

Levy County Commission



**George T. Lewis Airport (CDK)
Cedar Key, Florida**

Work Order 24-11

**Hurricane Idalia Damage
Assessment, Repair Recommendations,
Engineering Design, Bidding Documents
Preparation, Bidding Services and Construction
Administration & Observation**

**Professional Engineering Services
by**

Passero Associates, LLC

(Passero Project No. 20121626.0011)

Work Order 24-11
Hurricane Idalia Damage Assessment, Repair Recommendations, Engineering Design, Bidding Documents
Preparation, Bidding Services and Construction Administration & Observation at
George T. Lewis Airport (CDK), Cedar Key, Florida

PASSERO ASSOCIATES (PA or Consultant) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement, dated April 16, 2019, with the Levy County Commission (County or Client), all of which terms and conditions are incorporated herein by reference:

Project Location: George T. Lewis Airport, Cedar Key, Florida.

Project Description: Airfield facilities including the electrical system, vault, generator, lights, weather station, and fence were damaged due to impacts from Hurricane Idalia which struck George T. Lewis Airport in Summer 2023. The hurricane resulted in flooding across the airfield and submergence of the electrical vault and airfield lighting. Passero Associates has been requested to inspect and assess the damage caused by Hurricane Idalia to the George T. Lewis Airport (CDK), provide repair recommendations to the County, develop design plans and specifications and contract documents for the repairs, and coordinate the bid phase. Electrical repairs will be replaced in-kind as required, with the exception of the electrical vault, which will be elevated.

Scope of Basic Services: Professional Engineering Services to assess Hurricane damage and make repair recommendations, develop repair design and specifications and contract documents. Provide Bid services and construction administration and observation services (See Attachment A: Scope of Services).

Scope of Special Services: Geotechnical Engineering for Electrical Vault.

Client Manager: Mr. Wilbur Dean, County Coordinator

PA Program Manager: Mr. Brad Wentz, P.E.

PA Project Manager: Ms. Leona Lewis, P.E.

<u>Basic Services (Airfield Electrical Repairs) Compensation and Method of Payment:</u>	<u>\$ 49,319.00</u>
• Damage Assessment.....	\$ 7,683.00
• Design Plans and Specifications.....	\$ 23,524.00
• Bid Phase Services.....	\$ 6,766.00
• Construction Phase Services.....	\$ 9,646.00
• Non-Direct Salary Cost (Printing, Fuel, Misc.).....	\$ 1,700.00
<u>Basic Services (Electrical Vault Elevation) Compensation and Method of Payment:</u>	<u>\$ 26,701.00</u>
• Structural Engineering Plans and Specifications.....	\$ 15,000.00
• Structural and Civil Engineering Coordination.....	\$ 5,000.00
• SRWMD Permitting.....	\$ 6,701.00
<u>Special Services (Geotechnical for Electrical Vault) Compensation and Method of Payment:</u>	<u>\$ 3,510.00</u>
<u>Total Project Cost:</u>	<u>Not-to-Exceed Lump Sum \$ 79,530.00</u>

Schedule: To be determined as soon as Notice-to-Proceed is issued.

Meetings: 6 Total: Repair Assessment, Pre-Bid, Bid Opening, Two (2) Construction Site Visits, Punchlist

- Deliverables:**
1. Damage Assessment Report, including Repair Recommendations.
 2. Repair Plans and Specifications.
 3. Bid Documents.

"Consultant" – Passero Associates, LLC

DocuSigned by:
 BY: Bradley J. Weate
 Mr. Brad Weate, P.E.

Date: March 12, 2024

ATTEST:

DocuSigned by:
 BY: Angela Witt
 Angela Witt, Grants/Contracts Administrator

Date: March 12, 2024

"Client" – Levy County Commission

BY: _____
 Desiree Mills, Chair

Date: _____

ATTEST:

BY: _____
 Danny J. Shipp, Clerk of Court

Date: _____

Attachment A: Scope of Services**Hurricane Idalia Damage Assessment, Repair Recommendations, Engineering Design, Bidding Documents
Preparation, Bidding Services and Construction Administration & Observation
George T. Lewis Airport (CDK), Cedar Key, Florida****I. Project Description**

Airfield facilities including the electrical system, vault, generator, lights, weather station, and fence were damaged due to impacts from Hurricane Idalia which struck George T. Lewis Airport in Summer 2023. The hurricane resulted in flooding across the airfield and submergence of the electrical vault and airfield lighting. Passero Associates has been requested to inspect and assess the damage caused by Hurricane Idalia to the George T. Lewis Airport (CDK) and provide repair recommendations to the County, repair plans and specifications, bid phase services and construction administration and observation. Repair plans will include structural design of a new elevated platform to elevate the electrical vault and generator above the base flood elevation. Airfield electrical repairs will be replaced in-kind.

II. Basic Services

Passero Associates, LLC (Consultant) will provide the following basic services to assist the Levy County Commission (County) with the above-mentioned Project.

