the wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting and the original contract price and any additions thereto will be adjusted to exclude any significant sums by which the firm determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs.

2. Convicted Vendor List

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

3. Discriminatory Vendor List

An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.

4. Prohibition Against Contingent Fees

The firm warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the firm to solicit or secure this agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the firm any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement. For the breach or violation of this provision, the NAA shall have the right to terminate the agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

5. Public Records

The Authority may unilaterally cancel an agreement if the firm refuses to allow the public access to all documents, papers, letters, or other material made or received by the firm in conjunction with the agreement, unless the records are exempt from s. 24(a) of Art. I of the Florida State Constitution and s. 119.07(1).
6. **Anti-Collusion Statement**

Under no circumstances shall any prospective proposer, or any person or persons acting for or on behalf of any said prospective bidder, seek to influence or gain the support of any member of the Authority favorable to the interest of any prospective bidder or seek to influence or gain the support of any member of the Authority against the interest of any prospective bidder. Any such activities shall result in the exclusion of the prospective proposer from consideration by the Authority.

7. **Invoice Compliance**

All invoices, bills, fees or other requests for compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and post audit thereof.

8. **Travel Expenses**

Bills for any travel expenses shall be submitted in accordance with Florida Stat. 112.061. A state agency may establish rates lower than the maximum provided in s. 112.061.

9. **No Contact**

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

10. **Duty To Cooperate With Inspector General**

Professional agrees to comply with s.20.055(5), Florida Statutes and to incorporate in all subcontracts the obligation to comply with s.20.055, Florida Statutes.

J. **FAA REQUIRED PROVISIONS FOR SOLICITATIONS**

1. **General Civil Rights Provisions**

The Professional agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance. This provision binds the Professional and sub-tier contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

2. **Title VI Solicitation Notice**

The Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.
3. **Federal Fair Labor Standards Act (Federal Minimum Wage)**

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

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

4. **Occupational Safety And Health Act Of 1970**

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Professional must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Professional retains full responsibility to monitor its compliance and their subcontractor’s compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Professional must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

**K. ATTACHMENTS**

NAA Sample Professional Services Agreement (Attachment A)
Selection Committee Ranking Guidelines (Attachment B)
ATTACHMENT A

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (this “Agreement”) is made effective as of the ___ day of ___________, 2018 (the “Effective Date”), by and between the CITY OF NAPLES AIRPORT AUTHORITY, a political subdivision of the State of Florida (the “Authority”), and (legal name of consulting company), a (State) Corporation authorized to transact business in the State of Florida (“Professional”) (the Authority and Professional each individually a “Party” and collectively the “Parties”).

RECITALS

A. The Professional is a(n) ___________, licensed by the ___________, (License Number(s) ___________).

B. The Professional maintains insurance coverage as required under Paragraph 8 of this Agreement and has provided certificates of insurance evidencing all such insurance to the Authority.

C. The Authority anticipates instructing Professional to perform and provide the specific services and work for the GENERAL AVIATION TERMINAL IMPROVEMENT PROGRAM described in Exhibit A attached hereto and made part of this Agreement (the “Services”).

D. Professional represents and warrants it is willing and fully competent to perform the Services pursuant to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the representations, warranties, covenants and agreements set forth under this Agreement, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Authority and Professional agree as follows:

TERMS

1. Services. This Agreement sets forth the general terms and conditions under which Professional shall perform and provide the Services for the Authority as the Authority instructs from time to time. The precise Services to be performed by Professional for the Authority, and the term of this Agreement or deadline for satisfactory completion of all of the Services by Professional (the “Deadline for Satisfactory Completion”) are fully described and set forth in Exhibit A.

2. Term. The term of this Agreement is from the Effective Date until terminated as provided herein. Notwithstanding anything in this Agreement to the contrary, the Authority shall have the exclusive right to terminate this Agreement, without charge or penalty, at any time and for any reason without charge or penalty, in its sole discretion, upon thirty (30) days written notice to Professional. In the event of such termination by the Authority, (a) Professional shall be entitled to a pro-rata amount of any compensation earned under this Agreement but not paid prior to the date of termination and (b) the Authority shall be entitled to a pro-rata refund of any unearned compensation subsequent to the date of termination paid in advance to Professional hereunder.

3. Termination Event. Notwithstanding anything in this Agreement to the contrary, upon the occurrence of any of the following events (each individually a “Termination Event”), all of the rights and privileges of Professional hereunder shall, at the Authority’s sole option, cease to exist and this Agreement shall automatically terminate:

a. Professional fails to strictly comply with, fulfill, perform, keep or observe any of Professional’s obligations, covenants or conditions under this Agreement within five (5) days after written demand from the Authority, time being of the essence;
b. Professional makes any (i) intentional misrepresentation or (ii) unintentional yet material misrepresentation under this Agreement or other instrument or document delivered pursuant hereto;

c. The loss of any of Professional’s licenses, registrations or permits necessary to perform the Services or other obligations under this Agreement;

d. The appointment of a receiver to take possession, or the attachment, execution, or other judicial seizure, of all or any part of Professional’s assets or business;

e. The Authority determines, in its reasonable discretion, that Professional is or will be unable to pay its debts as they become due in the ordinary course of Professional’s business; or

f. Any voluntary or involuntary petition, or similar pleading, under any bankruptcy act, filed by or against Professional, or any other voluntary or involuntary proceeding in any court instituted to declare Professional insolvent or unable to pay its debts. In the event that under applicable law the trustee in bankruptcy or Professional has the right to affirm this Agreement and continue to perform the obligations of Professional hereunder, such trustee or Professional shall, in such time period as may be permitted by the applicable court having jurisdiction, cure all defaults of Professional hereunder outstanding as of the date of the affirmation of this Agreement and provide to the Authority such adequate security and assurances as may be necessary to ensure the Authority the continued performance of Professional’s obligations under this Agreement. Further, the Authority shall receive all of the protections available to creditors under the United States Bankruptcy Code including, but not limited to, section 365 thereof, as amended from time to time.

No right, power or remedy conferred upon or reserved to the Authority under this Agreement is intended to be exclusive of any other right, power or remedy, but each and every such right, power and remedy shall be cumulative and concurrent and shall be in addition to any other right, power and remedy given hereunder or now or hereafter existing at law or in equity or by statute.

Notwithstanding anything in this Agreement to the contrary, upon a Termination Event, the Authority may retain all payments due to the Professional at the date of termination until all of the Authority’s damages have been established and deducted from payments due.

4. **Duties of Professional.** Professional shall perform and complete all of the Services on or before the Deadline for Satisfactory Completion to the satisfaction of the Authority in a good and professional manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. In addition, Professional shall:

a. Furnish all of the expertise, management, information, assistance and other requirements necessary to perform the Services to the Authority’s satisfaction;

b. Furnish such professional and support staff, equipment and supplies, if any, as may be specifically required to perform the Services to the Authority’s satisfaction;

c. Deliver to the Authority all memoranda, reports, notes, analyses, documents and other instruments as may be reasonably requested from time to time by the Authority relating to the performance of the Services and Professional’s other obligations under this Agreement;

d. Provide the Authority with prompt notification of any anticipated delays or difficulties in the performance of the Services;

e. Designate one or more individuals to act on behalf of Professional with respect to the Services and with whom the Authority may confer with respect to the Services; and
f. At all times conduct itself in a professional and cooperative manner in the discharge of its obligations under this Agreement.

Professional covenants and agrees with the Authority that should Professional at any time become aware of any act, occurrence or omission on the part of the Authority or the Authority’s commissioners, officers, employees, insurers, attorneys, agents, lessees, licensees, invitees, successors and assigns which Professional believes or has reason to suspect may give rise to a claim by Professional of bad faith, negligence, fraud or any other form of liability against the Authority, Professional shall advise the Authority in writing of such claim or potential claim within a reasonable period of time not to exceed thirty (30) days of its discovery, or Professional shall be deemed to have waived the claim and be forever barred from asserting that claim or a related claim against the Authority. The purpose of this provision is to promptly advise the Authority of any potential claim and to allow the Authority to immediately investigate, and, if necessary, remedy the allegation. Professional agrees that its failure to notify the Authority of a claim or potential claim within a reasonable period of time of its discovery, not to exceed thirty (30) days, shall be a complete bar to the pursuit of such claim against the Authority and the Authority’s past and present commissioners, officers, employees, insurers, attorneys, agents, lessees, licensees, invitees, successors and assigns, in their individual and representative capacities.

5. **Work Made for Hire, Assignment.** All work product, research, notes, drawings, blueprints, models, reports, analyses, documents, instruments, data and other information prepared by Professional in connection with the Services (collectively the “Work”) shall be deemed work made for hire and made in the course of the Services rendered under this Agreement. To the extent that the Work may not be considered work made for hire, all right, title and interest in the Work is hereby irrevocably assigned to the Authority by Professional. As such, the Work shall belong exclusively to the Authority.

6. **Compensation and Written Invoices.**

a. Subject to the terms and conditions of this Agreement, the Authority shall pay Professional for the performance and completion of the Services at the rates and in the manner set forth in Exhibit A. Upon completion and acceptance of the Services in accordance with the terms and conditions of this Agreement to the satisfaction of the Authority, Professional shall send the Authority a written invoice detailing the time and authorized charges for such Services. All such written invoices are payable within sixty (60) days of receipt by the Authority.

b. Notwithstanding anything in this Agreement to the contrary, should Professional fail to commence, provide, perform or complete any of the Services in a timely and diligent manner, in addition to any other rights or remedies available to the Authority, including the rights specified under Paragraphs 2 and 3 herein, the Authority, in its sole discretion, may withhold any and all payments due and owing to Professional until such time as Professional resumes performance of its obligations in such a manner so as to satisfy the Authority.

c. After being paid by the Authority, Professional shall immediately pay all subcontractors who have submitted invoices for work already performed. If applicable, Professional shall strictly comply with the provisions of Florida Statute sections 255.071 through 255.078. Failure of Professional to pay any subcontractors shall, at the Authority’s option, be considered a material breach of this Agreement and, therefore, a Termination Event hereunder.

7. **Licenses.** Professional represents and warrants to the Authority that it has the resources and expertise necessary to complete the Services in accordance with the terms and conditions of this Agreement. Professional agrees to obtain and maintain throughout the entire term of this Agreement all licenses, registrations and permits as are required to transact business in the United States, State of Florida, Collier County and the City of Naples, including, but not limited to, all licenses and permits required by the respective federal and state boards and other governmental agencies responsible for regulating and licensing the Services to be provided by Professional. The employees, personnel, subcontractors and agents assigned by Professional to perform the Services shall be qualified to perform the assigned duties and shall be individually licensed, registered and permitted to perform such duties if required by applicable law. Upon request of the Authority, Professional shall provide the
Authority with copies of all applicable licenses, registrations and permits of Professional and Professional’s employees, personnel, subcontractors and agents required under this Paragraph 7.

8. **Insurance.** Professional shall maintain all of the insurance coverage set forth in this Paragraph 8 uninterrupted at all times while Professional is providing Services under this Agreement. In the event Professional becomes in default of any of the insurance requirements hereunder, the Authority reserves the right to take whatever legal actions are deemed necessary to protect its interest. Professional agrees that, to the fullest extent available, all insurance policies required hereunder shall provide that the Authority is an additional insured.

a. **Workers’ Compensation / Employer’s Liability.** Professional shall maintain workers’ compensation / employer’s liability insurance, and the maximum limits of such insurance, inclusive of any amount provided by an umbrella or excess policy, shall be:

<table>
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<tr>
<th>Part One:</th>
<th>“Statutory”</th>
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<tr>
<td>Part Two:</td>
<td></td>
</tr>
<tr>
<td>Each Accident</td>
<td>$100,000</td>
</tr>
<tr>
<td>Disease – Policy Limit</td>
<td>$500,000</td>
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<tr>
<td>Disease – Each Employee</td>
<td>$100,000</td>
</tr>
</tbody>
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b. **Commercial General Liability.** Professional shall maintain commercial general liability insurance (or broad form property damage covering all Services and other work performed by Professional pursuant to this Agreement), and the minimum limits of such insurance, inclusive of any amounts provided by an umbrella or excess policy, without exclusion for independent contractors, shall be:

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<tbody>
<tr>
<td>General Aggregate</td>
<td>$1,000,000</td>
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<tr>
<td>Each Occurrence</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Personal and Advertising Injury</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Products and Completed Operations</td>
<td>$1,000,000</td>
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</table>

The insurance required under this Paragraph 8(b) shall include coverage for liability resulting out of, or in connection with, ongoing operations performed by, or on behalf of, Professional under this Agreement or the use or occupancy of the Authority premises by, or on behalf of, Professional in connection with this Agreement.

c. **Business Auto Liability.** Professional shall maintain business auto liability insurance (for all owned, hired and non-owned vehicles), and the minimum limits of such insurance, inclusive of any amounts provided by an umbrella or excess policy, shall be:

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<tbody>
<tr>
<td>Each Occurrence – Bodily Injury and</td>
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<tr>
<td>Property Damage Combined</td>
<td>$1,000,000</td>
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d. **Professional Liability / Malpractice.** Professional shall maintain professional liability / malpractice insurance, and the minimum limits of such insurance, inclusive of any amounts provided by an umbrella or excess policy, shall be:

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<tbody>
<tr>
<td>Each Occurrence</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Annual Aggregate</td>
<td>$2,000,000</td>
</tr>
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</table>

The insurance required under this Paragraph 8(d) shall (i) include coverage for all Services and other work of Professional, including, but not limited to, areas with possible environmental impact, without any exclusions unless approved in writing by the Authority’s Executive Director, and (ii) notwithstanding anything herein to the contrary, be maintained and continued for a minimum uninterrupted period of four (4) years following the later of completion of all of the Services by Professional or termination of this Agreement.
e. General Requirements. Renewal certificates evidencing all of the insurance required under this Paragraph 8 shall be sent by Professional to the Authority thirty (30) days prior to the expiration date of each applicable insurance policy. Each insurance policy required under this Paragraph 8 shall provide that the Authority shall receive at least thirty (30) days prior written notice in the event of any cancellation or modification of any insurance coverage. No insurance coverage required hereunder shall have a deductible amount in excess of $50,000 without the prior written approval of the Authority’s Executive Director. All insurance coverage of Professional shall be in addition to, and shall in no way be construed or interpreted to be a limitation of, Professional’s indemnification and other obligations to the Authority under Paragraph 9 of this Agreement. It is expressly agreed that Professional’s policies of insurance required under this Paragraph 8 shall be primary over any insurance which the Authority may maintain or carry, and that Professional shall obtain from its insurers an endorsement waiving any other insurance clauses which may be in conflict with this provision, and evidence of such waiver shall be indicated on all insurance policies or certificates of insurance furnished to the Authority. Professional shall be responsible and liable for insuring that all of Professional’s employees, personnel, subcontractors, agents, licensees or invitees who perform any of the Services carry and comply with the same insurance coverage and requirements required of Professional under this Paragraph 8. Upon the request of the Authority, Professional shall deliver to the Authority copies of all insurance policies required hereunder.

9. Indemnification. To the fullest extent permitted by applicable law, Professional shall indemnify, defend and hold harmless the Authority and the Authority’s past and present commissioners, officers, employees, insurers, attorneys, agents, lessees, licensees, invitees, successors and assigns, in both their individual and representative capacities, from and against any and all liabilities, damages, losses, penalties, causes of action, claims, demands and costs, including, but not limited to, reasonable attorneys’ fees and expenses of defense (through all appeals), arising out of or in connection with (a) the Services or other work performed by Professional pursuant to this Agreement, (b) the failure to fulfill any and all responsibilities, covenants and obligations of Professional under this Agreement and (c) any act or omission of Professional or Professional’s employees, personnel, subcontractors, agents, licensees or invitees. Nothing contained herein will be construed as a waiver of any immunity or limitation of liability the Authority may have under the doctrine of sovereign immunity under Florida Statute section 768.28 or otherwise. The Authority reserves the right, at its option, to participate in the defense of any suit, without relieving Professional of any of its obligations hereunder. The obligations of this Paragraph 9 will survive termination of this Agreement and will not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. If the provisions of this Paragraph 9 are found to conflict in any way with Florida or other governing law, then this Paragraph 9 will be considered modified by such laws to the extent necessary to remedy the conflict.

This Paragraph 9 shall also pertain to any claims brought against the Authority by any of Professional’s employees, personnel, subcontractors, agents, licensees and invitees and any other party claiming by or through Professional. Professional’s obligations under this Paragraph 9 shall not be limited in any way by Professional’s limit or lack of sufficient insurance protection.

10. Rules and Regulations. In performing the Services, Professional shall comply with each of the following:

a. Any and all of the Authority’s (i) Rules and Regulations of the Naples Municipal Airport, Naples, Florida, as amended, (ii) regulatory and compliance regulations, as amended, and (iii) procedures, rules and other requirements on file in the offices of the Executive Director of the Authority or a hereafter promulgated, established or amended from time to time by the Authority in its sole discretion (collectively the “Airport Rules and Regulations”). The Airport Rules and regulations are incorporated herein by reference and made part of this Agreement. Upon request, Professional shall have the right to review any of the Airport Rules and regulations during regular business hours at the offices of the Executive Director of the Authority; and

b. Any and all applicable laws statutes, ordinances, codes, rules, regulations, orders, and governmental permits and requirements.
11. **No Waiver.** The failure of the Authority to enforce at any time, or for any period of time, any one or more of the provisions of this Agreement shall not be construed to be, and shall not be, a waiver of any such provision or provisions or of its right thereafter to enforce each and every such provision. The waiver by the Authority of a breach of any provision of this Agreement shall not be deemed a continuing waiver, or a waiver of any subsequent breach of the same or any other provision hereof.

12. **Severability.** The invalidity of any one or more of the provisions of this Agreement shall not affect the enforceability of any or all of the remaining provisions hereof, all of which are included conditionally upon being valid in law, and, in the vent that any one or more of the provisions of this Agreement shall be declared invalid, this Agreement shall be construed as if such invalid provisions had not been included.

13. **No Assignment.** Professional shall not voluntarily, involuntarily or by operation of law assign, transfer or otherwise encumber this Agreement, or any rights or privileges of Professional hereunder, in whole or in part, without first obtaining in each and every instance the prior written consent of the Authority, which consent may be granted or withheld in the Authority’s sole discretion for any reason whatsoever. Any assignment, transfer or encumbrance contrary to the forgoing shall be a material default and, therefore, a Termination Event under this Agreement.

14. **Independent Professional.** Neither Professional nor Professional’s employees, personnel, subcontractors, agents, licensees and invitees shall be deemed to be a servant, employee, partner or joint venturer of the Authority. Professional shall perform the Services and its obligations under this Agreement as an independent contractor. Neither Professional nor Professional’s employees, personnel, subcontractors, agents, licensees and invitees shall hold themselves out as having the power or authority to bind or create liability for the Authority. Professional shall not be treated as an employee for purposes of FICA, FUTA, federal, state or local income tax, and Professional shall be responsible for its own employment, social security and other tax payments, as well as any other statutorily required coverage, including insurance.

15. **Notices.** All notices and Communications under this Agreement shall be in writing and shall be delivered by hand, by nationally recognized overnight courier or by certified United States mail, return receipt requested, to the perspective Parties as follows:

   **As to the Authority:**
   City of Naples Airport Authority  
   Attention: Christopher A. Rozansky, Executive Director  
   160 Aviation Drive North  
   Naples, FL 34104

   **With Copy to the Authority’s Attorney:**
   William L. Owens, ESQ.  
   Bond, Schoeneck & King, PLLC  
   4001 Tamiami Trail North, Suite 250  
   Naples, FL 34103

   **As to Professional:**
   Attention:  
   Address:  
   City, State, ZIP

   Notice shall be deemed conveyed upon personal delivery or receipt confirmation. Either Party may change its mailing address by giving written notice to the other Party in accordance with the requirements of this Paragraph 15.

16. **Attorneys’ Fees.** In the event of any controversy, claim, dispute or litigation relating to this Agreement, or the breach hereof, the prevailing Party shall be entitled to recover from the non-prevailing Party the prevailing Party’s costs and expenses, including, without limitation, reasonable attorneys’ fees (through all appeals).
17. **Governing Law and Venue.** This Agreement shall be interpreted under, and its performance governed by, the laws of the State of Florida (excluding any conflict of law rule or principle that would refer to the laws under jurisdiction). Each Party irrevocably submits to the jurisdiction of the Circuit Court of the State of Florida, Collier County, in any action or proceeding arising out of or relating to this Agreement, and each Party hereby irrevocably agrees that all claims with respect to any such action or proceeding must be brought and defended in such court; provided, however, that matters which are under the exclusive jurisdiction of the Federal courts shall be brought in the Federal District Court for the Middle District of Florida. Each Party consents to service of process by any means authorized by the applicable law of the forum in any action brought under or arising out of this Agreement, and each Party irrevocably waives, to the fullest extent each may effectively do so, the defense of an inconvenient forum to the maintenance of such action or proceeding in any such court. PROFESSIONAL AND THE AUTHORITY HEREBY IRREVOCABLY AND UNCONDITIONALLY WAIVE, TO THE FULLEST EXTENT IT MAY LEGALLY AND EFFECTIVELY DO SO, TRIAL BY JURY IN ANY SUIT, ACTION OR PROCEEDING ARISING UNDER THIS AGREEMENT.

18. **Paragraph Headings.** None of the Paragraph headings of this Agreement shall be construed as a limitation upon the provisions hereof. Paragraph headings having been inserted as a guide and partial index and not as a complete index of the contents of any Paragraph or other provision of this Agreement. Whenever the singular or plural number, or the masculine, feminine or neuter gender is used in this Agreement, it shall include the other.

19. **Counterparts.** This Agreement may be executed in any number of counterparts, each such counterpart being deemed to be an original instrument, and all such counterparts shall together constitute the same Agreement. Delivery of an executed signature page by facsimile or electronic mail shall be as effective as delivery of a manually signed counterpart.

20. **No Modification.** No modification or change to this Agreement shall be valid or binding upon the Parties unless in writing and executed by the Party or Parties intended to be bound by it.

21. **Encumbrances.** Professional hereby covenants and agrees that all of Professional’s rights and privileges under this Agreement are subject and subordinate to any and all rights, liens, licenses, leases, tenancies, mortgages, uses, encumbrances and other restrictions which may now or hereafter bind the Authority or encumber the Naples Municipal Airport, and to all renewals, modifications and extensions thereof. In addition, this Agreement shall be subject and subordinate to all of the provisions and obligations of the Authority under any existing or future laws, regulations, grant assurances, requirements or agreements, by, from or with the United States Government or other governmental authority compliance with or the execution of which has been or will be required as a condition precedent to the operation (or granting of Federal or other governmental funds for the development) of the Authority or Naples Municipal Airport. Professional shall, upon request of the Authority, execute any subordination documents which the Authority may deem necessary, but no such documents shall be required to effectuate the subordination by Professional under this Paragraph 21.

22. **Further Assurances.** From and after the execution and delivery of this Agreement, Professional shall cooperate with the Authority in taking such actions, executing such instruments and granting such rights as may be reasonably necessary or requested by the Authority to effectuate the purposes of this Agreement or to evidence or perfect the rights and privileges granted and the obligations assumed hereunder.

23. **No Third Party Beneficiary Intended.** This Agreement is made solely for the benefit of Professional and the Authority, and their respective successors and assigns permitted hereunder, and no other person or entity shall have or acquire any right by virtue of this Agreement.

24. **FAA Required Contract Provisions.**

   a. **Civil Rights – General.** Professional agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgates to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance. This provision binds Professional and subtier contractors from the bid solicitation period through
the completion of this Agreement. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

b. **Civil Rights – Title VI Assurances – Compliance with Nondiscrimination Requirements.** During the Performance of this Agreement, Professional, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor” in this paragraph 24(c)) agrees as follows:

i. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made part of this Contract.

ii. **Non-Discrimination:** The contractor, with regard to the work performed by it during this Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of material and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Non-discrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

iii. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this Agreement and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

iv. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Authority or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Authority or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

v. **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this Agreement, the Authority will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

1. Withholding payments to the contractor under this Agreement until the contractor complies; and/or

2. Cancelling, terminating, or suspending this Agreement, in whole or in part.

vi. **Incorporation of Provisions:** The contractor will include the provisions of Paragraphs 24(c)(i) through (vi) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Authority or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Authority to enter into any litigation to protect the interests of the Authority. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.
c. **Construction / Use / Access to Real Property Acquired Under the Activity, Facility or Program.**

   i. Professional for itself/himself/herself, its/its/her/hers personal representatives, successors in interest, and assigns, as part of the consideration hereof, does hereby covenant and agree (as a covenant running with the land during the term of this Agreement) that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that Professional will use the premises in compliance with all other requirements imposed by or pursuant to the List of Discrimination Acts and Authorities.

   ii. In the event of any breach of any of the above Nondiscrimination covenants, the Authority will have the right to terminate the licenses, leases, permits, etc. and this Agreement and to enter or re-enter and repossess said land and the facilities thereon, and hold the same if the licenses, lease, permits, etc. and this Agreement had never been made or issued.

   d. **Title VI List of Pertinent Nondiscrimination Acts and Authorities.** During the performance of this Agreement, Professional, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor" in this Paragraph 24(f)) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

   i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);

   ii. 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);

   iii. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);


   v. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), as amended, (prohibits discrimination on the basis of age);

   vi. Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);

   vii. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs and activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are federally funded or not);

   viii. Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. § 12131 – 12189) as implemented by the Department of Transportation regulations at 49 CFR parts 37 and 38;
ix. The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

x. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

xi. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); and

xii. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

e. Federal Fair Labor Standards Act. All contracts and subcontracts that result from this solicitation (including this Agreement) incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers. Professional has full responsibility to monitor compliance to the referenced statute or regulation. Professional must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

f. Occupational Safety and Health Act. All contracts and subcontracts that result from this solicitation (including this Agreement) incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Professional must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. Professional retains full responsibility to monitor its compliance and their subcontractor’s compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Professional must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

25. Florida’s Public Records Laws.

a. If Professional has questions regarding the application of Chapter 119, Florida Statutes, or Professional’s duty to provide public record relating to this Agreement, contact the Authority’s custodian of public records at 239-643-0733, administration@flynaples.com, and/or 160 Aviation Drive North, Naples, Florida 34104.

b. Professional acknowledges and agrees that Professional shall be required to comply with Florida’s Public Record Laws, Chapter 119, Florida Statutes. Specifically, Professional hereby covenants and agrees that it shall:

i. Keep and maintain public records required by the Authority to perform the services under this Agreement;

ii. Upon request from the Authority’s custodian of public records, provide the Authority with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not
exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

   iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if Professional does not transfer the records to the Authority; and

   iv. Upon completion of this Agreement, transfer, at no cost, to the Authority all public records in possession of Professional, or keep and maintain public records required by the Authority to perform the services under this Agreement. If Professional transfers all public records to the Authority upon completion of this Agreement, Professional shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Professional keeps and maintains public records upon completion of this Agreement, Professional shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Authority, upon request from the Authority’s custodian of public records, in a format that is compatible with the information technology systems of the Authority.


   a. Convicted Vendor List. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

   b. Discriminatory Vendor List. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.

   c. Invoice Compliance. All invoices, bills, fees or other requests for compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and post audit thereof.

   d. Travel Expenses. Bills for any travel expenses shall be submitted in accordance with Florida Stat. 112.061. A state agency may establish rates lower than the maximum provided in s. 112.061.

   e. Public Records. The Authority may unilaterally cancel this Agreement if Professional refuses to allow the public access to all documents, papers, letters, or other material made or received by Professional in conjunction with the Agreement, unless the records are exempt from s. 24(a) of Art. 1 of the Florida State Constitution and s. 119.07(1).
f. **Statement of Certification.** Professional certifies that it is certified under Fla. Stat. 489.199 to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent, or that it is certified under Fla. Stat. 471.023 to practice or to offer to practice engineering, or that it is certified under Fla. Stat. 481.219 to practice or to offer to practice architecture, or that it is certified under Fla. Stat. 481.319 to practice or to offer to practice landscape architecture.

g. **Truth In Negotiation Certificate.** The wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting and the original contract price and any additions thereto will be adjusted to exclude any significant sums by which the Professional determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs.

h. **Prohibition Against Contingent Fees.** The Professional warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the Professional to solicit or secure this agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Professional any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement. For the breach or violation of this provision, the Authority shall have the right to terminate the Agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

i. **Duty to Cooperate with Inspector General.** Professional agrees to comply with s.20.055(5), Florida Statutes and to incorporate in all subcontracts the obligation to comply with s.20.055, Florida Statutes.

j. **No Boycott/Prohibited Business.** Professional hereby certifies that it is not participating in a boycott of Israel, on the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria.

27. **Entire Agreement.** This Agreement represents the entire Agreement between Professional and the Authority and supersedes all prior agreements, oral or written, and all other communications relating to the subject matter hereof. Each Party has had the opportunity to review with counsel the terms of this Agreement and to negotiate the same. Therefore, any ambiguity in this Agreement shall not be construed against either Party by virtue of having drafted this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

**PROFESSIONAL:**

**LEGAL NAME OF CONSULTANT**

a (state) Corporation

By: ________________________________

Print Name: ________________________________

Print Title: ________________________________

**AUTHORITY:**

CITY OF NAPLES AIRPORT AUTHORITY

a political subdivision of the State of Florida

________________________________________

Christopher A. Rozansky

Executive Director

Approved as to form and legal sufficiency by:

______________________________________________

William L. Owens, Esq.

Counsel to the Authority
Exhibit A

Description of Services: In addition to all of the obligations of Professional hereunder, the Services to be performed and provided by Professional pursuant to this Agreement are described in Schedule 1 (titled "EXHIBIT A: SCOPE OF SERVICES, Planning, Design, Bidding and Construction Phase Services, General Aviation Terminal Improvements Program, Naples Airport Authority") attached hereto and made a part of this Agreement.

Deadline For Satisfactory Completion: Except as otherwise provided in this Agreement, the Deadline For Satisfactory Completion of all of the Services by Professional is ___________, as described in ______________ (titled "________________") attached hereto and made a part of this Agreement.

Rates and Manner of Compensation: Notwithstanding anything in this Agreement to the contrary, the total compensation due Professional from the Authority for the performance and completion of all of the Services in accordance with the terms and conditions of this Agreement to the satisfaction of the Authority is $______. A description and breakdown of the tasks and expense categories are described in ______________ (titled "________________") attached hereto and made a part of this Agreement.

