

Authority Commissioners
James Herston, Chair
Robert D. Hancik, A.A.E., Vice-Chair
Kathleen Coppola, Secretary/Treasurer
Paul Andrews, Asst. Secretary/Treasurer
Pam Seay, Commissioner



CEO
James W. Parish, P.E.

Airport Authority Attorney
Darol Carr

Charlotte County Airport Authority AGENDA

EMERGENCY MEETING – AUGUST 2, 2018 IMMEDIATELY FOLLOWING 9:00 A.M. BUDGET WORKSHOP

1. **Call to Order – Read the meeting notice**
2. **Invocation** - For those who wish to join, please rise for the invocation.
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Citizen's Input:** Anyone wishing to address the Board during this portion of the Meeting must sign in, state their name for the record, and address their comments to Agenda items only. Each citizen will be allowed no more than two minutes to express their opinion.
6. **Consultant Selection for Runway 15-33 Rehabilitation and Extension & Runway 4-22 Rehabilitation**

On May 18, 2018, RFQ 2018-001 was advertised requesting engineering firms submit qualifications packages for the Runway 15-33 Rehabilitation and Extension & Runway 4-22 Rehabilitation projects. On June 20, 2018, four (4) qualification packages were received. The selection committee scores resulted in Kimley-Horn as being the highest-ranking firm. See attached consultant selection matrix scoring sheets for details.

Once the scope of work and fee has been finalized for Runway 15-33, an independent fee estimate will be conducted, and the fee will be negotiated as applicable. These activities will be coordinated with FAA and FDOT. In the near future, a final scope of work, fee, and schedule will be submitted to the Airport Authority commission for approval. The Runway 4-22 scope of work development will occur at a later date.

The estimated fees and costs for Runway 15-33 are estimated at \$9.5M and funding is programmed from FAA Entitlements, FDOT, and Passenger Facility Charges.

The Notice to Proceed will be issued after FAA approval of the Environmental Assessment (EA), which is expected in September/ October 2018.

Staff Recommended Action: Board accept selection committee results and authorize staff to begin development on the scope of work, fee and schedule with the highest ranked engineering firm.

7. SED Contract – 4th Lane in Front of Terminal

As passenger counts continue to increase, traffic congestion in front of the terminal increase as well. To ease some of the congestion, it is desired to add an additional fourth lane to the terminal curbside loading and unloading lanes. Currently three lanes exist in front of the terminal.

As a result, the attached scope of work, fee and schedule were negotiated with Southwest Engineering and Design, Inc. The design includes adding a fourth lane to the terminal curbside and minor modifications to the short-term parking lot.

A construction cost estimate will be developed during the design process. The project is scheduled to be advertised for construction bids in November 2018.

Staff Recommended Action: Board approve engineering design contact with Southwest Engineering and Design, Inc. in the amount of \$34,600.00.

8. TSA 5th Lane

TSA has approved the installation of an additional x-ray screening lane for the security checkpoint to improve throughput and reduce wait times. As such, the existing equipment (4 screening lanes) must be moved in order to allow enough space within the existing checkpoint footprint for the 5th lane. Contracting the existing equipment move is an airport responsibility and will allow for TSA to install the 5th screening lane at a later date.

Staff Recommended Action: Board approve contract with Senaia International Inc. in the amount of \$38,487.66 to move security equipment.

9. Citizen's Input Anyone wishing to address the Board during this portion of the Meeting must sign in, state their name for the record and address their comments to Agenda items only. Each citizen will be allowed no more than two minutes to express their opinion.

