



**Request for Qualifications
For
Architectural, Engineering, and Construction Administration
For
AgustaWestland Philadelphia Corporation
Project Davinci**

RFQ-SF-01-0-2022

Issued and Published: May 5, 2022

Due Date: June 3, 2022

BACKGROUND

Space Florida is dedicated to fostering the growth and development of a sustainable and world-leading aerospace industry in the State of Florida. Space Florida promotes aerospace business development by facilitating business financing, spaceport operations, research and development, workforce development, and innovative education programs. Space Florida is an independent special district and a subdivision of the State of Florida and is governed by Part II of Chapter 331 of the Florida Statutes.

Among other powers, Space Florida has the power to own, acquire, construct, develop, create, reconstruct, equip, operate, maintain, extend, and improve launch pads, landing areas, ranges, payload assembly buildings, payload processing facilities, laboratories, aerospace business incubators, launch vehicles, payloads, space flight hardware, facilities and equipment for the construction of payloads, space flight hardware, rockets, and other launch vehicles, and other spaceport facilities and other aerospace-related systems, including educational, cultural, and parking facilities and aerospace-related initiatives.

OVERVIEW

The purpose of this document is to list and define the services to be provided by the Architect/Engineer (Architect) for a new Helicopter Maintenance, Repair, and Overhaul (MRO) facility (Project) located at Whiting Aviation Park in Milton, FL.

PURPOSE

This RFQ shall serve to provide interested parties with specific information as to the procedures for selection of a firm to perform Professional services as outlined in the Scope of Services attached hereto as Attachment "A".

AgustaWestland Philadelphia Corporation (AWPC) will operate a full-service maintenance repair and overhaul facility, or campus of facilities ("Facilities") located in Milton, FL. The company recently secured a contract from the U.S. Navy to manufacture 130 aircraft, provide aftermarket support, as well as pilot and mechanic training. In addition, the company provides after-market support services to a large customer base in the Gulf of Mexico region.

The Project is a new maintenance repair and overhaul facility which will be constructed to support the United States Navy's Advanced Helicopter Training System (AHTS) program including the 130 aircraft that will be used to train the next generation of Navy Pilots. In addition, the Facilities will become the light helicopter center of excellence.

In coordination with AWPC's efforts, Space Florida shall design, construct, and own the new Facilities, consisting of approximately 70,000-100,000 square feet, in addition to potential expansion at a later date, on leased grounds at Whiting Aviation Park in Santa Rosa County, Florida.

AWPC has recently completed the programming criteria necessary for understanding the project's objectives, design decisions and requirements as they relate to the building, site, and technical design elements. This has been documented in the included Project Requirements Report (Attachment A). SF intends to retain a Construction Manager as Constructor (CM).

MINIMUM CRITERIA

As a minimum, the firms proposing shall have at least 10 years of professional architectural experience in work of a similar nature and must provide references of at least 5 years of prior successful similar projects, such as aviation hangars.

PROJECT DESCRIPTION:

The Project description and scope of services to be performed is described on Attachment "A".

The remainder of this page left intentionally blank.

TENTATIVE SCHEDULE

EVENT	DATE	TIME (EST)
Legal Notice sent to Florida Today	April 27, 2022	
RFQ Posted on Space Florida’s Website and DemandStar	May 5, 2022	
Question Submission Deadline	May 20, 2022	12:00 Noon
Question Responses Posted	May 27, 2022	NLT 2:00 PM
Qualifications Packages Due	June 3, 2022	12:00 PM
Qualifications Packages Opened* and Evaluated – Contract Department	No later than June 7, 2022	
Qualifications Packages Evaluated individual Selection Committee Members	No later than June 8, 2022	
Qualified short-listed firms notified	June 20, 2022	
Notice of Evaluation Committee meeting for presentations by short-listed firms published in Fla. Admin. Register and on Space Florida’s website	No later than June 27, 2022	
Presentations / Interviews (Public Forum)	July 6, 2022	9:00 AM
Notice of Intent to Negotiate posted on Space Florida’s website	July 7, 2022	
Award Notice posted on Space Florida’s website	TBD	

* Qualification packages received in response to this RFQ are exempt from subsection 119.07(1) of the Florida Statutes and Subsection 24(a) of Article I of the Florida Constitution (the Public Records Act) until notice of an intended decision by Space Florida or until thirty days after opening the sealed qualification packages, whichever is earlier. At that time, the qualifications packages received will be made available to the public.

COMMUNICATIONS AND QUESTIONS

1. Prospective firms and representatives thereof shall not contact, communicate with, or discuss any matter relating in any way to this RFQ with any Space Florida employee, board or committee member, or any non-employee appointed by Space Florida to evaluate or to recommend selection of a firm under this RFQ. Any such may result in disqualification from consideration for award of this RFQ.
2. Questions may be asked regarding the RFQ process or the Project. Submission of all questions through e-mail to the Director of Contracts is required. Questions should be emailed to Annette O’Donnell at aodonnell@spaceflorida.gov. No answers given in response to questions submitted shall be binding upon this solicitation process unless released in writing on Space Florida’s website. **The deadline for the Space Florida Director of Contracts to receive questions is on or before May 20, 2022 at 12:00 Noon.**

SUBMITTAL REQUIREMENTS

ALL QUALIFICATIONS PACKAGES MUST BE SUBMITTED ELECTRONICALLY TO AODONNELL@SPACEFLORIDA.GOV. No hard copy originals will be accepted. Qualifications packages are due via email June 3, 2022, by 12:00 pm. Packages shall be submitted as an Adobe

PDF file. Financial Statements shall be provided in a separate file. Maximum acceptable total file size is 20 MB.

The responsibility for delivering the qualifications package to Space Florida on or before the stated time and date is solely the responsibility of the firm. Space Florida is not responsible for delays.

Under no circumstances will late packages be scored.

Each firm should ensure that they have received and read any/all addenda and amendments to this process before submitting its qualifications package. All questions/answers and addenda are issued through Space Florida's website and posting on DemandStar.

ECONOMY OF PRESENTATION

Qualifications packages shall be prepared simply and economically, providing a straightforward, concise description of the firm's capabilities to satisfy the requirements of this RFQ. Elaborate and verbose proposals are discouraged. Information in addition to that specifically requested (i.e. videos, photographs, in-depth firm history, lengthy and repetitive resumes, etc.) is strongly discouraged. The information requested should be submitted in a concise, easy-to-read format. Emphasis in each qualifications package must be on completeness and clarity of content. To expedite the evaluation of qualifications packages, it is mandatory that firms follow the format and instructions contained herein. Space Florida is not liable or responsible for any costs incurred by any firm in responding to this RFQ including, without limitation, costs for presentations and/or demonstrations if requested. Qualifications packages that do not comply with the instructions herein will not be considered. All information received will be maintained with the project file and cannot be returned.

QUALIFICATIONS PACKAGE INSTRUCTIONS

1. The firm must prepare its qualifications package in accordance with the instructions outlined in this section. If the firm's qualifications package deviates from these instructions, such qualifications package may, in Space Florida's sole discretion, be rejected. In the instance where a specific requirement(s) may not apply to the project in question, a statement must be inserted at the tab location stating the reason(s) of non-applicability.
2. Space Florida emphasizes that the firm should concentrate on the accuracy, completeness, and clarity of content.
3. To the greatest extent possible, each section shall be written on a stand-alone basis so that its contents may be evaluated with a minimum of cross-referencing to other sections of the qualifications package. Information required for evaluation of qualifications, which is not found in its designated section, will be assumed to have been omitted from the qualifications package.
4. Pages shall be single-spaced. Font shall be Times New Roman, and the text size shall be 11 point. Use at least three-quarter (3/4) inch margins on all sides. Pages shall be numbered sequentially. Maximum number of pages shall not exceed 75 pages, including text, photos, charts, resumes, glossaries and appendices. There are no exceptions or exclusions to the total number of pages.
5. Legible tables, charts, graphs and figures shall be used wherever practical to depict organizations, systems and layouts, implementation schedules, plans, etc. These displays shall be uncomplicated, legible and shall not exceed eleven (11) by seventeen (17) inches in size.
6. Trade secrets and information confidential and exempt from Subsection 119.07(1) of the Florida Statutes and Subsection 24(a) of Article I of the Florida Constitution, is not solicited nor desired,

as information to be submitted with qualifications packages. The Florida Statutes and the State Constitution govern whether information in a qualifications package is confidential or exempt from the Public Records Act. **If information is submitted in the qualifications package which the firm deems to be a trade secret or confidential and exempt from the Public Records Act, the information shall be submitted with the qualifications package in a separate, clearly marked email referencing the specific statutory citation for such exemption.** Submitted qualifications packages which are marked “confidential” (or other similar language) in their entirety or those in which a significant portion of the submitted qualifications package is marked “confidential” may be deemed non-responsive by Space Florida. Space Florida is not obligated to agree with the firm’s claim of an exemption and, by submitting a qualifications package, the firm agrees to be responsible for defending its claim that each and every portion of the separately marked information is exempt from inspection and copying under the Public Records Act. The firm agrees that it shall protect, defend, and indemnify, including attorney’s fees and costs, Space Florida for any and all claims and litigation (including litigation initiated by Space Florida) arising from or relating to the firm’s claim that the separately marked portions of its reply are not subject to disclosure. If the firm fails to separately mark portions of its qualifications package or marks its qualifications package “confidential” (or other similar language) in its entirety, Space Florida is authorized to produce the entire document, data or record submitted by the firm in responding to a public records request.

QUALIFICATIONS PACKAGE

Space Florida suggests a careful review of the qualifications and experience requested in this RFQ. The scoring on the RFQ will be specific for each qualification requested. If the firm does not have the qualifications, the score in the RFQ process will so reflect. Prequalification by FDOT is not required for this RFQ.

Response to the RFQ shall be submitted in the format described below:

QUALIFICATIONS PACKAGE TABBED SECTIONS

Space Florida suggests a careful review of the qualifications and experience requested in this RFQ. The scoring on the RFQ will be specific for each qualification requested. If the firm does not have the qualifications, the score in the RFQ process will so reflect. Requirements of each tab must be provided for evaluation consideration.

Tab 1 General Information and Table of Contents. (Not scored)

Provide general information of the firm including the contact person, address, phone, facsimile and e-mail, not-to-exceed 1 single-sided page. Any addenda provided shall be noted on this page.

Tab 2 Letter of Introduction. (10 points)

Provide a brief profile of the firm, including a brief history of the company which clearly identify the following in tabular or bullet points:

1. Principal or Corporate office location.
2. Location of office which will be responsible for implementation of this Contract.
3. Location of other offices from which resources may be drawn.
4. Length of time the firm has been in business under its current name and date.
5. Former names of the firm and the years in business under each.
6. State if the firm is a corporation, limited liability company, partnership, individual, joint venture or other.
7. State the date of incorporation or date of organization.