Other Provisions and Obligations of Professional: In addition to the Professional’s obligations set forth herein and all common law duties, Professional shall:
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<td>- Project Manager and key team members are qualified to perform the</td>
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<td>work categories of the project</td>
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<td>- Consultant’s knowledge of standards and procedures</td>
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<td>Specialized experience and technical competence in the type of work</td>
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<td>been involved</td>
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<td>- Consultant IT capability (hardware and software)</td>
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<td>- Subcontractor financial stability and ability</td>
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<tr>
<td>- Past performance evaluations</td>
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<td>- References if no past work has been performed for the NAA by the</td>
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<td>Consultant</td>
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<td>The capacity to accomplish the work in the required time</td>
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<td>- Consultant has adequate staff for this project</td>
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<td>- Current workload of the consultant</td>
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<tr>
<td>- Consultant financial stability</td>
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<tr>
<td>Consultant has demonstrated understanding of key elements of the Project:</td>
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<tr>
<td>- Consultant has provided a logical approach to the tasks and issues of the</td>
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<td>Project</td>
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<td>Location of the Consultant and knowledge of the area and local issues;</td>
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<td>- Consultant has demonstrated understanding of possible special considerations</td>
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<td>- Location of Project Manager</td>
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ADDENDUM ONE

Date: October 19, 2018

To: Interested Responders

From: Kerry Keith
Senior Director of Airport Development and Facilities

Subject: Addendum One
Naples Airport Authority
Professional Consulting Services
General Aviation Terminal Improvements Program

Questions and Answers

Q1: I would like to obtain a copy of the Schenkel-Shultz GAT Assessment that was mentioned at today's meeting. If there was a facilities condition assessment performed on the GAT and AOB that is not a part of that Assessment, I would like to obtain a copy of that, as well.

A1: Facility Assessment Report is attached.

Q2: I would like to get a copy of the attendance sheet for today's meeting.

A2 Attached.

Q3: Is Florida Statewide Unified DBE Certification a valid certification to meet the DBE goal expressed in the RFQ?

A3: Yes.
**Title:** General Aviation Terminal Improvement Program

**Purpose:** Q & A, Site Visit Review Project Goals and Objectives, Answer Questions, Site Visit

**Date:** 10/17/2018  **Time:** 1:00 PM  **Location:** Naples Municipal Airport

### SCHEDULED

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| 1     |            |            |

### General Aviation Terminal

<table>
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<tr>
<th>Individuals Attending</th>
<th>Company</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kerry Keith</td>
<td>NAA Sr. Director of A/P Development and Facilities</td>
<td>(239) 643-0733</td>
<td><a href="mailto:kkeith@flynaples.com">kkeith@flynaples.com</a></td>
</tr>
<tr>
<td>Ute Vandersluis</td>
<td>NAA Airport Development Specialist</td>
<td>(239) 643-0733</td>
<td><a href="mailto:uvandersluis@flynaples.com">uvandersluis@flynaples.com</a></td>
</tr>
<tr>
<td>Raymond Saavedra</td>
<td>KKCS</td>
<td>305-537-0027</td>
<td><a href="mailto:Raymond.saavedra@kkcsworld.com">Raymond.saavedra@kkcsworld.com</a></td>
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<td>Jim Vallejo</td>
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<td>561-322-1073</td>
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<td>Blake Swafford</td>
<td>Hanson Professional Services</td>
<td>321-214-9315</td>
<td><a href="mailto:bswafford@hanson-inc.com">bswafford@hanson-inc.com</a></td>
</tr>
<tr>
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<td>MLM-Martin Architects</td>
<td>407-897-6764</td>
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</tr>
<tr>
<td>Mark Kistler</td>
<td>Michael Baker</td>
<td>813-889-3892</td>
<td><a href="mailto:mkistler@inbakerintl.com">mkistler@inbakerintl.com</a></td>
</tr>
<tr>
<td>Michael Adams</td>
<td>Ross &amp; Baruzzini</td>
<td>305-477-8338</td>
<td><a href="mailto:madams@rossbar.com">madams@rossbar.com</a></td>
</tr>
<tr>
<td>Dennis Dowling</td>
<td>Stantec</td>
<td>813-223-9500</td>
<td><a href="mailto:Dennis.dowling@stantec.com">Dennis.dowling@stantec.com</a></td>
</tr>
<tr>
<td>Angela Newland</td>
<td>CCI</td>
<td>954-646-2714</td>
<td><a href="mailto:anewland@ccitechs.com">anewland@ccitechs.com</a></td>
</tr>
<tr>
<td>Brian McInerney</td>
<td>McInerney Inc</td>
<td>954-281-9393</td>
<td>brian@mcinernco</td>
</tr>
<tr>
<td>Dan Summers</td>
<td>BSSW Architects</td>
<td>239-823-8632</td>
<td><a href="mailto:dnas@bsswarchitects.com">dnas@bsswarchitects.com</a></td>
</tr>
<tr>
<td>Mohsen Mohammadi</td>
<td>AID Inc</td>
<td></td>
<td><a href="mailto:mohsen@aidinc.us">mohsen@aidinc.us</a></td>
</tr>
<tr>
<td>Craig Hanson</td>
<td>SchenkelSchultz</td>
<td>407-872-3322</td>
<td>chanson@schenkel Schultz.com</td>
</tr>
</tbody>
</table>

### Discussion

1. **Introduction**
2. As part of Master Plan Project – GA Assessment – published as part of Addendum One
3. Looking for innovative approach to solving existing needs, deficiencies, growth issues
4. Bldgs include GAT and AOB, parking lot
5. Wishes include: “Gateway to Naples”; CSR counter improvements; Passenger Amenities, Pilot Amenities; reconfigure and add to admin staff space; capacity to handle increasing Ops; parking and ramp access improvements including signage; storage; catering; gym; typical FBO equipment storage
6. Financial plan
7. Site Visit

### Notes
Facility Assessment Report: General Aviation Terminal and Annex Office Building

DRAFT
April 18, 2018
PROJECT TEAM

OWNER: Naples Airport Authority
       160 Aviation Drive North
       Naples, FL 34104

PRIME CONSULTANT: ESA
       4200 West Cypress Street, Suite 450
       Tampa, FL 33607

ARCHITECT: SCHENKELSHULTZ
       200 E. Robinson Street, Suite 300
       Orlando, FL 32801
       407-872-3322

MECHANICAL PLUMBING
FIRE PROTECTION ELECTRICAL:
EG Power Engineering
1701 Washington Avenue
Golden, CO 80401
720-533-4850
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   3.2- WATER SUPPLY
   3.3- SANITARY SEWER
   3.4- GAS

4. UTILITY SERVICES- AOB
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   4.2- WATER SUPPLY
   4.3- SANITARY SEWER
   4.4- GAS

5. SITE
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   7.3- ROOF AND DRAINAGE
   7.4- STAIRS
7.5. ACCESSIBILITY CODE COMPLIANCE
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9.5- LIGHTNING PROTECTION SYSTEM- GAT & AOB
9.7- ELECTRICALLY RELATED CONDITIONS AND DEFICIENCIES
9.8- ONE LINE DIAGRAMS AND LOAD ANALYSIS

10. EXISTING CONDITIONS AERIAL PHOTOS

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Exhibit A  Aerial
Exhibit B  Aerial Perspectives
Exhibit C.1  First Floor Plan GAT (1997 original construction)
Exhibit C.2  Second Floor Plan GAT (1997 original construction)
Exhibit D.1  First Floor Plan GAT (2008 North and South Additions)
Exhibit D.2  Second Floor Plan GAT (2008 North and South Additions)
Exhibit E  First Floor Plan GAT (2011 Restroom/Vending Expansion
Exhibit F.1  First Floor Plan GAT (current)
Exhibit F.2  Second Floor Plan GAT (current)
Exhibit G.1  First Floor Plan AOB (1998 Renovation)
Exhibit G.2  Second Floor Plan AOB (1998 Renovation)
1 PROJECT SUMMARY

Schenkel Shultz in association with EG Power Engineering conducted an Existing Conditions Assessment of the Naples Airport General Aviation Terminal and Annex Office Building (AOB) at Naples Municipal Airport (APF) to evaluate existing conditions, determine the overall condition of the buildings, and identify any issues regarding existing conditions. The study included:

a) Collection and review of the original construction documents and subsequent addition and renovation documents.

b) An on-site investigation and review of the existing building, site conditions, and infrastructure was conducted on February 1, 2018 with representatives of each discipline from the Design Team in attendance who inspected the building with Airport staff in attendance. The first floor, second floor, roof and the site were reviewed for each building. The site visit was conducted to identify issues that may affect the continued operation of the building, identifying the rough order of magnitude life span of the building systems, and primarily determine any issues or limitations that would affect potential expansion/addition of the buildings to accommodate additional program and capacity. The field review included review of Architectural, Mechanical, Plumbing, Fire Protection, Fire Alarm and Electrical systems. The site review scope included general review of the exterior equipment and existing utilities to identify any potential issues with regard to continued operation of the facility and/or expansion of the buildings.

1.1 PROJECT DESCRIPTION

The subject project is located on the east side of the Naples Municipal Airport’s airfield at 160 Aviation Drive North, Naples, FL. Both of the subject buildings are two stories and share a common parking lot. The General Aviation Terminal (GAT) currently houses the Naples Airport Authority (NAA) administration offices and the Fixed Base Operator (FBO) facility which is operated by the NAA. The Annex Office Building (AOB) currently houses several different tenants and has a community conference room space on the second floor that is utilized for airport meetings and community meetings.

General Aviation Terminal (GAT)

The GAT facility was originally constructed in 1997 as a two story Terminal building with 12,250 sf of space (6,890 sf on the first floor and 5,360 sf on the second floor). The Terminal was expanded in 2009 to add two story additions to both the north and south sides of the original building, adding approximately 6,642 sf of space (1,350 for each floor of south addition, and 1,971 for each floor of north addition). The building was further expanded on the first floor in 2011 in order to accommodate expanded Public Restroom renovations, Vending Lounge renovations and a new exterior landside patio. This 2011 renovation added 336 sf (12’ x 28’) to the first floor. After the additions, the current size of the building is 19,228 sf.
GAT Facility Space Summary

Original Construction 1997
First Floor = 6,890 sf
Second Floor = 5,360 sf
Total SF = 12,250 sf

North and South Expansion 2009
First Floor Expansion North = 1,971 sf
Second Floor Expansion North = 1,971 sf
Total North Expansion = 3,942 sf
First Floor Expansion South = 1,350 sf
Second Floor Expansion South = 1,350 sf
Total South Expansion = 2,700 sf
Total First Floor Expansion = 3,321 sf
Total Second Floor Expansion = 3,321 sf
Total North and South Expansion = 6,642 sf
New Total Building First Floor = 10,211 sf
New Total Building Second Floor = 8,681 sf
Total Total Building SF = 18,892 sf

Restroom and Vending Expansion 2011
First Floor Expansion = 336 sf
New Total Building First Floor = 10,547 sf
New Total Building Second Floor = 8,681 sf
Total Total Building SF = 19,228 sf

The subject building property currently includes:

- A two story GAT building of approximately 19,228 gross square feet and a two story Annex Office Building (AOB) of approximately 9,654 gross square feet.
- A landscaped Landside asphalt parking lot shared with all buildings surrounding the parking lot.
- Motorized and secured AOA vehicle access gates on the east side of the building.
• Concrete ramp on the airside of the building

The building components and systems evaluated include:

• Exterior Building Envelope, including walls, windows and doors
• Building Roof
• Building Structure
• Mechanical
• Plumbing
• Fire Protection
• Electrical
• Fire Alarm

2  ACRONYMS

ADA  Americans with Disabilities Act
AHJ  Authority Having Jurisdiction
AOA  Airport Operations Area (area within the airport security fence)Accessory Office Building
AOB  Accessory Office Building
FAA  Federal Aviation Administration
GAT  General Aviation Terminal
WSHP  Water Source Heat Pump
NAA  Naples Airport Authority
APF  Naples Municipal Airport

3  UTILITY SERVICES- (GAT)

3.1 GENERAL
The existing facility is served by potable water, sanitary sewer service, fire suppression, power and communications services.

3.2 WATER SUPPLY
The existing GA building is served by a domestic water service line that runs from a main at the northeast side of the building, in a small landscaped area. The existing tap and meter size is 1.5" with a 2" domestic water service line into the building.

The existing fire sprinkler system is served by a 6" fire service line at the northeast side of the building, to the north of the main entrance, with an exterior double check valve assembly.
3.3 **SANITARY SEWER**  
There is a 4" sanitary sewer line exiting the building on the northeast side to the north of the main building entrance.

3.4 **GAS**  
Natural gas service is utilized at this facility.

4 **UTILITY SERVICES- AOB**

4.1 **GENERAL**  
The existing facility is served by potable water, sanitary sewer service, fire suppression, power and communications services.

4.2 **WATER SUPPLY**  
The existing Office building is served by a water line that feeds from a main at the southeast side of the building, in a small landscaped area. The existing tap and meter size is 3/4" with a 1" domestic water service line into the building.

The existing fire sprinkler system is served by a 6" fire service line at the southeast side of the building, to the east of the main entrance, with an exterior double check valve assembly.

4.3 **SANITARY SEWER**  
There is a 4" sanitary sewer line exiting the building on the south side at the main building entrance.

4.4 **GAS**  
Natural gas service is utilized at this facility.

5 **SITE**

5.1 **EXISTING SITE CONDITIONS**  
The existing site appears to generally be in good condition. The landscape in the parking lot and airside appears to be mature, well maintained and generally compliant with landscape code. The parking space count appeared to be deficient for the building use of an FBO Terminal and additional stories of Office and Hangar Buildings surrounding the parking lot, but there is additional parking located remotely.

There is an AOA vehicle gates on the northeast corner of the GAT building which was observed to be operating and compliant with security standards. There is an existing large stand-alone generator on
the landside northeast corner of the GAT that provides emergency power backup for the GAT. The concrete ramp on airside was not evaluated for this report.

6 ARCHITECTURAL ASSESSMENT - GENERAL AVIATION TERMINAL

6.1 GENERAL DESCRIPTION-
The General Aviation Terminal was originally built in 1997 and the original components of the building are now 21 years old. It is in generally good condition and is still a very functional building, but many components and systems are nearing the end of their anticipated life span and are due for upgrades or replacement. The construction of the building includes:

Foundations: Concrete slab on grade with turn-down perimeter footings

Exterior Walls: 2 hour rated Load Bearing concrete masonry units (cmu) with painted stucco exterior finish and gypsum board on metal studs on interior side. Exterior walls utilize concrete tie beams.

Windows: Fixed impact rated aluminum frames and glazing units.

Doors: Automatic aluminum/glass sliding entry doors at main entry points. Interior doors combination of painted hollow metal doors and stained wood doors in hollow metal frames.


Canopies: Painted aluminum canopies at entries and landside walkways

Bahama Shutters: Painted aluminum non-functional decorative Bahama shutters at some windows
East (Landside) View of GAT Building

West (Airside) View of GAT Building
6.2 Occupancy per Building Code

Due to the use of the building, it is categorized as an Unseparated Mixed Use Occupancy including “A-3” Assembly, “B” Business occupancy, and “S-2” Storage. Since it is two stories with 19,228 sf of space it was required to be Type III B construction and sprinklered and is compliant on both items. Stair towers and the elevator shaft are required to be one hour rated construction which has been achieved by contracting these out of masonry block and providing rated doors and frames, as well as rated penetrations.

6.3 Roof and Drainage

The roof is a low slope roof with no parapets with a modified bitumen roof coating. There is indication of some roof leaks in the vicinity of the north hvac rooftop unit. There are some roof penetrations that potentially have caused some of the leaks that were reported. Replacement of these penetrations with proper sleeving, boots and flashing could improve that condition. The roof is drained by two internal roof drains which do not appear adequate for the amount of roof area and rainfall calculations. Due to the lack of parapet, the entire roof perimeter can act as an overflow drain in the event of roof drain blockage. There were some cracks observed that appear to have been patched but should be inspected further to prevent additional water intrusion.

Modified Bitumen Low Slope Roof with no parapet. Roof top equipment screen walls
Roof Skylight with translucent panels over Lobby

Roof Skylight with translucent panels over Lobby
6.4 ELEVATOR

The elevator currently in service appears to be the original Kone Hydraulic Elevator and is inspected by A-1 Elevator Inspections. A common rule of thumb in the industry is an elevator older than 20 years is a probable candidate for modernization. After 20 to 25 years of service, elevators will reach the end of their cost effective lives. During this period, the building may experience decreasing performance along with an increase in service calls. These indicators are clear signs of potential problems and slipping reliability. It is recommended that the Elevator Maintenance company is consulted to provide more specifics on their assessment of the individual elevator components with regard to their service experience on the existing elevator. The elevator was out of commission undergoing maintenance at the time of the visit, so it appeared some maintenance was already required for some components.

Here is a general list of the expected life of elevator components. The table below assumes elevator maintenance is performed on a routine basis and equipment is manufactured by a major OEM.

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<th>Expected Useful Life in Years</th>
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<td>Shaft Doors</td>
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<td>Replace / Resleeve Piston</td>
</tr>
<tr>
<td>Elevator Call Station</td>
<td>15</td>
<td>Replace</td>
</tr>
<tr>
<td>Elevator Car Operating Panel</td>
<td>20</td>
<td>Replace</td>
</tr>
</tbody>
</table>
6.5 Stairs
The stairs are all functional back-of-house egress stairs constructed from poured in place concrete with rubber tread and riser finish. The location and design of the stairs are compliant with code with regard to egress. The guardrails and handrails are painted steel and are compliant with current code.

6.6 Accessibility Code Compliance
The building appears to be generally compliant with ADA and Florida Building Code for Accessibility for dimensional clearances, level grade at doors, and with the elevator to provide access to upper floors. Restrooms in the building are compliant with required accessible stall with lavatory and appropriate stall dimensions, required 34" counter height and protection of the drainage plumbing at the sink. They do not have accessible automatic faucets. Doors and Door Hardware appear to comply with requirements for handles that can operated without grasping or pinching.
6.7 LIFE SAFETY COMPLIANCE
The building appears to be generally code compliant with regard to issues including exit signage, egress path route designations, stair and railing dimensions/design, and fire extinguisher locations. The masonry construction of the walls of the rated stair towers and elevator shaft provide adequate rated separation (utilizing material equivalency) required by current code. Fire saing was indicated on the drawings to provide floor-to-floor rated separation. Exit Routes clearly identified with adequate signage.

6.8 FINISHES
The majority of the interior of the building is a typical “Class B” office finish with 2’ x 4’ lay in acoustical ceiling tiles, tiled and carpeted floors, painted drywall walls and wood doors in hollow metal frames. Restrooms are “Grade B” or “Grade C” quality with low cost tiles and laminate partitions and counters. The FBO public areas on the first floor have upgraded finishes, drywall ceiling soffits, specialty lighting, and upgraded tile restroom finishes, as do a few of the upper floor office areas. Generally, all of the finishes are in good condition and would only need to be replaced as an option to change or upgrade the finishes.
Upgraded finishes in FBO Public Areas

Upgraded finishes in FBO Public Areas

ESA
6.9  HAZARDOUS MATERIALS
Due to the age of the building there is limited possibility of the presence of hazardous materials, specifically Asbestos Containing Material (ACM) contained within mastics, floor materials, roofing membrane adhesives, plumbing and mechanical joint compounds, insulation, etc. ACM's in building materials were banned until 1989 so it is not expected that these materials exist in any building components.

7  ARCHITECTURAL ASSESSMENT- AOB

7.1  GENERAL DESCRIPTION-
The original construction year of the Accessory Office Building has not been determined at this time. We do have drawings from 1998 when interior buildout improvements were implemented to demise tenant spaces. The building appears to be in need of interior renovation as the finishes are worn out and many components and systems are nearing the end of their anticipated life span and are due for upgrades or replacement. The construction of the building includes:

Foundations: Concrete slab on grade with turn-down perimeter footings. Concrete pad footings under interior columns
Structure: Pre-Engineered Metal Building Framing with columns, beams, purlins and girts.

Exterior Walls: Rated concrete masonry units (cmu) between attached hangar and AOB. Typical PEMB vertical ribbed metal siding all other exterior walls. Substrate board with vapor barrier, insulation and drywall on interior side of wall.

Windows: Fixed aluminum frames and glazing units.

Doors: Automatic aluminum/glass sliding entry doors at main entry points. Interior doors combination of painted hollow metal doors and stained wood doors in hollow metal frames.

Canopy: Canopy at main ground floor entry with steel frame and standing seam metal roof.

North side (Landside) of AOB Building with attached hangar beyond
Retail flight store on ground floor

Community Meeting Room on second floor
7.2 Occupancy Per Building Code
Due to the use of the building, it is should be categorized as a Mixed Occupancy of "R" Retail, "B" Business, and "A-3" Small Assembly (Community Meeting Room). Since it is two stories with 9,654 sf of space it was required to be Type III B construction and sprinklered and is compliant on both items. Stair towers and the elevator shaft are required to be one hour rated construction which has been achieved by contracting these out of masonry block and providing rated doors and frames, as well as rated penetrations.

7.3 Roof and Drainage
The roof is a low slope roof with a parapet with a modified bitumen roof that appears to have had additional roof coatings added. The roof is drained by internal roof drains.

7.4 Stairs
The stairs are all functional back-of-house egress stairs constructed from poured in place concrete with painted finish. The location and design of the stairs are compliant with code with regard to egress. The guard rails and handrails are painted steel.

7.5 Accessibility Code Compliance
The building was constructed prior to the current Accessibility Code requirements, and appears to have some deficiencies with regard to current ADA and Florida Building Code for Accessibility for dimensional clearances. It does comply in many areas including level grade at door and with the elevator to provide access to upper floors. The building does however have a few items that are deficient with regard ADA compliance. All restrooms in the building are not compliant, as they do not have the required accessible stall with lavatory and appropriate stall dimensions. Signs at the restrooms do not have the required braille. It appears there was an attempt to provide some accessibility compliance with the addition of grab rails in some of the stalls. These modifications stopped short of any major room modifications to provide adequate dimensional clearances.

Doors and Door Hardware: There are a number of doors with door hardware that is not compliant with the operable hardware requirements for handles that can operated without grasping or pinching. The door handles could be replaced fairly easily to comply with those requirements.

7.6 Life Safety Compliance
The building appears to be generally code compliant with regard to issues including exit signage, egress path route designations, stair and railing dimensions/design, and fire extinguisher locations. The masonry construction of the walls of the rated stair towers and elevator shaft provide adequate rated separation (utilizing material equivalency) required by current code. Exit Routes clearly identified with adequate signage and Fire Extinguishers provided at proper locations throughout tenant spaces.
7.7 FINISHES
The majority of the interior of the building is a typical "Class C" office finish with 2' x 4' lay in acoustical ceiling tiles, carpeted floors, painted drywall walls and wood doors in hollow metal frames. Restrooms are "Grade B" or "Grade C" quality with low cost tiles and laminate partitions and counters.

7.8 HAZARDOUS MATERIALS
Due to the age of the building there is the possibility of the presence of hazardous materials, specifically Asbestos Containing Material (ACM) contained within mastics, floor materials, roofing membrane adhesives, plumbing and mechanical joint compounds, insulation, etc. ACM's in building materials were not banned until 1989. It is recommended that a Hazardous Material Survey be conducted if any renovation work is being considered for the building.

8 MECHANICAL, PLUMBING AND FIRE PROTECTION/ALARM ASSESSMENT

8.1 MECHANICAL UTILITIES - GAT
The General Aviation Terminal building is served by two roof mounted VAV units with associated VAV terminal units within the building, as well as (3) single zone split systems.

Following is information about the existing roof mounted VAV systems:

The south VAV unit, RTU-1, is a roof mounted Carrier 50AK-020-AQ02803, with a nominal 20 ton capacity and 8,000 CFM of supply air capabilities. The total Cooling Capacity at the site is approximately 12.25 tons at exterior ambient conditions of 95d F dry bulb 72d F wet bulb outdoor temperature. This unit appears to serve the second floor.

The north VAV unit, RTU-2, is a roof mounted Carrier 50AK-035-DQ02804, with a nominal 35 ton capacity and 14,000 CFM of supply air capabilities. The total Cooling Capacity at the site is approximately 21.4 tons at exterior ambient conditions of 95d F dry bulb 72d F wet bulb outdoor temperature. This unit appears to serve the first floor.

Per the VAV equipment manufacturer, the combined total capacity of the two roof mounted VAV units at the site, is 32 tons. This can be confusing since total capacity includes sensible heat (change in temperature) as well as latent heat (energy required to change water from vapor to liquid without changing temperature). Nominal capacity is the nameplate capacity of a unit at specific conditions and does not coincide with actual site conditions – thus the reduction from nominal to actual capacity noted. The combined nominal capacity of the two units is 55 tons.
The refrigerant utilized in the VAV cooling systems is R-22. R-22 HVAC systems are no longer manufactured, although components and re-claimed refrigerant are still available. Replacement refrigerants are also available but do not provide the longevity or original cooling system capacity. R-22 was phased out due to EPA mandates.

There is a single zone cooling system in each of the entry vestibules with exterior condensing units and indoor floor mounted unit ventilators.

The work out room and the updated first floor restrooms are served by a separate 3 ton exterior mounted condensing unit and indoor air handling unit at the ceiling of the work out room. This unit is poorly zoned and the ductwork has been modified to attempt to accommodate the actual area use. The work out room is also served by the VAV systems.

Building heating and cooling loads by area:
   a. Total building cooling load 51 tons
   b. Total 1st Floor 31.6 tons
   c. Total 2nd Floor 24.9 tons
   d. Original Building Area 40.9 tons
   e. South addition 7.2 tons
   f. North addition 9.6 tons

VAV systems allow for a diversity factor since they can accommodate moving cooling loads (such as the sun) that single zone units cannot, thus zone loads above taken alone cannot be added together without taking the entire system into account.

The two existing VAV systems have been extended into the north and south additions to provide cooling, heating and ventilation to those areas. This has extended these systems beyond their intended service areas. Cooling load calculations show that these units are over-extended. This is substantiated by site personnel noting that there are many temperature complaints throughout the year.

These units have a nominal service life of 15 to 20 years and appear to have been installed in November of 2009, which equates to a current service of just over 8 years.

The existing HVAC systems do not appear to have capacity to add any more occupied space without adding HVAC systems to provide heating cooling and ventilation.

### 8.2 MECHANICAL UTILITIES - AOB

The AOB building is served by 10 ground mounted condensing units and 10 air-handling units above the ceiling, within individual spaces.

The existing units consist of the following:
### Facility Assessment Report
**General Aviation Terminal and Annex Office Building**

<table>
<thead>
<tr>
<th>Unit#</th>
<th>Tons</th>
<th>Date of Manufacture</th>
<th>Service life/Years</th>
<th>Area / CU Loc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2.0</td>
<td>unknown</td>
<td>n/a</td>
<td>FAA Room / East</td>
</tr>
<tr>
<td>2</td>
<td>3.5</td>
<td>2000</td>
<td>18</td>
<td>Unknown / East</td>
</tr>
<tr>
<td>3</td>
<td>4.0</td>
<td>1995</td>
<td>23</td>
<td>Unknown / West</td>
</tr>
<tr>
<td>4</td>
<td>4.0</td>
<td>Unknown</td>
<td>n/a</td>
<td>2nd flr Hall / West</td>
</tr>
<tr>
<td>5</td>
<td>3.5</td>
<td>1995</td>
<td>23</td>
<td>Unknown / West</td>
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<tr>
<td>6</td>
<td>3.0</td>
<td>2007</td>
<td>11</td>
<td>Unknown / West</td>
</tr>
<tr>
<td>7</td>
<td>3.0</td>
<td>Unknown</td>
<td>n/a</td>
<td>Conf Rm / West</td>
</tr>
<tr>
<td>8</td>
<td>4.0</td>
<td>2005</td>
<td>13</td>
<td>Unknown / West</td>
</tr>
<tr>
<td>9</td>
<td>3.0</td>
<td>1995</td>
<td>23</td>
<td>Doctor’s / East</td>
</tr>
<tr>
<td>10</td>
<td>3.0</td>
<td>unknown</td>
<td>n/a</td>
<td>Unknown / East</td>
</tr>
</tbody>
</table>

The expected service life for a single zone constant volume system similar to those installed at this facility, is 15 to 20 years. (4) units have passed their expected service lives and should be considered for replacement. (4) others are nearing their expected service lives and should be considered for replacement in the next few years. The remaining exterior units appear to be within their expected service lives.

The heating and cooling systems appear to be sized adequately for their thermal zones, with the exception of the conference room, which could be overwhelmed with a large group of people in the space during the heat of the day.

The system serving the second floor southwest office, has been split between two offices. The two offices have a full height wall between them with no path for return air from one office to the unit. This should be rectified in order to allow for adequate system operation.

There does not appear to be adequate ventilation for any of the existing HVAC systems in this office building. Codes do allow for use of operable windows for ventilation, but this is not a recommended method in the Naples Florida area due to high temperatures and high humidity levels. All outside air ventilation should be introduced into the return are side of any AHU within the building.
Facility Assessment Report
General Aviation Terminal and
Annex Office Building

Partial West Condensing Unit yard.

East Condensing Unit group
Typical AHU above ceiling. AHU #2 shown.

8.3 PLUMBING UTILITIES – GAT
The building is served by a 1.5" domestic water tap, meter and 2" service line, and 4" sanitary sewer line connected.

Current utility sizes.
- 4" Sanitary Sewer
- 1.5" Domestic Water Tap with a 2" Service line from tap/meter to building

The existing domestic water plumbing fixture count, including all water closets, lavatories, showers, sinks, dishwashers etc. equates to approximately 170 fixture units. The existing tap and meter allow for up to 275 fixture units. There is substantial capacity for expansion of the plumbing system.

An existing 10 gallon 2 KW electric water heater provides domestic hot water for the building restrooms, janitor sinks, guest areas and back of house areas. A water heater with larger storage and heating capacity is recommended.

The existing sanitary waste plumbing fixture count, including all water closets, lavatories, showers, sinks, dishwashers etc. equates to approximately 91 fixture units. The existing building waste size allows for up to 180 fixture units. There is substantial capacity for expansion of the plumbing system.

There is an open sanitary waste line for the aircraft waste dump system, near the northwest corner of the building. The waste piping appears to be directed to the north side of the building.
The building roof drainage system consists of gutters and downspouts throughout the roof, except for one roof drain and overflow drain in the center of the north addition. The downspouts discharge at grade.

8.4 PLUMBING UTILITIES – AOB
The building is served by a 1.5” domestic water tap, meter and 2” service line, and 4” sanitary sewer line connected.