10. Adjournment

CHARLOTTE COUNTY AIRPORT AUTHORITY

Punta Gorda, Florida

REQUEST FOR QUALIFICATIONS 2018-001 - RUNWAY 15-33 REHABILITATION AND EXTENSION & RUNWAY 4-22 REHABILITATION

CONSULTANT SELECTION MATRIX

CRITERIA	POINTS	AECOM			American Infrastructure Development, Inc.			EG Solution, Inc.			Kimley-Horn		
		JH	JP	RR	JH	JP	RR	JH	JP	RR	JH	JP	RR
Tab 1													
Executive Summary / General Information	0-10	9.0	9.5	10.0	9	8.25	8.0	9	9	8.0	10	9.25	9.0
Tab 2													
Experience and Ability	0-30	29.0	27.5	28.0	28.0	26.3	27.0	28.0	28.0	27.0	30.0	29.0	30.0
Tab 3													
Past Performance	0-20	20.0	19.3	19.0	17.0	18.0	18.0	17.0	19.5	18.0	19.0	20.0	20.0
Tab 4													
Approach and Method	0-30	29.0	29.0	28.0	28.0	25.0	26.0	29.0	29.0	27.0	30.0	30.0	30.0
Tab 5													
DBE Participation	0-10	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0
RFQ Criteria Subtotal	100	97.0	95.25	95.0	92.0	87.50	89.0	93.0	95.5	90.0	99.0	98.3	99.0
		95.75			89.50			92.83			98.75		

SCOPE OF SERVICES

**For
Charlotte County Airport Authority
Airport Terminal - Curbside Improvements**

**Prepared By:
Southwest Engineering and Design, Inc.**

July 25, 2018

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A. PROJECT OVERVIEW

PROJECT DESCRIPTION AND LIMITS

The work tasks will include the design of a new lane fourth lane in front of the CCAA Terminal, which will result in slight modifications to the Short Term Parking Lot, and new handicap accessible routes.

PROFESSIONAL GUIDELINES

All work tasks will be supervised by a State of Florida Registered Professional Engineer as defined in Florida Statue Title XXXII, Chapter 471. The CONSULTANT will designate a Project Manager to oversee the project work and communicate with the CCAA’S designated Project Manager.

DESIGN GUIDELINES

All plans and designs are to be prepared with English values in accordance with the latest editions of the following specifications, manuals and/or guidelines unless otherwise noted:

1. Charlotte County Public Works Standards.
2. City of Punta Gorda Utilities Engineering Services Minimum Drawing and Submittal Requirements for Water and Wastewater; Standard Specifications; Standard Details; Acceptable Materials List; Cross Connection Control Manual.
3. Southwest Florida Water Management District (SWFWMD), Environmental Resource Permitting Information Manual.
4. Manual of Uniform Minimum Standards for Design, Construction, Maintenance of Streets and Highways, Florida Department of Transportation (FDOT).
5. FDOT Plans Preparation Manual.
6. FDOT Roadway Traffic and Design Standards, Latest Edition.
7. FDOT Basis of Estimates Handbook.
8. FDOT Structures Manual.
9. FDOT Soils and Foundations Manual.
10. FDOT Drainage Manual.
11. Americans with Disabilities Act

PERMIT REQUIREMENTS

The CONSULTANT will prepare and submit permit applications and construction documents for jurisdictional agency review and approval. The CONSULTANT will pay permit fees up to \$5,000.00 (five thousand dollars) which will be billed from Task 8.0. In the event a permit application fee is greater than \$5,000.00 the CONSULTANT will request a check from the CCAA at least 30 calendar days prior to submission. Permit submissions will be required for, but may not be limited to, the following agencies for this project:

1. Public Works Charlotte County

2. Environmental Resource Permit Modification SWFWMD
3. City of Punta Gorda Utilities

B. DELIVERABLES SUMMARY

DELIVERABLE FORMATS

The execution of the project will be performed with the use of the following software:

1. AutoCAD – Plan Production
2. AutoCAD Civil 3d – Roadway Design
3. Microsoft Word – Word Processing
4. Microsoft Excel – Spreadsheet Calculations
5. Microsoft Project – Scheduling
6. Advanced Interconnected Pond Routing – Storm Water Design

Plans will be prepared on 11"x17" sized paper with scale as follows unless otherwise noted:

- | | |
|---------------------|------------------------------------|
| 1. Typical Sections | 1"=4' Horizontal, 1"=2' Vertical |
| 2. Project Layout | 1"=200' Horizontal |
| 3. Plan | 1"=40' Horizontal |
| 4. Cross Sections | 1"=20' Horizontal, 1"=10' Vertical |

Horizontal data will be referenced to the State plane coordinate system, Florida West Zone, North American Datum of 1983/1990(NAD83). Vertical data will be based on National American Vertical Datum of 1988 (NAVD).

