

# BOARD OF PORT COMMISSIONERS OF THE LEE COUNTY PORT AUTHORITY

1. **REQUESTED MOTION/PURPOSE:** Request Board authorize a contract amendment with Atkins North America, Inc. in the amount of \$516,676.58 to perform Construction Administration for Concourse D Gate Reconfigurations associated with the Terminal Expansion Phase II Project at Southwest Florida International Airport (RSW).
2. **FUNDING SOURCE:** Passenger Facility Charges funds contingent on approval of the project by the FAA, FDOT 441981, and net RSW airport revenue from normal operations 20862541234.506510.71
3. **TERM:** Contract term through January 31, 2025.
4. **WHAT ACTION ACCOMPLISHES:** Provides needed design evaluation and inspections during construction of the project.

5. **CATEGORY:** 18  
Administrative Agenda

6. **ASMC MEETING DATE:** 2/20/2024

7. **BoPC MEETING DATE:** 3/7/2024

**8. AGENDA:**

- CEREMONIAL/PUBLIC PRESENTATION
- CONSENT
- ADMINISTRATIVE

9. REQUESTOR OF INFORMATION:

(ALL REQUESTS)

NAME Emily M. Underhill

DIV. Development

**10. BACKGROUND:**

The design for all components related to the Terminal Expansion Phase II (Concourse E) project is nearing 100% completion. As the project advances into the construction phase, a pivotal task is the reconfiguration of Concourse D. This entails relocating gates D2 and D4 from their current position to the end of the Concourse D, a crucial activity that must be completed before commencing the construction of the new section of the expanded terminal. (See attached exhibit).

For this first phase, staff has negotiated a contract with Atkins North America, Inc. to perform Construction Administration (CA) services for Concourse D Gate Reconfigurations associated with the Terminal Expansion Phase II (Concourse E) Project. Construction Administration services will include the following: attend pre-work meetings; prepare and present monthly reports to LCPA; site visits and observation of construction; review of shop drawings, submittals and payment applications; attendance at project related meetings; response to contractor requests for information, assistance with contract amendments that may be needed; participation in inspections; perform quality assurance testing; preparation of record drawings; and final completion project certification. Total fees for this work is \$516,676.58, of which \$108,516 is for W/MBE subconsultants (21%).

As with all Port Authority Development contracts, all Tasks are contingent on the availability of funds and the issuance of a written Task Authorization in accordance with the Board-approved contract, and as approved by FDOT

**11. RECOMMENDED APPROVAL**

<u>DEPUTY EXEC DIRECTOR</u>	<u>COMMUNICATIONS AND MARKETING</u>	<u>OTHER</u>	<u>FINANCE</u>	<u>PORT ATTORNEY</u>	<u>EXECUTIVE DIRECTOR</u>
Emily M. Underhill	Victoria B. Moreland	N/A	David W. Amdor	Andrea R. Fraser	Benjamin R. Siegel

**12. SPECIAL MANAGEMENT COMMITTEE RECOMMENDATION:**

- APPROVED
- APPROVED as AMENDED
- DENIED
- OTHER

**13. PORT AUTHORITY ACTION:**

- APPROVED
- APPROVED as AMENDED
- DENIED
- DEFERRED to
- OTHER

**Background (continued)**

and FAA, as required. Only Tasks authorized to begin and subsequently performed can be billed by and paid to the Consultant.

**Attachments:**

1. Contract Amendment
2. Exhibit