8. Name the corporate officers, members, or general partners.
9. Firm or branch office annual architectural design gross revenue for previous four (4) years.

Not to exceed 3 single-sided pages maximum.

Tab 3 Qualification Data – Similar Experience. (25 points)

Proposers must demonstrate a minimum of three (3) comparable completed projects that they have performed professional architectural services for within the last seven (7) years or currently in progress. At least 2 of the 3 projects presented must have a final construction value of at least \$10,000,000.00 (\$10M). List the projects in priority order, with the most current project first. For each of the listed projects, provide the following information:

1. Name and location of the project including a project picture.
2. Project type – new, renovation, refurbishment.
3. Project owner’s representative name, address, and current phone number and e-mail.
4. Project Status – Commencement date, Percent complete/date completed/anticipated completion date. Initial/final design and construction duration (months). Explain the differences in initial vs. final design and construction duration.
5. Project data – gross area of facility, type of construction, use and occupancies classifications, and a description of design challenges and solution. Identify if firm/branch office was Lead or Subconsultant.
6. Cost of professional design services – original cost, final cost. Explain the differences in original vs. final cost.
7. Cost of construction – original cost, final cost, amount of additive change orders, final cost. Explain the differences in original vs. final cost.
8. Listing of the firm’s key personnel on the listed project and note those who would be assigned to Space Florida’s project.
9. The name, address and current telephone number and e-mail of firm’s consultants.
10. The name, address and current telephone number and e-mail of the project’s general contractor.

Tab 4 Methodology. (15 points)

Outline the firm’s methodology for the following:

1. Summarize your understanding of the project and discuss the major challenges you anticipate.
2. Describe your approach to the project, including strategies to deliver the “Project”, within the overall allotted design and construction timeframe.
3. Describe the firm’s approach to conceptual budgeting, budget validation, and cost estimating. Identify how the firm provides Value Engineering innovations for cost efficiencies and life cycle cost savings.
4. Describe the firm’s approach to scheduling. Give an example of how the firm resolves scheduling challenges.
5. Describe the way the firm controls quality during the design and construction phases. Provide specific examples of techniques used previously to maintain quality.
6. Describe the types of record keeping and reporting systems used by the firm to manage the project and provide examples.

Tab 5 Local Knowledge. (10 points)

List a minimum of three (3) completed relevant projects performed within Santa Rosa County, Northwest Florida and/or the State of Florida within the last seven years with at least one

project with a total construction value of \$20,000,000.00 (\$20M) or more. List the projects in priority order, with the most current projects first. For each of the listed projects, provide the following information:

1. Name and location of the project including a project picture.
2. Project type – new, renovation, refurbishment.
3. Project owner’s representative name, address, and current phone number and e-mail.
4. Project Status – Percent complete/date completed/anticipated completion date.
5. Project data – gross area of facility, type of construction, sitework and utilities included.
6. Cost of professional design services – original cost, final cost.
7. Cost of construction – original cost, final cost, amount of additive change orders.
8. Listing of the firm’s key personnel on the listed project and note those who would be assigned to Space Florida’s project.
9. The name, address and current telephone number and e-mail of the project’s general contractor
10. The name, address and current telephone number and e-mail of the firm’s consultants.
11. Identify as a percent of the total contract value the amount of local participation used on each project. Local being defined as Santa Rosa County.

Discuss your knowledge of the Santa Rosa County permitting requirements, Santa Rosa County Land Development Code and other local ordinances, Santa Rosa County Comprehensive Plan, and the Florida Building Code.

Tab 6 Current Workload. (5 points)

List each project currently under contract or pending contract including contracts as a consultant to another firm. Describe how the firm will meet its current contract obligations if the firm is selected. Identify where key personnel assigned to this project are currently working. For each project, provide the following information:

1. Name, location, and Owner of the project.
2. Project Status – Scheduled design phase completion date and construction substantial completion date if project is in the construction phase.
3. Cost of project –Total contract amount and uncompleted contract amount.
4. The name, address and current telephone number and e-mail of the project’s Owner.

Tab 7 Organization (10 points)

Provide an organization chart as it relates to the project indicating key personnel and their role/responsibilities for this project. Organizational chart must show the relationship of Space Florida to the firm and the relationship to the subconsultants level. Include any Consultants and their services which would not be performed in-house and include their location. It should be understood that it is the intent of Space Florida to insist that staff indicated actually execute the Project.

Provide number of full-time personnel within entire organization and number of full-time personnel assigned to the office performing the project work.

Current

- A. Administrative
- B. Architect
- C. Architectural Aviation Hangar Designer

- D. CADD Technician
- E. Cost Estimator
- F. Interior Designer
- G. Landscape Architect
- H. Principal
- I. Project Manager
- J. Aviation Maintenance, Repair, and Overhaul Planner
- K. Specification Writer
- L. Other Professional Services Personnel
- M. Total number of full-time personnel

Provide list of subsidiary or affiliated companies which Principal (s) have financial interest and nature of business.

Within previous five (5) fiscal years has your organization or predecessor organizations ever failed to complete a project. If so, state name of organization and reason thereof.

Tab 8 Resumes. (10 points)

List resumes of key individuals to be involved in the various aspects of the Project and an explanation of each individual's role in the Project from Project Executive, Project Manager, Architect, Cost Estimator, and any other lead role for the project. **For each individual listed, provide the following information:**

1. Name of individual.
2. Years with current firm.
3. Total years in the industry.
4. Current title with company.
5. Current place of residence.
6. Any licenses, credentials, or certifications relative to this project.
7. Role and responsibilities assigned to comparable projects included in RFQ response.
8. Project currently assigned to and anticipated completion date.
9. Description of past project experience with current firm for past 10 years.
10. Description of past project experience with other firms if they have not been employed by the current firm for the past 10 years and the role of responsibility on that project.
11. Percentage of time available for this project and indicate project phase (design and/or construction)

Tab 9 Licenses. (Not scored, but required)

Firm must show proof that they are licensed to do business in Florida and Santa Rosa County. Firms not showing proof that they are licensed to do business in Florida and Santa Rosa County will not be scored.

Tab 10 References. (10 points)

Provide a minimum of four (4) reference letters from different owner representatives for different projects, preferably local, that the firm has provided / is providing professional services which are similar in scope to this RFQ. Reference letters shall be current, dated within three (3) years of this solicitation. The reference from the owner representative must be from different owners, provided on their letterhead, and include details regarding the firm's role on the project. Letters from Space Florida staff shall not be considered.

Provide a minimum of two (2) reference letters from different Owners or Contractors from different projects that the firm has worked with in the last three (3) years of this solicitation. The reference from the Owners and Contractors must be from different projects, provided on their letterhead.

Tab 11 Litigation. (5 points)

Identify all litigation or arbitration and/or pending litigation or arbitration the firm or consultant's firm has been a party to legal action (including arbitration, administrative proceedings, etc.) or lawsuits during the last five (5) years involving a client, consultant or subconsultant for claims. Include a brief legal description of the dispute and its current status. Describe the particular circumstances giving rise to the dispute and the actions which the firm took to attempt to settle the matter prior to and after suit being filed.

Identify if the firm as ever been removed or relieved from a contract or duties on a project. Identify if the firm has ever defaulted on a contract or had a bond recalled. Identify whether the firm has ever been assessed liquidated damaged or delay damages.

Identify any disputes or claims in which the firm has been a party to and was resolved without legal action during the last five (5) years.

Identify the value of any monetary settlements reached from any of the above.

Tab 12 Form of the AIA Contract. (Not scored, but required)

The form of the AIA Contract to be used for the Project is attached hereto as Attachment "B". The Firm must include a statement that it has reviewed the AIA Contract and that it agrees to the terms and conditions in the AIA Contract. **The form, terms and conditions in the AIA Contract and the supplements to the Contract are not negotiable.**

Tab 13 Insurance. (Not scored, but required)

Attach evidence of required insurance coverage or proof of insurability in the amounts defined in the Insurance Section of the form of the AIA Contract attached hereto as Attachment "B". **Final insurance forms must contain the correct solicitation and/or project number and Space Florida contact person.**

Tab 14 Business Structure. (Not scored, but required)

Submit a copy of State of Florida Department of State records indicating that the corporation or company is authorized to do business in Florida, when the corporation or limited liability company was organized, corporation or company number, and date and status of most recent annual report. Firms submitting as joint ventures shall submit a copy of their joint venture agreement. Prior to contracting with Space Florida, owners of all forms of business doing business in the State of Florida, except sole proprietorships, must register with and be in good standing with the Florida Department of Corporations. A foreign company or corporation cannot transact business in the State of Florida until it obtains a certificate of authority from the Department of State.

Tab 15 Non-Collusion Clause. (Not scored, but required)

Complete the non-collusion clause form included in this package.

Tab 16 Public Entity Crimes. (Not scored, but required)

Complete the sworn statement on public entity crimes form included in this package.

Tab 17 Scrutinized Company Statement. (Not scored, but required)

Complete Scrutinized Company Statement form included in this package.

Tab 18 Financial Statement. (Not scored, but required)

The firm shall submit in a separate email an updated financial statement for the firm, prepared within the last quarter, itemizing present financial resources, liabilities, and capital equipment. Note that financial statements provided for a road or any other public works project is exempt from Section 119.07(1) of the Florida Statutes and Section 24(a), Art. I of the State Constitution.

*****TOTAL NUMBER OF AVAILABLE POINTS: 100*****

GUIDELINES – INTERVIEWS/ORAL PRESENTATIONS

The selection committee may require oral presentations of the short-listed firm who will be notified of the schedule for the presentation, questions and answers, and setup and breakdown. Interviews/Oral Presentations will be scored on the points listed below and will not be combined with the previous score, and the previous score will *not* carry forward. The selection committee will select the firm that scores the highest for the interviews/oral presentations as the first-ranked firm with which to begin negotiations.

Interview agendas will be entirely at the discretion of the prospective firm with an emphasis delineating why/how the firm's strength/performance on three (3) similar projects positively impacted the success of the project with regards to the following subjects:

1. **Qualifications of Prospective Firms to Provide Required Services- (30 points) --** Relevant experience in projects with which the firm has worked directly or that the prospective firm has worked on through a sub-contract in the last five years. Provide contact name, address, phone number and fax number.
2. **References- (10 points) --** The firm must demonstrate a positive relationship with prior clients on similar projects. The firm shall discuss the details of the written references included in their submittal and discuss their strategy to provide a positive working relationship with Space Florida. This strategy must include three (3) actual examples of how the firm has demonstrated their cooperation with other clients. Space Florida reserves the option of contacting any of the references to confirm information provided.