Current utility sizes:
- 4” Sanitary Sewer
- 1.5” Domestic Water Tap with a 2” Service line from tap/meter to building
- 12” storm drainage system

The existing domestic water plumbing fixture count, including all water closets, lavatories, showers, sinks, dishwashers etc. equates to approximately 170 fixture units. The existing tap and meter allow for up to 275 fixture units. There is substantial capacity for expansion of the plumbing system.

The existing sanitary waste plumbing fixture count, including all water closets, lavatories, showers, sinks, dishwashers etc. equates to approximately 91 fixture units. The existing building waste size allows for up to 180 fixture units. There is substantial capacity for expansion of the plumbing system.

An existing 10 gallon 2 KW electric water heater provides domestic hot water for the building restrooms, janitor sinks, guest areas and back of house areas.

The building roof drainage system consists of gutters and downspouts throughout the roof, except for one roof drain and overflow drain in the center of the north addition. The downspouts discharge at grade.

There is an open sanitary waste line for the aircraft waste dump system, near the northwest corner of the building. The waste piping appears to be directed to the north side of the building.

8.5 FIRE PROTECTION/ALARM – GAT
The existing fire service consists of a 6” fire entry main with an approximate density of 0.1 GPM per square foot and residual pressure of 42 PSI, according to a north building area fire protection system information plate in the northeast stair tower. The existing sprinkler heads appear to be Viking VK 302 Microfast quick Response Pendent type, which comply with current code. The north addition has an individual suppression system entry at the fire stair.

The exterior post indicator for this building is marked with the number 160, which appears to coincide with the street address.

The data room is protected by an individual HFC-125 suppression system.
8.6 FIRE PROTECTION/ALARM - AOB

The existing fire service consists of a 6" fire entry main with an approximate density of 0.1 GPM per square foot with a flow rate of 1635 GPM and residual pressure of 53.9 PSI, according to a entire building area fire protection system information plate in the east side of the building. The existing sprinkler heads appear to be Reliable SSP Standard Response Pendent type which are allowed in the existing building but will not comply with current code for new installation. In 1996, NFPA 13, which deals specifically with fire sprinklers in this type of occupancy, was updated to require quick response fire sprinklers in all light hazard occupancies.

The post indicator and FDC are marked with the number 200 to which appears to coincide with the street address. The post indicator and FDC are located approximately 200 feet to the southeast, in front of the adjacent building, and not in the closer landscaped are with fire protection system noted for the GA building.

Hydraulic system information for the building fire suppression system.
6" fire suppression system. Note subject building in background.

Typical Fire Sprinkler Head.
9 ELECTRICAL ASSESSMENT

9.1 Electrical Site Utilities - GAT & AOB

The existing GAT building and the AOB Annex buildings are served by an existing Florida Power & Light, pad-mounted, 500kVA (est.) transformer, located approximately 75 feet to the east of the existing terminal building, roughly adjacent to the FBO main electrical room. The transformer is double-tapped to feed (2) separate services. "Service A" is for the FBO Building 800 amp distribution panel board "MDP". "Service B" is for the AOB Annex Building 800 amp distribution panel board, "DP-A". Both services are separately metered by Florida Power & Light. Both services are 208/120 volt, 3-phase, 4-wire configuration. The electrical service for the FBO meets the intent of the 2017 NEC 230.71(A) with not more than 6 switches. The electrical service for the AOB meets the intent of the 2017 NEC 230.71(A) with not more than 6 switches.
The GAT building is provided with stand-by power from a Caterpillar 275kW, 208/120 volt, 3-phase diesel generator with associated Eaton 800 amp, 4-pole, service entrance rated automatic transfer switch (the transfer switch contains 2-800A circuit breakers). A 1200 amp, generator-mounted circuit breaker serves as the generator overcurrent protection. Fuel is stored in a 1500 gallon base tank. The generator feeds the 800 amp service entrance rated transfer switch “ATS”. The expected service life of an engine driven diesel generator is approximately 20 years. The AOB Building is not on a stand-by/emergency power system.
9.2 Electrical Power System - GAT & AOB

As configured, the entire GAT service is able to receive power from the generator in the event utility power fails. Therefore, no dedicated emergency panel boards exist.

The Main Distribution Panel "MDP" serves nine loads (electrical panels, mechanical equipment, etc.) - see one line diagram later in this report for more information. Clear working distances in front of the distribution switchboard MDP must meet the requirements of 2017 NEC 110.26(A)(1).

Several tenant panelboards located throughout the FBO typically feed receptacle circuits and general lighting circuits for all interior/tenant areas of the building. Panelboards "EQP1" and "EQP2" primarily feed mechanical equipment, exterior lighting and power, and permanent appliances (cord and plug), etc.

All interior electrical distribution equipment, disconnect switches, and electrical panel boards appear to be in good condition and good working order. Labeling of equipment is good and most equipment is labeled with black-with-white lettering phenolic plastic labels. Most panelboards have typewritten panel schedules. Circuit assignment accuracy was not verified but appeared to match the written directory with the in-field conditions.

Most branch circuit panelboards are at full physical capacity. Panel "CP-1" has (6) spaces, panel "EQP2" has (3) spaces, and panel "RP" has (8) spaces. Original design documents indicate most panels as having spare physical capacity. Over time, new loads have been added to all branch circuit panelboards, reducing physical (and load) capacity. Florida Power and Light can give the owner of the facility high-demand value (peak demand) from the past 12 months to get an indication of real-world load capacity within the
distribution system. This value should be evaluated prior to additional load on the distribution system. An estimated load summary for the FBO has been provided at the end of the report.

The AOB Building main distribution panel "DP-A" serves four loads (electrical panels, mechanical equipment, etc.) - see one line diagram later in this report for more information. The electrical distribution panel and branch circuit panels are in good working condition.

9.3 Electrical Lighting System - GAT & AOB

The lighting throughout the GAT building consists primarily of compact fluorescent recessed downlights and fluorescent recessed or semi-recessed troffers. Decorative 2'x2' and 2'x4' recessed fluorescent, "basket" style fixtures provide general lighting in the public area of the first floor terminal while lensed 2'x4' recessed fluorescent troffers are used in non-public spaces. Decorative, wall-mounted linear fluorescent lighting is utilized in some corridor areas. Fluorescent, linear fixtures utilize T8 lamping and electronic ballasts. Some troffers are fitted with emergency ballasts for emergency lighting. Existing recessed fixtures appear to be UL 1570 compliant which allows recessed fixtures to be installed in fire rated ceiling systems (acoustical ceiling tiles).

Exit signage consists of edge-lit, clear acrylic LED with red lettering in public spaces with wall-mounted combination exit sign/em lighting combination exit fixture in non-public spaces. The emergency egress lighting fixtures provide the required 1fc of illumination on the path of egress per NFPA 101, 7.8.

General lighting, individual office/room lighting, and public restrooms are primarily controlled with standard toggle switches. No occupancy sensors were observed. Office lighting should be controlled with occupancy sensors/daylighting sensors to meet current IECC requirements.
Exterior lighting fixtures consist of HID area lighting for building approach/canopy and parking, and high-mast LED lighting for the airside ramp. Exterior fixtures appear to be controlled via lighting control cabinet/contacts/timeclock.

![Naples Airport Exterior Lighting](image1)

![Naples Airport Exterior Lighting](image2)

Lighting fixtures and exit sign fixtures throughout appear to be clean and in good working order.

The AOB Building lighting consists of 2’x4’ recessed fluorescent troffers. Existing recessed fixtures appear to be UL 1570 compliant which allows recessed fixtures to be installed in fire rated ceiling systems (acoustical ceiling tiles). Exit signs are fluorescent with red lettering. Exterior fixtures appear to be controlled via contacts/timeclock. Lighting fixtures and exit sign fixtures appear to be in good working order. The emergency egress lighting fixtures provide the required 1fc of illumination on the path of egress per NFPA 101, 7.8.

### 9.4 Fire Alarm System - GAT & AOB

The GAT building utilizes a Siemens MXL-IQ fire alarm control panel. The system is a manual, zoned system (non-addressable) with pull-stations at all exterior exits and floor to floor egress paths. Ionization type smoke detectors are located in the elevator lobby for elevator recall. Horn/strobes are located throughout. The building is fully sprinklered with tamper and flow switches located in stairwells.
The fire alarm control panel monitors the fire protection sprinkler system water flow alarm as a zone. The fire alarm system appears to be in good working order.

The AOB building utilizes a Simplex 4002 fire alarm control panel. The system is a manual, zoned system (non-addressable) with pull-stations at all exterior exits and floor-to-floor egress paths. Ionization type smoke detectors are located in the elevator lobby for elevator recall. Horn/strobes are located throughout. The building is fully sprinklered with tamper and flow switches located in stairwells. The fire alarm system appears to be in good working order.
9.5 Security System - GAT & AOB

Neither the FBO or the AOB buildings have a base-building security system.

9.6 Lightning Protection System – GAT & AOB

The FBO building utilizes a lightning protection system. Cabling and components of the system appear to be in good condition. The AOB building does not have a lightning protection system installed.
9.7 Electrically Related Conditions and Deficiencies - FBO Building

One exterior, medium-base LED wall packs was noted as missing its lens.

An exterior, weatherproof receptacle is missing a cover.
Labeling on panel "CP-1" is not clear.

The main electrical room is being used for storage, including what may appear to be a drum of flammable liquid (elevator hydraulic fluid).
The rooftop disconnect switch for RTU-2 has a rusted operating handle which may impede its function.
### ELECTRICAL LOAD ANALYSIS - FBO

<table>
<thead>
<tr>
<th>LOADS</th>
<th>KVA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) EXISTING LOADS (BASED ON 28,000 SQFT):</td>
<td></td>
</tr>
<tr>
<td>A. RECEPTACLES = 1W/SQFT =</td>
<td>28.0</td>
</tr>
<tr>
<td>B. LIGHTING = 3.5W/SQFT =</td>
<td>98.0</td>
</tr>
<tr>
<td>C. TOTAL CALCULATED LOAD =</td>
<td>126.0</td>
</tr>
<tr>
<td>2) EXISTING MECHANICAL EQUIPMENT:</td>
<td></td>
</tr>
<tr>
<td>A. RTU-1 =</td>
<td>16.7</td>
</tr>
<tr>
<td>B. RTU-2 =</td>
<td>46.2</td>
</tr>
<tr>
<td>C. MISCELLANEOUS =</td>
<td>25.0</td>
</tr>
<tr>
<td>D. LARGEST MOTOR * 25%</td>
<td>46.2</td>
</tr>
<tr>
<td>E. TOTAL MECH. EQUIP. LOAD =</td>
<td>122.8</td>
</tr>
<tr>
<td>3) TOTAL CALCULATED DEMAND LOAD =</td>
<td>248.8</td>
</tr>
</tbody>
</table>

The calculated demand load on the existing 800A service is 248.8 kva or 689.2 amps at 208/120V, 3 phase.
AOB BUILDING - ONE-LINE DIAGRAM

END OF REPORT
EXHIBIT B
AERIAL PERSPECTIVES

View Looking Northwest

View Looking Northeast
EXHIBIT B
AERIAL PERSPECTIVES

View Looking Northwest

View Looking Northeast
GA TERMINAL ASSESSMENT
EXISTING 2ND FLOOR PLANS
ADDENDUM TWO

Date: October 23, 2018

To: Interested Responders

From: Kerry Keith
Senior Director of Airport Development and Facilities

Subject: Addendum Two
Naples Airport Authority
Professional Consulting Services
General Aviation Terminal Improvements Program

Questions and Answers

Q1: Will the audited financials for the prime firm be included in the 25 page count?

A1: From Section 3 – Resources and Financial Statements - b) Proposers must submit its most recent audited annual financial statements for the last two years in order to evaluate the Proposer’s ability to perform these Services. This financial documentation shall be placed in a sealed envelope clearly labeled as follows: “Confidential Financial Records Submitted under Seal and Exempt from Florida Public Records Disclosure”. Include the Project Title and Firm’s Name on the envelope. (Reference Florida Statutes Section 119.071(1)(c) for exemption on financial records.)

Most recent audited annual financial statements for the last two years placed in sealed envelope will NOT count towards the 25-page limit.

Q2: Will the subcontractor’s financials be included in the 25 page count and can we include those financials in separate sealed envelopes?

A2: From Section 2 – Qualifications, Experience and Commitment - c) List all Subcontractors; provide proof of financial stability and ability to complete project;

If Subcontractor proof of financial stability is included in submittal, the information from ALL Subcontractors may be placed in one sealed envelope clearly marked “Subcontractor Proof of Financial Stability” and will NOT count towards the 25-page limit.

Q3: We’ve reviewed the Instructions to bidders and request clarification to Section F – Instructions for Bidders. We cannot locate the highlighted sections referenced below within the RFQ document.
Page 5 – Section F. Instructions For Bidders

“...The full response shall not exceed twenty-five (25) pages and shall include all resumes requested in Section V. B., however, the transmittal letter does not count towards the 25-page limit and all DBE confirmation letters requested in X.A. may be included as an appendix at the end of the submittal.”

A3: Section F. INSTRUCTIONS FOR BIDDERS (page 5 of 10) to be replaced with the following:

Respondent shall carefully review and address all of the evaluation criteria outlined in this request. In order to be considered, respondent will demonstrate the firm’s ability to provide the required services as listed in this RFQ. A copy of the Selection Committee Ranking guideline to be used in assessing each submittal including guidance as to the relative importance we place on each evaluation factor is attached for your information (please see Attachment B). Any data furnished by the NAA is for informational purposes only. The full response shall not exceed twenty-five (25) pages and shall include all resumes requested in section V. B. 2 a) (page 4 of 10), however, the transmittal letter does not count towards the 25-page limit and all DBE confirmation letters you may choose to submit as part of 2. c) (page 4 of 10) in X.A. or in support of Section 5, may be included as an appendix at the end of the submittal.

End – Addendum Two
ADDENDUM THREE

Date: October 26, 2018
To: Interested Responders
From: Kerry Keith
Senior Director of Airport Development and Facilities
Subject: Addendum Three
Naples Airport Authority
Professional Consulting Services
General Aviation Terminal Improvements Program

Questions and Answers

Q1: Addendum #2, Q2 asked about subconsultant financials. Based on the answer to this question, is the Authority looking for annual financial documents for all subconsultants? Or will a statement declaring each subconsultant’s financial stability be an adequate response to RFQ section 2. Qualifications, Experience and Commitment...c) List all Subcontractors; provide proof of financial stability and Ability to Complete Project?

A1: We are looking for confirmation from the prime that the subcontractor is appropriately licensed, in good standing, and that the prime has verified their work history and references. If you choose to submit subcontractor financial information, the information from ALL Subcontractors may be placed in one sealed envelope clearly marked “Subcontractor Proof of Financial Stability” and will NOT count towards the 25-page limit.

End – Addendum Three
City of Naples Airport Authority

Request for Qualifications

Professional Consulting Services
General Aviation Terminal Improvement Program

November 7, 2018
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Kerry Keith, Senior Director of Airport Development and Facilities  
City of Naples Airport Authority  
160 Aviation Drive North  
Naples, Florida 34104

RE: Request For Qualifications  
General Aviation Terminal Improvements: Naples Municipal Airport

Mr. Keith and Members of the Selection Committee:

It is with pleasure that we submit our qualifications for Architect - Engineering Services to the City of Naples Airport Authority for your General Aviation Terminal Improvement Program at the Naples Municipal Airport.

BSSW Architects, Inc. has a thirty plus year history of providing superior Architecture, Interior Design and Planning services to our Public Sector Clients and Private Sector Clients, throughout Southwest Florida. The Firm has offices in Naples and Fort Myers with a total staff of 22, including 8 registered professionals. With these resources and experience, we can assure the Naples Airport Authority of timely service with a level of personal and professional commitment that will be essential to the success of your project. In addition, we bring a unique combination of design and planning expertise, together with knowledge of the local permitting/approval process and familiarity with the regional construction climate that will insure the highest design standards, reliable project schedules and realistic construction budgets.

We have assembled an experienced and well qualified team of design professionals to assist in the planning and design process, all of whom have worked with us or on projects at the Naples Airport. Our experienced BSSW led team includes ACON, Inc. for Civil, Structural, MEP and Fire protection Engineering services, Ross & Baruzzini for airport security/IT consultation and design, E.F. Gaines, surveying services and GOETZ+STROPES, PA will provide landscape design.

BSSW Architects, Inc. has a demonstrated history of success in assisting with the planning and design of complex facility expansion and renovation projects including the 2009 expansion of the Naples Airport General Aviation Terminal. That expansion accommodated the growth that the Naples Airport Authority has experienced over the past 10 years. It is now time to re-assess and plan once again for the future. We feel we are the most qualified team to assist the Airport Authority in that endeavor and pledge to commit the resources and expertise necessary for another successful project for the Naples Airport Authority. A few of the most important reasons for this are:

- We have demonstrated over and over our ability to deliver successful complex addition and renovation projects. Locally, no firm has more experience in these types of projects.

- Building on these experiences we understand that many factors shape the decisions for these projects, including the need to accommodate ongoing services while providing the least disruptive environment for operations, users and customers during construction activities. Anticipation and planning are key, and our strength.

- We understand working in an environment that has specific and sometimes inflexible security protocols, such as those of an Airport Terminal, Justice
facilities including Courts, Sheriff and Emergency Operations Facilities. Together with our Security and IT consultant Ross & Baruzzini a plan will be developed and put in place for construction activities as well as operations into the future. There is no firm more experienced.

Our experience also shows that there is no substitute for being available at a moment’s notice to attend to and deal with the inevitable on-site issues that define a renovation and addition project. Our Office and principal team members are 10 minutes away. We feel this is another key to the success of your project.

We are intimately familiar with your existing facility and have assigned the same leadership team from the 2009 expansion. This will provide relevant and valuable continuity of planning and design. We will hit the ground running, with little wasted time.

Some of our recent projects highlight this experience. For instance, our addition and renovation projects for Lee County Government Judicial complex, spanning over 15 years and 70 million dollars, the Naples Beach Hotel, renovation and additions that we have planned and implemented over 20 years at a cost of 45 million dollars, and currently under construction; another renovation project for Collier County Government, a 3 million dollar renovation to the Development Services complex. Although different in building type and function, all of these projects have one thing in common. They all required the renovations and additions happen with minimal or no disruption to on-going operations.

I trust that you will agree that BSSW Architects is uniquely qualified to serve the City of Naples Airport Authority. Our team looks forward to the opportunity to provide leadership in the planning and design for the General Aviation Terminal Improvement Program.

Respectfully submitted,

BSSW ARCHITECTS, INC.

Daniel A. Summers, AIA, NCARB, LEED AP
President

949 Central Avenue
Naples FL 34102
DanielS@BSSWarchitects.com
P: 239/643-8103
F: 239/275-5356

General Aviation Terminal Improvement Program
Naples Municipal Airport
1. Introduction

A) Name and address of legal entity (Firm) that will contract with the NAA, including any alias, and statement of years in business:

BSSW Architects, Inc.
949 Central Avenue
Naples, FL 34102

Years in Business: 16 years (28 years under preceding names listed below)
- Barany Schmitt Summers Weaver & Partners, Inc.
- Barany Schmitt Weaver & Partners, Inc.

B) Name, address, phone number and email of individual authorized to commit the firm to the services and requirements of the RFO and consequent task orders, and to whom all future correspondence will be directed, and their position within the Firm:

Daniel A. Summers, AIA, President
BSSW Architects, Inc.
949 Central Avenue
Naples, FL 34102
Phone: 239-643-3103
Email: daniels@bsswarchitects.com

C) Statement of qualifications, including any applicable certificates, registrations, and licensing regarding the work to be performed:

BSSW Architects, Inc. will bring the latest in design technologies to the project. Revit® is the industry’s most innovative Building Information Modeling Software (BIM). These technologies allow all TEAM members involved in the project to modify documents quickly and without any delays. Complicated projects where MEP and structural systems require critical reviews, because of the size and scope, by using Revit® are the best way to identify conflicts in design. These 3-Dimensional models clearly show deficiencies in project development. Being able to view any conflict in design documents immediately in the process enables all the disciplines working on the project to see the WHOLE project before it might be a problem. BSSW has been employing these technologies for over 15 years and requires that our consultants and CM’S also be well versed in utilization and understanding the benefits of these systems. These design technologies help ensure Quality Control from the start of the project to its Dedication

Over the 30+ years of practice, BSSW Architects, Inc. has derived 90% of our revenue from repeat clients. Over the same period of time, BSSW Architects, Inc. has received countless awards and recognitions from the Construction Community - in fact, over the past ten years, a number of the state’s larger

Construction Companies have turned to our firm to provide design services for their headquarters and facilities. It is our belief that these important facts demonstrate that we have had very few Conflicts with either our Clients or the Construction Community. This is not because we are perfect... It is because we try very hard to be as perfect as we can get. We at BSSW Architects have never lost sight of the simple fact that we are in a service industry and our job is to understand what our clients expect from our service and then exceed those expectations.

D) Acknowledgement of any addenda pertaining to this RFO:
Addendum One, issued October 19, 2018.
Addendum Two, issued October 23, 2018.
Addendum Three, issued October 26, 2018.

E) Statement
BSSW Architects, Inc. and all subcontractors agree to the terms and provisions of the Professional Service Agreement.

General Aviation Terminal Improvement Program
Naples Municipal Airport
2. Qualifications, Experience and Commitment

Daniel A. Summers, AIA, NCARB, LEED AP BD+C
Principal-in-Charge

Mr. Summers is President of BSSW Architects Inc. and has over 30 years of practice experience including leadership roles in all phases of the architectural process from master planning through construction. He has directed multi-disciplinary collaborative teams providing comprehensive design services with many models of project delivery. Mr. Summers has a diverse background in architecture, urban design and planning and has served as principal and lead architect for urban infill, governmental, resort and hospitality planning and building design projects throughout Southwest Florida. His design work has been recognized by the American Institute of Architects, receiving the Merit Award in Architecture. Mr. Summers also serves on the Advisory Board to the University of South Florida School of Architecture and Community Design.

Project Experience

- Naples Airport Authority—General Aviation Terminal Expansion
  Naples, FL
- Naples Beach Hotel Clubhouse and Conference Center
  Naples, FL
- Marco Island Museum
  Marco Island, FL
- Collier County North Regional Library and Administration Center
  Naples, FL
- East Naples Fire Control & Rescue District Administration Complex
  Collier County, FL
- Golden Gate Library
  Collier County, FL
- Grey Oaks Public Safety Facility
  Naples, FL
- Roberts Ranch Pioneer Museum and Grounds
  Immokalee, Collier County, FL
- Golden Gate Community Center—Wheels Annex
  Collier County, FL
- Max Hasse Park Community Center
  Naples, FL
- Naples Beach Hotel and Golf Club—Resort Pools Complex
  Naples, FL
- Mackle Park Recreation Center
  City of Marco Island, FL
- Roberts Ranch Pioneer Museum and Grounds
  Immokalee, Collier County, FL
- Naples Philharmonic Center for the Arts—Practice pavilion
  Naples, FL
- Collier County Museum—Naples Train Station Museum
  Naples, FL

Education

- Master of Architecture
  University of South Florida
- Bachelor of Design
  University of Florida
- Eduardo Garcia Scholar
- Good Gulfstream Scholar

Professional Registrations

- Florida # 15180
- NCARB # 61977
- LEED AP # 30120859
- LEED AP BD+C # 10014573

Professional Affiliations & Honors

- American Institute of Architects, Florida Southwest Chapter
  Merit Award - 2004
  Merit Award - 2005
- National Council of Architectural Registration Boards
- National Architectural Accrediting Board NAAB
- USF-SACD-NAAB Accreditation visit—2005
- Team Observer
- United States Green Building Council
  Accredited Professional
  Building Design and Construction
- Collier County Building Industry Association

Community Affiliations, Awards and Honors

- University of South Florida
- School of Architecture and Community Design
  Advisory Board Member
  Distinguished Alumnus Award 2010
- University of South Florida College of The Arts
  Distinguished Alumnus Achievement Award 2010
- Child Advocacy Center of Collier County
  Board President-2008—2012
- The Greater Naples Chamber of Commerce
  Board member 2002-2008
  Outstanding Board member 2004
  Leadership Collier - Class of 1999

Other Interests and Affiliations

- Instrument Rated Private Pilot
- Aircraft Owners and Pilots Association
- US Coast Guard—Licensed Captain

Contact

T. (239) 643-3103
E-Mail: DanS@BSSWarchitects.com
2. Qualifications, Experience and Commitment

David Bamesberger, AIA
Project Architect

Education
Bachelor of Science
Architectural Studies
University of Nebraska at Lincoln

Professional Registrations
Florida F956953
Missouri

Years Experience
Years with Current Firm: 18 years
Years within Industry: 36 years

Relevant Experience
Naples Airport Authority General Aviation Terminal Expansion  | Naples, FL
Collier County Golden Gate Library  | Naples, FL
Collier County Public Utilities (Waste Water Treatment) / EMS 45  | Naples, FL
Collier County Development Services Center & Parking Pavilion  | Naples, FL
Grey Oaks Public Safety Facility  | Naples, FL

Bryan Lee, AIA, NCARB, LEED GA
Senior Project Manager — BIM Manager

Education
Bachelor of Architecture
University of Kentucky
Professional Registrations
Florida AR94508
USGBC—LEED GA 10587354

Years Experience
Years with Current Firm: 16 years

Relevant Experience
Charlotte County Fire / EMS Station #1  | Punta Gorda, FL
Hendry County Emergency Operations Center  | LaBelle, FL
Lee County Emergency Operations Center  | Fort Myers, FL
City of Fort Myers Public Works Annex  | Fort Myers, FL
Lee County Justice Center  | Fort Myers, FL

Amber Adamski Evans, AIA, LEED AP
Project Architect

Education
Bachelor of Architecture
University of Miami
Professional Registrations
Florida AR35678
LEED AP

Years Experience
Years with Current Firm: 10 years
Years within Industry: 5 years

Relevant Experience
General Aviation Expansion - Naples Airport  | Naples, FL
Naples Beach Hotel Renovation / Addition  | Naples, FL
Freedom Memorial  | Collier County Government Naples, FL
Fort Myers Lee County Regional Library  | Fort Myers, FL
Seminole Immokalee Hotel & Casino  | Immokalee, FL
Dunbar High School Addition & Remodeling  | Fort Myers, FL
Building S and Building Q Remodeling FSW State College - Lee Campus
Building T Collegiate High School FSW State College - Lee Campus

David Torres
Construction Administrator

Education
Architecture / Environmental Design Technology Psychology / Human Studies
Bowling Green State University

Years Experience
Years with Current Firm: 15 years
Years within Industry: 25 years

Relevant Experience
Fire Station No. 1  | Port Charlotte, FL
Fire Station No. 4  | Port Charlotte, FL
Emergency Operations Center  | LaBelle, FL
Emergency Operations Center  | Fort Myers, FL
New Nursing Annex FSW State College—Lee County Campus
Fort Myers, FL
Fort Myers Regional Library  | Fort Myers, FL
2. Qualifications, Experience and Commitment

Lee Lewis, P.E., Senior Project Engineer
Mr. Lewis was born in Naples and grew up less than one mile from Naples Municipal Airport. A graduate of Naples High School, he joined AVCON in June of 1991 and has remained a key factor in the company’s airport success for his entire career. He has managed the AVCON Northwest Florida office since March 1998 and has been a Principal with the firm since 2003. His vast airport engineering resume includes established airfield pavement expertise along with managing numerous runway/taxiway/apron improvement projects, landside projects, hangar, stormwater management, and utility system designs in Florida. He has extensive experience working with the City of Naples Airport Authority. His experience at APF includes:

- Taxiway E and Associated Improvements, Naples Municipal Airport, Naples, FL (Project Manager): The project included aircraft pavement design, vehicular pavement design, stormwater design and permitting, potable water, and sanitary sewer design.
- Taxiway A Extension, Naples Municipal Airport, Naples, FL (Senior Project Engineer): This project consisted of the extension of Taxiway A to connect to the end of the previously lengthened end of Runway 23 and included major water management system improvements.
- Fence Repair and Replacement, Naples Municipal Airport, Naples, FL (Project Manager): The design maintained a 10-ft clear buffer along the fence alignment to allow for security, emergency, and maintenance operations and to prevent unauthorized access.
- Airport Hangar Restoration Program, Naples Municipal Airport, Naples, FL (Project Manager): AVCON provided technical assistance, field assessments, drawings and details, photo-based descriptions of various repairs, estimates of quantities, specifications, scheduling, bidding phase services and construction phase services in connection with the Hurricane Repair Program.
- CAT/GAT Emergency Generators, Naples Municipal Airport, Naples, FL (Project Manager): The work included a complete review of the existing loads, power service voltages, utilities, prioritization of the loads, selection of equipment, siting of the equipment, engineering design, plan sketches, final specifications, and construction phase services.

Education:
B.S. Civil Engineering, 1991
University of Florida
Professional Registrations:
Professional Engineer, FL
Years of Experience:
27
Years with AVCON:
27

Zemp Pepper, P.E., Senior Mechanical Engineer
Mr. Pepper serves as Mechanical Design Manager at AVCON where he is responsible for oversight of the firm’s MEP Group. Over his 30+ year career, Mr. Pepper has completed hundreds of renovation and new construction projects. His wide range of experience includes convention centers, educational buildings, parking garages, municipal buildings, commercial buildings, airports, hotels and healthcare facilities. His focus is in the design, analysis and layout of HVAC, plumbing, fire protection, electrical and low voltage components for a wide variety of projects. Mr. Pepper also has demonstrated expertise in the design and understanding of various fire suppression system projects, commercial kitchen design, domestic water, hot water, sanitary, and storm drainage design; rooftop air conditioning unit design; and controls, exhaust fans, and outside air ventilation and air distribution system design. Additionally, many of his recent projects were performed on a Revit platform. Some of his recent and relevant experience includes:

- New Terminal Facility and Associated Improvements, Marco Island Executive Airport, Collier County, FL (Project Manager): This project included the new terminal facility, associated landside improvements, demolition of the existing terminal, and expansion of the existing aircraft apron.
- AVCON was responsible for mechanical, electrical, plumbing, fire protection, and communication engineering services.
- Terminal Improvements, Gainesville Regional Airport, Gainesville, FL (Project Manager): This project consists of the Central Energy Plant expansion. HVAC, power distribution, lighting, telecommunications, electrical service, emergency generator, restroom renovations, fire alarm system, public address system, new gate counters, and lightning protection system.
- Customs and Border Protection Facility, St. Pete-Clearwater International Airport, Clearwater, FL (Project Manager): This project included an inventory of the existing facilities and determination of the steps needed to upgrade the facility to meet the March 2017 Airport Technical Design Standards (ATDS). Design included re-configuration and phasing to bring the facility up to current ATDS standards. Professional services include planning, MEP, fire protection, cost estimating, bidding, and construction administration.