C. WORK TASK DESCRIPTIONS

TASK 1.00 PROJECT COMMON TASKS

The CONSULTANT will provide a Project Manager and staff to administer the professional services, general administration and coordination of the project. These work tasks include the following:

Task 1.01 PROJECT MANAGER

The CONSULTANT will designate a Project Manager for administration and coordination of the project with the CCAA. The Project Manager will be responsible for the execution of directives from the CCAA, and will render written responses to requests for information. The Project Manager will submit deliverables and required progress reports to the CCAA'S Department designated Project Manager, together with any supporting documentation and an invoice for the previous month's completed work. All clerical work is included under this work task.

The CONSULTANT will provide qualified staff responsible to coordinate all activities between the CONSULTANT and the subconsultants to ensure plan clarity and schedule adherence.

The project schedule is attached as Attachment 1

Task 1.02 MEETINGS

The CONSULTANT will attend an initial kick-off meeting and monthly progress meetings with the CCAA. Meetings will include planning efforts and reviews for Preliminary Design Summary, Grades and Geometric Plan Set (30%), Basic Plan Set (60%), and the Final Plan Set (100%). The CONSULTANT will also meet with jurisdictional agencies and utility owners throughout the design process. This work task includes meetings with the following agencies and/or utilities:

- 1. CCAA – Progress Meetings Two (2)
- 2. SWFWMD One (1)

Permitting agencies shall be notified of the proposed project prior to submittal of Grades and Geometrics (30%) design. A meeting will be held

with representatives of the agencies to review the proposed project and to obtain their comments and areas of concern.

The CONSULTANT will prepare agendas and record minutes for all meetings.

Task 1.0 Deliverables:

Invoice support documentation

Copies of meeting minutes and or Sign-In-Sheet

TASK 2.00 ENGINEERING AND LAND SURVEYS

The CONSULTANT shall obtain or perform surveys as necessary to prepare a base map of the roadway corridors utilizing the following tasks:

Task 2.01 Control and Topographic Survey

Horizontal and vertical control will be established according to the following:

- a) Establish right of way limits based on ties to adjacent subdivision control points and ties to governmental one-quarter section corners.
- b) Establish and reference horizontal and vertical survey control points along the project route at a maximum of 500' intervals.

Consultant shall perform such field and office survey services as may be required to provide all topographic and horizontal control information for the design of the new lane and the short term parking lot adjustments. The survey will be full extent of the sidewalk in front of the CCAA Terminal to the far west side of the short term parking lot. The results of this survey are to be provided in the construction plans. Services shall include, but not limited to:

- Cross-section of the new lanes added to the project at an interval to accurately determine longitudinal grades (50 foot generally), drainage patterns (off-site and side-yard) and connectivity of driveways and other existing features.
- Topographic information for the new lane and short term parking lot will be in Horizontal data and referenced to the State plane coordinate system, Florida

West Zone, North American Datum of 1983/1990(NAD83). Vertical data will be based on National American Vertical Datum of 1988 (NAVD).

- Locating and referencing right-of-way lines, easements of record and other control lines; adjacent to the pathway, drainage pipes, fencing, handicap ramps and ADA accessible routes .
- Location of visible, above ground, improvements and/or utilities.