Space Florida staff will provide input on a firm's past work performance and information from Space Florida Project Managers if available.

3. **Overall Approach and Methodology- (30 points) –** The firm should demonstrate verbally and/or graphically, its plan for performing the required services, documenting the services to be provided, its approach to 3-D Design modeling of MRO facilities, and showing the interrelationship of all parties. Emphasis will be made towards ability to comply with proposed project schedule, scheduling, cost control, Value Engineering, quality control, local knowledge, and document control.
4. **Experience and Qualifications of Personnel- (30 points) --** The firm shall express the general and specific project related experience and capability of in-house staff and sub-consultants and their functions as it relates to this RFQ.

The firm shall express their experience working with those agencies having jurisdiction over the project.

The firm(s) should name the actual staff to be assigned to this project, describe their ability, and experience, and portray the function of each within their organization and their proposed role on this project. Proposed project staff should be present for oral presentations and/or interview.

If a joint venture, or prime/subcontractor arrangement of two (or more) firms, the firm must indicate how the work shall be distributed between the associated firms. Describe how the organizational structure will ensure orderly communications, distribution of information, effective coordination of activities and accountability.

*****TOTAL NUMBER OF AVAILABLE POINTS: 100*****

QUALIFICATIONS PACKAGE SELECTION PROCESS

1. Space Florida staff members that have the knowledge and expertise with this scope of services, along with other personnel shall serve on a selection committee. Space Florida may appoint individuals that are not employees to serve on the selection committee. The selection committee will review all qualifications packages timely received and shall score the qualifications packages in accordance with the criteria listed above to establish a short-list of the top ranked firms. Each individual scorer will total their scores (0-100) for each firm and provide a short-list ranking of the firms in the order of 1st, 2nd, 3rd, and so on. Then, all the scorer's rankings (not scores) will be averaged to establish an overall short-list ranking of the firms. For example, a firm that is ranked 1st by two scorers and 3rd by another scorer will receive a final ranking of 1.667. A firm that is ranked 1st by one scorer, 2nd by another scorer, and 3rd by another scorer, will receive an overall ranking of 2. The selection committee will select at least the top 3 short-listed ranked firms for further discussions and optional interviews or oral presentations.
2. In addition to the materials provided in the written responses to this RFQ, Space Florida may request additional material, information, references, interviews or presentations from the firm(s) submitting qualifications packages. Space Florida may decide to conduct interviews or conduct formal presentations with selected firms, should it be required or warranted in Space Florida's sole discretion. Space Florida shall evaluate current statements of qualifications and performance data on file with Space Florida (if any), and shall conduct discussions with, and may require presentations by, no fewer than three (3) firms regarding their qualifications, approach to providing the services, and ability to furnish the required services. Discussions may be held between the selection committee and the firms selected for interview based upon data submitted by each firm. Firms will be notified in writing as to whether or not they have been selected and if an interview or oral presentation is required.
3. Space Florida, at its sole discretion, may ask any firm to make an oral presentation and/or presentation without charge to Space Florida. Space Florida reserves the right to require any firm to demonstrate to the satisfaction of Space Florida that the firm has the fiscal and technical ability to furnish the service(s) or product(s) as proposed. The demonstration must satisfy Space Florida, and Space Florida shall be the sole judge of compliance.
4. Space Florida reserves the right to conduct discussions with any firm who has a realistic possibility of Contract award.
5. Firms are cautioned not to assume that they will be asked to make a presentation and should include all pertinent and required information in their original qualifications package.

INTERVIEWS/ORAL PRESENTATIONS SELECTION PROCESS

Each selection committee member will total their scores (0-100) for each firm and provide a ranking of the firms in the order of 1st, 2nd, 3rd, and so on. Then, all the scorer's rankings (not scores) will be averaged to establish an overall ranking of the firms. For example, a firm that is ranked 1st by two scorers and 3rd by another scorer will receive a final ranking of 1.667. A firm that is ranked 1st by one scorer, 2nd by another scorer, and 3rd by another scorer, will receive an overall ranking of 2.

In the event of a tie in the rankings of the firms following the Interviews/Oral Presentations, the firms will be ranked by the highest total combined score in the Qualifications of Prospective Firms to Provide Required Services category to determine the highest ranking.

GENERAL TERMS AND CONDITIONS

1. All information submitted by a firm will become part of the project file and, unless otherwise exempt or confidential in accordance with Florida law, will become a public record. All qualifications packages and accompanying documentation will become the property of Space Florida and will not be returned.
2. Space Florida has the sole discretion and reserves the right to cancel this RFQ, to reject any and all submittals, to waive any and all informalities and/or irregularities, or to re-advertise with either the identical or revised specifications, if it is deemed to be in the best interest of Space Florida to do so.
3. Space Florida reserves the right to make award to the response deemed to be most advantageous to Space Florida.
4. Space Florida reserves the right to award the contract to the next most qualified firm if the successful firm does not promptly begin the contracted services or if an acceptable fee cannot be negotiated.
5. The successful firm shall not discriminate against any person in accordance with federal, state, or local laws.
6. Space Florida reserves the right not to award a contract. Space Florida reserves the right to divide the scope into multiple projects and procure each individual project separately.
7. All material submitted becomes the property of Space Florida and may be returned only at Space Florida's option. Space Florida has the right to use any or all ideas presented in any reply to this Request for Qualifications. Firms will be notified in writing as to whether or not they have been selected for this contract.
8. ***A firm is solely responsible for any cost or expense incurred in responding to this RFQ.***
9. By submitting a qualifications package for this solicitation, the firm agrees to these General Terms and Conditions.

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REQUIRED FORM
NON-COLLUSION CLAUSE

The firm certifies that this qualifications package is being submitted independently and free from collusion. The individual on behalf of the firm shall disclose below, to the best of his or her knowledge, any Space Florida officer or employee, or any relative of any such officer or employee as defined in Section 112.3135(1), Florida Statutes, who is an officer or director, of, or has a material interest in the firm's business and who is in a position to influence this procurement. Any Space Florida officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, presumed, for purposes hereof, to be in a position to influence this procurement. For purposes hereof, a person has a material interest in he or she directly or indirectly owns more than 5 percent of the total assets or capital stock of any business entity, or if he or she otherwise stands to personally gain if the contract is awarded to this proposer.

Failure of a firm to disclose any relationship described herein shall be reason for disqualification and/or termination in accordance with the provisions of Space Florida.

NAME	RELATIONSHIPS
_____	_____

_____	_____

If the firm does not indicate any relationship by leaving the above section blank, it shall be deemed to be an affirmation by the Proposer that no such relationship exists.

Signature

Company Name

Print Name of Certifying Official

Business Address

City, State, Zip Code

REQUIRED FORM
**STATEMENT PURSUANT TO SECTION 287.133(3)(a) of the FLORIDA STATUTES
ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED BY A PERSON AUTHORIZED TO SIGN ON BEHALF OF THE FIRM.

1. This statement is submitted to Space Florida,
by _____
(print individual's name and title)
for _____
(print name of entity submitting sworn statement)

whose business address is

_____.

2. I understand that a "public entity crime" as defined in Section 287.133(1)(g) of the Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or conviction" as defined in Section 287.133(1)(b) of the Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Section 287.133(1)(a) of the Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Section 287.133(1)(e) of the Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

_____ Neither the entity submitting this sworn statement nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017 OF THE FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature)

STATE OF _____
COUNTY OF _____

Sworn to and subscribed before me on _____, 20__, by _____ who is personally known to me or who has produced _____, as identification.

Notary Public

PRINT Name of Notary Public

My commission expires:

ATTACHMENT A
SCOPE OF SERVICES

Exhibit A

Scope of Services

For

Architectural, Engineering, and Construction Administration

For

AgustaWestland Philadelphia Corporation

Project Davinci

REVISION LOG

REVISION	DESCRIPTION OF CHANGE	RELEASE DATE
0	Initial Release	2021/11/23
1	First Revision	2021/12/17
2	Second Revision	2021/12/22
3	Third Revision	2022/04/27

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1.0 INTRODUCTION

1.1 Purpose

The purpose of this document is to list and define the services to be provided by the Architect/Engineer (Architect) for a new Helicopter Maintenance, Repair, and Overhaul (MRO) facility (Project) located at Whiting Aviation Park in Milton, FL.

1.2 Background

AgustaWestland Philadelphia Corporation (AWPC) will operate a full-service maintenance repair and overhaul facility or campus of facilities (“Facilities”) located in Milton, FL. The company recently secured a contract from the U.S. Navy to manufacture 130 aircraft, provide aftermarket support, as well as pilot and mechanic training. In addition, the company provides after-market support services to a large customer base in the Gulf of Mexico region.

The Project is a new maintenance repair and overhaul facility which will be constructed to support the United States Navy’s Advanced Helicopter Training System (AHTS) program including the 130 aircraft that will be used to train the next generation of Navy Pilots. In addition, the Facilities will become the light helicopter center of excellence.

In coordination with AWPC’s efforts, Space Florida shall design, construct, and own the new Facilities, consisting of approximately 70,000-100,000 square feet, in addition to potential expansion at a later date, on leased grounds at Whiting Aviation Park in Santa Rosa County, Florida

AWPC has recently completed the programming criteria necessary for understanding the project’s objectives, design decisions and requirements as they relate to the building, site, and technical design elements. This has been documented in the included Project Requirements Report (Attachment A).

SF intends to retain a Construction Manager as Constructor (CM)

1.3 Scope of Services

The Architect is expected to schedule services, design phases and to request additional services (such as soil borings, surveys, testing, permits, etc.) when necessary. The Architect is expected to be competent in design practices and technical specifications and methods, leading to a design solution and product that will be secure, energy efficient, constructed of long life cycle building components, economical, easy to maintain, and of high quality. Documentation is expected to be thorough and coordinated; and incorporate all of the code and permitting requirements of the various code/permitting agencies applicable to the project. All permits are expected to be received in a timely fashion. The Architect is expected to make the inspections and observations necessary to administer the Construction Contract and to assure that the Contractor and actual construction are meeting the requirements and timeline of the Contract Documents.

The Architect shall provide professional services that include structural, mechanical, and electrical engineering services. The Architect shall be responsible not only for the performance of their own firm, but also their consultants.

The Architect additional services shall include geotechnical; civil; landscape design; architectural interior design; telecommunications/data design; security evaluation and planning; and furniture, furnishings, and equipment design. Land surveyor, soil borings shall be retained by AWPC in coordination with Architect.