General Aviation Terminal Improvement Program
Naples Municipal Airport
2. Qualifications, Experience and Commitment

Sarah Breen, P.E., Plumbing Engineer
Sarah Breen brings experience in design and understanding of mechanical systems for projects within the Airport, Entertainment, Medical and Office Building sectors. She has considerable experience in AutoCAD, Trane Trace HVAC Load Calculations, and Revit. Some of her recent and relevant experience includes:

- New Terminal Facility and Associated Improvements, Marco Island Executive Airport, Collier County, FL (Mechanical Engineer): This project included the new terminal facility, associated landside improvements, demolition of the existing terminal, and expansion of the existing aircraft apron. AVCON was responsible for mechanical, electrical, plumbing, fire protection, and communication engineering services. Plumbing systems design consisted of plumbing fixtures, DWV systems, domestic water distribution systems, and domestic water heating systems.
- Terminal Improvements, Gainesville Regional Airport, Gainesville, FL (Mechanical Engineer): This project consists of the Central Energy Plant expansion, HVAC, power distribution, lighting, telecommunications, electrical service, emergency generator, restroom renovations, fire alarm system, public address system, new gate counters, and lighting protection system.
- Customs and Border Protection Facility, St. Pete-Clearwater International Airport, Clearwater, FL (Mechanical Engineer): This project included re-configuration and phasing to bring the facility up to current ATDS standards. Professional services include planning, MEP, fire protection, cost estimating, bidding, and construction administration.
- South Cargo Building, Greenville-Spartanburg International Airport, Greer, SC (Mechanical Engineer): AVCON provided HVAC, plumbing and electrical design and construction phase services on this building renovations project. Plumbing design consisted of renovating existing restrooms to meet current accessibility requirements. New potable and cold water, sanitary, and vent connections were provided for all new and relocated fixtures as well as new toilet groups. The design also included re-insulating the cold water main throughout the buildings due to degradation and removal of the original insulation.

Sean Day, P.E., Electrical Engineer
Mr. Sean Day, P.E. is an experienced Electrical Engineer with problem solving and critical thinking skills coupled with excellent communication skills to contribute to complex design projects. He has worked on large project teams to design forward thinking and efficient infrastructure to meet clients' present and future needs. His areas of expertise include PLC network design, cyber security, access control and CCTV, fiber optic design and radio and cellular communications. He has knowledge of network communications including Ethernet, Profibus, DNP3, and Modbus. He has also worked on radio and fiber optic networks for communication on Local and Wide area networks. He regularly performs field testing and construction oversight to validate conformity to contract design documents and he consults with clients regarding construction changes and costs to ensure a specified product is within compliance. Some of his recent and relevant experience includes:

- New Terminal Facility and Associated Improvements, Marco Island Executive Airport, Collier County, FL (Electrical Engineer): This project included the new terminal facility, associated landside improvements, demolition of the existing terminal, and expansion of the existing aircraft apron. AVCON was responsible for mechanical, electrical, plumbing, fire protection, and communication engineering services. Electrical design included main building supply, electrical loads, lighting/day lighting, emergency power/generator, and grounding/lighting protection.
- Customs and Border Protection Remodel, Key West International Airport, Key West, FL (Electrical Engineer): This project includes Greyhound bus facilities, Airport police and badging, and expanded CBP facilities, as well as development of phasing plans that would ensure that the bus station, Airport police and badging and the existing CBP operation could remain operational during construction and through each phase of the project. AVCON's professional design services include mechanical, electrical, plumbing, and fire protection engineering.
- Airport Security System Improvements, St. Pete-Clearwater International Airport, Clearwater, FL (Electrical Engineer): AVCON provided low voltage design for the Video Surveillance System and the Access Control System Improvements. The airfield security gates were replaced to comply with current TSA requirements. All gate operators, video surveillance, key pads/proximity readers, and communications were also replaced.
2. Qualifications, Experience and Commitment

Luca DelVerme, P.E., Structural Engineer
Mr. DelVerme has 17 years of experience in the structural engineering discipline for both the public and private sectors. He has practiced structural design for a variety of building types, including airport terminals, hospitals, universities, courthouses and jails, parks and trail facilities, aircraft and storage hangars, and solid waste facilities throughout the state of Florida. In addition, his area of practice includes renovation and addition of existing building structures as well as miscellaneous repair of various facilities. Mr. DelVerme has also been responsible for the design of box culvert structures, sign and signal structures, high mast lighting foundations and retaining wall structures for the FDOT, numerous county and city governments throughout the State of Florida, and for several aviation authorities. Some of his recent and relevant experience includes:

- **ARFF Station – Structural Design, Naples Municipal Airport, Naples, FL (Structural Engineer):** The project consists of design, permitting and bid phase services for the new ARFF based on data provided in the programming report, such as the building layout, concept elevation, preferred site, and preliminary site layout. The project includes utilities, grading and drainage improvements, erosion control, pavement design, and pavement markings.

- **Customs and Border Protection Remodel, Key West International Airport, Key West, FL (Structural Engineer):** This project includes Greyhound bus facilities, Airport police and badging, and expanded CBP facilities, as well as development of phasing plans that would ensure that the bus station, Airport police and badging and the existing CBP operation could remain operational during construction and through each phase of the project. AVCON’s professional design services include mechanical, electrical, plumbing, and fire protection engineering.

- **Customs and Border Protection Facility, St. Pete-Clearwater International Airport, Clearwater, FL (Structural Engineer):** This project included an inventory of the existing facilities and determination of the steps needed to upgrade the facility to meet the March 2017 Airport Technical Design Standards (ATDS). Design included re-configuration and phasing to bring the facility up to current standards. Professional services include planning, MEP, fire protection, cost estimating, bidding, and construction administration.

Robert Palm, P.E., Senior Civil Engineer
Mr. Palm has 34 years of experience as a project engineer and manager supporting general civil and related airport development. Mr. Palm’s design experience includes site development, stormwater planning and design, wastewater system design, and utility design. He has worked on both airside and landside facilities, including airfield improvements, security projects, aircraft hangars, roadways, and parking projects at numerous airports throughout the State of Florida. Mr. Palm has extensive experience at the Naples Municipal Airport. He served as Project Manager on the Airfield Pavement Rehabilitation Program and Senior Project Engineer on the Maintenance Facility Expansion and Taxiway E and Associated Improvements projects. Some of his recent and relevant experience includes:

- **New AOA Fast Access Gate, Gate E-50, Orlando International Airport, Orlando, FL (Project Manager):** The project design included a dual set of gates for access to the airfield. Access control card readers, vehicle detection loops, vehicle photo sensors, and the gate controllers were installed and interfaced with the airports existing communications systems. A closed-circuit camera system was designed to monitor each gate and the surrounding area with a combination of pan/tilt/zoom (PTZ) IP cameras. A new electrical service was also constructed to power for the gate controllers and ancillary equipment from within the secured area of the airport.

- **North Loop Fiber Optic Duct Bank, Orlando International Airport, Orlando, FL (Project Manager):** The project consists of design and construction of the Fiber Optic Duct Bank and associated infrastructure. The project starts from the general vicinity of Security Gate E-31, north along the AOA Secure Service Road, west across the northwest airfield inside the AOA Security Fence parallel to Bear Road, exiting the AOA near Gate E-10, and terminating at a Manhole at the intersection of Bear Road and Tradeport Drive.

- **Terminal Parking Lot Expansion, Gainesville Regional Airport, Gainesville, FL (Project Manager):** Specific tasks included an analysis of Short-Term and Long-Term parking utilization; evaluating and determining City of Gainesville parking requirements; preparation of stormwater and drainage, geometry, paving and grading, signing and marking, utility adjustments, and electrical and lighting plans and specifications; and preparation and submittal of a SIRWMD ERP application.

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General Aviation Terminal Improvement Program
Naples Municipal Airport
Michael Coppage, P.E., Project Engineer

Mr. Coppage has over 12 years of innovative civil engineering experience and he operates out of AVCON's Clearwater, FL office. He has comprehensive knowledge of FAA design criteria and regulation and is competent in the latest water management district permitting and procedures in place for Florida airfields. He is a highly organized, research driven, and dedicated member of the AVCON Team and he has experience in all stages of a project life cycle to provide practical engineering solutions leading to improvements in end users' experience. His areas of expertise include a specialized background in airport planning, airside and landside design, construction management and inspection, and AIP grant administration in addition to drainage, site development, and roadway design. Some of his recent and relevant experience includes:

- **Taxiway Rehabilitation Phase 2, Construction Management, St. Pete-Clearwater International Airport, Clearwater, FL** (Construction Manager/Project Engineer/Inspector): The scope of work included providing FPR and quality assurance construction materials testing services as well as general project administration and coordination, including coordination with ATCT and Airport Operations staff when closing and reopening airfield pavements for construction.

- **Apron Hardstand Expansion – Phase 2, St. Pete-Clearwater International Airport, Clearwater, FL** (Project Engineer): This project included reconstruction of existing asphalt pavement adjoining PCC hardstands for gate positions 7 thru 11 and the creation of new air-carrier pavement at positions 1 and 1A. The project required close coordination with the Airport staff, terminal designer and other stakeholders and included installation of high mast lighting, relocation of SIDA fence and gate, and fiber-optic access control. It also included construction phasing, grading, markings, associated drainage and utility adjustments.

- **Taxiway B Reconstruction, Zephyrhills Municipal Airport, Zephyrhills, FL** (Project Engineer/Construction Manager): This project includes removal of existing asphalt surface course and limerock base course of Taxiway B (35' wide); placement of new F-401GY (4") asphalt over 6" P-211 limerock base course; fillet widening at the Taxiway B/Taxiway A intersection; new construction at the Taxiway B/Runway 1-19 intersection; new airfield markings; new LED lighting; and new LED signage.
2. Qualifications, Experience and Commitment

Ryan Hagan, RCDD, PSP
Principal Consultant, Security
Ryan has over 18 years of experience in the design, planning, and management of integrated systems projects. His specializations include systems planning and design including ACS, CCTV, Local Area Network (LAN) layout, Infrastructure design, Audio/Visual Systems, Public Address (PA) design, and IPTV systems. Ryan has been responsible for the design and preparation of construction documents on a variety of special systems projects for aviation, commercial, institutional, government, and industrial facilities.

Education
BS, Electrical Engineering
University of Missouri – Rolla, 1998
Registrations
BICSI – RCDD
ASIS – Physical Security Professional
Affiliations
BICSI
ASIS International

Summary of Experience
- Hartsfield-Jackson Atlanta International Airport, Domestic Terminal Modernization Project (Landside), Atlanta, Georgia
- Southwest Airlines Company, LAX Terminal 1 Modernization, Los Angeles
- Dayton International Airport, Security Systems Replacement, Dayton, Ohio
- Des Moines International Airport, Terminal Programming Study, Des Moines, Iowa
- Jacksonville International Airport, Security & Information Technology Master Plan, Jacksonville, FL
- Lee County Port Authority, Ft. Myers International Airport, Fort Myers, Florida
- Maryland Aviation Administration, Baltimore Washington International Airport, Airport Security Technologies Review, Baltimore, Maryland
- New International Airport Mexico City, New Greenfield Airport Development, Mexico City, Mexico
- Bahrain International Airport, Intermediate Terminal Expansion, Manama, Bahrain
- King Khaled International Airport, Terminal Expansion and Upgrade, Riyadh, Kingdom of Saudi Arabia

Raji G. Sayegh, PE, RCDD, DCDC, LC, LEED AP
Senior Airport Systems Engineer
Raji is a registered engineer with over 15 years of experience in all aspects of electrical & systems engineering, project management and design. His background with engineering systems encompasses high and low voltage power, normal and emergency power, lighting, fire alarm, telephones, television, public address, security, lightning protection, environmental control and building management for residential, commercial, institutional and industrial buildings. Experience includes business development, project management, timeline development, budgeting, proposals, cost estimates, design, coordination, preparation of specifications, review of submittals, and construction administration.

Education
BS, Electrical & Computer Engineering
American University of Beirut (AUB), Lebanon, 2002
Registration
Professional Engineer: Florida, Michigan
Certification & Accreditation
BICSI Registered Communications Distribution Designer (RCDD) #161031R
BICSI Data Center Design Consultant (DCDC) #151003D
NCQLP Lighting Certified Engineer (LC)
USGBC LEED AP

Summary of Experience
- American Airlines, MIA Hub Control Center Relocation, Miami International Airport, Miami, FL
- Miami International Airport "E" Satellite and Lower E Concourse 400Hz System Evaluation and Conditional Report, Miami, Florida
- Miami International Airport "E" Satellite Gates E-20 - E-25 400Hz Feeder Replacement, Miami, FL
- New Doha International Airport, Doha, Amman
- Bombardier Aerospace CIASTA Aircraft Testing Facility & Airside Services, Mirabel, Canada
- Dubai International Airport, Expansion Program - Concourse 2 & Terminal 3, Dubai, UAE
- Dubai International Airport Expansion, Concourse 3, Dubai, UAE
- General Authority for Civil Aviation, King Khaled International Airport Renovation, Riyadh, Saudi Arabia
- New International Airport Mexico City, New Greenfield Airport Development, Mexico City, MEX
- New Doha International Airport, Doha, Amman
Elizabeth F. Gaines, PSM
Principal Surveyor / Project Manager

Summary
Ms. Gaines has more than 30 years of experience in boundary, hydrographic, topographic and construction surveys with the last 22 years being in direct management of business, personnel and projects. She has supervised multiple field crews and survey technicians. She has been a responsible charge (division manager) of survey operations for a regional office of an ENR 500 design engineering firm. In 2001 Ms. Gaines established E.F. Gaines Surveying Services, Inc. and currently serves as its president.

Ms. Gaines’ professional experience includes managing a wide variety of surveying projects throughout southwest Florida. She has performed boundary, topographic, route, mean high water and erosion control line surveys, prepared subdivision plats and condominium exhibits, coordinated construction layouts and performed G.I.S. (Geographic Information Services) support services. The types of projects she has provided these services for include: roadway and utility design projects; projects involving designs for schools, parks, municipal buildings and airports; residential and golf course communities (single family, multi-family and condominium); stormwater management maps and property appraisal maps (G.I.S. projects).

Relevant Project Experience
Labelle Airport (X14) – Rodeo Drive and Airport Property Map: Provided Topographic Surveying for the Rodeo Drive Improvement project located at the Labelle Municipal Airport. Provided Exhibit “A” Airport Property Map for the Labelle Municipal Airport.

Arcadia Airport (KGC) RW 13-31 & T-Hanger Taxi-lane: Provided Topographic Surveying for the Turf Runway 13-31 (3100 LF) drainage improvement design project as well as for the T-Hanger taxi-lane rehabilitation project both at the Arcadia Municipal Airport, Arcadia, Florida.

Punta Gorda Airport (PGD) – GIS eALP: Provided ground surveying to assist client with preparation of a GIS eALP (Electronic Airport Layout Plan). We provided surveyed locations of Photo ID Points, Navigational Aids, Runway Ends, Thresholds and Runway Profiles.


Southwest Florida International Airport (RSW) - ARFF, Parallel Runway and FPL Relocation Projects: Provided surveying services for the location of 40 miles of ribboned wetland lines, 37 sets of Water Level Nails and 37,000 LF of topographic transect lines. Provided topographic surveying for the areas within the existing and proposed FPL easement alignments. Provided legal descriptions for easement acquisition.

Page Field (FMY) Perimeter Road Project: Provided Topographic surveying of a proposed 14470 LF perimeter roadway corridor.

General Aviation Terminal Improvement Program
Naples Municipal Airport
GOETZ+STROPES
LANDSCAPE ARCHITECTS INC.
ELLIN GOETZ P resident

EDUCATION
1984 University of Massachusetts, Amherst, Massachusetts
   Master’s Degree Landscape Architecture
1976 Vassar College, Poughkeepsie, New York
   B.A. Art History and Fine Arts
1975 Williams College, Williamstown, MA Exchange Junior Year Study

REGISTRATION
State of Florida, Landscape Architect 1152, 1987

HONORS
Fellow, American Society of Landscape Architects

AWARDS
American Public Garden Association, 2017 Award for Garden Excellence, Naples Botanical Garden
Urban Land Institute SW FL 2010 Impact Award for River of Grass & Rain Garden, Naples Botanical Garden
National Trust for Historic Preservation 2009 Award for Edison & Ford Winter Estates Restoration
Florida Chapter, American Society of Landscape Architects
   2011- Award of Excellence Making Connections: Land+People+Water Naples Botanical Garden
   2006- Award of Merit Historic Restoration, Mina Edison’s Moonlight Garden Edison&Ford Winter Estates
   2005- Award of Excellence Community Planning, Mediterria,
   2003- Award of Excellence Open Space, Parque Celestial
   1991- Award of Excellence Residential Design, Killilea Residence
   1989- Award of Excellence Urban Design, Third Street South Streetscape
   1989- Merit Award Resort and Community Planning, The Vineyards of Naples

Florida Nurserymen and Growers Association
   2010-Award of Excellence River of Grass at Naples Botanical Garden
   2010-Award of Excellence Rain Garden System at Naples Botanical Garden
   1998- Award of Excellence Fifth Avenue South Streetscape Revitalization
   1989- Award of Excellence Third Street South Streetscape
   1989- Award of Excellence The Vineyards of Naples

HONORS
WGCU
   2013 Makers Award
The Conservancy of Naples
   2010 Eagle Award
International College
   2006 Humanitarian of the Year
The Community Foundation
   2006 Robert C. Cosgrove Award
ULI Southwest Florida Chapter
   2005 Pathfinder Award
Naples Daily News
   2004 Citizen of the Year
Gulfshore Life Magazine
   2000 Woman of Initiative Award
AAUW, Naples, Florida
   2000 Women of Achievement
Boys and Girls Club, Inc. of Collier County
   1999 Visionary Award
Zonta Club of Naples, Florida
   1998 Yellow Rose Award

COMMUNITY INVOLVEMENT
Current Leadership:
   The Everglades Foundation Vice Chair; SWF Land Preservation Trust
   VoteConservation2002 and The Conservancy of SW Florida, Former Chair

Previous Leadership:
   Naples Art Association, Naples Community Hospital, Moorings Park, Conservation
   Collier Land Acquisition Committee, Naples Chamber of Commerce, Naples Planning Advisory Board,
   Select Committee on Community Character, Big Cypress Basin SF Water Management District, Greater
   Naples Leadership, Naples Historical Society, Cambier Park Community Build Playground Project
   Coordinator, Leadership Florida Class XXI

1020 8TH AVE SOUTH #6 NAPLES FL 34102 239.643.0077 EGOETZ@GSNAPLES.COM WWW.GSNAPLES.COM

General Aviation Terminal Improvement Program
Naples Municipal Airport
B) Provide a chart of assigned personnel and how this project will fit into their existing commitments:

Organizational Chart

Daniel A. Summers, AIA, NCARB, LEED AP
Principal Architect

David Bamesberger, AIA
Sr. Project Architect, PM
Bryan Lee, AIA
BIM Manager
Amber Evans, AIA, LEED AP
Project Architect/Interior Design
David Torres
Construction Administration

EFG
Site Surveying
E.F. Gaines Surveying Services, Inc.
Elizabeth Gaines, PSM
Principal Surveyor / Project Manager

AVCON
Civil Engineering
Avcon, Inc.
Lee Lewis, PE
Sr. Project Engineer
Robert Palm, PE
Sr. Civil Engineer
Michael Coppage, PE
Project Engineer

Ross & Baruzzini
Security Consulting
Ryan Hagan, RCDD, PSP
Principal Consultant, Security
Raji Sayegh, PE, RCDD, DCDC, LC, LEED AP
Sr. Airport Systems Engineer

AVCON
Structural Engineering
Avcon, Inc.
Luca DeLVerme, PE
Structural Engineer

AVCON
M/E/P Engineering
Avcon, Inc.
Zemp B. Pepper, PE
Senior Mechanical Engineer
Sarah Breen, PE
Plumbing Engineer
Sean Day, PE
Electrical Engineer

GOETZ + STROPES
LANDSCAPE ARCHITECTS
Landscape Architects
Goetz + Stropes
Ellin Goetz, President
Landscape Architect
and Arborist
William Bromley
Associate

General Aviation Terminal Improvement Program
Naples Municipal Airport
2. Qualifications, Experience and Commitment

C) List all Subcontractors; provide proof of financial stability and ability to complete project:

Avcon, Inc.—Civil, Structural, Mechanical, Electrical, Plumbing Consultants

E.F. Gaines Surveying Services, Inc.—Site Surveying Consultants

Goetz + Stropes Landscape Architects—Landscape Architects

Ross & Baruzzini Security Consultants—Security Consultants

BSSW Architects, Inc. has confirmed the appropriate licenses, in good standing, verified work history and references of our Consultants listed above. Proof of Consultants Financial Stability will be provided upon request.

D) List recent (within five years) experience of the firm in similar work and record of successful results of that work, including cost control:

See attached Project Sheets.
Seminole Casino & Hotel
Immokalee, Florida

BSSW Architects, Inc. was commissioned to add this 120 Key upscale limited stay Hotel to the existing Seminole Casino Immokalee. The Hotel was designed to offer multiple levels of accommodations including the 750 SF Seminole Suites. The Hotel also features meeting rooms, business center and 24 hour fitness center.

In addition to the Hotel addition, BSSW Architects also added a 12,000 SF Multipurpose Event Venue, New upscale fusion Asian Restaurant, High Limit Gaming Rooms, New Poker Room, 8,000 SF Casino Floor and New Administrative Center.

- **Project Size**: 102,000
- **Project Location**: Immokalee, FL
- **Completion Date**: December 2014
- **Budgeted Cost**: $25.5 million
- **Construction Cost**: $25.5 million

**Contact**
David Miller—Senior VP
Seminole Gaming
6363 Taft Street
(954) 585-5651
Dave.Miller@seminolehardrock.com
Moorings Park Grill and Clubhouse was a 14 month Renovation / Addition for the existing Clubhouse on the Main Campus of Moorings Park. The project increased the total square footage of the clubhouse by approximately 35%. The Park Grill is a destination-style restaurant and lounge. It provides seating for 122 inside, including the lounge with a full bar and a Show Kitchen. A 32 seat covered and climate-controlled patio was added for year-round outdoor dining.

Additional enhancements to the clubhouse include the redesigned exterior arrival and entry sequence; a light-filled lobby with a 24-foot high ceiling, a new concierge desk, board room with enhanced acoustics, and conference center.

Contact
Daniel J. Lavender, CEO
The Moorings, Inc.
120 Moorings Park Drive
Naples FL 34105

Project Size: +31,000 gsf
Project Location: Naples, FL
Completion Date: 2017
Budgeted Cost: $10,000,000
Construction Cost: $10,000,000

General Aviation Terminal Improvement Program
Naples Municipal Airport
The Moorings at Grey Oaks (Phase IV)
Naples, Florida

The Phase IV parcel consists of 5.73 acres and is proposed to be developed to provide a continuum of care and services to residences of all four phases by Moorings Park. The proposed development includes two structures. The larger is a four story over parking structure (± 179,500 gsf) consisting of 38 Assisted Living (AL) and Assisted Dementia Living Dementia (ALD) units, 4 guest units and 13 Independent Living (IL) units as well as the associated support, care and social amenities serving both Phase IV residences as well as the Phase I thru III residences. The smaller of the two proposed structures is a one story (± 6,200 gsf) "Center for Healthy Living" providing Health and Rehabilitative Services to all the residences of Moorings Park at Grey Oaks as well as the community.

The project is designed in a "Mediterranean Modern" character with great care given to articulating the massing to minimize the scale of the building. The "Mediterranean Modern" theme developed has been carefully deployed for every aspect of the design including the scales, rhythms, patterns, materials and colors resulting in completely unified architectural scheme.

Contact  Gary D. Steiner, AIA, Principal
Perkins Eastman Architects
2121 Ward Court, NW
Washington DC  20037
T. (239) 533-8584

General Aviation Terminal Improvement Program
Naples Municipal Airport
Dunbar High School - Addition/Renovation
Fort Myers, Florida

Built in numerous phases over 6 decades, much of the original Dunbar High School had reached and surpassed its useful life span. BSSW Architects was commissioned by the School District of Lee County to breathe new life into this Historical School. The new Dunbar High School features 90,000 square feet of renovated structures connected by 154,000 new construction creating a safe and efficient campus plan. With totaling over 240,000 square feet, the new Dunbar High School elevates the school’s capacity from 980 students to 1,765 students. As a science, technology engineering and mathematics magnate high school, the center piece of the Dunbar High School campus is the state of the art hands-on instructional laboratories including: Mechanical engineering, electrical engineering, bio-medical engineering, and graphic design, along with a nationally recognized Microsoft systems engineering lab.

Contact
Scott Reichenbacher
Facility Engineer
Facility Development & Programming
School District of Lee County
T. (239) 479-4201
E-Mail: scottcr@leeschools.net

Project Size
154,000 GSF New
90,000 GSF Remodel

Project Location
Fort Myers, FL

Completion Date
2014

Budgeted Cost
$29.5 million

Construction Cost
$29.5 million

General Aviation Terminal Improvement Program
Naples Municipal Airport
Naples Airport
General Aviation Terminal Building
Naples, Florida

The Naples Airport Authority provides services for private and public aviation including administration, site leasing and field services. They had physically outgrown their 12 year old General Aviation Terminal Building and needed to extend the facilities life for another decade. The existing facility was severely constrained by the requirements ongoing operations, physical boundaries and an extremely tight 20 month schedule. BSSW was charged with breathing new life into the facility through programming, planning and design.

Through the use of Building Information Modeling we were able to investigate multiple solutions enabling the client to understand and choose the best alternative for their needs. The solution was driven by client service which produced a new facility of 20,000 square foot consisting of reorganizing 13,000 sf of existing two story building and ultimately adding 4 additions totaling 7,000 sf. Waiting and lobby spaces were increased seven fold and amenities for private flight crews were added. Second floor administrative offices were reorganized providing convenient access for leasing clients while adding staff offices, expansion space and an interactive conference and emergency operations center.


Contact
Kerry Keith
Director of Airport
Development and Facilities
City of Naples Airport Authority
T: (239) 643-0733
2. Qualifications, Experience and Commitment

E) At least three (3) recent (within the last five years) professional references from clients who are capable of providing information regarding Project Manager’s ability to manage similar contracts and quality and breadth of services provided on similar projects. NAA must be able to contact your references. Reference Name: Company name and address; Phone number and e-mail

Summary of scope of services including deliverables

Michael Watkins
Naples Beach Hotel and Golf Club
851 Gulf Shore Boulevard North
Naples FL 34102
Ph: 239-261-2222  E-mail: m.watkins@naplesbeachhotel.com

A 78,000 SF mixed use project including a Conference Center / Meeting Rooms with a major ballroom serving 500 guests, Food Service Facility, Public Restaurant, Spa, Golf Clubhouse and new central energy plant.

James Krall, Executive Director, Engineering and Construction
Moorings Park
134 Moorings Park Drive
Naples FL 34105
Ph: 239-919-1758  E-mail: jkrall@mooringspark.org

Moorings Park Grill and Clubhouse was a 14 month Renovation / Addition for the existing Clubhouse on the Main Campus of Moorings Park. The project increased the total square footage of the clubhouse by approximately 35%. The Park Grill is a destination-style restaurant and lounge. It provides seating for 122 inside, including the lounge with a full bar and a Show Kitchen. A 32 seat covered and climate-controlled patio was added for year-round outdoor dining. Additional enhancements to the clubhouse include the redesigned exterior arrival and entry sequence; a light-filled lobby with a 24-foot high ceiling, a new concierge desk, board room with enhanced acoustics, and conference center.

The Phase IV parcel consists of 5.73 acres and is proposed to be developed to provide a continuum of care and services to residences of all four phases by Moorings Park. The proposed development includes two structures. The larger is a four story over parking structure (± 179,500 gsf) consisting of 38 Assisted Living (AL) and Assisted Dementia Living Dementia (ALD) units, 4 guest units and 13 Independent Living (IL) units as well as the associated support, care and social amenities serving both Phase IV residences as well as the Phase I thru III residences. The smaller of the two proposed structures is a one story (± 6,200 gsf) “Center for Healthy Living” providing Health and Rehabilitative Services to all the residence of Moorings Park at Grey Oaks as well as the community.

Claude Nesbitt, Project Manager, Facilities Capital Construction and Renovation
Collier County Government
3335 Tamiami Trail East, Suite 201
Naples FL 34112
239-252-8380  E-mail: claude.nesbitt@colliercountyfl.gov

Security and IT Retrofit—Collier County Courthouse - $2.0 million
Final Stage of Design - Completion 2019
Multiple Collier County projects with BSSW Architects over the past 10 years.
A) Provide a chart depicting the firm's current commitments and show the ability to take on additional projects, and the ability to offer the breadth and quality of services required for the project.

B) Proposers must submit its most recent audited annual financial statements for the last two years in order to evaluate the Proposer's ability to perform these services. This financial documentation shall be placed in a sealed envelope clearly labeled as follows: "Confidential Financial Records Submitted under Seal and Exempt from Florida Public Records Disclosure". Include the Project Title and Firm's Name on the envelope. (Reference Florida Statutes Section 119.071(1)(c) for exemption on financial records.)

In accordance with Florida Statute Section 119.071(1)(c), BSSW Architects, Inc. has included in a separate envelope labeled "Confidential Financial Records Submitted under Seal and Exempt from Florida Public Records Disclosure" one (1) set each of BSSW Architects, Inc. Audited Financial Statements prepared by Hill, Barth & King, LLC. for Fiscal Years 2016 and 2017.
4. Project Approach

A) Provide a narrative describing how the Firm will approach the three phases of the project. Highlight your unique ability to provide a high-quality project outcome, while providing value engineering, cost control and customer satisfaction, including hardware and/or software applications. Describe the firm’s understanding of the services requested, approach to accomplish scope of work and plan for cost control.

The following represents the BSSW Architects Project management Plan for our Collaborative Design Process AND Design Implementation Process: Technology Implementation Plan and Project Control Strategies.

The process of design and construction is a creative problem-solving practice that is collaborative in nature. BSSW Architects values our ability to listen and build consensus. The following outlines how we plan to approach working on the project with the Naples Airport Authority.