Task 2.0 Deliverables:

Information from survey will be shown on the Construction Plan set for all submittals

Survey CAD File

TASK 3.00 PRELIMINARY DESIGN (30%)

The CONSULTANT will prepare preliminary design alternatives working towards a recommended conceptual plan. The alternatives will address the features pertaining to typical sections. Work tasks to be performed are as follows:

Task 3.01 Grades and Geometrics (30%)

The CONSULTANT shall depict existing topographical features, easement lines and shall contain the following:

- a) Cover Sheet
- b) Plan Sheets.
- b) Existing project cross section sheets (50' intervals) including cross sections at all roadway intersections and selected entrances.
- c) Drainage - existing drainage structures, and existing flow patterns.
- d) Existing Utilities (City of Punta Gorda)
- e) Existing above ground utility locates
- f) Proposed typical section(s).

Task 3.01 Deliverables:

2 sets 11 x 17 - Grades and Geometrics 30% Plans

1 pdf 11 x 17 Format - Grades and Geometrics 30% Plans

TASK 4.00 BASIC PLANS (60%)

Upon completion and approval of the Preliminary Design 30% Plans, the CONSULTANT will proceed with developing construction plans, permit applications and technical specification. The Airport will compile the front-end documents.

The roadway project shall include: plotting of survey data; establishment of profile grades; preparation of key map, plan-profile sheets (including geometric calculations), typical section sheets, cross-section sheets, and site, drainage and utility details sheets necessary to convey the intent of the design.

Task 4.01 The CONSULTANT shall use the approved Preliminary Design Plans (30%) to establish the Basic Plan Set (60%) which shall contain the following:

- a) Plan Sheets.
- b) Existing project cross section sheets (50' intervals)
- c) Existing Utilities
- d) Existing Drainage structures and existing flow patterns.
- e) Proposed typical section and cross - sections.
- f) Proposed Signing and Marking on Plan Profile Sheets
- h) Preliminary Landscape Plans
- i) Technical Specifications

Task 4.01 Deliverables:

2 sets 11 x 17 – Basic Design Plans 60%

1 pdf 11 x 17 Format - Basic Design Plans 60%

TASK 5.00 PERMITS

The CONSULTANT will prepare permit applications, data and drawings required for submittal by the CCAA to all local, state and federal agencies having permit jurisdiction.

The CCAA shall review the permit applications and shall have a representative at all conferences between the CONSULTANT and the permitting agency and shall be copied on all correspondence between the CONSULTANT and the permitting agencies.

The CONSULTANT will be responsible for paying all related permitting fees as described in Section A – Permitting Requirements.

The Coordination and Permitting process will be as follows:

Task 5.01 Permit Applications

Permit application forms including required design information and data shall be completed by the CONSULTANT thirty (30) calendar days prior to the Basic Plans (60%) review, and submitted to the CCAA for its approval and appropriate signature. The CONSULTANT shall then submit the Permit Application to the appropriate agencies after CCAA approval of the Basic Plans (60%).

Task 5.02 Permit Revisions

The CONSULTANT shall respond to agency review comments, revise applications and basic plans, and submit additional material required to support the proposed design if required, and coordinate with the CCAA and permitting agencies to obtain approval of the permits. Requirements of permitting agencies shall be incorporated into final contract documents.

Task 5.0 Deliverables:

Copies of Correspondence, Applications, and Construction Plans to all agencies

TASK 6.00 FINAL CONSTRUCTION PLANS (100%), BIDDING AND CONTRACT DOCUMENTS

Once the 60% plans have been approved by the CCAA, the CONSULTANT will provide a final schedule of values. This task will include the following:

Task 6.01 Final Construction Plans (100%)

The CONSULTANT will provide final construction plans consisting of the following items:

- a) Plan Sheets.
- b) Cross section sheets (50' intervals)
- c) Existing Utilities and Adjustments if required
- d) Existing Drainage structures and existing flow patterns.
- e) Proposed typical section and cross - sections.
- f) Proposed Signing and Marking on Plan Profile Sheets
- g) Final Landscape Plans

Task 6.02 Engineer's Schedule of Values

The CONSULTANT will provide a final schedule of values detailing each pay item as to cost and quantity. The cost summary will be formatted to CCAA standards for their use in the bid solicitation process.