The Architect shall provide its services in conjunction with the services of a CM.

The Architect and its consultants shall perform services in an expeditious manner and in accordance with laws, codes, rules, and regulations applicable for the location of the Project.

The Architect services shall include, but are not limited to, the following:

Design Phase Service:

- Manage the Architect services, research applicable design criteria, conduct Project meetings, communicate with members of the Project team.
- Prepare and submit Architect services schedule (Gantt chart), meeting minutes, progress reports to the Owner.
- Review the program, and other information furnished by the Owner, and laws, codes, and regulations applicable to the Project.
- Prepare and submit a summary of the preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project.
- Prepare and present to Owner for review and approval a preliminary design illustrating the scale and relationship of the Project components.
- Meet with Owner, Owner Representative, and Project stakeholders to refine project design criteria as necessary.
- Prepare, present, and submit Schematic Design (SD), Design Development (DD) and Construction Documents (CD) for CM's review and the Owner's approval. CD's shall be submitted at, 50%, 90% and 100% bid set. Architect shall incorporate comments from CM, that are approved by the Owner, into each subsequent design submittal.
- Prepare and submit Cost of the Work estimates and construction schedule (Gantt chart) with each design submittal.
- Prepare and submit life cycle cost analysis.
- Consult with regulatory authorities related to the permitting and operation of the Project.
- Consult with and coordinate the efforts of other consulting professionals and staff involved in the Project.
- Review and provide recommendations to the CM selection process. Architect services may include evaluation of CM qualifications and preconstruction services fee proposals.
- Evaluate and provide recommendations to CM subcontractors bids.
- Review and provide recommendations to CM Guaranteed Maximum Price (GMP) proposal.
- Prepare construction documents addendums as required.

Construction Phase Service:

- Provide services for the construction phase, as required for the administration of the contract to provide a complete and functional facility.
- Advise and consult with the Owner and CM weekly during the construction phase.
- The Architect shall visit the site at intervals appropriate to the stage of construction to become familiar with the progress and quality of the work completed, and to determine if the work being performed when fully completed, will be in accordance with the construction documents.
- Review and approve CM submittals for compliance in accordance with construction documents.
- Prepare responses to clarification requests.
- Attend CM pay request meetings. Review and certify CM applications for payment.
- Prepare change orders and/or change directives as applicable.
- Prepare and submit as-constructed record drawings – reproduceable/digital formats.
- Assist CM with preparation of commissioning plan and provide commissioning services for MEP, communications systems, etc.
- Issue Certificate of Substantial Completion
- Review CM list of items to be corrected or completed. Prepare list of items to be correct or completed supplemental to CM list and monitor completion of list.

2.0 TERMINOLOGY

2.1 Acronyms and Abbreviations

Term	Meaning
AWPC	AgustaWestland Philadelphia Corporation
CD	Construction Documents
CDRL	Contract Deliverables Requirement List
CSI	Construction Specifications Institute
CM	Construction Manager as Constructor
DD	Design Development
MEP	Mechanical, Electrical & Plumbing
OPM	Owner's Project Manager
OPR	Owner's Project Representative
SD	Schematic Design
SF	Space Florida
SoS	Scope of Services

2.2 Definitions

Term	Meaning
Owner	Space Florida
Owner's Project Representative	AgustaWestland Philadelphia Corporation
Project	The total and sum of all work to be performed by Architect and its consultants. Consists of all services necessary to fully complete permittable construction documents.

3.0 GENERAL REQUIREMENTS

3.1 Period of Performance

SF anticipates a 14-month period of performance which includes both design and construction phases.

3.2 Scheduling

The Architect shall prepare and submit a Project design schedule (Gantt chart) of key tasks to be completed during the design and construction phases. The schedule shall serve as the baseline schedule and shall be presented during the design phase kick-off meeting. Any changes to this schedule shall be discussed with and approved by the Owner Project Manager (OPM).

The schedule must be sufficiently detailed to show all interrelated activities. It should show the sequence of events with projected calendar dates for start and finish of planning, design, bid, construction, and occupancy. It should show all tasks necessary to complete each phase of the project, show intervals for review between phases and indicate all permits, licenses and approvals by agencies having jurisdiction, whether application is made by the Owner, Architect, Contractor.

3.3 Staffing

The Architect shall develop and submit a staffing plan that outlines names, roles and responsibilities of each personnel during the design and construction phases. The Architect shall not change the staffing plan (once submitted to the Owner) unless mutually agreed upon by the Owner and Architect. In such case, the Owner shall have the right of approval of the qualifications of replacement personnel. Such approval will not be unreasonably withheld. Design phase staffing shall be submitted with RFQ proposal. The Architect shall designate an Architect Project Manager (APM) in writing and provide the name and contact information to the OPM or their designee. The APM shall have complete authority to act for the Architect in every detail during the term of the Contract. The APM is considered essential to the work being performed under this Contract. Before removing, replacing, or diverting the APM, the Architect shall:

- A. Notify the OPM, at minimum, two weeks in advance.
- B. Submit justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on this Contract.

4.0 REPORTS

4.1 Meeting Minutes

The Architect shall prepare meeting minutes and distribute them two (2) business days after meeting occurrence. Meeting minutes shall be submitted in electronic format and include the ability to submit and track discrepancies and corrections.

4.2 Status Reports

The Architect shall prepare monthly Planning and Design Reports to be submitted by the first of each month during design, and monthly Construction Reports to be submitted by the first of each month during construction. These status reports must cover all work through the end of the previous month, with special emphasis on items that are of critical importance to the extent that they may cause future delays or problems. Information provided shall be in sufficient detail to give a concise overview of the project. Items on previous reports that are still unresolved shall continue to be listed on current report, reference to earlier reports will not be acceptable.

4.3 Invoicing

All invoices must show the following: Services, Total Fee, Percentage of Completion, Due Date, Previously Billed and Amount Due.

Invoices shall be numbered consecutively beginning with number one (1) and continuing in numerical order throughout the life of the contract.

A. Specific Requirements for Back-up Data:

Invoice back-up data shall include, but is not limited to the following:

1. Basic Planning or Design Phase Invoices. For payment at the submittal of a Phase, the Work Product specified in the Agreement (Report, Schematic Documents, Design Development Documents, etc.) must be submitted prior to or with the invoice.
2. Basic Construction Administration Phase Invoices. A copy of the Contractor's Certificate of Partial Payment must be attached to the invoice and copies. Architect's invoice must be in proportion to the percentage of completion shown (total completed to date divided by contract sum) on the Contractor's Certificate of Partial Payment. Architect's final invoice must have a copy of the completed Certificate of Contract Completion attached to the invoice.

5.0 DELIVERABLE SCHEDULE

5.1 General

Submit a detailed fee proposal no later than 10 business days after Notice of Intent to Enter Negotiations, by electronic mail, confirmed returned receipt, to SF Contracts, contracts@spaceflorida.gov, with a cc: to the SF Project Manager.

The Architect shall prepare a detailed proposal for basic and additional services. The proposal should give the step-by-step tasks required to accomplish the design objectives, the hours and discipline of each individual for each task, a summation of the hours for each individual for each phase (schematic design phase, design development phase, etc.), each individual's hourly rate times the number of hours spent by the individual on each phase, a summation of all personnel cost per phase, the personnel cost per phase times the overhead multiplier justified for the firm, and that total times the profit multiplier for the firm. A spreadsheet format is recommended. A detailed breakdown of the reimbursable expenses for each phase (include all anticipated additional expenses associated the project. Add descriptions of the items included in this category including the frequency of the expense (i.e. monthly, one-time expense, etc.)), a summation of, basic cost per phase, and a summation of all costs for basic and additional services are to be provided. Basic services are to be segregated from additional services in the proposal.

The Architect shall provide with his proposal a justification of the firm's overhead rate, a listing of personnel salaries, the project design phases proposed, a proposed project schedule, any proposed additional services, and the frequency or proposed number of construction site visits during construction. The names of your prime personnel and those of your consultants shall be listed for each phase, including those providing construction visits.

5.2 Contract Deliverable Requirement List (CDRL)

This list may not be all inclusive, the Architect is responsible for verifying all deliverables required in accordance with this Scope of Services. All days identified below are intended to be business days unless otherwise specified.

Deliverables shall be provided in hardcopy (4 sets) and electronic format.

Ref. Para.	Deliverable	Due	Frequency
1.3, 3.2	<u>Architect Services Schedule</u>	5 days AEC	As Required
1.3	<u>Summary of Preliminary Evaluation</u>	10 days after AEC	Once
1.3	Schematic Design Documents	4 weeks AEC	Once
1.3	Design Development Documents	11 weeks AEC	Once
1.3	50% Construction Documents	15 weeks AEC	Once
1.3	90% Construction Documents	20 weeks AEC	Once
1.3	100% Bid Documents	22 weeks AEC	As Required
1.3	Issued For Construction CDs	After GMP Acceptance	As Required
1.3	Cost Estimates	AEC	As Required
1.3	Construction Schedule	AEC	As Required
1.3	Life Cycle Cost Analysis	AEC	As Required
1.3	As-constructed record drawings	After Substantial Completion	Once
3.3	Staffing Plan	WPR	Once
4.1	Meeting Minutes	2 days AMO	As Required
4.2	Status Reports	2 weeks AEC	Monthly
5.1	Fee Proposal	After NOI	As Required
	Cash Flow Projections	ACN	Monthly

ACN	After Completions of Negotiations
AEC	After Execution Contract
AGA	After GMP Acceptance
AMO	After Meeting Occurrence
NOI	Notice of Intent to Enter Negotiations
WPR	With Proposal Response

6.0 SUBMISSION REQUIREMENTS

The Architect shall present enough documentation to ensure a full understanding of the proposed design. Exterior and interior perspective sketches and mass models may be necessary to fully present the concept. Such sketches and models are considered basic design tools and are inherently a part of basic services. Detailed models and perspective renderings (if requested) are considered additional services.

6.1 Schematic Design

Schematic design documents should include fundamental design decisions such as: functional organization; building and site circulation; massing; scale; conceptual appearance; neighborhood context; basic exterior and interior finish material and product concepts; conceptual structural, mechanical, and electrical systems; and circulation/conveying systems.