Due Diligence and Discovery:
Understanding the project begins with fact finding. Even though valuable programming information has already been provided, and to assure our Team starts on the right foot, we will conduct a comprehensive evaluation of needs. Including but not limited to, an assessment of existing site conditions, General Aviation Operations, Security and IT systems and protocol, Airside Operations, Customer Arrival sequence, Outside vendor access and Customer service functions. All of this is done with the goal in mind to gain the best understanding of what might be possible to support a building addition or additions, to enhance those operations and propose creative and cost-effective solutions that will support the General Aviation activities into the future.

This will be our time to get to re-acquaint the design team with the goals for the project and to assist in the establishment of the vision for the General Aviation Facility. We will share images, space planning concepts and ideas drawing from examples of architecture to encourage a dialog among all stakeholders. Visioning goals will include:
- Define/confirm the current and future needs of the GA facility.
- Identify functions, programs and or operations that need accommodation, expanded or enhanced.
- Explore and identify any programs or functions that could be relocated to the adjacent AOB building.
- Define design drivers for the project.
- Provide cost guidance for various alternatives that may be developed.

Preliminary Design Process
Successful projects begin with effective communication – effective communication is the result of first LISTENING! At no time is listening more important than in the Preliminary Design phase. The General Aviation Terminal Improvement will be shaped by the collaboration between the project’s stakeholders during this critical phase. During the Preliminary Design Phase the project Team under the leadership of Principal Architect and Key members of the project design team will:
- Conduct programming verification workshops with designated staff to develop detailed functional building program.
- Requirements. These workshops should also examine the potential relationships of the program elements and explore with staff the security and control complexities of the operations.
- Work closely with user groups to identify the furniture and equipment requirements for the project.
- The project Team will analyze the site as it relates to vehicular and service traffic and pedestrian Interfaces, connections to all other amenities and services.
- Combined with the programmatic exploration, the Team will seek potentials for maintaining fully functioning operations during construction activities.
- The project team and Stakeholders will work together to explore the sustainability goals for the project.
- The team will assess the development standards and requirements of State and local building Codes develop a timeline for the review and approval process.
- The project team will work with project stakeholders to define and describe the functional requirements for all the building’s systems including mechanical equipment and systems; electrical equipment and systems; telecommunication and data systems and infrastructure; Security systems and building automation requirements.
- The design team will prepare a project program document which outlines and describes in detail, not only the space requirements, but provides both quantitative and qualitative information and requirements.
- Working with the NAAA project representatives, the team will develop an overall project timeline and management plan.
- The Team will establish the Building Information Modeling (BIM) standards and responsibility matrix for the project.
- The Team will verify compliance with the project budget.

Schematic Design:
Upon approval of the Preliminary Design by the Naples Airport Authority BSSW, will generate conceptual schematic design options to be presented to the stakeholders. A significant benefit of the design charrette is that we can arrive at a solution expeditiously with the support of the stakeholders. Additionally, it is desirable at this time to develop a detailed project budget document that will serve as partial guidance for decision making as the design progresses.

The creative process will grow out of the collaboration of the First Phase. Buildings not only create functional SPACE, but also engender a sense of PLACE. Exploring and understanding the importance and differences of each is hallmark of our TEAM’s Innovative Design Approach. SPACE is a response to the functions,
activities and services identified by the programming needs. PLACE is the physical environment which enriches the experience and defines who we are and what we do.

This Schematic Design phase will include the following:
- NAA leadership and our Team will work together on established time schedules for planning meetings.
- Exploration of numerous building and site design options integrating civil, structural, MEP and Security Systems
- Construction phasing conceptualized.
- Floor plans, elevations, building sections, basic life safety plans and outline specifications comprise the deliverables.
- Our Team will provide a monthly progress report and schedule.
- Schematic Cost Estimate and possible phasing scenario input.
- Review and incorporate comments resulting from the constructability review and budget estimates... including reconciliation of any budget shortfalls and Value Engineering recommendations.
- Incorporating sustainable building, lighting and energy-consuming system strategies and design applications into the earliest design studies as well as analyzing the first cost against the lifecycle benefits.
- Develop strategies for building systems to conform to established performance criteria set forth in First Phase.
- Develop preliminary Furniture and Equipment layout and selection.
- Initiate any Water Management District General Permit Modification.
- Initiate Code Compliance workshops with the City of Naples Building, Engineering and Fire Departments.
- Utilizing the TEAM's Innovative "Building Information Modeling" (BIM) tools to more completely explore and communicate all the various design alternatives, enabling the project stakeholders to better understand the possibilities, and make more informed decisions.

**Design Development:**
Design Development Documents consist of drawings and specifications which fix and describe the size and character of the entire project. The end product of this phase is the Design Document to be reviewed by the Project Stakeholders. Design Development includes:
- Incorporate comments from Conceptual Design Review, City standards and building codes.
- Systems are coordinated, including architectural, civil, landscape, structural, MEP, fire protection, audio visual, security design, and communications systems.
- Site Design including drainage, storm water, road and sidewalk connections, surface parking, utility services and fire department access.
- Develop documents using Building Information Modeling BIM.

- Construction phasing concept is solidified into a workable plan.
- Continue regular meetings, progress reports, and update schedule.
- Design review meeting at 60% to ensure all goals are met.
- Value engineering considered and implemented with input from NAA and the design team.

**Construction Documents:**
Upon approval of the 60% milestone, the Design Development team will progress to Construction Documents. This final design phase will fully detail all aspects of the design in preparation for construction. BSSW Architects will submit construction documents at the completion of Construction Documents. Aspects of the Construction Document phase are:
- Incorporate comments from Design Document Review, County standards, and building codes.
- Construction Documents will include design notes and computations documenting decisions made.
- Systems fully detailed and coordinated.
- Detailed documentation using Building Information Modeling BIM.
- Construction phasing plan is finalized.
- Continue monthly meetings, progress reports, and update schedule.
- Design review meeting of key measurements to make certain all goals are met.
- Incorporate value engineering and bid alternatives.
- Quality control and constructability checks and coordination by design team quality control specialists.

**Permitting and Bidding:**
BSSW Architects Team has extensive experience with permit procurement. We will work with the local jurisdictions and permitting officials to obtain a building permit. In coordination with our civil engineering we will work to acquire site development permits from the responsible agency jurisdictions. We will take responsibility for all utility coordination including meeting with utility companies and permitting agencies. It is our goal to establish positive working relationships.

Once all permit comments are addressed and included in the documents the project will be prepared for Bidding procedures established by the NAA procurement process. BSSW will manage the bidding process in providing bid forms, respond to any questions during bidding and producing any addenda that may be required.

**Contract Administration**
BSSW Architects has worked closely for 30 years with all Jurisdictional Authorities within Southwest Florida. By opening up a dialogue with the permitting authorities at the earliest phases
of the project and working closely with them through the project development, we are able to achieve a high level of understanding and cooperation between the Jurisdictional Authorities. This process has proven successful in expediting review processes and avoiding many of the pitfalls and surprises in the permitting process.

Bidding and Negotiation: BSSW Architects' principal goal during the bidding/negotiation process is to deliver the best quality project at the best value to the School District and the taxpayers, by clearly and fairly communicating goals and expectations for the project with the contractors and sub-contractors. Often the bidding/negotiating process requires a great deal of "value engineering" review and analysis. It is important to recognize "value" as the integral component to the process...otherwise it is an exercise solely in cost reduction. In evaluating value engineering opportunities, BSSW Architects carefully reviews what the impact is to the building's program, functionality or long term durability along with the potential impact to cost. It is important the decisions of this magnitude are made by the project stakeholders with all the pertinent information so that a true "value" decision can be made.

Construction Observation/Administration: The best planning and highest quality design and documentation is of no benefit to the Naples Airport Authority if the project is not implemented with the same principles. BSSW Architects has designed countless public sector projects over the past 30 years and we believe Construction Administration to be among the most important part of our service. We are firm believers in the "team" concept and understand the potential benefits to all parties concerned fostered by a spirit of cooperation among team members. Our goal is to fairly and consistently enforce the intent of the bid documents and our experience proves that this goal can be realized while, at the same time, maintain a spirit of respect and cooperation within the entire construction team, including sub-contractors.

As-Built and Post Construction
BSSW Architects understands that from an Owner's perspective, the close-out of a project is as important as any other milestone in the project... and rightfully so. The close-out is when the owner receives the full benefit of the team's efforts.

During our pre-occupancy review, BSSW Architects will:
- Review the base-line performance of building systems with design criteria.
- Insure all previous deficiencies and corrections have been successfully remediated.
- Insure project documentations are accurate to the actual built conditions.
- Facilitate training and transfer of all owner's operations data.
- Insure warranties are compliant with contract documents.
- Insure all Voice/Data Systems have been properly tested and are certified to be within specified tolerance.

The final design process includes the planning and layout of all equipment and furniture, as well as support services such as communication and data systems. Color and material recommendations are also be included.

Based on the above criteria and past experience, an adequate period of time must be established for the move-in and set-up of a building, including systems furnishings. This time period must be part of the schedule and may coincide with the general contractor's final punch list items.

TECHNOLOGY IMPLEMENTATION

Building Information Modeling (BIM)

Building Information Modeling (or BIM for short), utilizing the Revit® Building Information Modeling software is standard professional practice for our Team. With Revit® Architecture software's parametric change management capabilities, we can coordinate your entire project effortlessly. We can enhance client communications and accelerate decision making. We get timely feedback on project design, scope, schedule and budget, all while minimizing the costly mistakes and wasted effort that come from coordinating documents by any other means.

For more than 15 years our team has learned to leverage the technology to advance our projects in many none traditional ways - including:
- Utilizing model to advance production of specialized building components. Example: On a recent Project our BIM model was used to produce the Architectural Pre-cast panels— saving two months on the project schedule and thousands in general conditions.
- Performing advanced daylighting studies to maximize natural light while minimizing solar gain. Example: On the Fort Myers Regional Library we wanted to maximize natural light and view onto a new public plaza on the western side of the building. We were able to utilize the model to fine tune the design to provide shading devices that minimized solar gains.
- When the Contractor's BIM capabilities are strong - we have been able to link our BIM model with the Contractor's estimating system to continually project cost to maintain budget adherence throughout the project. Example: On a project currently under design - the Construction Manager has been given access to the BIM model and is able to constantly monitor the material quantities and impacts of the developing design so that we can avoid big jumps in the budget by altering the design approach. If we simply waited for milestone pricing - these type of issues would result in time consuming redesigns.
efforts.

- Utilize our comprehensive BIM models to aid our owners in facility management and maintenance.
- Through the project's secured Web based server, all team members will have access to the project’s BIM model, insuring that all team members have the most current and accurate information to work from regardless of their proximity to the site.
- Building off the BIM platform, we have also revamped our process for the production of project specifications. By utilizing the new data base specification system E-Spec, we are able to cross reference the intelligent data within the building model to develop specifications which reflect only those products and systems intended by the design.
- Sustainability and "green" design
- "Green" design has always been in our mind synonymous with "good design". Many of the principles which have recently been identified with "green" design have always been principles we have emphasized in our approach to design for over 30 years. BSSW Architects will include required standards and opportunities for improved practice. Minimizing our design imprint on the site, effects by our sub-tropic environment on the occupants of a building, selection materials which are environmentally responsible and designing spaces which are healthy and conducive to the functions they serve have always been a key part of our design values.
- While we view the new found emphasis on "green" or "sustainable" design as positive occurrence, it is important not to be preoccupied by the mission and lose sight of what makes sense in our environment or appropriate to the design and the owners budgetary limits.

PROJECT CONTROLS:
Schedule development & Construction contract adherence
Communication is the key control element in schedule and budget. We meet with our consultants on a regular basis, every two weeks, to assign tasks, check progress and monitor the schedule and budget. During the construction phase, we will also monitor the contractor’s schedule on a regular basis. We believe that schedule control goes beyond the completion of the construction documents and that our job includes assisting the Contractor in resolving the unexpected problems that arise during construction and completing the project on time. The construction phase is an extremely important time for aggressive cost control. Unlike many firms, we do not “switch out” team members as the project transitions between design and construction phases.

Our policy requires the prompt resolution of all construction related issues. This includes the review of submittals and the response to Requests for Information from the Construction team. In addition, any Change Order proposed by the Builder must be carefully evaluated for accurate material and labor costs. In summary, every team member, every sub-consultant and every specialty consultant has responsibility for cost and quality control within their area of responsibility and expertise. If any portion of the budget rises, that individual is charged with bringing that portion of the project back in line.

COST CONTROLS:
Our TEAM understands the: cost control is a design issue, and that the decisions which have the most significant impact on the project budget are usually those made early on in the process. A project’s major systems (site work, utilities, mechanical, structural, electrical, A/V) are the big-ticket items that must be kept in check in order to allow breathing room in the budget for finishes and amenities. We work diligently with all consulting engineers, Naples Airport Authority to reconcile cost estimates, establishes realistic budget contingencies, develop design alternatives, and analyze the cost/benefit of each design decision both as a capital outlay and over the lifecycle of the project.

It has been our experience that no one item or system "blows" the budget. However, once the Construction Document phase nears completion, the ability of the design team to proactively affect the overall budget is dramatically diminished. Therefore Value Engineering is an ongoing process that must begin at Program Verification or as early as possible and continue throughout all stages of the design.

Consideration of the Airport Authorities budget awareness and parameters is critically important during all phases of the project. We start the design process with the development of a Cost Model for the project. With our depth of experience on completed public projects across South Florida, will be invaluable to the refinement of appropriate budget goals, the analysis of the Cost Model, and the design of creative solutions to efficiently enhance the experience of the Justice Center clientele. Our Cost Model will need to be regularly up-dated to reflect any changes in the project scope and/or the construction market during the early Design Phases of the project. Design decisions are informed by this cost model, and cost analyses of the various project components are made using the cost model as a guide. The cost model, subsequent updates, and value management will be done in conjunction with the NAA.

Potential value-engineering opportunities
Value Engineering that takes place after all the pricing is in is really not appropriately titled ... at this stage the value is minimal and there is little to no engineering involved. We have found it more beneficial to begin this dialog day one. And as the design progresses the entire team needs to be diligent and open to evaluating alternatives not only in the buildings material and systems but the manner in which the design addresses the programmatic goals for the project.

General Aviation Terminal Improvement Program
Naples Municipal Airport
A) Indicate whether the firm is a certified minority business enterprise as defined by the Florida Small and Minority Assistance Act. Also indicate the firm’s willingness to assist the NAA in accomplishing its DBE goals for this project. DBE participation of 8.55% of the total contract value of this contract is desired. All goals shall be obtained through 2.25% Race-Neutral and 6.7 Race-Conscious means.

While BSSW Architects is an Equal Opportunity employer, we are not Certified as a Minority Business Enterprise. However, two of our proposed sub-consultants are Certified by the State of Florida as Minority, Women & Florida Veteran Business Enterprises, E.F. Gaines Surveying Services, Inc. and Goetz+Stropes Landscape Architects. Their participation represents approximately 4-1/2 percent of the professional fees for this project.

Of our professional staff, BSSW Architects has one woman shareholder professional architect, one woman professional architect, and one minority partner.
Request for Qualifications

PROFESSIONAL CONSULTING SERVICES FOR

GENERAL AVIATION TERMINAL IMPROVEMENT PROGRAM

November 7, 2018
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November 7, 2018
Kerry Keith, Senior Director of Airport Development and Facilities
City of Naples Airport Authority | 160 Aviation Drive North | Naples, FL 34104

RE: RFQ, Professional Consulting Services for General Aviation Terminal Improvement Program

Dear Mr. Keith,

The PGAL Team is pleased to submit our qualifications to the Naples Airport Authority (NAA) for your General Aviation Terminal Improvement Program. PGAL and our team members have been providing successful aviation projects throughout the US for over 30 years – we are the right team for your project! PGAL was founded in 1946, and is a national design firm specializing in architecture, interiors and planning for a diverse array of aviation clients. PGAL works with clients on projects large and small, developing long-term relationships based on partnership and trust. Every project decision is made to serve the client’s current and future needs. PGAL has more than 16M SF of aviation design and production experience, delivering projects on time and within budget at numerous airports across the country. NAA’s program will benefit from the regulatory agency relationships, lessons learned, resulting research and enormous data base we’ve developed. PGAL’s core team members have designed more than 35 domestic and international terminals, FIS facilities, gate expansions, baggage systems, security checkpoints, central plants, airport parking garages and concessions of all sizes.

PGAL will seamlessly execute the program elements as set forth by the goals of NAA and provide complete planning, architectural, design and project management services. We believe that maintaining the consistency of what has already proven so successful at NAA while continuing to "raise the bar" is a critical pathway to creating and sustaining a positive, lasting impression and the desired experience in the GA Terminal Program. Our team understands airports. For the PGAL team, this means assuring you that we will:

1. Execute the plan! 2. Develop and document the required architectural elements and infrastructure to support and maximize the spatial requirements of the terminal complex. 3. Use the latest technologies and operational requirements to enhance ease of use for the airport, airlines, concessionaires and government/security entities. 4. Emphasize the importance of early packages and good construction phasing to ensure your facility comes on line as required and meets schedule goals established. 5. Maintain a clear understanding of all the major components of this program.

Our team of consultants include Hanson Professional Engineers who will provide mechanical, electrical, plumbing, fire protection and civil engineering services. TKW (DBE) for structural engineering and Tierra SF (DBE) for geotechnical engineering. The PGAL team is committed to meet and/or exceed your DBE goals.

PGAL agrees to the terms and provisions of the Professional Services Agreement and we acknowledge the receipt of the three addendums issued by NAA. Thank you for your consideration of our interest and experience and we look forward to the prospect of describing our program for collaborating with you on the General Aviation Terminal Improvement program.

Sincerely,

Ian A. Nestler, AIA, LEED AP
Executive Vice President
PGAL, Inc.
FEIN Number: 76-029-1476
791 Park of Commerce Blvd. Suite 400 Boca Raton, FL 33487
Phone: 561.988.4002 | Fax: N/A | Email: inestler@pgal.com
a. Resumes of Project Manager & Key Personnel

PGAL - IAN A. NESTLER, AIA, LEED AP

Ian offers over 40 years of technical expertise and direction in the areas of aviation, garage, ground transportation and support facilities. Ian has successfully managed numerous aviation projects over the past 20 years. In this role, Ian will manage all consultant contracts, oversee invoicing, establish and maintain staffing, provide agency coordination, implement the QA/QC program and make presentations to the public and stakeholders as necessary. Ian will participate in the project from inception through completion of construction, will work in tandem with the entire team and will be a primary point of contact. He has successfully managed, programmed, planned, and designed Terminals 4 at Fort Lauderdale Airport for the past 15 years and has numerous other aviation and public sector projects to his credit. He has a reputation as a leader, consistently creating facilities both unique in design and reflective of the client and the community—and within budget. Ian understands the building systems necessary to effectively run an airport terminal, their costs and benefits, and how to blend these technical elements into cost effective and creative solutions. From an aviation perspective, he is extremely knowledgeable in terminal and airfield planning, international and domestic terminal design, Federal Inspection Facilities, SSSCPs, CBP/ICE outbound baggage systems, Recheck facilities, concessions, new or renovated concourse and gate expansions. A dedicated professional, Ian has worked on projects which range in cost from $1 million to $800 million and each and every project receives the same level of attention and commitment. His ability to partner effectively has resulted in outstanding references from clients, consultants and contractors. Ian’s Similar Projects: FLL – Terminal 4 Concourse C Design, FIS Expansion/Baggage, Airline Improvements/Recheck Facility • Broward County Aviation Dept. • American Airlines/MIAMI-Dade Aviation Dept. • Regional Commuter Facility & Early Baggage Storage Building at MIA, Miami • Boca Aviation, FBO/Jet Center Renovation, Boca Raton • Galaxy Aviation Corporate Offices/Fixed Base Operations & Hangar, Orlando • Miami-Dade Aviation Dept. • Concourse C Gate Expansion & Security Checkpoint Programs at PBI, West Palm Beach • Tamiami Airport, Executive Jet Center, Tamiami, FL • US Airways Maintenance Operations Center at FLL, Fort Lauderdale, US Airways, US Air Club Remodeling at PBI, West Palm Beach • Delaware North Concessions at T1, T2, T3 and T4 at FLL, Ft. Lauderdale • Atlantic Aviation FBO, PBI, West Palm Beach and Privilia Hangar B9, Boca Raton Regional Airport.

PGAL - JIM VALLEJO, CPTED

A charismatic and well-rounded manager and designer, Jim has devoted the last 18 years of his career to aviation projects. He has designed and completed a broad range of aviation projects for airport authority and airline industry clients nationwide. He is thoroughly familiar with the complex and unique aspects of aviation design and passenger processing from programming, space planning and construction phasing of current and projected system requirements, conceptual design, design development, specifications, bidding services, construction administration and construction management. Jim has worked very closely with aviation agencies such as the FAA, CBP, TSA and other airport related federal and local regulatory agencies and will be assisting the team with regulatory issues. Through his proven management style, Jim achieves operational objectives by contributing information and recommendations to strategic plans and reviews; he is focused on preparing and completing action plans; implementing production, productivity, quality; and adhering to aviation/airline standards; his primary attention is on avoiding problems, however, should any arise, he is always first in line to contribute resolving them; he is attentive to client’s best interests and addresses project requests by ensuring that the design team accomplishes the specific tasks; clearly communicating client expectations to design team members and stakeholders; his organization reputation is well known for exploring opportunities to add value to the project; as well as, accepting ownership, establishing and determining system improvements when needed; implementing required change to achieve a successful project. A firm believer in team work, he aims to build consensus with all members of the project team. Jim’s Similar Projects: FLL – Terminal 4 Concourse G Design; FIS Expansion/International Baggage Claim, Airline Improvements/Recheck Facility, Fort Lauderdale • Delta Airlines Baggage Handling System Expansion; Concourse C Midfield Project at ATL, Atlanta • Metropolitan Washington Airports Authority, International Arrivals Building Expansion at IAD, Dulles, Virginia • Broward County Aviation Department, Terminal 4 Redesign, Aesthetic Design Criteria Manual, Signage Guidelines, and T4 Upgrades & Expansion at FLL, Ft. Lauderdale • Palm Beach County/Department of Airports, Security Checkpoint Expansion Program at PBI, West Palm Beach • Boca Aviation FBO Jet Center Renovation, Boca Raton • US Airways Design for Gate reconfiguration and Expansion at Concourse E, at FLL, Ft. Lauderdale • Delaware North Concessions at T1, T2, T3 and T4 at FLL, Ft. Lauderdale; Embraer 145 Flight Simulators for Flight Safety and Display Area, Ft. Lauderdale • Galaxy Aviation, Design of Corporate Offices/Fixed Base Operations & Hangar, Orlando.
**PGAL - JUAN GIRALDO**

Juan offers **over 31 years of design experience** in the aviation industry. He has excellent rendering capabilities to visually express conceptual ideas, and is always foremost concerned about achieving program in the most economical yet innovative way possible. **Juan's Similar Projects**: FLL • Terminal 4 Concourse G Design, FIS Expansion/International Baggage Claim, Airline Improvements/Recheck Facility, Fort Lauderdale • Delta Airlines Baggage Handling System Expansion, Concourse C Midfield Project at ATL, Atlanta • Metropolitan Washington Airports Authority, International Arrivals Building Expansion at IAD, Dulles, Virginia • Broward County Aviation Department, Terminal 4 Redesign, Aesthetic Design Criteria Manual, Signage Guidelines, and T4 Upgrades & Expansion at FLL, Ft. Lauderdale • Palm Beach County/Department of Airports, Security Checkpoint Expansion Program at PBI, West Palm Beach • Boca Aviation FBO Jet Center Renovation, Boca Raton • US Airways Design for Gate reconfiguration and Expansion at Concourse E, at FLL, Ft. Lauderdale • Delaware North Concessions at T1, T2, T3 and T4, at FLL, Ft. Lauderdale; Embracer 145 Flight Simulators for Flight Safety and Display Area, Ft. Lauderdale • Galaxy Aviation, Design of Corporate Offices/Fixed Base Operations & Hangar, Orlando.

**ROLE**
Design Coordinator

**EDUCATION**
Bachelor of Architecture

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**PGAL - ROBERTO BELTRAN**

Roberto has **over 34 years of experience**, particularly focused in the aviation industry. **Roberto's Similar Projects**: Broward County Aviation Department, Terminal 4 Redesign, Aesthetic Design Criteria Manual, Signage Guidelines, and T4 Upgrades & Expansion at FLL, Ft. Lauderdale • Palm Beach County/Department of Airports, Security Checkpoint Expansion Program at PBI, West Palm Beach • US Airways Design for Gate reconfiguration and Expansion at Concourse E, at FLL, Ft. Lauderdale • Delaware North Concessions at T1, T2, T3 and T4, at FLL, Ft. Lauderdale; Galaxy Aviation, Design of Corporate Offices/Fixed Base Operations & Hangar, Orlando.

**ROLE**
Construction Admin.

**EDUCATION**
Bachelor of Architecture

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**HANSON PROFESSIONAL SERVICES – BLAKE SWAFFORD, PE**

Blake is an assistant vice president and senior project manager for Hanson’s aviation market. With more than **22 years of experience**, Blake has comprehensive knowledge in the administration and operation of commercial service and general aviation airports, airport and aviation related project design, project management and construction management of aviation projects. Those projects include runway extensions, runway safety area expansions, taxiway widening and extensions, apron rehabilitations and terminal improvements. Additionally, Blake has served as the director of Silver Comet Field at Paulding Northwest Atlanta Airport and the executive director of the Paulding County Industrial Building Authority in Dallas, Georgia. **Blake's Similar Projects**: Sarasota Bradenton International Airport – New Air Traffic Control Tower and the Fiber-Optic Transmission System (FOTS) Installation, Sarasota, FL • Winter Haven Municipal Airport-Gilbert Field – Airport Access Road, Winter Haven, FL • Crystal River Airport – 10-Unit T-Hangar and New Taxi Lane, Citrus County, FL • Vero Beach Municipal Airport – Taxiway E Ramp, Vero Beach, FL • Bartow Municipal Airport – Airfield Marking Improvements, Bartow, FL.

**ROLE**
MEP/FP/Civil Project Mgr

**EDUCATION**
M.S. Civil Engineering

**CREDENTIALS**
FL PE No. 82699
HANSON PROFESSIONAL SERVICES - CLINT SMITH, PE, CFM

Clint has over 15 years of experience and has been instrumental in designing a variety of roadways to add capacity, increase safety, expand multi-modal use, and enhance aesthetics. He specializes in providing cost-effective engineering solutions by maintaining quality control, schedule, and open communication. Clint has experience on many different types of stormwater treatment design methodologies including Airport Stormwater Best Management Practices, compensatory treatment pollutant loading analysis and nutrient loading analysis. Clint’s Similar Projects: Winter Haven Regional Airport – Gilbert Field – New Entrance Road Final Design, City of Winter Haven, FL • Ellis Road Widening (John Rodes Boulevard to Wickham Road) – Brevard County, FL • Jacksonville International Airport (JIA) – Cecil Field Airport North Taxiway Expansion, Jacksonville, FL • Jacksonville International Airport (JIA) – Terminal Expansion Stage 3, Jacksonville, FL.

ROLE
Civil Engineer

EDUCATION
B.S. Civil Engineering Tech.

CREDENTIALS
FL PE No. 67711

HANSON PROFESSIONAL SERVICES - KEVIN LIGHTFOOT, PE

Kevin has more than 30 years of electrical engineering experience. He has an extensive background in designing airfield lighting and navigational aid systems, service entrance and power distribution, emergency/standby power systems, motor control systems, lighting, heating and ventilation, lightning protection, surge protection, and lighting systems. He has a working knowledge of facilities including airports, railroads, roadways, telecommunication facilities, schools, water and wastewater treatment plants, pump stations and fuel storage and dispensing facilities. Kevin’s Similar Projects: Naples Municipal Airport – Runway 14/32 Safety Area (RSA) Improvements, Naples, FL • Sarasota Bradenton International Airport, Airport Traffic Control Tower (ATCT) Fiber Optic Transmission System, Sarasota, FL • Naples Municipal Airport, Security Lighting, Naples, FL • Naples Municipal Airport, Taxiway Enhancements, Naples, FL • Naples Municipal Airport, F-101 Taxiway D Extension, Naples, FL • Leesburg International Airport, Airfield Signage, Leesburg, FL.

ROLE
MCP/FP Engineer

EDUCATION
B.S. Electrical Engineering

CREDENTIALS
FL PE

HANSON PROFESSIONAL SERVICES - MIKE HARRIS

Mike’s 18 years of experience includes designing and planning various airport projects performing construction observation and materials testing for airport, highway and building construction projects. He has completed numerous airport planning projects and is knowledgeable regarding airport airspace requirements and obstruction analysis procedures. These projects include preparing airport layout plans (ALPs) and other exhibits using Computer Aided Drafting and Design (CADD) software applications. Mike’s Similar Projects: Naples Municipal Airport – Taxiway D Extension, Naples, FL • Naples Municipal Airport – Runway 14/32 Safety Area (RSA) Improvements, Naples, FL • Naples Municipal Airport, Tower Drainage Modification, Naples, FL • Blue Grass Airport, Site/Civil Design for Snow Removal Equipment (SRE) and Maintenance Building and Pavements, Lexington, KY • Sarasota Bradenton International Airport, Airport Traffic Control Tower (ATCT) Fiber Optic Transmission System, Sarasota, FL.

ROLE
Designer/CA

EDUCATION
B.S. Public Affairs
HANSON PROFESSIONAL SERVICES - RICARDO DIAZ, PE

Ricardo has **over 13 years of experience** providing plan production and revisions, exhibits, and permitting assistance for various airport projects. **Ricardo’s Similar Projects:** 
- Naples Municipal Airport, New Taxiway F, Naples, FL
- Naples Municipal Airport, Taxiway D Extension, Naples, FL
- Leesburg International Airport, Taxiway “A” Realignment, Leesburg, FL
- Valkaria Airport, Construct T-Hangars and Site Work, Valkaria, FL.

