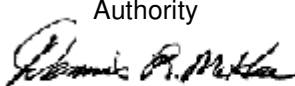

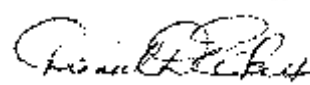
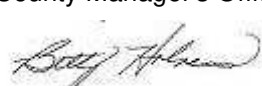


February 10, 2005		AGENDA ITEM		Item 14
<input type="checkbox"/> Ordinance		<input type="checkbox"/> Resolution		<input checked="" type="checkbox"/> Other
Department: Airport Services and Port Authority		File Number: VC-1104347041882-A		
Division: Airport Services				
Subject: Contract for Architectural, Engineering and Aviation Planning Services, Daytona Beach International Airport (DBIA) Perimeter Road - Phase I Construction Project, Project No. 5101-E, Task Assignment No. 7				
Account Number(s): Perimeter Road Construction Phase I 451-110-4410-3400 for \$146,510.00				
Total Item Budget: \$146,510.00				
Staff Contact(s): Garth Saalfield Phone: 248-8051 ext. 8343				
Summary/Highlights: By its action of April 4, 2002, Council approved the selection of The LPA Group, Inc. of Orlando to provide Architectural, Engineering and Aviation Planning Services to the County for a period of three (3) years in response to RSQ 02-SQ-62. The purpose of this Task Assignment is to specify the required services of the ARCHITECT/ENGINEER to perform Resident Project Representative (RPR) Services for the Airfield Perimeter Road - Phase I Construction Project at the Daytona Beach International Airport (DBIA). Funding for this project is provided as follows: 90% FAA, 5% FDOT and 5% Airport				
Recommended Motion: Approve the proposed Task Assignment No. 7 to the contract with The LPA Group, Inc. of Orlando for Architectural, Engineering and Aviation Planning Services for the Airfield Perimeter Road - Phase I Construction Project at the Daytona Beach International Airport (DBIA).				
Dennis McGee Director Airport Services and Port Authority 	Purchasing  Approved in Accordance with Policies & Procedures OMB Approved as to Budget Requirements	Legal  Approved as to Form and Legality	Betty Holness County Manager's Office  Approved Agenda Item For: February 10, 2005	
Council Action:		Modification:		
<input type="checkbox"/> Approved as Recommended <input type="checkbox"/> Approved With Modifications <input type="checkbox"/> Disapproved <input type="checkbox"/> Continued Date:				

Summary/Highlights Continued:

funds.

The General Scope of Work for the ARCHITECT/ENGINEER includes: Schedules, Conferences and Meetings, Liaison, Shop Drawings and Samples, Review of Work, Rejection of Defective Work, Inspection and Tests, Interpretation of Contract Documents, Modifications, Records, Reports, Payment Requests, Certifications, Maintenance and Operation Manuals and Completion Inspection.

Airport/Port Services and Purchasing/Contracts Division Staffs have reviewed the proposed Task Assignment No. 7 to the contract with The LPA Group, Inc. of Orlando for Architectural, Engineering and Aviation Planning Services and find it reasonable and justifiable and jointly recommend its approval.

**TASK ASSIGNMENT NO. 7
TO THE
CONTRACT FOR ARCHITECTURAL, ENGINEERING
AND AVIATION PLANNING SERVICES BETWEEN
THE COUNTY OF VOLUSIA AND THE FIRM OF
THE LPA GROUP, INC. OF
4503 WOODLAND CORPORATE BOULEVARD, SUITE 400
TAMPA, FLORIDA 33614**

**PROJECT: AIRFIELD PERIMETER ROAD
DAYTONA BEACH INTERNATIONAL AIRPORT**

PROJECT NUMBER: P-5101-E

I. PURPOSE

This is an attachment to the Standard Contract for Architectural, Engineering and Aviation Planning Services dated April 4, 2002, between the County of Volusia (COUNTY) and the firm of The LPA Group, Inc. (ARCHITECT/ENGINEER) and made a part thereof. The purpose of this Task Assignment is to specify the required services of the ARCHITECT/ENGINEER to perform Resident Project Representative (RPR) Services and Quality Assurance Testing for the Airfield Perimeter Road - Phase I Construction Project at the Daytona Beach International Airport (DBIA).

II. ARCHITECT/ENGINEER'S SERVICES

The ARCHITECT/ENGINEER shall perform Resident Project Representative (RPR) Services and Quality Assurance Testing for the Airfield Perimeter Road - Phase I Construction Project at the Daytona Beach International Airport (DBIA).

III. GENERAL SCOPE OF SERVICES

The ARCHITECT/ENGINEER's services shall include, but not be limited to, the following:

The ARCHITECT/ENGINEER shall:

A. Task A: Duties and Responsibilities:

1. Schedules: Review the progress schedule, schedule of shop drawings submissions, and schedule of values prepared by Contractor.
2. Conferences and Meetings: Attend meetings with Contractor such as preconstruction

conferences, progress meetings and other conferences as required, notify those expected to attend in advance. Prepare and circulate copies of minutes thereof.

3. Liaison: Assist Contractor in understanding the intent of the contract documents. Serve as the COUNTY's liaison with the Contractor when the Contractor's operations affect the COUNTY's onsite operations.

4. Shop Drawings and Samples:

- a. Record date of receipt of shop drawings and samples; receive samples, which are furnished at the site by the Contractor.
- b. Advise the Contractor or its superintendent immediately of the commencement of any work requiring a shop drawing or sample submission.