Schematic requirements shall include, but is not limited to, the following:

- A. Provide a Basis of Design Booklet (or binder) explaining the basis of design and describing how the design solution satisfies the program. The basis of design should summarize the opportunities and constraints influencing the design and rationale behind design.
- B. Provide a narrative description of the design and construction concepts and how they are responsive to the program.
 1. Introduction - Provide a brief description of the project scope, purposes, data sources and contents. Provide a fact sheet indicating names, addresses and phone numbers of Owner, Owner's Representative, Architects, and consultants.
 2. Goals - Provide a statement of the Architect's understanding of the Owner's project objectives stated in terms of function, form, quantity, quality, economy, and time.
 3. Facts - Identify pertinent data, amenities, configuration, and operations including general site planning, functional organization, design, site use and development. A description of existing zoning and its restrictions, any other site factors controlling development, and recommendations for resolving them. An identification and presentation of code requirements and local authorities and other state agencies who will have jurisdiction. Provide a review of codes having bearing on the Project and report specific problems encountered in conforming to these specific codes or any problems which may arise in satisfying these permitting agencies, as well as solutions, waivers, or variances, if any, being pursued.
 4. Needs - Provide space and functional program requirements, schedule requirements, and compatibility with established budget requirements.
 5. Problem Statement - Provide summary statements identifying unique and essential project design and construction criteria. Provide recommendations regarding additional required services.
 6. Provide a preliminary project description. Describe major site, architectural, structural, mechanical, plumbing, fire protection, communications, electronics and electrical systems with proposed construction products and materials; include off-site improvements if applicable. Provide a description of the features and provisions provided in the facility for use by disabled persons.

7. Provide cost analysis with summary and project schedule.
 8. Appendix - Provide relevant information such as Owner's directives, relevant correspondence, graphical data referenced in document, functional diagrams, and space planning tables.
- C. Sites plan showing existing and proposed roads, walks, circulation elements, onsite and off-site utility systems, accessible route(s), plantings, and special site features. Include flood plain considerations.
 - D. Studies and reports relative to site and its topographical, ecological, botanical, and other features contributing to the solution or requiring significant alteration of the existing site.
 - E. Floor plans indicating accessible route(s) provide a plan for each proposed level.
 - F. Building exterior shell and signage requirements; Interior space requirements – required rooms, sizes; special equipment; and environmental, energy, security, and safety requirements; design for flexibility and to future-proof the program as needs expand and contract; Budget estimate; Tentative schedules – Design and Construction with Gantt Chart for the entire project to include manufactured construction.
 - G. Repetitive levels do not need to be shown separately but may be grouped. Horizontal control dimensions should be indicated.
 - H. A life safety plan indicating class of construction, occupancy, exiting patterns, exit width calculations, smoke compartments (if applicable), and fire ratings for walls, doors, and other openings. If smoke control systems are planned, so indicate. Provide plan at same scale as floor plan.
 - I. Floor plans and interior elevation studies of typical repetitive modules such as hangar bays, storage areas, warehouse, offices if applicable. Complex areas such as fuel farm, workshops, paint booth, media blast, and test bench should also be enlarged at 1/4"=1'-0" scale or larger, if applicable. The footprint, volume and organization of repetitive components should be established along with plumbing, HVAC, and electrical services.
 - J. Building sections at least two perpendiculars to each other and at the same scale as the floor plans. Provide dimensions to establish vertical control.
 - K. Exterior elevations the same scale as the floor plans.
 - L. Structural framing plans at the same scale as floor plans and indicate primary vertical and horizontal structure.
 - M. HVAC plans at the same scale as the floor plans showing proposed distribution for primary vertical and horizontal HVAC systems, including shafts and schematic arrangement of primary equipment.
 - N. Plumbing plans at same scale as floor plans and indicate primary plumbing risers, chases, fire service risers, roof drains and overflows with storm-water leaders and proposed primary horizontal distribution, including location and schematic arrangement of primary equipment.
 - O. Electrical plans at the same scale as floor plans. Indicate vertical and horizontal electrical primary and stand-by power and communication distribution, including locations and schematic arrangement of primary equipment, switchboards, and panel boards.
 - P. Details of non-typical construction, materials and building components.

Q. Provide project product material binder and specification notebook based on design decisions reflected by the schematics arranged in CSI format.

6.2 Life- Cycle Cost Analysis For Energy Consuming or HVAC Equipment

Architect shall submit at least three HVAC or equipment schemes and life-cycle analysis results for review and approval prior to start of design development phase. The submittal shall be bound and include the project number, project name and relevant data, results, summary sheets, the engineer's recommendation concerning the scheme with the lowest life-cycle cost, and the engineer's signature and seal.

6.3 Design Development

These documents when approved will provide the basis for Construction Documents. At the completion of Design Development, it is expected that all design, technical, administrative, and cost challenges will have been resolved and that there will be no carry over of design or basic research to the next phase. The Architect shall present enough documentation to fully explain the quality level decisions and solutions that have been reached. This documentation shall consist of drawings, outline specifications, perspectives, models, cost estimates, material samples and a booklet of design criteria such as sketches, calculation, notes and economic or engineering analysis. Specification cut sheets for lighting, plumbing, hardware, HVAC equipment, architectural specialties, special equipment, and other key elements are to be included.

Development Procedures: Any meetings needed with the Owner's Project Representative (OPR) or other agencies having jurisdiction, either in the office or on site, shall be coordinated with the OPM or designee. The Architect will provide minutes of each meeting to the OPM, with copies to all attendees.

The APM may arrange a formal review meeting. The meeting may be attended by the OPM, OPR and others as determined by the OPM & OPR. The Architect, a week prior to the meeting, shall send 4 hard sets and electronic copies of review materials to the invitees. At the meeting, the Architect will explain the design and the decisions that have led to it. The Architect will explain how the design meets the requirements of the program, with particular emphasis on space allocation, function, budget, codes, engineering concepts, and local building requirements. The Architect shall prepare and submit minutes of the meeting to the OPM with copies to other attendees.

A. Site: The information pertaining to the site and its development should include, but not be limited to:

1. Informational data - plots, property and topographical surveys, subsurface boring logs and plans, ecological and botanical surveys, easements, zoning, and other appropriate information.
2. Flood Hazards - Show that the proposed construction is in compliance with the flood plain management criteria for mitigation of flood hazards, as prescribed in the rules and regulations of the Federal Emergency Management Agency or what is to be designed and constructed to bring the proposed construction into compliance therewith.
3. Environmental consideration - Necessary design data for preservation, dust, erosion, sedimentation, and run-off control, where applicable, as an integral part of the design and construction project. Such controls will be limited to the area involved in the construction operation and those required by applicable ordinances, rules laws, etc. The information provided will include statements regarding the type of treatments selected, the affected areas, and the reasons for the selection of the type of controls chosen.
4. Grading and Site Development - The data provided, should include a statement of the general soil conditions with a brief outline of the soil exploration and testing performed.
5. Site Construction - All permanent features to be constructed on the site. Indicate on plans footprint of buildings, etc.

6. Parking, and Handicapped Accessibility - Parking requirements per code, program, occupant load, etc. Provide for handicapped accessibility in the site elements and to the building in accordance with applicable codes. Any exceptions shall be documented in writing, discussed, and agreed upon.
 7. Utility Services - All existing and proposed utility services including runs, locations, capacities, sources, characteristics, materials, and installation methods should be fully described. The energy sources (gas vs. electrical vs. solar, etc.) should be evaluated for the equipment to be installed. Indicate on site utilities plan above and below ground utilities, points of connection to off-site services, buildings, and facilities. Distinguish between existing and new work with different line types or tonal qualities.
 8. Electronics and instrumentation - As related to the site.
 9. Site irrigation systems - Provide tentative layouts, materials, sizes, etc.
 10. Fencing - type, height, and justification for fencing.
 11. Landscaping - provide preliminary data on plant species, size, and massing layout.
- B. Building: The building should be fully described. Include title sheets with zoning, building, fire, life safety, plumbing, mechanical and electrical code summaries, and calculations; area and location maps; and a drawing index.

The information should include, but not be limited to the following:

1. Architectural drawings shall include:
 - a. A plan of each floor with dimensions, room names, room numbers, room material codes (if used), wall and partition type indications, openings (i.e. window, door, and louver locations with symbols), plumbing fixture locations, casework, collateral equipment, building specialties, shafts, chases, etc.
 - b. Life safety plans indicating the class of construction, occupancy, exiting patterns, exit widths and calculations, smoke compartments (if applicable), and fire ratings for walls, doors, and other such openings, exit signs, and fire detection and protection devices. If smoke control systems are planned, so indicate.
 - c. Reflected ceiling plans with light fixture, HVAC diffuser, etc. locations and ceiling materials.
 - d. Roof Plans showing all equipment locations, penetrations, slopes, and drainage.
 - e. Interior elevations.
 - f. Transverse and lateral sections through the building, indicating heights, vertical circulation, and relationship. The finished floor elevation of each level should be indicated.
 - g. Exterior elevations, giving floor elevations at each level and showing finish materials.
 - h. Exterior wall sections and details necessary to indicate the methods of construction.
 - i. Preliminary opening schedules (e.g. door, window, and louver) and all sizes, types, constructions, finishes, hardware, frame types, and fire ratings.
 - j. Wall and partition schedules.
 - k. Preliminary room finish and color schedules
 - l. Toilet accessory schedules with fixture related mounting locations and heights.
 - m. Toilet partition types and supports.
 - n. Casework and countertop locations, profiles, configuration, and materials.
 - o. Architectural woodwork location, profiles, and materials.
 - p. Building specialties with their locations.
 - q. Exterior horizontal and vertical closure and roofing systems.
2. Structural:
 - a. A description of foundation conditions, types of foundations to be used, the method by which the allowable bearing value is to be determined, and the maximum allowable bearing capacity for the foundation.