Task 6.03 Technical Specifications

The CONSULTANT will provide a summary list of technical specifications noted in the construction plan set. The technical specifications will call out the use of standard FDOT and City of Punta Gorda Utilities specifications and standards along with any modification to the standard specifications.

Task 6.0 Deliverables:

- 2 set 22 x 34 - Design Plans – signed and sealed
- 2 set 11 x 17 - Design Plans – signed and sealed
- 1 pdf 22 x 34 Format Design Plans

1 pdf 11 x 17 Format Design Plans
Schedule of Values
Technical Specifications
CAD File

TASK 7.00 ADVISORY SERVICES DURING BIDDING and CONSTRUCTION SERVICES

After approval of construction plans and bidding documents by the CCAA, the consultant shall perform the following services:

Task 7.01 Pre-Bid and Pre-Construction Meetings

Attend and participate with the CCAA in conducting a Pre-Bid Meeting and Pre-Construction Meeting. Also, any required response from the Engineer of Record from RFI's during the construction, bidding and procurement phase.

Task 7.02 Shop Drawings

Consultant will do a full shop drawing review for conformance with the design concept of the project and compliance with the contract documents. Also determine the acceptability, subject to CCAA or other utility agency approval, of substitute materials and equipment proposed by contractors. In regards to City of Punta Gorda, there is an acceptable products list from acceptable suppliers. Consultant will confirm the material submittals will be in compliance to this list. Deliverable will be in electronic PDF format to the CCAA Project Manager.

Task 7.03 Project Completion and Record Drawings

Provide certification of substantial completion as required by project permits including Charlotte County, SWFWMD and other agencies. As-Built drawings will be supplied by the Contractor and signed and sealed by

the appropriate service provider. Consultant will be responsible for assembling and applying for SWFWMD Transfer of Operations (Record Drawings) and other agency close-out documentation.

Task 7.0 Deliverables:

- Correspondence as requested
- Pre Bid and Pre-Construction Meeting Agenda,
- Sign-In Sheet and Meeting Notes
- Shop Drawings Correspondence
- Record Drawing Submittal to Agencies

TASK 8.00 PERMIT FEES

The CONSULTANT will be responsible for paying all related permitting fees as described in Section A – Permitting Requirements.

D. Task Fee Summary

Task Description	Basis of Payment	Total
Task 1 - Admin and Meetings	Lump Sum	\$3,000.00
Task 2 - Engineering and Land Survey	Lump Sum	\$4,000.00
Task 3 - Preliminary Design (30%)	Lump Sum	\$5,100.00
Task 4 - Basic Plans (60%)	Lump Sum	\$9,500.00
Task 5 - Permits	Lump Sum	\$2,000.00
Task 6 - Final Construction Plans (100%), Bidding And Contract Documents	Lump Sum	\$4,500.00
Task 7 - Advisory Services During Bidding and Construction Services	Lump Sum	\$1,500.00
Task 8 - Permit Fees	At Actual Costs	\$5,000.00
	Total	\$34,600.00

Fee Summary

Southwest Engineering Design - \$21,100

John T. Swen and Associates - \$5,300

Banks Engineering - \$3,200

SOUTHWEST ENGINEERING & DESIGN, INC

BY: _____

Gary Bayne, President

Date: _____

1st Witness

Print Name: _____

2nd Witness

Print Name: _____

STATE OF FLORIDA
COUNTY OF CHARLOTTE

The foregoing instrument was acknowledged before me this ____ day of _____ 2018, by _____, as _____ of Southwest Engineering & Design, Inc., a Florida corporation, on behalf of the corporation. The above-name person is personally known to me or has produced _____ as identification. If no type of identification is indicated, the above-named person is personally known to me.