5. Review of Work, Rejection of Defective Work, Inspection and Tests:

- a. Conduct onsite observations of the work in progress, determine if the work is proceeding in accordance with the contract documents, and determine if the completed work will conform to the contract documents.
- b. Report any work that is believed to be unsatisfactory, faulty, or defective or does not conform to the contract documents or does not meet the requirements of any inspections, tests, or approval required to be made or has been damaged prior to final payment. Advise when it is believed the work should be corrected or rejected or should be uncovered for observation or requires special testing, inspection, or approval.
- c. Verify that tests, equipment, and systems startups and operating and maintenance training are conducted as required by the contract documents and in presence of the appropriate personnel, and that Contractor maintains adequate records thereof; observe, record, and report appropriate details relative to test procedures and startups.
- d. Accompany visiting inspectors, representing public or other agencies having jurisdiction over the Project, record and report the results of these inspections.

6. Interpretation of Contract Documents: Transmit to Contractor clarifications and interpretations of the contract documents.

7. Modifications: Consider and evaluate Contractor's suggestions for modifications in drawings or specifications and transmit to Contractor decisions made on Contractor's suggestions.

8. Records:

- a. Maintain at the job site orderly files for correspondence, reports of job conferences, shop drawings and samples submissions, reproductions of original contract documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the contract, clarifications and interpretations of the contract documents, progress reports and other project related documents.
- b. Keep a diary or log book, recording hours on the job site, weather conditions, data relative to Contractor's questions or extras or deductions, quantities of materials installed on the Project, list of visiting officials and representatives of manufacturers, fabricators,

suppliers, and distributors, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures.

- c. Record names, addresses, and telephone numbers of all contractors, subcontractors, and major suppliers of materials and equipment.

9. Reports:

- a. Furnish to COUNTY and the Federal Aviation Administration periodic reports as required of the progress of the work and Contractor's compliance with the approved progress schedule and schedule of shop drawing submissions.
- b. Report immediately upon the occurrence of any accident.
- c. Review and certify Contractor's payroll submittals for compliance with Federal Law pertaining to classification and wage rates.

10. Payment Requests: Review applications for payment with Contractor for compliance with the established procedure for their submission and forward them with recommendations, noting particularly their relation to the schedule of values, work completed, and material and equipment delivered at the site but not incorporated in the work.

11. Certifications, Maintenance and Operation Manuals: During the course of the work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by Contractor are applicable to the items actually installed; and forward this material to the COUNTY prior to final acceptance of the work.

12. Completion:

- a. Prior to the Certificate of Substantial Completion being issued, submit to Contractor a list of observed items requiring completion or correction.
- b. Conduct final inspection in the company of the COUNTY and Contractor and prepare a final list of items to be completed or corrected.
- c. Verify that all items on final list have been completed or corrected and make recommendation concerning acceptance.

IV. LIMITATIONS OF RESIDENT PROJECT REPRESENTATIVE'S AUTHORITY: Except upon written instruction, the ARCHITECT/ENGINEER shall not:

1. Authorize any deviation from the contract documents or approve any substitute materials or equipment.
2. Exceed limitations of the ARCHITECT/ENGINEER's authority as set forth in the contract documents.
3. Undertake any of the responsibilities of Contractor, subcontractors, or Contractor's superintendent, or expedite the work.

4. Advise on or issue directions relative to any aspect of the means, methods, techniques, sequences, or procedures of construction unless such is specifically called for in the contract documents.
5. Issue directions as to safety programs in connection with the work.
6. Accept Shop Drawing or sample submittals from anyone other than Contractor.
7. Participate in specialized field or laboratory tests, or inspections conducted by others except as specifically authorized.

V. SCHEDULES AND TIME CONSTRAINT

Within ten (10) days after receiving the Notice to Proceed, the ARCHITECT/ENGINEER shall provide a schedule and an anticipated payment schedule. The total time allowed for completing the ARCHITECT/ENGINEER's services required under this Task Assignment shall be twenty eight (28) weeks from the date of the Notice to Proceed.

VI. COMPENSATION

Payment will be in accordance with the Standard Contract for Architectural, Engineering and Aviation Planning Services. Total compensation for all services, material, supplies and any other items or requirements necessary to complete the work described herein shall not exceed one hundred forty six thousand five hundred ten dollars (\$146,510.00); and shall be payable at the rates contained in Exhibit A attached hereto.

IN WITNESS WHEREOF, the parties have made and executed this Agreement, the day and year first above written.

The LPA Group, Inc.

(Seal)

BY _____

(Signature)

Corporate Officer Name/Title

Date _____

ATTEST:

=====

COUNTY OF VOLUSIA

BY: COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA (Seal)

BY: _____

Date _____

ATTEST:

=====

APPROVED AS TO FORM AND LEGALITY FOR THE USE AND BENEFIT OF
VOLUSIA COUNTY ONLY

County Attorney

Date _____

=====

TECHNICAL PROVISIONS OF CONTRACT AND BUDGETARY REQUIREMENTS
APPROVED

Director of Aviation and Port Services

Date _____

EXHIBIT 'A'**SCHEDULE OF RATES**

Direct Salary Costs	Estimated Totals
RPR-Inspector (50 hours/week @ \$93.00 per hour)	\$ 130,200.00
Direct Non-Salary Costs	
Lodging (\$50.00 per night) x140 nights	\$ 7,000.00
Per Diem (\$27.50 per day) x140 days	\$ 3,850.00
Vehicle Allowance (\$195.00 per week) x 28 weeks	\$ 5,460.00
Subtotal	\$ 16,310.00
Estimated Total (not to exceed)	\$ 146,510.00