- b. Statement as to the type of construction adopted and reasons therefore with capacities, dimensions, or other size criteria.
 - c. Floor plans showing structural foundation systems and sub-slab construction, horizontal and vertical framing systems showing slab (or equivalent) edges, suspended slab openings, depressed slab locations, lateral load cross bracing, and typical construction details. Indicate proposed length and spacing of principal members, etc. Note floor elevations.
 - d. The description of the structural roof system proposed with principal members' dimensions, etc.
 - e. Provide structural building sections, transverse and longitudinal, indicating vertical relationships and headroom.
 - f. Note limited load carrying capacities and statement of live loading to be used, including floor loads, wind, earthquake, etc., with justifying data.
 - g. Provide calculations and design criteria when requested.
 - h. A statement of any special considerations that affect the design.
 - i. Provide general notes, but do not duplicate info in specs.
3. Heating, Ventilation, Air Conditioning (HVAC):
- a. Provide floor plans showing major plant equipment sizes and locations, heating and refrigerant supplies and returns, air-handling equipment locations and air-handling distribution, air-handling supply systems and discharge locations and sizes, air handling exhaust systems and intake locations and sizes, shafts, and chases. Provide exhaust and ventilation riser diagrams for multi-story buildings or those with complex systems.
 - b. Provide sections showing equipment and locations of ductwork.
 - c. Energy Conservation - Provide assumption, calculations, and criteria in the form and detail required to fully convey the design intent and show compliance to the Florida Building Code.
 - d. Provide full description of the energy management control systems (EMCS) proposed for use including current and future capabilities.
 - e. Heating Systems: Provide statement of indoor and outdoor design temperatures and "U" factor for walls, ceilings, floors, etc., to be used in design. Statement should also include type of heating medium, system, types of building temperature control, and energy management control systems. Location and type of heating plant. Brief explanation of the basis for selection of type of fuel including an economic comparison with other fuels.
 - f. Ventilation: in writing. Statement of type of system and the design intent. Show in the Design Development documents the selected design approved for maintaining indoor air quality (such as outdoor air quantity, recirculation devices, etc.). Provide a building ventilation schedule and a floor-by-floor air balance schedule to demonstrate positive building pressure. Indicate the ventilation air quantity during cooling and heating seasons, assumptions, occupant load, calculate the critical space and adjust outside air quantity accordingly, and specify the code-compliance methodology.
 - g. Air Conditioning: Provide a brief description of the air conditioning system proposed, number zones (if applicable) or unit type. List applicable code standards and editions approved by the Authority Having Jurisdiction, and/or other governing requirements such as ASHRAE. Delineate inside design temperatures and relative humidity, outside wet- and dry bulb design temperatures, "U" factors for the roof, walls, windows, and/or type of construction proposed. Provide description of equipment to be used and type of building temperature control system. Zoning of Systems – VAVs/thermostats etc.
 - h. HVAC – controls/locations.
 - i. Special ventilation, humidity, temperature requirements for paint booth, media blast, IT, and test stand. Provide a brief description of special system(s) proposed, indicating their usage, unit type, or other pertinent information. List applicable code standards and editions approved by the Authority Having Jurisdiction, and/or other governing requirements such as OSHA, NFPA and others.

4. Electrical:
 - a. Indicate electrical service entrance power characteristics such as phase, voltage, configuration, transformer requirements, etc.
 - b. Indicate electrical characteristics, such as phase, voltage, number of wires, etc., of each circuit. Provide a breakdown of the estimated connected load to show:
 - Lighting and convenience outlet load.
 - Power load for building equipment such as heating, air conditioning, etc.
 - Loads for special operating equipment and for power receptacles being provided to energize special equipment. Apply an appropriate demand factor to each, to compute a total demand load.
 - c. Indicate the location of the main switchboard or power panels, light panels, transformers, and all equipment panels.
 - d. Indicate type of wiring system and where proposed for use.
 - e. Specify breaker types and acceptable/reasonable ampere-interrupt capacities for the required service.
 - f. Show the location of all lights, power outlets, switches, GFCI, etc.
 - g. Describe the proposed pertinent standards of design such as voltage drop, lighting intensities, and types of lighting fixtures, in accordance with lifecycle cost analysis.
 - h. Describe the short-circuit duty required for all protective devices and switchgear.
 - i. Indicate the requirements for the emergency electrical system.
 - j. Ensure that the electrical information for the facility is fully coordinated with the site electrical requirements and with the low voltage communications systems requirements.
 - k. Describe the lightning protection system. Indicate resistance and continuity tests to be performed.
 - l. Indicate the requirements for surge arrestors.
 - m. Provide location, size, connected load and components for emergency generator.

5. Communications, electronic and instrument provisions
 - a. Provide sufficient information, including engineering concepts for review purposes of the systems proposed, i.e. - intercom system, telephone system, public address system, radio and antenna systems, television antenna systems, protection alarm systems, respond tie-ins and any other data or systems deemed necessary.
 - b. Indicate equipment selection.
 - c. Location considerations for equipment.
 - d. Antenna requirements such as types, and area requirements.
 - e. Antenna transmission lines, terminations and switching.
 - f. Bonding and grounding requirements.
 - g. Communication, control cables and radio links.
 - h. Equipment and instrumentation arrangement and space requirements indicating requirement for racks, consoles, and for individual mounting .
 - i. Wiring and cable requirements plus terminations in coordination with Chief Information Office.
 - j. Power and lighting requirements, including emergency or standby requirements.
 - k. Air-conditioning requirement, including humidity and dust control requirements.
 - l. Interference and clearance requirements.
 - m. Security.
 - n. WiFi/Equipment.

6. Plumbing

- a. Provide preliminary layout of utility lines and building construction service lines with elevations and sizes fundamental to design.
 - b. Provide fixture schedule and floor plans showing domestic hot and cold water supplies and returns, major horizontal and vertical services, the location and sizes of fixtures, equipment and the number of persons served.
 - c. Preliminary building sections showing riser and branch lines, fixtures and equipment.
 - d. Provide the estimated number of fixture units, demand and GPM for all plumbing fixtures.
 - e. Provide the estimated minimum and maximum water pressure at building.
 - f. Indicate the type of heater and capacity for hot water supply.
 - g. Indicate requirements for acid dilution tanks (laboratory waste), grease separators (foodservice wastes), etc.
 - h. Additional details as necessary to describe or clarify any other conditions.
7. Fire Protection
- a. Indicate service hydrants, post indicator valves, stand-pipes, and test valves.
 - b. Indicate risers and hose cabinets. Provide a riser diagram.
 - c. For sprinkler systems, indicate the hazard rate of occupancy, the type of sprinkler system (wet or dry), and the water volume, pumps and pressure required. Delineate any special system such as carbon dioxide, foam, etc. that will be required.
 - d. Layout sprinkler head coverage based on NFPA 13.
 - e. Indicate type of protection for sprinkler pipes and heads located in unconditioned spaces.
8. Special Equipment: If equipment is to be purchased by others, indicate N.I.C (not in contract), and specify who is to assemble, set-up and provide the utility rough-ins and final connections of this equipment. Indicate all equipment, such as:
- a. Fuel Farm
 - b. Main Gear Box Test Stand
 - c. Aircraft Repair Fixtures
 - d. Media Blast Equipment
 - e. Paint Booth Equipment
 - f. Overhead Cranes
- C. Base Bid and Alternates: The Architect should recommend the scope of the base bid and the additive alternates proposed in order of priority to receive a base bid within budget. Alternates must be listed in order of priority and will be awarded in that sequence as funds allow. The base bid must be structured so that the project will function as intended if the alternates cannot be awarded.
- D. Basis of Design Booklet: Update Basis of Design Booklet from schematic phase but no need to update preliminary project description. Booklet should include an estimate of probable construction cost with the Design Development submittal. This shall be compared with the Owner's approved budget. Booklet should also include an area analysis of the project. This shall be compared to the approved program. The area analysis should include the net and gross square footage and efficiency factor by floor and overall.
- E. Outline Specifications: Provide outline specification and arrange according to CSI format.
- F. Project Product Binder Materials: Update product binder from schematic phase and update with the addition of new materials and products as they are selected.

6.4 Construction Documents

- A. General: Subsequent to approval of the Design Development documents and upon authorization by the Owner, the Architect shall prepare complete Contract Documents sufficient for construction purposes. The Architect shall review in general with the OPM and OPR all codes, permits, and other requirements, prior to preparation of construction documents.

The Architect shall submit progress documents, at 50%, and 90% phase. Upon completion of CDs, the Architect shall submit sets of documents to the Owner in a quantity as required by the Architect contract or as directed by the OPM to allow simultaneous review by the review team.

Upon satisfactory written response to all review comments and appropriate revision of the contract documents, the Owner will determine the acceptability of the contracts documents and advise Architect.

- B. Construction Documents shall be a further development of the design development documents.

The Architect shall ensure the drawings and specifications are final and complete with all elements thoroughly checked and coordinated, with no conflicts between architectural, structural, mechanical, plumbing, electrical, and other portions of the work. The documents shall be prepared so that change orders during construction will be minimized due to errors, omissions, conflicts, or inadequacies between the various component disciplines, or with the specifications. The Architect is liable for additional project costs incurred by the Owner due to errors or omissions in construction documents.

- C. Codes: The Architect shall provide a certification with signature that lists all of the codes and local ordinances to which the project complies.

- D. At the end of each phase of design, an opinion of probable cost is required of the Architect. The information should be presented by CSI format and given in recognizable units for estimating purposes (such as sq. ft, cu. yds, tons, etc.). Compare this to the budget given in the program.

- E. Drawing Requirements:

1. When applicable, the design data should be shown on the drawings, i.e.:
 - a. Occupancy classification of all areas both for Florida Building Code and NFPA 101.
 - b. Floor areas and occupancy classification areas in square feet.
 - c. Loads - Roof and floor live loads, wind loads for roof, walls, fenestration, etc. and total loads.
 - d. Basic working stresses for - concrete, structural steel, wood, concrete block, masonry.
 - e. Foundations - Allowable soil pressure for spread footings and bearing value for piles.
 - f. Means of egress - Identify clearly on drawings.
 - g. Construction type and occupant loads.
 - h. Smoke partitions
 - i. Fire and smoke barriers with fire resistance ratings as appropriate.
 - j. Details of fire stopping for all penetrations
 - k. Sprinkler system design criteria; head locations and riser diagrams
2. Medium: Unless otherwise instructed, the drawings should be prepared by AutoCAD (Computer Aided Design & Drafting) version 2014 or later. Each AutoCAD (.dwg) drawing file shall be bound with no extraneous X-refs such that it can be opened in its entirety by the end user via a single action.

3. Lettering: Lettering size should be a minimum of 1/8" high.
4. All engineering drawings, including sprinkler systems, shall be signed and sealed by the responsible engineer, in accordance with the rules of the Florida Board of Professional Engineers.

F. Specification Requirements:

1. General: The specifications shall be comprehensive and address all facets of requisite construction, tailored to the specific project, complete and final with all elements thoroughly checked and coordinated. Particular emphasis should be placed on the coordination of various elements of the specifications or portions of the specifications prepared under subcontract to another design professional.
2. When specifying by product, model number, etc., three acceptable manufacturer's products should be specified (you must assure that each manufacturer listed does in fact manufacture an equivalent product). however, when this is not possible, the words, "or architect/engineer approved equivalent," must be included with the one or two specified products.
3. Code Compliance: Include in the Construction Documents a complete listing of applicable codes and regulations with current edition dates.

G. Signatures and Seals:

The Architect shall submit bid documents and final drafts of reports under the signature, seal, and date of the principal in charge, representing each firm performing services on the project. This shall be done in accordance with the rules of the respective Board for that registered profession.