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<tr>
<th>ROLE</th>
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<th>CREDENTIALS</th>
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<tr>
<td>Production &amp; Permitting Coordinator</td>
<td>B.S. Civil Engineering</td>
<td>FL PE; LEED AP</td>
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TKW CONSULTING ENGINEERS - JAMES T. LANGE, PE, SE, SI

Mr. Lange is the Structural Engineering Manager for TKW. His many years of engineering and management experience include a focus on technical supervision and review, providing technical direction to architects and engineers, and management of the staff of structural engineers. His experience in analysis and design covers a wide range of industries, structures, and materials. **James’s Similar Projects:**
- Cleveland Hopkins International Airport – TRACON Renovations, Cleveland, OH
- MacDill Air Force Base – Tampa, FL
- Naples Municipal Airport – Steel Cable Aircraft Hangar; Addition & Renovation to General Aviation Terminal, Naples, FL
- Greater Orlando Aviation Authority – CEP Improvements; Intermodal Transit System; North Terminal Complex Modifications, Orlando, FL
- Page Field – General Aviation Terminal; Fuel Tank Installation; Airport Tamp Expansion; Shade Hangar and Re-Roofing Projects, Fort Myers, FL
- Palm Beach International Airport – Annual, Facilities Assessment, Baggage System Upgrade Study; Chiller Plant Enhancement; Concessions Renovation; Water Infiltration Investigation; Concessions Renovation; DOA Annual Facilities Assessment; Concourse C Water Intrusion, West Palm Beach, FL
- Pittsburgh International Airport – New Landside and Airside Terminals; Commuter Services Building; Ancillary Buildings, Pittsburgh, PA
- Southwest Florida International – Stucco Investigation; Miscellaneous Projects at RSW including Stucco Investigation, Art Installations, etc., Fort Myers, FL
- Charlotte County Public Safety Complex – Port Charlotte, FL
- Hendry County EOC – Labelle, FL
- Lee County EOC – Fort Myers, FL
- Florida SouthWestern College (FKA Edison State College) Allied Health Building – Naples, FL
- Florida SouthWestern College (FKA Edison State College) Student Services Facility (Building M) – Naples, FL.

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<th>YEARS OF EXPERIENCE</th>
<th>EDUCATION</th>
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<tbody>
<tr>
<td>Structural Engineer</td>
<td>40+</td>
<td>M.S. Civil Engineering</td>
<td>FL PE No. 62694; FL Special Inspect. #7316709</td>
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TIERRA SOUTH FLORIDA - RAJ KRISHNASAMY, PE

Raj Krishnasamy, President and Principal Engineer of TSF is a Florida State Registered Geotechnical Engineer with over 31 years of experience consisting of successfully completing over 3,500 public and private projects, highlighted by 150+ aviation projects, design-build projects totaling $2 billion in construction costs, and prominent projects such as Fort Lauderdale-Hollywood International Airport’s South Runway Expansion (featuring the largest MSE wall in Florida). He serves as Project Manager for continuing contracts with over 25 Florida public agencies and is the Lead Geotechnical Engineer on numerous aviation continuing contracts. **Raj’s Similar Projects:**
- Palm Beach County Park Lantana Airport, Southside Redevelopment Program Phase 1 & 2, Lantana, FL
- North Palm Beach County General Aviation Airport – Existing Ditch Relocation, North Palm Beach, FL
- Boca Raton Airport Authority Customs and Border Protection Facility, Boca Raton, FL
- FLL Terminal 4 Redevelopment and Expansion, Fort Lauderdale, FL
- Boca Raton Airport Authority Administration Building, Boca Raton, FL
- F45 Taxiway H Extension, Palm Beach County, FL
- Wetland Wildlife Hazard Mitigation Project Phase 3A, 3B and 4, West Palm Beach, FL
- PBIA Hotel Site - Access Roadway, West Palm Beach, FL
- PBIA DOA Building 2/7B Roof, West Palm Beach, FL

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<tr>
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<th>EDUCATION</th>
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<tbody>
<tr>
<td>Geotechnical Engineer</td>
<td>31</td>
<td>M.S. &amp; B.S. Civil Engineering</td>
<td>FL PE No. 53557</td>
</tr>
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</table>
State of Florida
Department of State

I certify from the records of this office that PIERCE GOODWIN ALEXANDER & LINVILLE, INC. is a Texas corporation authorized to transact business in the State of Florida, qualified on January 15, 1998.

The document number of this corporation is F98000000329.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/Uniform business report was filed on January 11, 2018, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eleventh day of January, 2018

Secretary of State

Tracking Number: CC0463201722
To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.
https://services.sosfla.gov/Filings/CertificateOfStatus/CertificateAuthentication

Anne M. Gannon
Constitutional Tax Collector
Serving Palm Beach County

P.O. Box 3353, West Palm Beach, FL 33402-3353
www.pbc4tax.com Tel: (561) 355-2264

Located At:
791 Park of Commerce Blvd
Boca Raton, FL 33487

Type of Business: C1S
Owner: PIERCE GOODWIN ALEXANDER & LINVILLE-FLORIDA INC
Certification #: 118-761607

Bill #: 2018027614

State of Florida
Palm Beach County
2018/2019 Local Business Tax Receipt

LBTR Number: 2018027614
Expires: September 30, 2019

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.
PGAL - Licenses & Certifications
Hanson Professional Services, Inc. - Licenses & Certifications

State of Florida
Department of State

I certify from the records of this office that HANSON PROFESSIONAL SERVICES INC. is a Delaware corporation authorized to transact business in the State of Florida, qualified on October 3, 1997.

The document number of this corporation is F97000031888.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on January 2, 2018, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Second day of January, 2018

[Signature]
Secretary of State

Tracking Number: CCY30073302
To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.
https://services.ssoe.org/Filings/CertificateOfStatus/CertificateAuthentication

State of Florida
Board of Professional Engineers
Attest that
Hanson Professional Services Inc.

Is authorized under the provisions of Section 471, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2019
Audit No: 228201901204 R
CA Lice. No: 7961
State of Florida
Department of State

I certify from the records of this office that T K W CONSULTING ENGINEERS, INC. is a corporation organized under the laws of the State of Florida, filed on January 29, 1990.

The document number of this corporation is L47256.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on May 23, 2018, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-third day of May, 2018

Ken Detjen
Secretary of State

---

State of Florida
Board of Professional Engineers
Attends that
TKW Consulting Engineers, Inc.

is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/23/2019
Audit No: 228201903313 R

CA Lico. No: 85762
Tierra South Florida, Inc. - Licenses & Certifications

State of Florida
Department of State

I certify from the records of this office that TIERRA SOUTH FLORIDA, INC. is a corporation organized under the laws of the State of Florida, filed on October 7, 2003, effective October 17, 2003.

The document number of this corporation is P03000110144.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on January 2, 2018, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capitol, this
the Second day of January, 2019

[Signature]
Secretary of State

Tracking Number: CL2340139417
To authenticate this certificate, visit the following website, enter this number, and then follow the instructions displayed:

State of Florida
Board of Professional Engineers

Attire that
Tierra South Florida, Inc.

Is authorized under the provisions of Sections 473.025, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 473, Florida Statutes.

Expiration: 2/28/2019
Audit No: 23851902370 R
CA Llc. No: 28073

NAPLES AIRPORT AUTHORITY Professional Consulting Services for General Aviation Terminal Improvement Program
PGAL
b. Organizational Chart

![Organizational Chart Image]

c. All Subcontractors; Financial Stability and Ability to Complete Project
PGAL and the subconsultants that are included in this proposal are licensed, in good standing and have the capability to perform the work identified in this proposal.
**d. Recently Completed Similar Projects**

|---------------------------------------------|-----------------------------------|--------------------------------------|--------------------------------|------|----------------------|---------------------|-----------------------------|-----------------------|----------------|--------------------------------|---------------------|------------------|--------------------------|----------------------|-----------------|---------------------|

**COST CONTROL**

PGAL’s project control success results from a long history of meeting our clients’ budgets and schedules by adhering to a system-based design approach. Our control systems provide the team with a process that enables them to think through each step as a team, building a strong team synergy throughout the project. These systems build in accountability, as individual project team members clearly understand their responsibilities and see the details of each task within the context of the entire project.

Once a schedule is established, it will be a driving force for this project. Staying on schedule will require a commitment from all team members including the architect and engineers, CM@R, and Naples Aviation Authority. PGAL brings an unique integrated approach to providing design services that works well within a stringent schedule and budget. We maintain continuity of our team through all phases of a project, allowing for a seamless transition from phase to phase, with no start up time for a new team member. We also take pride in the fact that we provide the extremely complete and coordinated design documents at all phases of the design process.
e. Recent Professional References

FLL Airport Terminal 4 Redevelopment

Reference Name: Curtis Celestine  
Company Name: Broward County, Aviation Department  
Company Address: 2200 SW 45 Street  
Dania Beach, FL 33312  
Phone Number: (954) 359-2590  
Email Address: ccelestine@broward.org  
Scope of Services Provided: PGAL/Zyscovich (PZ) as a joint venture for the new 14-gate International Terminal 4 at Fort Lauderdale-Hollywood International Airport. The project includes a new interim Baggage Handling System (BHS) that will be ultimately phased-in to implement a new state of the art outbound BHS as the gate counts increase. The façade of the new Concourse G is elegant yet sensible for South Florida climate, composed of insulated precast panels with a row of high efficiency storefront glazing at the concourse level providing dramatic passenger views to the airfield. Slotted apertures above the storefront minimize heat gain inside the concourse and create an array of shadows and natural light play creating a dynamic vibe inside the hold rooms and circulation areas. The concourse interior is designed to be equally stylish with separate FIS sterile and domestic arrival vestibules and FIS sterile bridges carving through the double height ceiling space inside the concourse helping guide passengers to their respective gates. The concourse also features white terrazzo flooring in the high trafficked circulation, concessions and TSA areas and sophisticated patterned carpet in the hold room areas. The project is sensitively phased to maintain operational requirements set forth by Broward County Aviation Department.

Privaira Private Aviation Hangar B9

Reference Name: Richard Thacker  
Company Name: Atlantic Aviation  
Company Address: 3800 Southern Blvd.  
West Palm Beach, FL 33406  
Phone Number: (561) 683-4121  
Email Address: richard.thacker@atlanticaviation.com  
Scope of Services Provided: PGAL was hired to help Privaira Private Aviation set their new home at the Boca Raton Airport (BCT). Our team was challenged with a compressed time line to convert the existing office area within Hangar B9 and upgrading it to reflect the latest state-of-the-art needs of the private aviation world. PGAL prepared plans for the buildings’ much needed renovation and expansion, all while maintaining the private vehicle access and circulation and the aircraft movement area free of any conflicts. The existing 12,000 SF Hangar bay was updated to handle the modern fleet of aircraft currently in use. The customer service area was upgraded with modern finishes, more natural light and the reconfiguration of the old small segmented offices into larger more efficient spaces within the existing building. The new 2,500 SF Privaira Administrative offices were designed to provide improved and efficient areas to conduct the activities involved in the Aircraft Management, International Aircraft Operations, Flight Departments and the company’s administrative nerve center. The safety and security of clients and employees was also addressed with time proven techniques of Crime Prevention through Environmental Design (CPTED).
PBIA Atlantic Aviation Fixed Based Operator

**Reference Name:** Jonah Santom  
**Company Name:** Atlantic Aviation  
**Company Address:** 3800 Southern Blvd.  
West Palm Beach, FL 33406  
**Phone Number:** (561) 683-4121  
**Email Address:** jonah.santom@atlanticaviation.com

**Scope of Services Provided:** PGAL was selected by Atlantic Aviation to design and implement a modernization program for the original Terminal Building, constructed in the 1980's. The Palm Beach International Airport (PBI) is one of Atlantic Aviation's newest facilities and being that it is one of the busiest General Aviation destinations in the country, it required a modern touch to reflect the current age of aviation. PGAL work closely with Atlantic Aviation staff to define the goals establishing a program and set a budget to bring the facility up to par with new technology and new aviation industry needs. The terminal area is the focal point for customer arrivals and departures from PBI. This Terminal building is conveniently located in close proximity to the Customs and Immigration General Aviation Facility for international arrivals processing. New finishes, upgraded materials and furnishing were selected to meet the Atlantic Aviation high standards set forth for their facilities and accomplish the goals of offering passengers, both domestic and international, a fresh, comfortable and technology upgraded facility.
a. Firm’s Current Commitments and Ability to Take on Additional Projects

CURRENT AND PROJECTED WORKLOAD
Our team has the resources and capacity to manage the Naples Airport Authority General Aviation Terminal Improvements Program project. At present, most of our projects are under construction, so our staff has immediate capacity to start a new project. After a final scope of work is agreed upon, should additional resources be necessary, PGAL has over 200 associates available to help on your project.

<table>
<thead>
<tr>
<th>PROJECTS</th>
<th>DESIGN</th>
<th>CONSTRUCTION</th>
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<tr>
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<td>FAU - Misc Continuing Services Projects</td>
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<td>DNC FLL - Multiple Concession Spaces</td>
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<td>Palm Beach Gardens Turfcare Facility</td>
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<td>Tallahassee Airport ConRac</td>
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<td>Sweetwater Infinity Mixed-Use</td>
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<td>Indian River County Courthouse Renovation</td>
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<td>Aventura Charter High School</td>
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ABILITY TO MANAGE PROJECT SCHEDULE
Please see the table below for details on our ability to manage the Naples Airport Authority project schedule.

<table>
<thead>
<tr>
<th>TEAM MEMBER</th>
<th>% INVOLVEMENT</th>
</tr>
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<tbody>
<tr>
<td>Ian A. Nestler - Principal-In-Charge</td>
<td>20%</td>
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<tr>
<td>Jim Vallejo - Senior Project Manager</td>
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</tr>
<tr>
<td>Juan Giraldo - Design Coordinator</td>
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<tr>
<td>Roberto Beltran - Construction Admin</td>
<td>75%</td>
</tr>
<tr>
<td>Blake Swafford - MEP/FP/Civil Project Manager</td>
<td>20%</td>
</tr>
<tr>
<td>Clint Smith - Civil Engineer</td>
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<td>Kevin Lightfoot - MEP/FL Engineer</td>
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<td>Mike Harris - Designer/Construction Administrator</td>
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<td>Ricardo Diaz - Production &amp; Permitting Coordinator</td>
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<td>James T. Lange - Structural Engineer</td>
<td>50%</td>
</tr>
<tr>
<td>Raj Krishnasamy - Geotechnical Engineer</td>
<td>TBD</td>
</tr>
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b. Proposer’s Financial Statements for Last 2 Years
Please refer to the envelope enclosed marked “Confidential Financial Records Submitted Under Seal and Exempt from Florida Public Records Disclosure.”
Page left intentionally blank
Our approach is simple... our mission is to listen, communicate and deliver. The PGAL team outlined in this Request for Qualifications (RFQ) for Professional architectural and engineering services is available and well prepared to assist the Naples Airport Authority (NAA) with the three phases. We are ready to be called upon to provide professional services for Phase One - Discovery, Phase Two - Design Phase, and Phase Three – Construction Phase Services. Our team has the wealth of knowledge and aviation experience to react as needed to address the specific task that may be assigned. Responsive, Experienced and Innovative are some of the qualities that guide the PGAL Team for not only the Architectural practice, but all the very important infrastructure elements that are critical components for a successful airport operation and passenger experience. Our approach will ensure that each phase or task delivers enduring value while at the same time leveraging emerging techniques and technologies to achieve innovative, cost conscious and efficient solutions. Working collaboratively with the NAA will ensure we achieve common goals for sustainable design, flexibility, capability for long-term growth, and a strategic balance of aesthetic, functional, and budgetary needs.

During our participation with NAA, we anticipate engaging the airport tenants and ancillary facilities to avoid disruption and to lessen any impact that may be necessary for vertical construction, including the renovation areas, additions and new construction. Our specialists in architectural, mechanical, electrical, plumbing, structural, fire protection, interior design and site design provide expertise on all aspects of the airport, including passenger processing facilities, aircraft hangars, General Aviation (GA) operations, pilots and crew facilities, security, utility facilities and other GA building infrastructure located outside and inside the airport’s security fence. In fact, we have already started studying in detail the Facility Assessment Report provided as part of this RFQ. Our design leadership from Schematic Design through Construction Documentation and Construction Phase Services will provide NAA the assurance at every stage that the project progresses according to the specific goals and budget constraints established by the NAA’s Program. We are not here to “re-invent the wheel”, we are here to execute the programmatic requirements that NAA has already set in motion, while exploring any opportunities for improvement that the team may identify. Our familiarity with airports, aircraft operators, everyday GA operations, and tenant requirements will help us implement the documentation that addresses the highest level of service with the least impact. PGAL and our entire team’s staff has been continuously involved in airport projects for decades. We are highly sensitive to airport operational concerns and phasing requirements for design and construction in and around critical operational environments – both Landside and airside. It is crucial that safety and security, as well as, an acceptable level of service be maintained during all phases of the project. Virtually any project in an airport passenger area or terminal area must be executed in multiple phases to allow operations to continue unimpeded while the construction activities progress as efficiently as possible. During the planning and programming phase, input from user/stakeholders responsible for the safety and integrity of ongoing operations is factored into the constructability discussions with NAA’s staff and, when possible, the Construction Team. This sets the framework for design packages, specialty phasing packages, early procurement, infrastructure enabling projects and critical path scheduling of the entire design and construction process. To achieve success, a comprehensive and collaborative thought process is necessary to facilitate logically planned phases of work that promote confidence and dependability in the delivery of the project.

Additionally, with our approach we will adhere to and execute the established NAA’s planning goals, as well as any needed phasing. As seasoned professionals in the design of terminal anc support facilities, with a
sound understanding of both commercial airport and GA Facilities, the PGAL team has the unique capability to provide assistance, at the discretion of the NAA staff, in consensus building between stakeholders during the design process. We can assist NAA in facilitating the communication of design ideas with GA aircraft operators, concessionaires, airport operations, facilities maintenance and authorities having jurisdiction. This approach has been proven to foster a strong working relationship between all members of the team while providing for manageable expectations. This participation will allow us to examine and fully understand the program goals and promote the best long-term solutions for the unique and upscale clientele that uses this Terminal Building. Our team's long track record and recent completion of the some of the newest Airport Terminal Buildings, Passenger Processing Facilities, and General Aviation projects within budget and on schedule, demonstrates that we can apply our successful approach to your project. We have the proven ability to seamlessly blend innovative aviation architecture, enhanced functionality and a local sensibility to create a gateway experience that attracts travelers, generates revenues and manages costs, all while assuring the safety and security of visitors and employees.

The major elements of our project execution plan will include early Scope definition; validate NAA Goal statements; Quality Control; detailed technical specifications; adequate resource allocation; Project scheduling and highlighting NAA's Organizational considerations.

We anticipate including the following tasks as the minimum to achieve a successful project:

**Overall Project Management**
It is the responsibility of PGAL to provide comprehensive project management to ensure the successful development and completion of the project tasks defined within the work plan and NAA's project description under this RFQ. Project management includes coordination of project tasks among the Consultants, management of Subconsultants, coordinating NAA submittal/review procedures, maintaining project cost controls, developing/documenting DBE participation reports, implementing the QA/QC process, and conducting/attending project progress meetings. PGAL will take the lead in coordinating and managing the efforts of the entire Consultant Team. PGAL, through our Senior and Deputy Project Managers, will coordinate all the activities of the Subconsultants, establishing dedicated commitments to the successful completion of the assigned work tasks.

**Concept and Schematic Design**
The PGAL Team will assist the NAA's staff in this initial process to achieve the Design Phase milestones identified in Phase One (Discovery). The PGAL Team has extensive experience at authoring comprehensive programming documents (and securing timely stakeholder approvals) to guide aviation design projects, all under compressed schedules. PGAL will provide the necessary assistance and involvement to help maintain project scope, reduce "scope creep" and ultimately control costs. We will focus on exploring permitting requirements and limitations under NFPA, FEMA, the current Florida Building Code, ADA Standards and Water Management District Guidelines. PGAL will refer to the program document to ensure that the goals are being met throughout the execution of the desired design with a keen eye towards an integral Safety and Security Plan and the Maintenance of Daily Airport Operations Plan. We anticipate successfully culminating this phase with a presentation to the NAA Board members.

**Design Development**
We see this as a "transitional phase" from big picture to detailed design where, together with the NAA and its stakeholders, begin to play a more technical development role in the establishment of peer review and Design Quality Control procedures. These procedures should continue through the life of the project. During this phase, our team will prepare
Design Development (DD) Documents consisting of drawings and outline specifications to define the size and character of the Project and to define materials, all systems, phasing plans and other work that may be required. DD documents will be developed by the PGAL Team in enough detail to also include Drawings, Design Report, outline specifications and assistance to the Construction Team to further define the Estimate of Construction Cost. At the Authority’s discretion, we will be prepared for a presentation to the NAA Board members.

**Construction Documentation**

Based on approved DD Documents, the PGAL Team will prepare Construction Documents consisting of Final Contract Drawings, Specifications, continue to monitor the cost controls and Construction Phasing Plan with the Construction Team, and continue to assist coordination with all stakeholders as may be needed by NAA. The Construction Documents will include adequate detailed information to promote responsible bids from the Construction Team's subcontractor markets and obtain a building permit. Technical Specifications will be completed and thoroughly coordinated with the drawings and the NAA Division I requirements. The PGAL Team will provide such assistance to NAA as may be necessary to complete the bidding process, including but not limited to, Pre-Bid Meeting, RFI responses, Addenda, Substitutions and evaluations of a GMP.

**Construction Phase Services**

Construction Phase Services (CPS) will commence once the construction contract has begun and continue through certificates of substantial and final completion for the project, issued by the applicable jurisdictions. The PGAL Team will perform the established Construction Phase Services, according to the scope and schedule established with NAA, and corresponding to the Contractor’s anticipated schedule of work. Our team can provide a full-time resident project representative, who will be available to conduct construction progress meetings and site visits. Duties will include all the typical activities related to a standard airport CPS process, as indicated in Phase Three of the RFO.

**KEY ELEMENTS OF OUR PROJECT APPROACH**

**Cost and Schedule Control**

Establishing a realistic budget at the onset is critical. Accurate drawings and documentation and a system for monitoring each step of design implementation helps the entire project team to meet the budgetary needs. We coordinate closely within our team, the Construction Team as well as with NAA to ensure that cost control measures are established and adhered to at every phase of design and construction.

Particularly on aviation projects with multiple components, maintaining the schedule can have a tremendous impact on the ability to control the budget. The PGAL Team has an excellent track record with Airports throughout the U.S. in which we have met every single design deliverable date. We also implement a rapid respond team during construction so the contractor has no cause for delay.

**Building Systems**

PGAL will seek to take advantage of our team’s engineering consultants’ extensive and recent knowledge of the building systems of your General Aviation Terminal. This experience and intimate knowledge of the existing facilities will be beneficial for the development of ideas, strategies and phasing that will bring to light the "lessons learned" in other areas of the airport to ensure that the systems that are specified meet or exceed the expectations and avoid any known issues already identified in the most recent Facility assessment Report dated April 18, 2018. Our team clearly understands how the existing systems will automatically and dynamically respond to variations in loads due to exterior conditions, terminal occupancy, internal loads and outside air ventilation.
requirements throughout the 24-hour cycle with a sustainability goal to minimize energy consumption and costs. Area requirements for emergency power will be defined and power distribution will be studied to understand any impacts or potential changes to serve life safety loads or other loads deemed essential. The Team will coordinate requirements of all defined telecommunications, information systems and security systems with our engineering consultants. Detailed analysis of all proposed phases will be reviewed and confirmed for Fire Marshall or Agency Having Jurisdiction concurrence at the earliest design phases and implemented throughout the documentation.

Security and Safety
The overriding priority is ensuring security for the passengers, the aircraft and safety of the terminal building and adjacent General Aviation areas themselves. The design must and will incorporate all current published Federal Agency guidelines and updated security directives mandated after September 11, 2001.

Airside Design Elements
In close coordination with Hanson, our team's Civil Engineering Consultant, our team will use their current and intimate knowledge of the existing facilities to analyze and address any Ground Service Equipment requirements, aircraft parking configurations and vehicular circulation around the terminal facility or other adjacent areas. Our Civil Team will ensure that design elements seamlessly integrate with your Civil Team and that it adheres to FAA Standards, provides adequate GSE staging areas, lighting and surface gradients, utilities, and drainage. We have studied the information provided with the RFP for extending the building 25' toward the ramp. We are looking at the possible extensive construction impacts to passenger circulation, facility infrastructure and on existing FBO operations. We have identified several instances that will require detailed phasing and safety plan(s) to allow for the construction to take place and operations to continue. We believe we have identified opportunities to keep the FBO open and the airport and terminal secure (per Part 139 requirements) while all construction takes place. Under the current proposal, the FBO will essentially have to be relocated for up to 6 months while the building addition is constructed. There will be requirements for security fencing on the ramp, that may be relocated several times, to separate the construction from the active movement area. Our team is ready to discuss opportunities we have uncovered that may reduce the impact to the FBO operations.

Landside Design Elements
Our team, including our Civil Engineer, has heard you loud and clear about the current constraints for the existing parking areas, vehicular circulation, signage and lighting of the parking areas. There are opportunities that we have identified for a "reconfiguration" of the existing surface parking area to allow for a less congested flow of traffic while maintaining service vehicle access throughout. In addition, the PGAL Team brings an extensive portfolio of surface and elevated deck parking experience to solve issues of site constraints. We believe that if the desire by NAA is to add spaces, the parking operation and desired requirements must be studied in detail. Our team stands ready to explore both surface parking solutions as well as elevated deck options that will maintain the character of the GAT.

NAA Workshops
We also take this opportunity to begin our brainstorming of ideas to clearly understand how to address the need to provide additional office area for the Terminal building or connection to the Airport Office Building (AOB) and therefore, circulation between them. During our study of the existing facility, we have identified alternate ideas for the area located on the north side of the Terminal. This area provides us with what could become a physical connector by means of a catwalk, raised covered walkway or adequate bridge. However, we believe there may be another good opportunity for lessening impacts in studying these needs. Bascally, a scheme for "building expansion" that could achieve both requirements, provide the additional office area and connector for the two buildings, without impacting the current
vehicle access gate. We are confident this new area could provide approximately 5,000 SF of additional space, plus it would make the space in the AOB more usable as it would effectively be integrated into the existing terminal at that point. A secondary benefit is that the existing parking area at the AOB would still exist and would become covered parking. This could be done without any significant negative impacts to the existing FBO operations on the west side of the Terminal building. Of course, a study of the impacted Terminal areas would have to be conducted. In our experience, we believe this simple idea can still incorporate improvements within the existing terminal that are necessary but could accomplish the goals with far less impact on the FBO operations while maintaining a much safer environment for passengers and employees.

PGAL will seamlessly execute the program elements as set forth by the goals of NAA’s General Aviation Terminal Improvement Program. For the PGAL team, this means assuring you that we will execute the plan! At the same time, maintaining a clear understanding of all the major priorities of the NAA program for the GAT and adjacent areas. Our goal is also to provide NAA the best team to assist with Construction Phase Services, including as deemed appropriate, Construction Administration, Engineering, Construction Management, Controls and Inspection Services. Our team’s airport and General Aviation experience is current and relevant. Further, our team has hands-on experience with current requirements from all relevant federal, state and local regulatory agencies. Our core consultant team shares PGAL’s corporate culture of responsiveness and attention to detail and is ready to support NAA’s GAT Improvement Program Services. We are eager to collaborate with you, to carry out the goals for the Airport Facilities and Systems Design program, including Planning, Design, Engineering and Construction Phase Services for the City of Naples Airport Authority. Our mission will be to listen, communicate and deliver, and therefore, as Architect of Record, to ensure that the ultimate facilities are operationally sound, fiscally responsible, safe and secure, architecturally inspiring and passenger focused. Our promise is to deliver your project on time and within budget!
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Although PGAL is not a Disadvantaged Business Enterprise, Women-Owned Business Enterprise, nor a Minority Business Enterprise, we will be reaching out to various disadvantaged, women-owned, and minority firms in a good faith effort to secure partners that meet and/or exceed the DBE goal of 8.95% required by the Naples Airport Authority.

Please see the following pages for our subconsultants’ DBE/SBE/MWBE Certifications.
TKW Consulting Engineers, Inc.

State of Florida
Woman Business Certification

TKW Consulting Engineers, Inc.
Is certified under the provisions of 267 and 295.185, Florida Statutes, for apportioned hours:
12/08/2017 to 12/08/2019

SOUTH FLORIDA WATER MANAGEMENT DISTRICT

REGISTERED VENDOR NO. 181268

March 2, 2016

Ms. Trudie S. Williams
Founder, Chief Executive Officer
TKW Consulting Engineers, Inc.
621 Banner Drive
Fort Myers, FL 33912

Dear Ms. Williams:

The South Florida Water Management District (District) has certified your firm as a Small Business Enterprise (SBE). This certification is valid for three (3) years and may only be applied when business is conducted in the following areas:

Professional Engineering and Surveying & Mapping Services

Your submission of bids or proposals to supply products or services outside this specialty will not count toward SBE participation. If you require certification in other areas of specialty, please contact the Procurement Department, SBE Section, for additional information.

Renewal is required every three (3) years and should be requested within 45 days prior to the above expiration date.

If any changes occur within your company during the certification period (such as ownership, affiliate company status, address, telephone number, licensing status, gross revenue, or any information that relates to your SBE Certification status), you must notify this office in writing immediately. It is imperative that we maintain current information on your company at all times. FAILURE TO REPORT CHANGES MAY RESULT IN DECERTIFICATION.

Certification is not a guarantee that your firm will receive work, nor an assurance that your firm will remain in the District’s solicitation database. Upon submitting or downloading a bid or proposal package your firm must respond by submitting a bid or proposal or submit a Statement of Absent Business Form. This is very important, failure to respond to three (3) solicitations will result in your company being removed from the District’s solicitation database.

Sincerely,

Sandra Hammerstein
Sr. Compliance Specialist
Procurement Department

1515 San Carlos Blvd, West Palm Beach, Florida 33401 • (561) 404-8000 • FAX: (561) 404-4530
Mailing Address: P.O. Box 20844, West Palm Beach, FL 33416-0844 • www.sfwmd.gov
Tierra South Florida, Inc.

October 1, 2008

Certified Mail – Return Receipt Requested

Tierra South of Florida, Inc.
Mr. Raj Kishninsamy, P.E.
2701 Vista Parkway, Suite 9
West Palm Beach Fl. 33411

ANNIVERSARY DATE – Annually on September 30

Dear Mr. Kishninsamy:

The Florida Department of Transportation (FDOT) is pleased to announce that your firm is certified under the Florida Unified Certification Program (UCP) as a Disadvantaged Business Enterprise (DBE) in accordance with Part 49 Section 26, Code of Federal Regulations.

DBE certification is continuing, but is contingent upon the firm maintaining its eligibility annually through this office. You will be notified of your annual responsibilities in advance of the Anniversary Date. You must submit the annual AFFIDAVIT FOR CONTINUING ELIGIBILITY no later than the Anniversary Date. Failure to do so will result in immediate action to remove certification.

