



# Pinellas County

## Staff Report

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**File #:** 24-0045A, **Version:** 1

**Agenda Date:** 5/21/2024

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**Subject:**

Ranking of firms and agreement with C&S Engineers, Inc. for the Passenger Terminal Improvements Project - design and construction administration services.

**Recommended Action:**

Approval of ranking of firms and agreement with C&S Engineers, Inc. for the Passenger Terminal Improvements Project - design and construction administration services.

- The purpose of this contract is to provide design and construction administration services for the Passenger Terminal Improvements Project at the St. Pete-Clearwater Airport.
- Award recommendation to C&S Engineers, Inc., in the amount of \$14,331,447.75, is in accordance with the Consultants Competitive Negotiation Act (CCNA), per Florida Statute 287.055.
- Two certified Small Business Enterprise (SBE) sub-consultants are included in the award to C&S Engineers, Inc., Hyatt Survey Services, and OHC Environmental Engineering for total SBE fees in the amount of \$245,626.31, or approximately 2% commitment of the total award amount.
- Note that terminal building planning and design is a “niche market” in the field of professional services where distinct knowledge of operational aspects, security requirements, and interaction of a variety of agencies and tenants is paramount to the safety of the users of the facility. It is expected that SBE participation will be much greater during the construction phase of the project as there will be a much larger pool of County approved SBE contractors to perform the various trades under the direction and control of the Construction Manager at Risk.
- Funding is available under New Passenger Terminal Improvements Project 003343A, included in the Fiscal Year 2024-2029 Capital Improvement Plan, funded by the Airport Revenue and Operating Fund, in the amount of \$77,572,000.00.

Contract No. 23-0146-RFP-CCNA, in the amount of \$14,331,447.75 from the notice to proceed date for a term of 2,000 consecutive calendar days; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

**Strategic Plan:**

Foster Continual Economic Growth and Vitality

4.4 Invest in infrastructure to meet current and future needs

4.5 Provide safe and effective transportation systems to support the efficient flow of motorists, commerce, and regional connectivity

**Summary:**

Due to the existing terminal building being woefully undersized to meet the current passenger

volumes, this design effort, (to be further supported by a Construction Manager at Risk in the near future), will enable the airport to expedite this construction effort to meet current and near-future demands for hold room and public space areas; outbound baggage make-up areas; and restroom and concessions areas.

This project will also correct inefficiencies in passenger security screening by combining the two checkpoints into one consolidated checkpoint.

**Background Information:**

The original terminal building was dedicated in 1957. Since that time, various building expansions and renovations have been made to the facility. The most recent building improvements have been to the Federal Inspection Services area, Gates 7-11 passenger security screening and hold room area, and the Ticketing “A” check-in and baggage screening and make-up areas.

Since 2013, the airport has experienced double-digit growth in total passenger traffic annually. Increasing from 1,017,049 passengers in 2013 to 2,366,029 in 2022. This represents an increase of two hundred and nineteen percent (219%) over nine years.

In the spring of 2021, the airport completed its Master Plan Study. This long-awaited study provided an assessment of the existing conditions of the facility, and a recommended path forward for the expansion of the terminal building, (and associated apron), to meet the needs and demands for the present and future conditions.

On November 23, 2022, Purchasing & Risk Division advertised a Request for Qualifications to comply with CCNA, per Florida Statute 287.055 on behalf of the Airport for design services associated with the Passenger Terminal Improvements project with project submittals due on January 31, 2023. Written evaluations were scored in March 2023 and in-person presentations were scored in April 2023. Scoping and negotiation meetings began in May 2023 with the top ranked firm, RS&H. By the fall of 2023, the scope had been defined and fee negotiations commenced.

In December 2023, airport staff had lost confidence in the ability of RS&H to provide accurate documents for review due to the many calculation errors in their fee estimates. It was at this time that it was noted that RS&H had misrepresented the office locations of key personnel, (ie. Contract Officer and Project Manager), in their written Statement of Qualifications. Since it is imperative to airport staff that these key personnel members be readily available during construction, the airport, (with approval from the FAA and Pinellas County), elected to terminate negotiations with RS&H and proceed to the second-ranked firm, C&S.

On January 9, 2024, the Division Director of Purchasing & Risk formally terminated negotiations with the top ranked firm, RS&H. On January 11, 2024, the Division Director of Purchasing & Risk met with RS&H to debrief the firm on the reasons for the termination.

Negotiations with the second ranked firm, C&S Engineers commenced on January 10, 2024. The scope of work was finalized on February 26, 2024, with the final fee estimate concluding on March 15, 2024 and final agreement on April 4, 2024.

As noted in the Summary, the design effort will be expedited with the use of a Construction Manager at Risk (CMAR). The airport received approval for proceeding with the CMAR procurement approach

from the FAA in 2023. This approach allows the CMAR to work closely with the design team to in the early stages of design to maintain the projects budget and to expedite the work. Once the plans have advanced to a point where the CMAR can provide a Guaranteed Maximum Price (GMP), the construction can begin shortly thereafter.

The designer will assist the airport in developing concepts for the terminal building. Once the preferred concept is accepted, the design of the project will begin. (ie. Schematic Design thru Final Construction Documents). The CMAR will join the design team early in Schematic Design.

The contract includes fully burdened hourly rates for the prime and subconsultants. Rates include all labor, direct/indirect overhead, margins/profit, customary expenses such as copies, postage, etc., and travel within the Tampa Bay Metropolitan Statistical Area (TBMSA). Travel outside of the TBMCSA will be reimbursed in accordance with Florida Statutes.

**Fiscal Impact:**

Basic services not to exceed:	\$12,691,684.25
Reimbursable Expenses not to exceed:	\$ 339,763.50
Contingency services not to exceed:	<u>\$ 1,300,000.00</u>
Total expenditure not to exceed:	\$14,331,447.75

Funding is available under New Passenger Terminal Improvements Project 003343A, included in the FY24-29 Capital Improvement Plan, funded by the Airport Revenue and Operating Fund, in the amount of \$77,572,000.

Funding by Source in the Capital Forecast for design and construction (through FY31):

Airport Funds	\$26,571,000
Federal Grants	\$46,571,000
Passenger Facility Charges	\$2,324,000
<u>State Grants</u>	<u>\$31,375,000</u>
Total Funding	\$109,841,000

**Staff Member Responsible:**

Tom Jewsbury, Director, Airport  
Merry Celeste, Division Director, Purchasing & Risk, Administrative Services  
Joe Lauro, Director, Administrative Services

**Partners:**

FDOT  
FAA

**Attachments:**

Agreement  
Ranking