Attachment A
Project Requirements

For

**AgustaWestland Philadelphia Corporation
(AWPC)**

Project DaVinci

REVISION LOG

REVISION	DESCRIPTION OF CHANGE	RELEASE DATE
Basic	Initial Release	11/02/2021
Basic	First Revision	11/05/2021
Basic	Second Revision	12/21/2021

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1.0 TERMINOLOGY

1.1 Acronyms and Abbreviations

A/F	Airframe
AWPC	AgustaWestland Philadelphia Corporation
CR&O	Component Repair & Overhaul
COE	Center of Excellence
GSE	Ground Support Equipment
IETP	Interactive Electronic Technical Publication
IT	Information Technology
MGB	Main Gear Box
MRO	Maintenance, Repair, Overhaul
NAS	Naval Air Station
NDT	Non-Destructive Testing
OEM	Original Equipment Manufacturer
P145	Certified Repair Station
PDR	Preliminary Design Review
R&O	Repair & Overhaul
RFQ	Request for Quote
SF	Space Florida
T/M/S	Type, Model, Series
TH	Training Helicopter
VHF	Very High Frequency
UHF	Ultra High Frequency

Note: AWPC is a wholly owned subsidiary of Leonardo Company

2.0 INTRODUCTION

2.1 Purpose

The purpose of this document is to list and define requirements for the RFQ for the detailed A/E services of AWPC (Project DaVinci) located in Milton, FL at Naval Air Station Whiting Field.

2.2 Background

The proposed Project will consist of an approximately 75,000 – 120,000 sqft. facility offering Helicopter Maintenance, Repair, and Overhaul, including space for aircraft hangar, back shops, warehouse, and offices. It will also include specialty airframe fixtures and Gearbox Test Stands. The site will be built and developed as an AWPC “Light Ship” Center of Excellence for aftermarket support, offering full component Repair and Overhaul, certified P145, media blast and paint, and pilot training. The goal is to provide the US Navy with AWPC support infrastructure in proximity, as well as support additional AWPC helicopter models in the region.

It will include spaces for the following:

- Offices:
 - Management
 - Quality Support
 - Material Support
 - Technical Support
 - Customer Lounge
- Aircraft Maintenance and Storage (Hangar)
- Gearbox Testing
- Paint and Media Blast
- Back shops:
 - Composite
 - Structural
 - Mechanical
 - Avionics
- Security Guard Shack
- Fuel Farm

Special equipment that may be included in the project/facility includes the following:

- Main Gear Box Test Stand
- Aircraft Repair Fixtures
- Media Blast Equipment
- Paint Booth Equipment
- Overhead Cranes

See section 3 below for further facility and site requirements detail.

3.0 REQUIREMENTS

3.1 Facility

The facility will include capability and approximate space for:

Note: below figures are in feet squared (ft²)

FACILITY AREA	INITIAL BUILD	POSSIBLE EXPANSION	NOTES
Hangar	24,000	24,000	2 doors in initial build. Options for add'l 2 doors and associated space (expansion). Each door adds ~12K sqft. hangar space.
NDT Line	670		
Test Bench	3,795		Includes control room and overhead crane
Mechanical Workshop	4,693		
Shipping, Receiving, Warehouse	9,925	7,952	Space for shipping, receiving, warehouse, crating, and quarantine. Option for add'l 7,952 sqft (expansion).
Jig Room	5,550		AW109/119 – (1) tailboom fixture, (2) airframe fixtures. AW139 – (1) tailboom fixture
GSE & Special Tooling	2,272		
Avionics Workshop	766		

Battery Workshop	496		(2) at 248 sqft. each
Structural Workshop	3,519		
Composite Workshop	690		
Paint booth	4,260		Large enough for AW609 wing on. Can be utilized as additional AC workspace when not occupied for paint.
Media Blast	1,685		
Office Space	3,365		Includes offices, meeting rooms, cafeteria/break room, bathrooms, lobby
Misc.	7,442		Additional spaces for bathrooms, IT closet, electrical closet, storage and utility closets, walkways, etc.
2nd Floor Mezzanine		8,663	
Total Size	73,128	40,615	113,743



3.1.2 Detailed Facility Requirements

Whiting Aviation Park South – AWPC Florida Facility Requirements	
Milton, FL (ZIP 32570/32571)	
Full Capability P145; including:	
<ul style="list-style-type: none"> - TH-73 depot level maintenance (up to 3200FH TBO) - Multi-Purpose Gearbox test stand. - Tailboom and repair fixtures - Mechanical, Avionics, Structural, Composite repair workshops - CR&O activity including dynamic components - Media blast and paint booth - Full NDT capability 	<ul style="list-style-type: none"> - On-site PSE support - TH-73 completions & delivery - Support for add'l T/M/S (109,169, 609, etc.) - Establish 109/119 Light Ship CoE - Additional repair fixtures (airframe & tailboom) - On-site flight training devices - Additional maintenance training support - Engine support
INITIAL BUILD Facility Size = 73,128 ft²	
Total Facility Size = 113,743 ft²	
Minimum maintenance area per aircraft (driven by AW119 min requirement): 13m x 15m = 195m² (2,100ft²)	
<ul style="list-style-type: none"> - 73,128 ft² initial build <ul style="list-style-type: none"> o 24,000ft² hangar o 49,128ft² other - 40,615ft² Future expansion <ul style="list-style-type: none"> o 7,952ft² Phase A - Warehouse Expansion o 12,000 ft² Phase B - Hangar Bay 3 o 12,000 ft² Phase C - Hangar bay 4 o 8,663ft² Phase D – Mezzanine - Category 3 hurricane rating per local and state code requirements - Life safety system – emergency evacuation lighting generator - Sustainability Focus: Energy Efficiency (Utilities: Water/Gas/Electric) - Power Distribution: 13,200 V transformer to 480/277V to 220 V specific equip need to 208/110V 	
INITIAL BUILD Hangar-Specific Specifications – 24,000ft²	
<i>Minimum lifting and door requirements driven by AW609 support minimums (this facility shall support larger aircraft if needed by AWPC or Customers)</i>	
<ul style="list-style-type: none"> - Door size (x2): 90' x 25' height each - Minimum lifting requirement (overhead): <ul style="list-style-type: none"> o 6-ton weight o 9m (29.5ft) height - Relevant interior heights: <ul style="list-style-type: none"> o 35ft bottom of joist o 28ft crane pick height 	

- Each maintenance area (per aircraft) AND each workshop requires the following:
 - o 110V (multiple outlets), 220V (one outlet), and 208v/60amp/3 phase
 - o Compressed air system hookup
 - o Grounding points (not required for workshops)
 - o Ethernet hookups and/or Wi-Fi connectivity (for IETP laptops)
 - o Illumination between 300-350 LUX
 - o Smooth stable flooring – epoxy coated
 - o Overhead fans
 - o Adequate exhaust fan ventilation in the ceiling
 - o Fire detection and suppression (more info below)

Note: at least two locations within the hangar require 480v/60amp/3 phase hookups

- Hangar must include:
 - o Restrooms
 - o Safety showers and eyewash stations
 - o Utility closet
 - o IT/security closet
 - o Electrical room
 - o Sprinkler system
 - o Appropriately sized door access to all remaining facilities (see layout dwg)

Workshops & Associated Support Infrastructure

The following segregated workshops or facilities must exist with these MINIMUM areas:

- o Structural workshop: **3,519ft²**
- o Mechanical workshop: **4,693ft²**
- o Avionics workshop: **766ft²**
- o Battery workshops: **496ft²** (248ft² each)
- o Composite workshop: **690ft²**
- o NDT line: **670ft²**
 - MORE DETAILS BELOW IN SEGREGATED SECTION
- o Paint booth:
 - Downdraft or Semi-downdraft would be okay
 - Min requirement: **64'8" x 66.0' x 31'** height
 - Floorspace: **4,260ft²**

Total: 19,051 ft²

Notable suppliers:

- TEJ (Semi-downdraft) – noted supplier
- Sureflight
- Global Finishing Solutions
- SAICO
- o Media blast room:
 - Min requirement: **52'8" x 32' x 31'** height
 - Floorspace: **1,685ft²**
- o GSE & Special Tooling storage: **2,272ft²**
 - Note: located near hangar and workshops, NOT within main stores/warehouse

Stores/Warehouse Management

- General:
 - Forklift rated floors
 - Adequate ventilation
 - Ceiling height (bottom of joist): 31'

Totals:
Initial build: **9,925ft²**
Phase A addition: **7,952ft²**

- INITIAL BUILD

- Shipping & receiving + initial serviceable parts store (initial build):
 - 18-wheeler capable
 - **7,190ft²**
- Crating area:
 - Adjacent to shipping
 - **1,304ft²**
- Unserviceable parts store: **855ft²**
- Quarantine (separate, locked): **576ft²**
- High density motorized hardware carousel (initial requirement: 1x unit)
 - Height: Can be ordered to fit is need be. Min = 8FT Max = 100FT
 - Power requirement: 220V
 - Standard warehouse flooring is satisfactory
 - Footprint: Width = Min – 5FT Max – 15FT / Length = Min 7FT Max – 15FT
- Outdoor storage:
 - Hazardous material storage w/ secondary containment (waste oils, etc. – “large quantity generator”)
 - Large crates or other large sized items to be stored outdoors in a covered space within security perimeter

- Phase A addition

- Additional shipping/receiving bays, expanded warehouse: **7,952ft²**

Office space

See facility layout drawing

Total: **3,365ft²**

- QTY 9x offices (including IT office), varied in size: **XXXXft²**
- Cubicle space: **XXXXft²**
- Restrooms
- Kitchen/Breakroom Space
- Conference room: **320ft²**
- IT closet in hangar (see segregated section below), adjacent to IT office and electrical room
- Copy center
- File cabinet space

Reception

- Lobby: 685ft²
- Include security features into reception (badging and network access)
- Time clock (network and power access required)

Total: **685ft²**

Flight Line

- A separated area outside the hangar structure shall be dedicated to flight operations, with space for landings and safe movement of helicopters
- Flight Line Parking adjacent to hangar (Truck/GSE/Aircraft Tugs/Trailer)
 - 6 Parking spots – Overhead awning/car port
 - External Power (charging station)
- Aircraft Wash Rack
 - See site plan
- Aircraft Fueling Station
 - See site plan
- Restroom with shower near hangar/flight line

Multi-Purpose MGB Test Stand*

*Note: the below data is derived from other worldwide Leonardo Helicopter Division MGB Test Stands. This data is for reference only for cost estimates and basic layout design.