Only those firms listed in the UCP DBE Directory, are certified by Florida UCP Members. Prime contractors and consultants should verify your firm’s DBE certification status, and immediately the work eligible for which the firm is DBE eligible through this Directory.

Your firm will be listed in Florida’s UCP DBE Directory which can be accessed via the internet at http://www.dot.state.fl.us/uniqueopportunityoffice, then select “DBE Directory.”

DBE certification is NOT a guarantee of work, but enables the firm to compete for, and perform, contract work on all USDOE Federal Aid (FAA, FTA and FHWA) projects in Florida as a DBE contractor, sub-contractor, consultant, sub-

If, at any time, there is a material change, you must advise this office, by sworn affidavit and supporting document, within thirty (30) days. Changes

www.dot.state.fl.us www.fdot.state.fl.us

include, but are not limited to, ownership, name, Directors, management, key personnel, scope of work performed, daily operations, on-going business relationships, or physical location of your firm. Failure to do so will result in immediate action to remove DBE certification. Your firm is eligible to compete for, and perform, work on all USDOE Federal Aid projects throughout Florida, and may earn DBE credit for work performed in the following areas:

NADC: 541210 541280

DOT Specialty Code & Description Geotechnical Engineering Services Laboratory Testing Services

All other concerns should be directed to this office by mail or telephone. Our telephone number is (850) 414-4747. Our FAX number is (850) 414-6370

Sincerely,

[Signature]

Joe Goodman
DBE Certification Manager
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SUBJECT: General Aviation Terminal Improvement Program

DEAR MEMBERS OF THE SELECTION COMMITTEE,

The improvements to the Naples Airport General Aviation Terminal (GAT) provide an opportunity to create a more efficient and expanded facility that will create an improved “front door” to the Naples community and better align with the operational needs of the Airport. As the Authority embarks on this important project, it will be critical to select a design team that provides the following:

- A first-hand understanding of the facilities and operations of the Naples Airport and General Aviation Terminal
- Expertise in the design of General Aviation Terminals
- Significant portfolio of aviation designs, including terminals and airfields, throughout Florida
- An established team, who have been working together on similar facilities for more than a decade

Schenkel+Shultz Architecture has been working with the Naples Airport Authority for the last two years. We began with the design of the Airport’s new Aircraft Rescue and Firefighting Facility (ARFF), which is currently in the construction documents phase. In addition, Schenkel+Shultz was hired to work as a consultant to ESA in the development of an overall master plan for the Naples Municipal Airport. Specifically, Schenkel+Shultz’s role was to focus on a master plan for the Airport’s General Aviation Terminal (GAT) and Airport Office Building (AOB). Working with the Airport Authority and its consultants, the team identified both short and long-term solutions that would address the challenges that the Airport faces with the existing GAT. Schenkel+Shultz’s history working with the Naples Airport Authority, and specifically on the initial planning for this project, will be a significant asset for the success of the GAT project.

Additionally, Schenkel+Shultz brings a depth of experience designing similar General Aviation and Fixed Base Operator (FBO) facilities for more than 70 airports worldwide. Currently, the team is engaged in 12 active FBO projects throughout the US and Caribbean. The Ft. Myers Page Field Base Operations Terminal and the Marco Island General Aviation Terminal are two local Southwest Florida examples of successfully executed GA Terminals designed by this team with a high degree of attention to design, detail, operational efficiency, budget and schedule. As a result of this experience, Schenkel+Shultz brings a significant understanding of the unique characteristics of these types of facilities. We are continuously refining nuances of efficient GA Terminal design and deeply understand the operational and programmatic needs, code requirements and design influences of this dynamic, evolving industry.

Beyond our team’s experience in the General Aviation market, Schenkel+Shultz has completed more than 7.1 million SF of aviation projects for a variety of clients, including large international airports, small regional airports, and private executive terminals. Aviation is a primary market for both Schenkel+Shultz and our key engineering consultant, American Infrastructure Development, Inc. (AID), who will provide civil engineering services on the Naples GAT. Together, Schenkel+Shultz and AID have completed 23 aviation projects since 2011. Additionally, AID’s experience beyond this work includes over 250 aviation projects nationwide, totaling more than $450 million.

The specific individuals we have proposed for the Naples GA Terminal Improvement Program are an established team that have worked together on numerous aviation projects, most recently the Naples Airport ARFF. Craig W. Hansor, AIA, LEED® AP, who has been the lead architect on all of the work Schenkel+Shultz has completed for the Naples Airport Authority, will serve as the Aviation Design Principal / Project Manager. Just as he has for the last two years, he will work alongside Gary F. Krueger, AA, Partner-in-Charge / Construction Administrator. Gary leads Schenkel+Shultz’s local Fort Myers office and will remain actively engaged in the project from design inception through project completion. Craig and Gary are supported by a team of highly technical architects and designers who have also participated in the previous work done for the Naples Airport. Somer Spencer, AIA, LEED® AP is our team’s Project Architect and Patrick Hartig serves as Design Support.

Further supporting the Schenkel+Shultz team is AID, Inc., our DBE certified Civil Engineering led by Mohsen Hammad, P.E., as well as local specialty firms, TLC Engineering for Architecture (MEP Engineer), TRC World-Wide Engineering (Structural Engineer), DBE certified Urban Green Studios (Landscape Architect), Mari Frith and Associates (Signage Designer) and KMI International (Estimating and Scheduling).

Schenkel+Shultz is excited by the opportunity to continue our work with the Naples Airport Authority. As the architectural team who worked alongside the Authority in the development of the initial vision for this project, we are passionate about seeing the project through to completion to help deliver this vision for your new Terminal.

Sincerely,

Craig Hansor, AIA, LEED® AP
Principal

Gary Krueger, AIA
Partner

N/A
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Qualifications, Experience and Commitment | Tab 2
Resources and Financial Statements | Tab 3
Project Approach | Tab 4
DBE Commitment | Tab 5
Tab 1
1. Introduction and Proposing Entity Structure Letter

a) The name and address of the legal entity (Firm) that will contract with the Naples Airport Authority (NAA), including any alias, and statement of years in business;

Schenkel & Shultz, Inc. has been in business for over 60 years. Our address is 12561 New Brittany Boulevard, Fort Myers, FL 33907.

b) Name, address, telephone number and email of the individual who is authorized to commit the firm to the services and requirements of the RFO and consequent task orders, and to whom all future correspondence will be directed, and their position within the Firm;

As a Partner in the firm, Gary F. Krueger, AIA, is authorized to commit the firm to the services and requirements of this RFO and consequent task orders. All future correspondence can be directed to Gary Krueger at the following:
12561 New Brittany Boulevard, Fort Myers, FL 33907
p: (239) 208-4846
e: gkrueger@schenkelshultz.com

c) A statement of qualifications, including any applicable certificates, registrations, and licensings regarding the work to be performed;

Since our inception, in 1958, as a two person partnership, SchenkelShultz has grown to a corporation with more than 50 professionals. SchenkelShultz has developed a reputation as a leading aviation design firm, with the completion of more than 235 aviation projects, equaling more than $2.7 billion of designs, ranging from General Aviation Terminals to International Airport Terminals.

Below we have listed current registration/licensing information for our entire team:

**Schenkel & Shultz, Inc. (Architect) - Firm License #AA-C000937**
Gary Krueger - Registered Architect, FL #AR0010018
Craig Hareson - Registered Architect, FL #AR0017787
Somer Spencer - Registered Architect, FL #AR900949

**TLC Engineering for Architecture, Inc. (MEP Engineer) - Firm License #15**
Dominic Cacolici - Professional Engineer, FL #74491
Brett Sands, Professional Engineer, FL #48477
Santiago Beron, BICSI RCOO #181279R

**TRC Worldwide Engineering, Inc. (Structural Engineer) - Firm License #27322**
Paul Moerschel - Professional Engineer, FL #60847

**American Infrastructure Development, Inc. (Civil Engineer) - Firm License #28731**
Mark Jansen - Professional Engineer, FL #56099
Mohsen Mohammadi - Professional Engineer, FL #47813

**Urban Green Studio, PLLC (Landscape Architect) - Firm License #LC28600347**
Dayna Fendrick - Registered Landscape Architect, FL #LA00061224

**Mari Frith and Associates, Inc. (Signage Designer) - Firm License #B00600787**
Mari Frith - Interior Designer, FL #ID0002299

**KMI International, Inc. (Estimating and Scheduling) - N/A**

d) Acknowledgment of any addenda pertaining to this RFO;

SchenkelShultz acknowledges the receipt of Addendums #1, #2 and #3.

---

**ADDENDUM #1**

Date: October 10, 2018
To: Intended Respondent
From: Kenny Kohl
Subject: Addendum One

Questions and Answers:

Q1. a) 

Q2. a)

**ADDENDUM #2**

Date: October 16, 2018
To: Intended Respondent
From: Kenny Kohl
Subject: Addendum Two

Questions and Answers:

Q1. a) 

Q2. a)

**ADDENDUM #3**

Date: October 23, 2018
To: Intended Respondent
From: Kenny Kohl
Subject: Addendum Three

Questions and Answers:

Q1. a) 

Q2. a)

SchenkelShultz acknowledges receipt of this Addendum #1, #2 and #3.

End - Addendum Three

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**CIVIL IMPROVEMENTS**

10/02/18
Addendum 1

---

e) A statement that the Firm and all subcontractors agree to the terms and provisions of the Professional Services Agreement (please see Attachment A), or a statement of any requested exceptions. The NAA reserves the right to reject the respondent's exceptions.

SchenkelShultz and all of our subcontractors agree to the terms and provisions of the Naples Airport Authority's Professional Services Agreement.
Tab 2
2. Qualifications, Experience and Commitment

Intro and Chart of Assigned Personnel

a) The resume and qualifications of the Project Manager assigned to the project, along with the list of key personnel who will perform the work, their individual resumes, assigned responsibility for this project, relevant licensing information, and any other documentation of experience with similar projects. Resumes and qualifications for SchenkelShultz's Project Manager and all other team members can be found starting on page 4.

b) Provide a chart of assigned personnel and how this project will fit into their existing commitments.

Below, we have included a chart showing the current availability that each team member has for the Naples Airport General Aviation Terminal Improvement project.

c) List all Subcontractors; provide proof of financial stability and ability to complete project;

SchenkelShultz has selected a team of subcontractors that we have experience working with. All subcontractors are appropriately licensed, in good standing, and SchenkelShultz has verified their work history and references.

TLC Engineering for Architecture, Inc. (MEP Engineer)
SchenkelShultz has completed more than 296 projects with TLC over the last 24 years. As a result of this significant track record, TLC has demonstrated consistent financial stability over more than two decades.

TRC Worldwide Engineering, Inc. (Structural Engineer)
TRC Worldwide Engineering and SchenkelShultz have been working together for over 10 years. We can ensure that they are financially stable.

American Infrastructure Development, Inc. (Civil Engineer)
SchenkelShultz has worked with American Infrastructure Development on over 15 aviation projects over the last 7 years and can ensure that they are financially stable.

Urban Green Studio, PLLC (Landscape Architect)
SchenkelShultz has been working with Urban Green Studio for the last year and they have demonstrated consistent financial stability through these commitments.

Mari Frith and Associates, Inc. (Signage Designer)
Mari Frith and Associates is currently completing work with SchenkelShultz for the new South Terminal at the Orlando International Airport. Their current commitments are evidence of the firm's financial stability.

KMI International, Inc. (Estimating and Scheduling)
SchenkelShultz has completed more than 80 projects with KMI over the last 14 years and can ensure that they are financially stable.

d) List recent (within the last five years) experience of the firm in similar work and record of successful results of that work, including cost control;

Previous experience within the last five years can be found starting on page 8.

<table>
<thead>
<tr>
<th>EXISTING COMMITMENTS</th>
<th>CURRENT AVAILABILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gary Krueger, AIA</td>
<td>20%</td>
</tr>
<tr>
<td>Craig Hanson, AIA, LEED® AP</td>
<td>35%</td>
</tr>
<tr>
<td>Somer Spencer, AIA, LEED® AP</td>
<td>40%</td>
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<tr>
<td>Patrick Hartig, LEED® AP</td>
<td>30%</td>
</tr>
<tr>
<td>Dominic Cacolici, PE</td>
<td>15%</td>
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<tr>
<td>Brett Sands, PE, LEED® AP</td>
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<tr>
<td>Santiago Beron, RCDD, CTS-D, DMC-D</td>
<td>20%</td>
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<tr>
<td>Paul Moorachal, PE, SI</td>
<td>40%</td>
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<tr>
<td>Mohsen Mohammadi, Ph.D., PE</td>
<td>20%</td>
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<tr>
<td>Mark Jansen, PE, LEED® BD+C</td>
<td>60%</td>
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<tr>
<td>Dayne Fendrick, RLA, AICP</td>
<td>55%</td>
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<tr>
<td>Mari Frith, LEED® AP, R.I.D, SEGD</td>
<td>20%</td>
</tr>
<tr>
<td>Andy Kleimola, CEP, CPC, QSP, CESSWI</td>
<td>10%</td>
</tr>
<tr>
<td>John Becker, CCM, CBC, CCC, PEV, CPE</td>
<td>25%</td>
</tr>
</tbody>
</table>

Chart of assigned personnel and how this project will fit into their existing commitments.
2. Qualifications, Experience and Commitment

Resumes of Key Personnel

GARY KRUEGER, AIA,
Partner-in-Charge / Construction Administrator

EDUCATION
Master of Architecture, University of Oklahoma, 1979

REGISTRATION
Registered Architect, FL #AR0010018

EXPERIENCE
35 years

Gary is a registered architect with 35 years of design experience. He began his architectural career in Southwest Florida in 1980 and has been involved in more than 400 projects in Southwest Florida, including more than 75 aviation projects. He has extensive knowledge of Collier County’s Land Development Code, the Florida Building Code and the Florida Fire Prevention Code, as well as experience coordinating with local permitting agencies. As Partner-in-Charge, Gary is in charge of the overall management, development, and production of the General Aviation Terminal Improvement Program.

As Construction Administrator, Gary is responsible for facilitating the flow of information, including RFI's, A3Es, etc., during the construction phase. His responsibilities include inspections for quality control, substantial and final completion, close-out documentation and field issues including conflict resolution. He will be involved from the outset of the project to advise on constructability and quality, thereby ensuring design concepts are maintained.

Gary’s relevant projects include:
Naples Municipal Airport ARFF - Naples Aviation Authority
$5.9 million / 10,200 SF / experience with Naples Aviation Authority / new ARFF facility at the Naples Municipal Airport

Marco Island Airport GA Terminal - Collier Co. Government
$8.7 million / 16,485 SF / new general aviation terminal

Page Field GA Terminal - Lee County Port Authority
$6.7 million / 48,400 SF / new general aviation terminal and hangars / LEED® Certified

Executive Terminal for NetJets at Palm Beach International Airport
- Signature Flight Support
$10.7 million / 10,000 SF / new executive terminal

Southwest Florida International Airport Terminal Improvements & Expansion - Lee County Port Authority
$140 million / 175,000 SF / phased improvements at an active terminal

Bailey Terminal Expansion & Renovation - Charlotte County Airport Authority
$6.9 million / 57,532 SF / expansion and renovation to existing terminal at Punta Gorda Airport

Bailey Terminal - Charlotte County Airport Authority
$4.5 million / 18,000 SF / new terminal at Punta Gorda Airport

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CRAIG HANSON, AIA, LEED® AP
Aviation Design Principal / Project Manager

EDUCATION
Master of Architecture, University of Washington, 1997

REGISTRATION
Registered Architect, FL #AR-0017787; LEED® Accredited Professional

EXPERIENCE
29 years

Craig, a Principal with SchenkelShultz Architecture, has provided architectural design, consulting and project management services for more than 150 aviation projects totaling more than $2.5 billion. He has demonstrated superior leadership as the lead design architect and project director on numerous complex aviation projects throughout the United States and Internationally. This experience includes more than 50 executive and general aviation terminals throughout the world. With a career that has focused specifically on regional and executive airports for the past 20 years, Craig brings an in-depth knowledge of all facets of airport programming, planning and design, including working at the Naples Municipal Airport.

Craig’s relevant projects include:
Naples Municipal Airport GAT Master Plan - Naples Aviation Authority
experience with Naples Aviation Authority / master plan for the general aviation terminal at the Naples Municipal Airport / included a thorough analysis of existing facilities

Naples Municipal Airport ARFF - Naples Aviation Authority
$5.9 million / 10,200 SF / experience with Naples Aviation Authority / new ARFF facility at the Naples Municipal Airport

Marco Island Airport GA Terminal - Collier Co. Government
$8.7 million / 16,485 SF / new general aviation terminal

Orion Jet Center - Miami-Opa Locka Executive Airport
$27 million / 36,300 SF / new general aviation terminal & support facilities

Page Field GA Terminal - Lee County Port Authority
$6.7 million / 48,400 SF / new general aviation terminal and hangars / LEED® Certified

Executive Terminal Renovation at Las Vegas McCarran International Airport - Signature Flight Support
$700,000 / 18,805 SF / renovations and improvements to executive terminal

Executive Terminal Improvements at Dulles International Airport - Signature Flight Support
$800,000 / 33,158 SF / renovations and improvements to executive terminal

American Aero Executive Terminal Improvements - FW American Aero Land Company, LLC
$17.5 million / 85,000 SF / extensive renovations to an existing executive terminal

Executive Terminal for NetJets at Palm Beach International Airport
- Signature Flight Support
$10.7 million / 10,000 SF / new executive terminal
2. Qualifications, Experience and Commitment

Resumes of Key Personnel

**SOMER SPENCER, AIA, LEED® AP**
*PROJECT ARCHITECT*

**EDUCATION**
Master of Architecture, Florida A&M University, 2007

**REGISTRATION**
Registered Architect, FL #AI96094; LEED® BD+C Accredited Professional

**EXPERIENCE**
12 years

Somer has served as Project Architect on more than 3 million SF of facilities, including nearly 1 million of aviation projects. Since 2013, Somer has been working alongside Craig Hanson in the design of more than 30 aviation projects. She is well-versed in Building Information Modeling (BIM) technology and will be responsible for the documentation during the planning, programming and design phases of the project.

**PATRICK HARTIG, LEED® AP**
*DESIGN SUPPORT*

**EDUCATION**
Associate of Applied Science in Architectural Technology, St. Louis Community College at Meramec, 1987

**REGISTRATION**
LEED® Accredited Professional

**EXPERIENCE**
31 years

Pat, a local Southwest Florida resident for more than 21 years, will provide Design Support. He has been working on aviation projects since joining SchenkelShultz, and brings a strong understanding of the unique nuances of designing within an active airport environment. Pat will be involved at every phase of the project development. He will provide design support, working closely with Gary and Craig to assist in documentation during the planning, programming and implementation phases.

**DOMINIC CACOLICI, PE**
*MECHANICAL ENGINEER | TLC ENGINEERING FOR ARCHITECTURE*

**EDUCATION**
Bachelor of Science in Mechanical Engineering, Cleveland State University, 2002

**REGISTRATION**
Professional Engineer, FL #74491

**EXPERIENCE**
23 years

Dom’s extensive experience in designing aviation facilities that are efficient to construct and operate, comfortable for travelers and in full compliance with all building and aviation codes support the goals of the Naples GA Terminal Improvement project. Additionally, as a licensed private pilot, Dom understands the unique operational aspects required for this project.

**BRETT SANDS, PE, LEED® AP**
*ELECTRICAL ENGINEER | TLC ENGINEERING FOR ARCHITECTURE*

**EDUCATION**
Bachelor of Science in Arch Engineering, Pennsylvania State University, 1982

**REGISTRATION**
Professional Engineer, FL #49477; LEED® Accredited Professional

**EXPERIENCE**
36 years

Having served as he electrical engineer for GA facilities, as well as commercial airports, Brett understands the critical nature of 24/7 operations. He has successfully completed four prior projects at Naples Airport.

**SchenkelShultz**
"..."
2. Qualifications, Experience and Commitment

Resumes of Key Personnel

SANTIAGO BERON, RCDD, CTS-D, DMC-D
TECHNOLOGY DESIGNER | TLC ENGINEERING FOR ARCHITECTURE

EDUCATION
Bachelor of Science, Elec. Engineering, Pontifica Universidad Javeriana, 1992

REGISTRATION
Registered Communications Distribution Designer
Certified Technology Specialist Design

EXPERIENCE
28 years

Santiago is a skilled Technology Designer and will serve in this role on the General Aviation Terminal Improvement Program. GA facilities require security, CBP facilities as well as amenities such as robust wifi and digital signage. Santiago has successfully delivered both for new and expanded/renovated airports and GA facilities.

Santiago's relevant projects include:
- Bailey Terminal Expansion & Renovation - Charlotte County Airport Authority $8.9 million / 57,532 SF / expansion and renovation to existing terminal at Punta Gorda Airport
- El Dorado International Airport - Zyscovich Architects $5 million / 50,000 SF / New cargo buildings
- FLL T4 FIS Expansion - Acai Associates, Inc. 50,000 SF / phased expansion to maintain operations during construction
- MSF Tenant Build out - Marmon Architects $11 million / Nine restaurants in new airport.

PAUL MOERSCHEL, PE, SI
STRUCTURAL ENGINEER | TRC WORLDWIDE ENGINEERING

EDUCATION
Masters of Science in Civil Engineering - Structural Engineering, Georgia Institute of Technology, 1996

REGISTRATION
Professional Engineer, FL # 60487
Special Inspector

EXPERIENCE
21 years

Paul brings notable General Aviation Terminal experience, and experience with SchenkelShultz, including the Marco Island Airport Executive Terminal, Page Field Airport General Aviation Terminal and Hangars, and the Commercial Airline Passenger Building at the Charlotte County Airport. Paul has proven his ability to produce cost-effective structural system designs. His experience has enabled him to effectively manage projects while providing a high level of client satisfaction with engineering services and structural drawings.

Paul's relevant projects include:
- Marco Island Airport GA Terminal - Collier Co. Government $8.7 million / 16,485 SF / new general aviation terminal
- Page Field GA Terminal - Lee County Port Authority $6.7 million / 48,400 SF / new general aviation terminal and hangars / LEED Certified
- Bailey Terminal - Charlotte County Airport Authority $4.5 million / 19,000 SF / new terminal at Punta Gorda Airport

MOHSEN MOHAMMADI, PH.D, PE
CIVIL ENGINEERING PRINCIPAL | AMERICAN INFRASTRUCTURE DEVELOPMENT

EDUCATION
Ph.D. in Civil/Structural Engineering, University of South Carolina, 1992

REGISTRATION
Professional Engineer, FL #47613

EXPERIENCE
29 years

Mohsen has 29 years of diverse experience in the transportation industry, encompassing many fields in Civil and Structural Engineering. He has provided General Airport Engineering Consulting Services for numerous agencies in Florida. Mohsen has an excellent long-term relationship with the FAA Orlando Airports District Office coordinating on grants, designs, modifications to standards, navigational aids, construction administration, and project closeouts.

Mohsen's relevant projects include:
- San Jose Intl Airport Executive Terminal - Signature Flight Support $85 million / 270,000 SF / new executive terminal / LEED Silver certified
- Nashville Intl Airport Executive Terminal - Signature Flight Support $4.7 million / 6,000 SF / new executive terminal and hangars
- Palm Beach Intl Airport Executive Terminal - Signature Flight Support $10.7 million / 10,000 SF / new executive terminal
- Jacksonville General Aviation Terminal - Jacksonville International Airport $2 million (site/civil) / 9,000 SF / new GA terminal

MARK JANSEN, PE, LEED® BD+C
CIVIL ENGINEER | AMERICAN INFRASTRUCTURE DEVELOPMENT

EDUCATION
Master of Science in Civil Engineering, University of Illinois, 1997

REGISTRATION
Professional Engineer, FL #56059
LEED® Accredited Professional

EXPERIENCE
21 years

Mark has 21 years of experience managing projects from concept and permitting to construction administration. He is experienced in the engineering design of aviation and other transportation facilities, with specialization in pavement design, evaluation, and materials characterization and hangar and fixed base operator building design coordination. He has worked on 14 General Aviation terminals or FBO facilities nationwide, including 6 in Florida.

Mark's relevant projects include:
- San Jose Intl Airport Executive Terminal - Signature Flight Support $85 million / 270,000 SF / new executive terminal / LEED Silver certified
- Nashville Intl Airport Executive Terminal - Signature Flight Support $5.7 million / 8,000 SF / new executive terminal and hangars
- Palm Beach Intl Airport Executive Terminal - Signature Flight Support $10.7 million / 10,000 SF / new executive terminal
- Jacksonville General Aviation Terminal - Jacksonville International Airport $2 million (site/civil) / 9,000 SF / new GA terminal

*SchenkelShultz experience with experience with SchenkelShultz*
2. Qualifications, Experience and Commitment

Resumes of Key Personnel

**DAYNA FENDRICK, RLA, AICP**
LANDSCAPE ARCHITECT | URBAN GREEN STUDIO

**EDUCATION**
Bachelor of Science in Agriculture, Oklahoma State University, 1982

**REGISTRATION**
Registered Landscape Architect, FL #0001224

**EXPERIENCE**
36 years

Dayna offers over 30 years of experience as a Landscape Architect for projects throughout South Florida. She has been involved with a variety of projects on several of the airports in Southwest Florida, ranging from terminal building and hangar landscapes, to buffers, roadway landscapes and greenways on airport grounds. These projects have given Dayna an in-depth knowledge and understanding of the unique nature of landscape requirements on airport projects, including safety, security and avoidance of wildlife attractants.

Dayna’s relevant projects include:
- **Naples Municipal Airport ARFF, Naples Aviation Authority**: $5.9 million / 10,200 SF / experience with Naples Aviation Authority / new ARFF facility at the Naples Municipal Airport
- **Marco Island Airport GA Terminal, Collier Co. Government**: $8.7 million / 16,485 SF / new general aviation terminal / seeking LEED®
- **RSW Air Traffic Control Tower, Lee County Port Authority**: $2.1 million / 16,000 SF / replacement air traffic control tower

**MARI FRITH, LEED® AP, RID, SEGD**
SIGNAGE DESIGNER | MARI FRITI AND ASSOCIATES

**EDUCATION**
Bachelor of Science in Environmental Design, Syracuse University, 1979

**REGISTRATION**
Interior Designer, FL #ID0002296; NCIDQ; LEED® Accredited Professional; Society of Environ. Graphic Designers

**EXPERIENCE**
30 years

Mari is President of Mari Frith Associates Inc., d.b.a. MFA Creative, and will serve as the Signage Designer on the General Aviation Terminal Improvement Program. With a developed expertise in the area of public-oriented design, Mari has completed over 50 million SF of wayfinding and signage design projects, approximately 5% of which are attributed to the transportation industry.

Mari’s relevant projects include:
- **OA South Terminal APM and Intermodal Terminal Facility, Greater Orlando Aviation Authority**: $350 million / 200,000 SF / aviation experience / master signage design guide, wayfinding planning and implementation
- **OA Remodel and Expansion, Greater Orlando Aviation Authority**: $100 million / 80,000 SF / aviation experience / signage design, wayfinding planning and implementation of ticket offices, curbside drop-offs, checkpoints and food courts

**ANDY KLEIMOLA, CEP, CPC, QSP, CESSWI**
ESTIMATING OVERSIGHT | SCHEDULE REVIEW | KMI INTERNATIONAL

**EDUCATION**
Bachelor of Science in Construction Engineering & Management, University of Purdue, 1989

**REGISTRATION**
Certified Estimating Professional; Certified Professional Constructor; Certified Erosion, Sediment and Storm Water Inspector

**EXPERIENCE**
30 years

Andy is a senior operational executive with more than 30 years construction experience in estimating, preconstruction services, project, and operations management. He is a results-oriented business professional with proven abilities in managing projects and teams, improving efficiency of operations, and team building. He has the ability to identify areas of strength and weakness and implement standards, procedures and changes in estimating and operations to optimize productivity and results. Andy has worked on over $13 million of aviation projects.

Andy’s relevant projects include:
- **Fixed Base Operator, Miami International Airport**: $2.5 million / 3,650 SF Terminal and 2,500 SF GSE K SF / managed and developed design criteria documents, provided cost estimating, scheduling, cost control, progress reporting and planning services for both design and construction
- **SLC North Concourse, Salt Lake City Int’l Airport**: $812 million / 672,100 SF / conceptual and schematic cost estimating, preconstruction services

**JOHN BECKER, CCM, CBC, CCC, PEV, CPE**
LEAD ESTIMATOR, REVIEW AND COORDINATION | KMI INTERNATIONAL

**EDUCATION**
Bachelor of Science in Building Construction, University of Florida, 1986

**REGISTRATION**
Certified Construction Manager; Certified Building Contractor; FL, #CBC03206B

**EXPERIENCE**
35 years

Over the course of three decades, John has developed a vast knowledge in all facets of construction. John is recognized for his expertise in estimating and scheduling. His portfolio includes cost estimating, scheduling, budget development, target value design, value engineering, constructability reviews, and property condition assessments, including over $2 billion of aviation projects.

John’s relevant projects include:
- **San Jose Int’l Airport Executive Terminal, Signature Flight Support**: $95 million / 270,000 SF / new executive terminal / LEED® Silver certified
- **Palm Beach Int’l Airport Executive Terminal, Signature Flight Support**: $10.7 million / 10,000 SF / new executive terminal
- **South Terminal Complex, Greater Orlando Aviation Authority**: $2.15 billion / 800,000 SF / design phase, cost estimating and preconstruction services for the new terminal of the South Terminal Complex

*SchenkelShultz*
2. Qualifications, Experience and Commitment

d) Naples Airport GA Terminal Master Plan

**SCOPE**
28,882 Square Feet

**CONSTRUCTION COST**
N/A

**COMPLETION DATE**
2018

In 2018, the Naples Airport Authority embarked on a significant master plan of the entire airport campus. As part of the project, SchenkelShultz in association with ESA, was hired to conduct a master plan analysis specific to the General Aviation Terminal facilities. This included evaluation of the 20-year old, two story General Aviation Terminal (GAT) building of approximately 19,228 SF and the two-story Annex Office Building (AOB) of approximately 9,654 SF. The goal was to determine the best approach to improve these facilities with 3 alternative approaches:
- Renovate and expand the existing facilities in the current location
- Demolish the existing buildings and build replacement facilities in the same location
- Build new General Aviation (GA) facilities on a green field site

The process started with a complete existing conditions assessment of the existing buildings, including collection of available drawing documentation, analysis of code compliance life safety/ accessibility, and analysis of the following building systems: exterior building envelope, building roof, structure, mechanical, plumbing, fire protection, electrical, and fire alarm.