(Notary Seal)

Notary Public

CHARLOTTE COUNTY AIRPORT AUTHORITY

BY: _____

James W. Herston, Chairman

Date: _____

1st Witness

Print Name: _____

2nd Witness

Print Name: _____

STATE OF FLORIDA

COUNTY OF CHARLOTTE

The foregoing instrument was acknowledged before me this ____ day of _____ 2018, by _____, as _____ of Charlotte County Airport Authority., a Florida corporation, on behalf of the corporation. The above-name person is personally known to me or has produced _____ as identification. If no type of identification is indicated, the above-named person is personally known to me.

(Notary Seal)

Notary Public

Charlotte County Airport Authority
Punta Gorda Airport

CIP - PROJECT SCHEDULES

7/23/18

ID	Name	Duration	Start	Finish	% Complete	2018	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	
75	Airport Terminal - Curbside Improvements	220 days	Thu 8/2/18	Wed 6/5/19	0%							Airport Terminal - Curbside Imp
76	Design and Permitting	75 days	Thu 8/2/18	Wed 11/14/18	0%							Design and Permitting
77	CCAA Consultant Contact Approval	0 days	Thu 8/2/18	Thu 8/2/18	0%		8/2	◆ CCAA Consultant Contact Approval				
78	Issue NTP to Consultant	0 days	Thu 8/2/18	Thu 8/2/18	0%		8/2	◆ Issue NTP to Consultant				
79	Subconsultant Agreements	5 days	Thu 8/2/18	Wed 8/8/18	0%		8/8	■ Subconsultant Agreements				
80	Survey and Geotech	10 days	Thu 8/9/18	Wed 8/22/18	0%		8/22	■ Survey and Geotech				
81	Prepare Preliminary Design 30%	10 days	Thu 8/23/18	Wed 9/5/18	0%		9/5	■ Prepare Preliminary Design 30%				
82	Airport Review Period	5 days	Thu 9/6/18	Wed 9/12/18	0%		9/12	■ Airport Review Period				
83	Basic Plans - 60% & Permit Application Package	15 days	Thu 9/13/18	Wed 10/3/18	0%		10/3	■ Basic Plans - 60% & Permit Application Package				
84	Airport Review Period	5 days	Thu 10/4/18	Wed 10/10/18	0%		10/10	■ Airport Review Period				
85	Submit Permit Application	0 days	Wed 10/10/18	Wed 10/10/18	0%		10/10	◆ Submit Permit Application				
86	Permitting - Review and Response Period	25 days	Thu 10/11/18	Wed 11/14/18	0%		11/14	■ Permitting - Review and Response Period				
87	Secure Permits	0 days	Wed 11/14/18	Wed 11/14/18	0%		11/14	◆ Secure Permits				
88	Final Plans - 100%	26 days	Wed 10/10/18	Wed 11/14/18	0%		11/14	■ Final Plans - 100%				
89	Bidding Phase	30 days	Wed 11/14/18	Wed 12/26/18	0%							Bidding Phase
90	Advertise for Bids	0 days	Wed 11/14/18	Wed 11/14/18	0%		11/14	◆ Advertise for Bids				
91	Advertise Period	25 days	Thu 11/15/18	Wed 12/19/18	0%		12/19	■ Advertise Period				
92	Pre-Bid Meeting	0 days	Wed 11/28/18	Wed 11/28/18	0%		11/28	◆ Pre-Bid Meeting				
93	Bid Opening	0 days	Wed 12/19/18	Wed 12/19/18	0%		12/19	◆ Bid Opening				
94	Prepare Bid Tabs / Recommendation of Award	5 days	Thu 12/20/18	Wed 12/26/18	0%		12/26	■ Prepare Bid Tabs / Recommendation of Award				
95	Seek Funding	60 days	Thu 12/27/18	Wed 3/20/19	0%							Seek Funding
96	Submit Applications and Secure Funding	60 days	Thu 12/27/18	Wed 3/20/19	0%		3/20	■ Submit Applications and Secure Funding				
97	Construction Phase	55 days	Thu 3/21/19	Wed 6/5/19	0%							Construction Phase
98	Airport Execute Construction Contract	10 days	Thu 3/21/19	Wed 4/3/19	0%		4/3	■ Airport Execute Construction Contract				
99	Pre-Construction Meeting	0 days	Wed 4/17/19	Wed 4/17/19	0%		4/17	◆ Pre-Construction Meeting				
100	Issue Contractor Notice to Proceed	0 days	Wed 5/1/19	Wed 5/1/19	0%		5/1	◆ Issue Contractor Notice to Proceed				
101	Construction	25 days	Thu 5/2/19	Wed 6/5/19	0%		6/5	■ Construction				