- A. Conduct a post Hurricane damage assessment by inspecting and evaluating the following Systems and provide a report of recommended repairs:
 1. Electrical: Includes Electric Vault, Runway Edge Lighting & Signage, Runway End Identifier Lights (REILs), Windsock Lighting, and Beacon Light, as required.
 2. Airport Perimeter Fence.
 3. Weather Station
- B. Develop Design plans, specifications, cost estimate and contract documents for repair of the damage to each System listed in the above Section A, as further described below.
 1. Pre-Design Phase
 - a. Review existing documents such as record drawings, specifications, studies, and reports to become familiar with project data.
 - b. Contact the County and FDOT to review scope of work and clarify project design requirements, construction sequencing and operational concerns.
 - c. Prepare preliminary construction plans, supplemental documents, and construction phasing plans.
 - d. Prepare preliminary quantity takeoffs for the bid schedule.
 - e. Prepare preliminary probable construction costs.
 - f. The Consultant and the County will conduct a preliminary design review meeting to discuss and resolve content, cost, and other comments.
 2. Final Design Phase
 - g. Prepare final construction plans, supplemental documents such as construction phasing plans.
 - h. Prepare final quantity takeoffs for the bid schedule. This will include items shown on the drawings and/or described in the technical specifications.
 - i. Prepare a final probable construction cost utilizing the quantity takeoff and bid items previously developed.
 - j. Prepare final contract documents and technical specifications.

- k. Submit contract documents to the County and FDOT for final review and comment. The design team and the County will conduct a final design review meeting to discuss contents, costs, and other comments.
 - l. Reproduce copies of the bid documents which include plans, specifications, and construction phasing plans. These documents will be supplied to the County.
3. Permitting Phase (with SRWMD)
- m. Review Suwannee River Water Management District Handbook: "Regulation of Stormwater Management Systems" for applicability to project. Note: this project may require a "Standard General Environmental Resource Stormwater Permit."
 - n. Coordinate a permit pre-application meeting with the SRWMD.
 - o. Prepare wetland mitigation plan, as required.
 - p. Submit a permit application package to the SRWMD, as required.
- C. Coordinate all aspect of the bid phase including:
1. Prepare Bid Documents and Advertisement for Bids.
 2. Questions from potential bidders will be directed to and answered by addendum, if required.
 3. Coordinate and attend pre-bid meeting. Minutes of the pre-bid conference will be prepared by Consultant and supplied to all meeting attendees and contract document holders.
 4. Consultant will assist the County at the bid opening. Consultant will attend the bid opening and review the bids received for conformance with the contract documents.
 5. Prepare either a recommendation of award or rejection of bids, if appropriate, to the County.
 6. The attachments to the contract such as bonds and insurance will be reviewed by Consultant and the County.
 7. Review the contractor-executed documents with the County prior to execution by the County.
 8. Contact County to coordinate issuance of a Notice-to-Proceed (NTP).
- D. Provide Construction / Repair-Contract Administration to the County as follows:
1. Conduct two (2) field visits during Construction to verify project progress and contractors' quality of work.
 2. Assist the County in managing the technical and administrative components of the project.
 3. Provide consultation and advice to the County during the construction / repairs phase, including holding meetings, as requested by the County.
 4. Review, approve or take appropriate action on contractor submittals, such as repair and phasing schedules shop drawings, product data, catalog cuts, and samples, for conformance with the construction / repair contract requirements.
 5. Review and take appropriate action, with the County, on alternative construction methods proposed by the contractor.
 6. If needed, Consultant will interpret the requirements of the contract documents and advise the contractor of these requirements.
 7. Review and furnish the County one reproducible set of the record drawings (to be completed by the contractor) for the completed project, as required.
 8. Participate in the final inspection of the completed project with County and Airport personnel, the applicable funding agency representatives, and the contractor.

III. **Clarification of Responsibilities / Duties of Consultant**

- A. The Consultant's construction-phase work tasks are limited to those specified in this Work Order, No.23-11, executed by the County. At no time will the Consultant's responsibilities include supervision or direction of the actual work by the Contractor(s) or its employees, subcontractors, or suppliers. The County acknowledges and affirms that the Contractor(s), in accordance with the Contract Documents, is solely responsible for the completion of the Project in a quality and timely manner.
- B. The County acknowledges and affirms that the Contractor(s) is aware that neither the approval of construction contractor shop drawings nor the presence of the Consultant's Representatives nor the observation of the work by the Consultant's Representatives shall excuse the Contractor(s) in any way from defects discovered in the Work.
- C. The County acknowledges and affirms that the Consultant will not control, direct or be responsible for construction/repair means, methods, techniques, sequences (other than specified in the Construction Phasing Plan) or procedures in connection with a Contractor's work and that the Contractor(s) is responsible for project site safety.

III. **Special Services**

- Geotechnical Investigation for electrical vault

IV. **Other Considerations**

- A. If the Consultant and County determine that additional services (such as permitting, topographic surveying, geotechnical investigation, construction plans, other services or studies, etc.) are required before this project is complete, they shall be performed / furnished as agreed to by the County and Consultant and approved by the County in writing.
- B. The existing electrical vault is assumed to be sufficient from a code-standpoint. This proposal does not include an analysis of the existing vault structure and its components and connections. New anchorage to the new support platform will be provided in this scope of work. Design and analysis of the existing vault structure may be provided as an additional service if it is deemed required by the AHJ or Client.
- C. The following items are not included this proposal:
 - a. Environmental Analysis
 - b. Permitting of any kind (other than as required by the Water Management District for stormwater)
 - c. Wetland impact/dredge and fill permitting.

End of Attachment A - Scope of Services