Upon completion of the analysis, the team worked closely with the Airport Authority to document the existing uses of the buildings by square foot and category, prepare a deficiencies list, and develop a preferred target program for full buildout of the GA facilities for both the FBO operations and Administrative needs. This target program was used to evaluate the design solutions and relative cost of each of the three alternative approaches. As a result of this analysis, it was determined that a 10-year short term solution to renovate and expand the existing facilities was preferred. A second long term solution was also identified to target a new site of the GA Terminal facility on a green field site within 10 years. Through this master planning exercise, the SchenkelShultz team gained significant insight into the operations and condition of the existing facilities and helped the Airport find the best solutions to address the short term and long term needs of the Naples GA Terminal.
2. Qualifications, Experience and Commitment

d) Signature Las Vegas Terminal Improvements

**SCOPE**
18,805 Square Feet

**CONSTRUCTION COST**
$700,000

**COMPLETION DATE**
2018

Signature Flight Support Las Vegas Executive Terminal was constructed in 1995. While the structure was in good condition, the interior finishes, furnishings, and layout had begun to show their age. Specifically, the main lobby, customer service area, and hospitality bar did not provide customers with a functional or consistent experience. Additionally, customers had grown to expect modern facilities from Signature Flight Support.

To improve the experience for passengers and staff, Signature Flight Support hired SchenkelShultz Architecture to design renovations to the terminal that would provide a consistent customer experience, improved functionality, and overall enhancement to the facility's interior appearance.

**PROJECT HIGHLIGHTS**
- Executive Terminal
- Existing Facility Improvements
- Completed while the facility remained operational

**NAMES/ROLE**
- CRAIG HANSON | Aviation Design Architect
- SOMER SPENCER | Project Architect

Improvements to the existing terminal included a renovation of the first floor encompassing the main Lobby, Customer Service Counters, Cafe/Coffee Bar and Line Support Dispatch areas. On the second floor, finishes were updated and restrooms renovated. Additional improvements throughout the terminal include new ceilings, wall paint, millwork, countertops, lighting fixtures and plumbing fixtures. The work was completed while the terminal remained operational, and was completed in the summer of 2018.
2. Qualifications, Experience and Commitment

d) Signature Dulles Terminal Improvements

<table>
<thead>
<tr>
<th>SCOPE</th>
<th>PROJECT HIGHLIGHTS</th>
<th>NAMES/ROLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>33,158 Square Feet</td>
<td>Executive Terminal</td>
<td>CRAIG HANSON</td>
</tr>
<tr>
<td>CONSTRUCTION COST</td>
<td>Existing Facility Improvements</td>
<td>SOMER SPENCER</td>
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<td>$800,000</td>
<td>Completed While the Facility Remained Operational</td>
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</tbody>
</table>

COMPLETION DATE
Est. 2019

Signature Flight Support hired SchenkelShultz to design extensive renovations of the Dulles Executive Terminal. The improvements encompassed renovations to the lobby to include new furniture, fireplace, technology, floor finishes, wall treatments, ceiling finishes and lighting, new Customer Service reception. Additional improvements include:

- A new café/bistro space
- Relocation of the rental car operation into a new rental car office area with counter to Lobby

- Renovation of the first floor conference room
- Renovation of the second floor restrooms
- Renovation of the existing phone rooms into an enlarged Customs and Border Protection facility

The project is phased to minimize disruption to customers and staff as the terminal remained open and operational throughout the improvements.
2. Qualifications, Experience and Commitment

d) American Aero Executive Terminal Improvements

**SCOPE**
85,000 Square Feet

**CONSTRUCTION COST**
$17,500,000

**COMPLETION DATE**
2017

The existing City Terminal at Meacham International Airport has been welcoming passengers to Fort Worth, Texas for nearly 50 years. In order to better serve the needs of the 21st century traveler and create an updated image for the airport, the City Terminal underwent an extensive renovation that completely gutted the existing facility while leaving only the super structure intact. The redesign also included adding 1-story, 23,000 SF addition on to the existing 2-story building.

SchenkelShultz served as the Design Architect responsible for the design of the exterior aesthetic and envelope of the City Terminal that attracts expanded services to the terminal and enhances the airfield experience for travelers.

**PROJECT HIGHLIGHTS**
- Executive Terminal
- Updated Image for the Airport
- Extensive Renovation of the Existing Terminal

**NAMES/ROLE**
CRAIG HANSON | Aviation Designer

In addition, SchenkelShultz worked with American Aero FTV, the anchor tenant, to fit-out 8,500 SF on the first floor to create a state-of-the-art, full-service FBO facility. This modern space is equipped with dynamic view glass that uses intelligent technology and glazing that provides 4 different shades of tint, linked to software that tracks current weather conditions in order to adjust the shading of each pane based on current and forecasted weather. The new space consolidates the FBO operations into one location and includes offices, flight planning and conference space, as well as support areas. The lobby space was outfitted with high quality finishes and is an elegant and refined place for travelers to gather.
d) Marco Island General Aviation Terminal

**SCOPE**
16,485 Square Feet

**CONSTRUCTION COST**
$8,784,250

**COMPLETION DATE**
2017

**PROJECT HIGHLIGHTS**
- General Aviation Terminal
- Designed for LEED® Certification
- Southwest Florida Aviation Design
- Experience with Collier County Design Standards

**NAMES/ROLE**
- CRAIG HANSON | Aviation Design Architect
- GARY KRUEGER | Project Manager / CA
- SOMER SPENCER | Project Architect
- PAT HARTIG | Design Support

The new terminal at the Marco Island Executive Airport will replace an existing facility that has been welcoming passengers to Marco Island, a resort area south of Naples, for nearly 40 years.

In addition to the new terminal, the scope includes associated landside improvements, demolition of the existing terminal and expansion of the existing aircraft apron which are being designed by Atkins, the prime firm on the project. The new 2-story terminal building, designed by SchenkelShultz with an Old Florida vernacular meets the standards of design for Collier County.

The first floor of the terminal welcomes passengers with an inviting, open lobby space filled with natural daylight and featuring regional art work. Additional spaces include a lounge with various seating configurations and technology, offices and a ground support equipment (GSE) facility. A grand staircase leads up to the second floor which is home to the Airport Authority's offices, conference room and additional tenant suites.

A multi-purpose community room provides space for meetings, seminars, classes and events. The room opens up to a balcony with a view of the airfield and provides an overflow space for functions.
2. Qualifications, Experience and Commitment

d) Signature Palm Beach Executive Terminal

**SCOPE**
10,000 Square Foot

**CONSTRUCTION COST**
$10,756,345

**COMPLETION DATE**
2013

SchenkelShultz was hired to design a new 10,000 SF executive terminal for NetJets, who partnered with Signature Flight Support at the Palm Beach International Airport.

The Fixed Base Operator (FBO) Terminal is the first new building in the Airport’s Golf View Aviation Business Park. The project began with a master planning exercise to determine how to most effectively site the building and establish the necessary infrastructure to accommodate the Airport’s needs today and for the anticipated future build-out. The new facility serves NetJets use exclusively and offers a vast amount of amenities for their clients and customers, including:

- Inviting lobby
- Flight planning offices
- Conference room and business center
- Crew lounge
- Convenient parking

**PROJECT HIGHLIGHTS**
- Executive Terminal
- NetJets is Terminal Tenant
- South Florida Airport
- Master Plan

**NAMES/ROLE**
- CRAIG HANSON | Aviation Design Architect
- GARY KRUEGER | Project Manager
- MOHSEN MOHAMMADI | Civil Engineer
- MARK JANSEN | Civil Support
2. Qualifications, Experience and Commitment

d) Orion Jet Center

**SCOPE**
36,300 Square Foot

**CONSTRUCTION COST**
$27,000,000

**COMPLETION DATE**
2014

The development of the new Orion Jet Center Fixed Base Operator (FBO) Terminal and hangars was the first phase in a multi-phase, mixed use development in South Florida. Phase one encompassed 32 acres of the 240 acre site and included the following elements:

- New Executive Terminal with space for passengers, the administrative group and an executive suite
- Two 40,000 SF hangers with support facilities, which include 20,000 SF of tenant shops, offices and garage
- New landside parking and landscaping

**PROJECT HIGHLIGHTS**
Executive Terminal
South Florida Airport
Updated Image for Airport Campus

**NAMES/ROLE**
CRAIG HANSON | Aviation Design Architect
GARY KRUEGER | Construction Administrator
SOMER SPENCER | Project Architect

The design creates a strong sense of place, reflective of South Florida, while also respecting the architectural integrity of the historic hangar on property. The final design of the Jet Center includes landscaping that utilizes natural Miami vegetation and the architecture is a mid-modern century design that is prevalent in South Florida, blended with the historic Coast Guard hangar aesthetic.
2. Qualifications, Experience and Commitment

d) Signature Newark Executive Terminal

**SCOPE**
11,500 Square Feet

**CONSTRUCTION COST**
$11,000,000

**COMPLETION DATE**
2013

**PROJECT HIGHLIGHTS**
- Executive Terminal
- LEED® Gold Certified
- Phased Project

**NAMES/ROLE**
CRAIG HANSON | Aviation Designer/Project Manager

The new 11,500 SF executive terminal for Signature Flight Support’s Fixed Based Operator (FBO) facility at the Newark Liberty International Airport serves as a gateway to the New York / New Jersey area for travelers. The facility provides passenger customer support services with a large lobby, customer service desk, seating areas, coffee bar, conference room, phone/internet rooms, restrooms, and vending areas. The 3-phase project included:
- Demolition of existing 10,000 SF terminal
- Construction of new 3,000 SF temporary terminal
- Construction of new 11,500 SF executive terminal
- Renovation of existing 30,000 SF hangar

The new terminal incorporates sustainable architectural design features, environmentally friendly building products, energy-efficient systems, and environmentally sensitive construction practices. The project is LEED® Gold certified.
2. Qualifications, Experience and Commitment

d) Signature Atlanta Executive Terminal

**SCOPE**
8,192 SF Executive Terminal
10,222 SF Elite VIP Terminal

**PROJECT HIGHLIGHTS**
Executive Terminal

**CONSTRUCTION COST**
$12,100,000

**COMPLETION DATE**
Est. 2020

Signature Flight Support's newest facility at Hartsfield-Jackson Atlanta International Airport encompasses three main program elements. The FBO Executive Terminal includes an inviting public lobby, pilot's lounge and private conference rooms. The adjacent Sports Charter/VIP Terminal serves VIP clients and professional athletic teams, providing more secure, private access to those passengers. The third element of this program is the Elite VIP facility, a stand-alone 6,000 SF terminal for commercial VIP travelers, particularly those who will be traveling internationally. The Elite VIP facility includes TSA screening, a private lounge, individual suites and a separate garage for these passengers to utilize before being transported to their commercial flight on the other side of the airport. The facility also includes space for US Customs and Border Protection, where these passengers can be screened upon their return to the United States, while maintaining an important level of privacy.
2. Qualifications, Experience and Commitment

d) Signature Nashville Executive Terminal

**SCOPE**
8,007 Square Feet

**CONSTRUCTION COST**
$5,700,000

**COMPLETION DATE**
2018

The new Executive Terminal for Signature Flight Support at Nashville International Airport will give travelers an inviting welcome upon arrival. Designed with a modern architectural style, the 8,007 SF terminal greets passengers with an open lobby, as well as a separate lobby for VIP guests. Additionally, the terminal is designed with the following:
- Flight planning area
- Pilot’s lounge
- Conference room and support facilities

**PROJECT HIGHLIGHTS**
Executive Terminal
Phased Project

**NAMES/ROLE**
CRAIG HANSON | Aviation Designer/Project Manager
SOMER SPENCER | Project Architect

The project will be completed in 3-phases and also includes demolition of an existing office building in order to make space for a new 25,000 SF hangar with associated office space.

Other scope items include asphalt ramp improvements, demolition of remaining T-hangars and site improvements.
e) At least three (3) recent (within the last five years) professional references from clients who are capable of providing information regarding Project Manager’s ability to manage similar contracts and quality and breadth of services provided on similar projects. NAA must be able to contact your references.

Below are SchenkelShultz’s professional references for relevant projects:

• Justin Lobb, Airports Manager - Collier County Government
  3299 Tamiami Trail E., Suite 700
  Naples, FL 34112
  E: Justin.Lobb@colliercountyfl.gov | P: (239) 642-7878 x35
  Marco Island Airport General Aviation Terminal
  SchenkelShultz provided architectural, interior design, and construction administration services for a new $8.7 million general aviation terminal at Marco Island Airport. The scope includes associated landside improvements, demolition of the existing terminal and expansion of the existing aircraft apron. This project is estimated to be completed in 2019.

• Clara Bennett, Executive Director - Boca Raton Airport Authority
  903 NW 35th Street
  Boca Raton, FL 33431
  E: clara@bocaairport.com | P: (561) 391-2202 x 211
  Boca Raton Airport Authority Customs and Border Protection Facility
  SchenkelShultz provided architectural and construction administration services for a new $4.3 million Customs and Border Protection Facility serving general aviation operations. The new facility, completed in 2016, will give flights destined for Boca Raton Airport the ability to fly directly without having to make an initial stop at Customs at nearby airports and incur additional operations.

• Dave Smith, Program Manager / Owner’s Rep for Signature Flight Support - Kraus Manning, Inc.
  7233 Lake Ellenor Drive, Suite 100
  Orlando, FL 32809
  E: dsmit@kmatl.com | P: (407) 413-5906
  Signature Flight Support Various Projects
  SchenkelShultz has been working with Signature Flight Support since 2004, both across the United States and internationally. We have completed new and renovated executive terminals throughout the United States.

• Mark Fisher, Deputy Executive Director - Development - Lee County Port Authority
  Southwest Florida International Airport, Midfield Terminal
  11000 Terminal Access Road, Suite 8671
  Fort Myers, FL 33913
  E: mfisher@lcpa.com | P: (239) 580-4800
  Page Field General Aviation Terminal
  Although this project falls outside of the five year limit, the Page Field General Aviation Terminal is highly relevant to the Naples General Aviation Terminal Improvement Program. The new $6.7 million terminal was completed in 2011 and is also located in southwest Florida. Additionally, our team’s Project Manager, Craig Hanson, played a crucial role in the design of this project, which created a “front door” to the Fort Myers community.
3. Resources and Financial Statements

a) Provide a chart depicting the firm's current commitments and show the ability to take on additional projects, and the ability to offer the breadth and quality of services required for the project.

SchenkelShultz has the available capacity and resources to begin work on the Naples GA Terminal Improvement immediately. The chart below shows the current workload for SchenkelShultz's team. The majority of our projects are in bidding/ construction therefore we are ready and available to begin work on this project immediately. Nearly two-thirds of these current projects are aviation projects demonstrating the depth and breadth of relevant experience that SchenkelShultz brings.

b) Proposers must submit its most recent audited annual financial statements for the last two years in order to evaluate the Proposer's ability to perform these services. This financial documentation shall be placed in a sealed envelope clearly labeled as follows: "Confidential Financial Records Submitted under Seal and Exempt from Florida Public Records Disclosure." Include the Project Title and Firm's Name on the envelope. (Reference Florida Statutes Section 119.071(1)(c) for exemption on financial records.)

Included with our submission for the General Aviation Terminal Improvement Program, SchenkelShultz has submitted a sealed envelope marked "Confidential Financial Records," which contains the firm's financial statements for Fiscal Years 2017 and 2018.

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<th>PROJECT TITLE</th>
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<td>AKEY WEST INTERNATIONAL AIRPORT CUSTOMS AND BORDER PROTECTION FACILITY</td>
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Tab 4
Sixty years ago, SchenkelShultz was founded on the principle of "do the right thing." Today, we remain committed to this philosophy. Our design team begins each project with a Consensus Building Design Process to ensure that we understand and address the vision of our clients, while seeking input from the user groups and stakeholders who will be responsible for operating and maintaining the facility.

The project approach for the Naples Airport General Aviation Terminal will follow this process that has been utilized by SchenkelShultz successfully on numerous other General Aviation and Executive Terminal projects around the country. We understand the focus of this project will be to ensure a cost-effective and functional Terminal design, but we fully believe it can be an exceptional project that meets function and budget, while still being designed to exceed expectations.

General Aviation Terminals typically function as the "front door" to a community and are often the first and last impression for people visiting the area. This is why a General Aviation Terminal should be designed to express the quality and character of the area to welcome arriving passengers and flight crew. In order to achieve this goal, it is important that the project design approach is carefully executed to the highest standards. The project approach we utilize incorporates the following key phases and items:

**PHASE ONE: DISCOVERY**
**Data Gathering**
To understand and design a project correctly, it is critical to first assess the existing conditions. Since SchenkelShultz has already completed a full building assessment of both the General Aviation Terminal (GAT) and the Airport Office Building (AOB), as part of work on the Airport Master Plan earlier this year, we have an exceptional understanding of the condition and operation of all the building systems and components. As part of the facility assessment, we have already collected and reviewed original construction documents of all previous construction phases, prepared digital base plans of existing conditions and conducted field surveys to ensure those base plans are accurate. As a result of this investigation, we have a strong understanding of the existing building systems (architectural, life safety, mechanical, electrical, plumbing, fire protection, fire alarm, security, etc.). As one example of the importance of this information, we already understand there are limitations with the existing electrical and mechanical systems to provide the additional capacity needed for the building expansion. Consequently, we will need to plan to provide new capacity to supplement these systems which will affect planning, budget design and documentation. In addition to the information we have already collected and studied, we will need to conduct a topographic survey and a geotechnical investigation to establish the full existing conditions parameters to allow the design to move forward with full understanding of existing conditions.

**Confirm Project Goals**
The Project Goals have been established in the Master Planning effort, but it will be critical to confirm these goals as a starting point for the next effort. Setting the goals from the start provides the guidelines for all decisions that will need to be made throughout the project's duration. The SchenkelShultz team will work with key stakeholders to help identify and prioritize the project goals. This informs large scale decisions, such as the architectural style of the building and the layout of the site plan, all the way down to the details. These become the benchmark to evaluate the design process and ensure all decisions made on the project reinforce these goals.

**Programming Evaluation & Project Requirements**
The programming evaluation and project requirements stage is critical to ensure a successful design for the new Terminal. With our extensive and on-going experience designing General Aviation Terminals, we have in-depth, current knowledge of the General Aviation market, current trends, and the best ways to maximize operational efficiency within a set budget. Our previous design experience on similar Terminal facilities will be invaluable as we work to develop a program that meets the long term maintenance and operational needs of the Airport.

Additionally, it is important for us to re-confirm the needs for future expansion. Based on the initial information from the stakeholders we can revisit projected growth and expansion needs to help calculate the square footage requirements. **We will use this information to "right-size" the building to the most efficient size possible** and allow the team to design the project to budget, while providing the best possible facility for the best value.

**PHASE TWO: DESIGN PHASE**
**Understanding Sense of Place**
As previously stated, the General Aviation Terminal will continue to be the "front door" of the community and the first and last impression for visitors arriving to the area, as well as for residents and regular travelers who call the community home. Consequently, it is important that the project convey a strong Sense of Place, and clearly represent the local identity. SchenkelShultz has been working on projects in Naples since 1996 and understands the community aesthetics and design standards. Through initial workshops and discussions, the team will be able to develop the appropriate imagery and character for the project that will represent the Naples community and location appropriately.
4. Project Approach

Site Analysis / Master Planning / Signage and Wayfinding
Evaluation of the site factors and context are a critical starting point for the project. On this project, our team's master planning efforts will be led by our Lead Aviation Architect, Craig Hanson, AIA, LEED® AP. Our Civil Engineer, American Infrastructure Development (AID) will also play a large role in this stage of the project. We will begin with an analysis of the current preferred master plan option to assess site planning with regard to the building expansion placement and footprint, land use and airspace issues, vehicle parking challenges, passenger vehicular access to airside, security, utilities and existing civil infrastructure. These factors will be evaluated in conjunction with Facility Space Needs Assessment square footage to develop the actual building area. With this approach, the building layout is developed with a good understanding of the project requirements, FAA standards, airspace/airfield criteria and response to the surrounding context and site organization. Our signage and wayfinding consultant, Mari Firth and Associates, will begin to engage at this stage of design to help identify a logical and clear circulation path for users of the facility to easily navigate the site and allow for the most efficient circulation from the site entry to land use and airside points with clear and branded signage.

Development of Concept Floor Plans & Site Plans
Development of a Building Area Site Plan and Preliminary Floor Plan will be a starting point to confirm the program and preferred site plan. With our experience having designed more than 70 General Aviation and Executive Terminals, we will offer insights on how to optimize these plans for efficiency, operational needs and design approach to support the Project Goals that are established early in the process. In conjunction with developing an efficient Program, the plan layouts will be revised and refined to minimize project footprint in order to minimize construction costs for the project, while meeting all of the functional requirements and establishing the best space adjacencies to ensure the most efficient operation of the building.

Develop Options and Resolve Issues
Our team will develop several alternative design options to review with key stakeholders at a series of workshops. Initial concepts will be developed and vetted in house by our team and the best alternatives will then be presented to the stakeholders to work out the preferred project direction. This process will include an Architectural Analysis to identify appropriate building style and materials, and engineering analysis of the best approach to structural, mechanical, electrical, and plumbing systems for constructability, maintenance and operating costs. To help the Owner visualize design options and facilitate team workshops, the Schenck Shultz team utilizes a wide array of technical software and hardware platforms to design buildings and present solutions. For the Conceptual design we utilize 3-dimensional modeling with programs such as SketchUp and Revit to present overall site layout and building design both inside and out. During the workshop presentations, we can fly through the project model in real time and explore the design from every view angle. The modeling software allows our team to not only illustrate the building design in three dimensions, but to explore options for materials, furniture, daylighting and the effects of various lighting fixtures. For meetings and workshop discussions, we also regularly use web-based conferencing with shared screens to allow everyone in the virtual meeting to review the documents in real time together. Using a powerful PDF software, Bluebeam, we also implement interactive cloud-based review sessions where all team members can log on to the Project Session in order to add redline comments and review input from other team members. In addition, Schenck Shultz has embraced Building Information Model (BIM) technology to fully facilitate a collaborative design and construction process, as well as the development of accurate, information-populated record models upon project completion. The firm has extensive experience using BIM technology on more than 9.8 million SF of projects. BIM helps eliminate coordination problems between disciplines, building conflicts and errors/omissions before reaching the construction phase. The software is a critical tool to ensure a coordinated set of documents, and effectively builds the project in a virtual environment before construction begins.

Develop Cost Effective Solutions
Our team has a proven track record of delivering creative and innovative design solutions to incorporate the program elements efficiently into the project to utilize space in the most efficient manner and minimize the project footprint and cost. We have a solid understanding of the current state of construction costs and building systems/components. With this understanding, we know how to design a project to make the best use of the budget and deliver the highest quality project that will remain in budget.

Cost Estimating, Budget Evaluation and Confirmation
Our team will utilize Cost Estimating at each milestone deliverable, prepared by our team's professional estimator, KM International, using real time construction cost database information. This database is updated on a monthly basis and is adjusted for specific costs by geographic area, which allows the team to make accurate estimates based on the current local market, and to make adjustments as the design develops in order to maintain the project budget. This process also allows the QC / Estimating team to identify any gaps or coordination issues in the drawings that can be resolved prior to finalizing the Construction Documents for bidding.

Executive Terminal and Hangars
Orion Jet Center
4. Project Approach

Design Progress Milestones

Typically, design progresses through submissions at a 30%, 60%, 90%, and Final design stage. Each of these interim submissions allows the Airport to make specific review comments and ensure the project is still moving towards the desired results. It also provides specific milestones for internal quality control reviews.

Schedule Control

Our team understands that costs and schedule are interrelated. We have a proven track record of completing projects on time and under budget. Schenkel+Shultz, supported by our schedule and cost estimating expert, KM, will develop detailed schedules and budgets for the project. The initial project schedule will establish an organized delivery system for the services required, defining work tasks and critical paths for completion within the overall project timeframe. On a weekly basis, we will compare results to determine if the level of effort and the achieved results are consistent with the elapsed schedule for the project and make any necessary adjustments to staffing or project approach to maintain the project schedule. The goal of our process is to achieve efficiency and quality.

Quality Assurance / Quality Control & Coordination of Documents

Our approach to quality is rigorous. Gary Krueger, who serves as Partner-in-Charge / Construction Administrator, will be accountable to the Airport for the quality of all deliverables that the Schenkel+Shultz team submits during design and construction. He will ensure that all work is in compliance with the requirements of the Naples Airport Authority and City of Naples design standards and building codes. As the project transitions into construction, Gary will regularly review work in the field, and direct daily activities of our RPR, providing continuity between the design and construction phases. Additionally, Schenkel+Shultz has developed a comprehensive Quality Assurance Document that serves as a detailed checklist for each phase of design. This methodical approach enforces coordination on a point by point basis. The Schenkel+Shultz team will take the following steps to facilitate quality of the GA Terminal during design:

- Ensure that the design team, owner and contractor understand the program and design criteria prior to design commencement
- Perform code reviews and meet with code officials to ensure the concept satisfies local codes
- Conduct scheduled meetings between the design and construction teams to review the design status and discuss issues of constructability, quality, scheduling, and cost
- Perform constructability reviews at various design milestones to determine the following:
  - Clarity of specifications and drawings
  - Coordination of drawings, details and specifications
  - Testing and inspections requirements are clearly addressed in the document
  - Design is within project budget
  - Details are designed to be cost-effective with sound construction and engineering practices
- In an effort to limit re-submittals, design errors and poor coordination between team members, we will include the following steps, using our Quality Assurance Document:
  - Monitor document production to ensure completeness of scope and coordination between drawings
  - Interdisciplinary Coordination Checks
  - Schenkel+Shultz will conduct review checks to maintain budget and quality control conducted at 30%, 60%, 90% and 100% design completion

Schenkel+Shultz’s high degree of organizational skills, coupled with our significant experience designing general aviation terminals, has fine-tuned our ability to produce a high quality set of fully coordinated documents. The QC process will be incorporated into each task’s schedule to ensure that internal quality review, comment, and revisions are made prior to the Airport’s receipt of submissions. The process will be used for QC review procedures for prevention of errors, identification and correction of errors, accountability of the project team, and performance of appropriate peer reviews.

Code Evaluation and Project Permitting

Successful planning is key to ensure the project is designed to meet all code criteria and obtain a project building permit on schedule. Our team has worked through permitting compliance for hundreds of aviation projects in various jurisdictions, as well as many projects in the City of Naples, and we have developed a proven path to ensure the building permit and all approvals are obtained in a timely fashion. We are currently engaged in the design and permit approval process for the Naples ARFF Station project, so we have real-time, current, relevant experience in permitting airport projects with City of Naples Building Department and understand current concerns and considerations with regard to hurricane wind zone loading, FEMA floodplain requirements, building and site design criteria.

Early in the construction document preparation phase our team will submit to the City Planning Department for Design Review approval. Per Planning requirements we will present information to address site planning, building design, architectural elements, landscaping and signage. We will attend a pre-application meeting with the City Building Department, address and initiate FAA reviews to establish the project approach, and ensure conformance with all requirements. This process of early reviews with the review agencies allows the team

Executive Terminal at Newark International Airport
Signature Flight Support
4. Project Approach

To be in agreement prior to finalizing construction documents and submitting for official Permit submittals. This allows us to have a mutual understanding of the project and application of code requirements which will help establish a direct path towards an approved permit. The SchenkelShultz team will conduct periodic meetings with all disciplines of code enforcement to assure our design accommodates code requirements, at local, state, and national levels. Early start of the code review process is an important part of our proactive approach to eliminate schedule delays throughout the project.

**Bidding Process**

During the bid process, the project team will perform standard bid assistance procedures including assisting with the pre-bid meeting presentation, responding to bidders’ questions and preparing required addenda. Upon bid receipt, we will review bids with our cost estimator and conduct a bid analysis. This analysis is performed to compare the bids received against each other and against the architect/engineer’s estimate to identify irregularities. Based on the analysis, we will prepare a recommendation of award for the Airport. After the award is approved by the Airport Board of Commissioners and contracts are signed, the project team will prepare conformed documents incorporating the bid documents and changes made via addendum as the official contractual documents for use during construction.

**PHASE THREE - CONSTRUCTION PHASE SERVICES**

**Construction Administration**

Construction administration is a critical project phase. Once construction begins, we will assign a full time Resident Project Representative (RPR) to monitor all phases of construction on a daily basis, ensure the design intent is being met, coordinate the QA testing program, and facilitate resolution of any questions that arise in the field as soon as identified in a timely manner to minimize impact to cost and schedule.

In addition to our RPR, Gary Kugler, Partner-in-Charge/Construction Administrator, will attend regular construction meetings, coordinate support services, regularly visit the site, and respond to issues through submittal reviews, and RFI reviews and responses. Gary leads our Ft. Myers office and since he is based locally along with the local offices of each of our key consultants, our team is nearby and readily available to attend meetings and/or construction site reviews. The project team will review shop drawings and pay requests in a timely manner and coordinate the review with Airport staff. The project team will monitor the contractor’s schedule during construction, relying upon our expertise to identify potential schedule slippage concerns. If these arise, we will facilitate solutions with the airport staff and the contractor for opportunities to bring the project back on schedule.

Upon substantial project completion, the project team will prepare a punch list of items not in accordance with the contract requirements or incomplete. The design team will monitor completion of these activities and assist in determining and documenting the condition and date of final completion. The Project team, with Airport staff, will conduct final inspections.

The execution of the construction phase with this expertise and specific attention to detail, cost and schedule will ensure that the newly renovated and expanded General Aviation Terminal area is a successful project and a state of the art facility. We are confident we can deliver a high quality facility that the Airport will be proud to operate, customers and pilots will want to visit, and staff will feel positive about and want to work in, for many years to come.
Tab 5
5. DBE Commitment

SchenkelShultz has developed long-term relationships with qualified DBE partners who share the same business philosophy and standards of customer service and quality that we do. Our team for the Naples Municipal Airport General Aviation Terminal Improvement program includes two certified DBE firms whose total participation greatly exceeds the Airport Authority’s goal of 8.95% DBE participation.

American Infrastructure Development, Inc. (12%)
- Scope of Work: Civil Engineering

Urban Green (3%)
- Landscape Architecture and Irrigation Services

Together, these DBE certified firms will be responsible for 15% of the work that will be completed by the SchenkelShultz team, far exceeding the Naples Airport Authority’s goal of 8.95% DBE participation.