QUOTE

CUSTOMER:

Raymond Laroche
 Airport Project & Security Coordinator
 Punta Gorda Airport (PGD)
 Charlotte County Airport Authority
 28000 A-1 Airport Road
 Punta Gorda, FL 33982
 Work: 941-639-1101 (Ext 113)
 Cell: 941-268-8522
 Email: rlaroche@flypgd.com

Quote Date	5/31/2018
Quote Number	333
Location	PGD
	Airport Funded
Projected Date	7-Aug-18

Item	Statement of Work	Qty	Price	Extended Price
	Provide rigger foreman and rigger personnel to relocate AT2s, AIT, WTMDs, Gates, Barriers			
Labor	Rigging (Personnel, pallet jack, floor protection, etc.)	2	\$ 4,000.00	\$ 8,000.00
Labor	Celia WTMD OEM Technician	2	\$ 900.00	\$ 1,800.00
Labor	Smiths AT2 OEM Technician	4	\$ 3,903.00	\$ 15,612.00
Labor	L3 AIT OEM Technician	1	\$ 7,870.00	\$ 7,870.00
Equipment	Deinstall/Install Gates & Barriers	1	\$ 500.00	\$ 500.00
Two Riggers/Airfare	Round Trip Travel	3	\$ 600.00	\$ 1,800.00
Rigger/Car	Rental Car (with Insurance)	1	\$ 400.00	\$ 400.00
Hotel	Federal Travel Regulation Rate (\$93.00)	3 People/3 night	\$ 837.00	\$ 837.00
Per Diem	Federal Travel Regulation Rate (\$59.00)	3 People/4 days	\$ 708.00	\$ 708.00
			Subtotal	\$37,527.00
Incidentals	Hotel Taxes (18.0%)	1	\$ 837.00	\$ 150.66
Incidentals	Airport Parking	1	\$ 360.00	\$ 360.00
Incidentals	Gas for Rental Car	1	\$ 50.00	\$ 50.00
Incidentals	Airline Baggage Fee	1	\$ 300.00	\$ 300.00
Incidentals	POV Miles	1	\$ 100.00	\$ 100.00
			Subtotal	\$ 960.66
Payment Terms NET 30			TOTAL	\$38,487.66

Approvals

Senaia International Incorporated	Customer Authorized Signature to Proceed with Order
<i>Francoise C. Skulnik CFO</i>	
Date: May 31, 2018	Date:

- ** QUOTE REMAINS VALID FOR 90 DAYS FOR THE SERVICE DATE(S) SPECIFIED ONLY
- ** SENAI INTERNATIONAL WILL PROVIDE ANOTHER QUOTE IF ADDITIONAL SERVICE AND/OR LABOR ARE REQUIRED
- ** THIS QUOTE DOES NOT CONSTITUTE ACCEPTANCE OF ANY CONTRACTUAL TERMS AND CONDITIONS
- ** THIS QUOTATION IS SUBJECT TO THE TERMS AND CONDITIONS CURRENTLY IN PLACE BETWEEN THE PARTIES
- BY ACCEPTING THIS QUOTATION AND/OR PERFORMING HEREUNDER, BUYER AGREES TO BE BOUND BY AND COMPLY WITH SAID TERMS
- **SENAIA INTERNATIONAL PROPRIETARY AND CONFIDENTIAL