- Flooring & clearance requirements: Expected required foundation thickness is over 8', with similar units worldwide having a foundation + test rig weight of 300 ton
- Soundproofing required. Specifications pending PDR for selected supplier
- Ventilation system required. Specifications pending PDR for selected supplier
- Compressed air required. Specifications pending PDR for selected supplier
- Technician monitoring room required. Specifications pending PDR for selected supplier
- Hydraulic pump room required. Specifications pending PDR for selected supplier
- Lifting minimum: **10ton weight, 8.5m hook height**
- Electrical load requirements: Specifications pending PDR for selected supplier
- Additional requirements:
 - Close to mechanical workshop

Total: **3,970ft²**
80' x 59' x 31' height (bottom joist)
Min lifting: **28'** (crane pick height),
10ton

Test Cell

- Cell area: 210m² (14m x 15m) including:
 - Centered, concrete slab: 10m (L) x 6m (W) x 2.5m (thickness/depth)
- Expected ambient volume: 120 dbA
- Door spec: double hinge door REI 120 rw47dba
- Power loss: 120kW
- Max air temp: 40C
- Overhead crane:
 - Capacity: 15 ton
 - Hook height: 10m
- Hydraulic Unit & Services area: additional 38m² (9.5m x 4m) including:
 - Floor capable of holding over 15ton
- Total Test Cell + Hyd Unit area: 248m²

Control Room

- 28m² (7m x 4m)
- Intended ambient volume: <60dbA
- Power loss: 5-8kW
- Door spec: double hinge door REI 120 rw47dba
- Glass windows to view Test Cell
 - Bulletproof (class 1B1)

Setup Room

- 140m² (10m x 14m)

- Intended ambient volume: <70dbA
- Power loss: N/A
- Max air temp: 35C
- Standard 6bar compressed air in many accessible locations
- Door spec: double hinge door REI 120 rw47dba
- Overhead crane:
 - Capacity: 10 ton
 - Hook height: 7m

Flushing Area

- Power loss: 3kW
- Expected ambient volume: 83 dbA
- Max air temp: 40C
- Air circulation: 15 Vol/hr

First Floor Cabinet Area

- Floating floor in test cell
- 58m² (15.5m x 3.7m)
- Power loss: 90 kW

Airframe and Tailboom Jigs

Min door size: 17m x 6m

- **AW119** tailboom and airframe jigs
 - Jig footprint: **8m x 2.2m**
 - Additional width for platforms (**1.6m** each side)
 - Clearance: 3m each side (x4)
 - Required floorspace:
 - L (8m+3m+3m) x W (2.2m+1.6m+1.6m+3m+3m) = **1,711.4 ft²**
 - Lifting requirement:
 - 6m height
 - 3-ton weight
- **AW139**
 - Lifting Requirement:
 - 7m height
 - 5-ton weight
- Additional Requirements:
 - Close to structural workshop

Total: **5,550ft²**
66'10" x 85' x 31' height (bottom joist)
 Min lifting: **28'** (crane pick height),
5ton

NDT Line

- Dye Pen
- Eddy Current
- Mag Particle
- Xray

Total: **670ft²**

Note: potential for ventilation and/or drainage requirements

Ground radio comms

- Roof top antennas and radio capable of both VHF and UHF

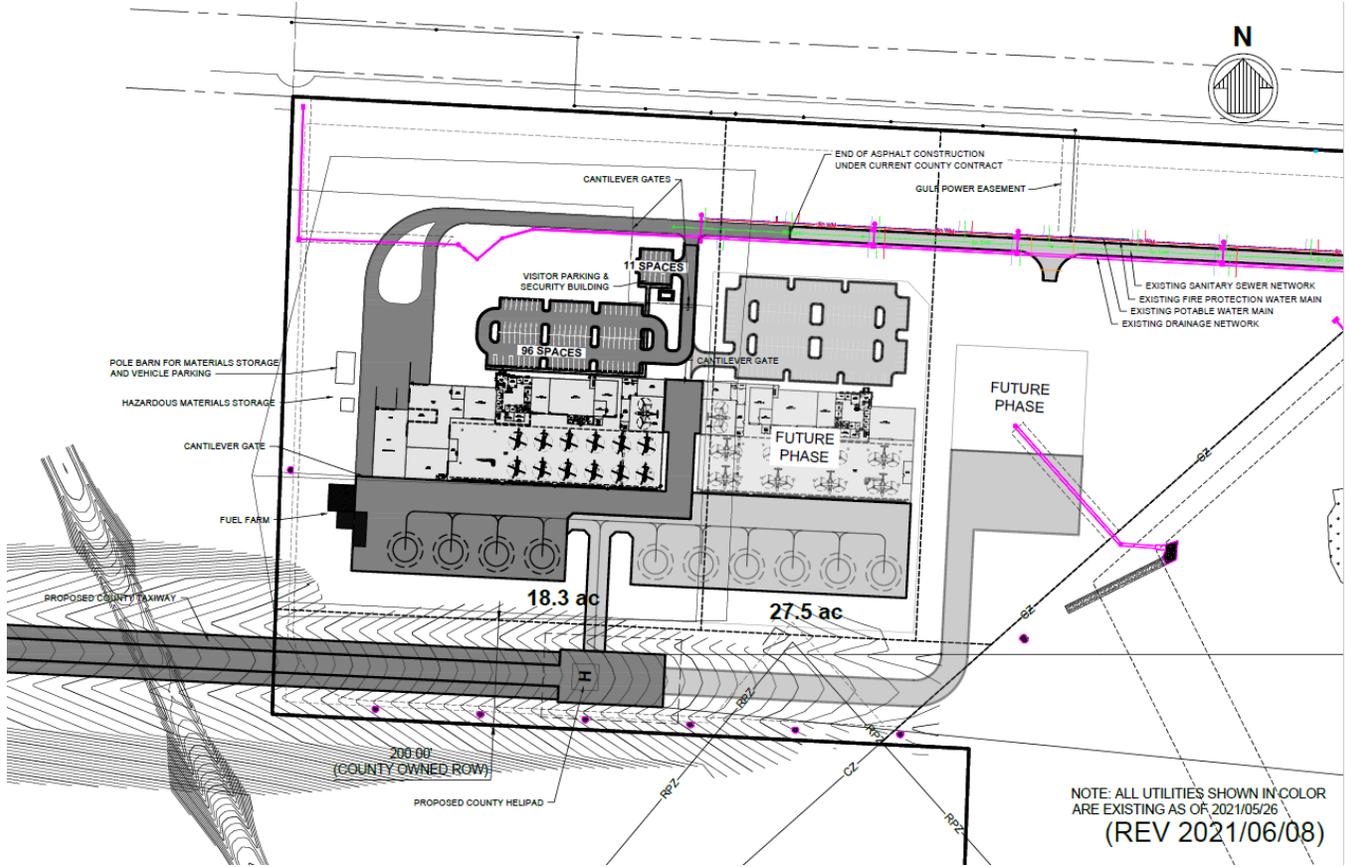
Fuel Farm
<ul style="list-style-type: none"> ○ 10,000-gallon tank (Jet A spec) ○ 200-gallon (Diesel) ○ Secondary Containment ○ See site layout drawing
Fire Suppression
<ul style="list-style-type: none"> ○ Smoke and heat detectors ○ Sprinklers ○ Foam (high expansion not preferred) – ONLY IN HANGAR
IT/Tech Infrastructure Room
<ul style="list-style-type: none"> ○ Segregated IT closet/room <ul style="list-style-type: none"> ▪ Air conditioned (essential) ▪ Dedicated power (with backup generator if possible/cost effective) ○ Cabling & Rack <ul style="list-style-type: none"> ▪ Hardwired connectivity to every location within facility with IT equipment: printers, phone, PC, access points, etc. ▪ CAT6 cabling terminating in rack, all within IT room <ul style="list-style-type: none"> • Internal cabling, no exposed wiring if possible ○ External internet connection Cat30e point (wired)
Security
<ul style="list-style-type: none"> ○ Fully gated and surveilled property border/fencing ○ Key carded (RFID) entry & exit ○ Camera coverage & surveillance and associated cabling ○ Security Guard Shack (see site plan) ○ Parking lot <ul style="list-style-type: none"> ▪ Gated & restricted access to lot ▪ Alarm system

3.2 Site

The site will include the following:

- Gated controlled access
- Parking spaces of approximately 100
- Access to NAS Whiting Taxiway
- Concrete helipad(s) (size and thickness TBD)
- Exterior pole barn storage
- Aircraft fuel farm

3.2.1 Site Concept Design



2021-06-08
 Leonardo Whiting Co

ATTACHMENT B
FORM OF THE CONTRACT

 **AIA[®] Document B102™ – 2017****Standard Form of Agreement Between Owner and Architect without a Predefined Scope of Architect's Services****Standard Form of Agreement Between Owner and Architect with an Attached Defined Scope of Architect's Services**

AGREEMENT made as of the ____ day of ____ in the year 2022
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

Space Florida, an independent special district, a body politic and corporate, and a subdivision of the State of Florida
505 Odyssey Way, Suite 300
Exploration Park, FL 32953
321-730-5307

and the Architect:
(Name, legal status, address and other information)

ibid

for the following (hereinafter referred to as "the Project"):
(Insert information related to types of services, location, facilities, or other descriptive information as appropriate.)

Project Davinci
New Helicopter Maintenance, Repair, and Overhaul (MRO) Facility
Whiting Aviation Park
Milton, FL

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Init.

TABLE OF ARTICLES

1	ARCHITECT'S RESPONSIBILITIES
2	OWNER'S RESPONSIBILITIES
3	COPYRIGHTS AND LICENSES
4	CLAIMS AND DISPUTES
5	TERMINATION OR SUSPENSION
6	COMPENSATION
7	MISCELLANEOUS PROVISIONS
8	SPECIAL TERMS AND CONDITIONS
9	SCOPE OF THE AGREEMENT

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

§ 1.1 The Architect shall provide the following professional services:

(Describe the scope of the Architect's services or identify an exhibit or scope of services document setting forth the Architect's services and incorporated into this document in Section 9.2.)

The Scope of Services is attached as Exhibit "A" ("Scope of Services"). The schedule for the Architect's Scope of Services shall be prepared by Architect within ten (10) days of the Notice to Proceed. Owner retains the right to reduce the scope of any portion of the Scope of Services. In such event, Owner shall be entitled to proportionally reduce the Architect's compensation.

§ 1.1.1 The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 1.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. The Architect shall, without additional compensation, correct and revise any errors or deficiencies in its designs, drawings, specifications, and services.

§ 1.3 The Architect identifies the following representative authorized to act on behalf of the Architect with respect to the Project.

(List name, address, and other contact information.)

name, email, and phone number of Architect's representative

§ 1.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 1.5 The Architect shall maintain at its own expense, the following insurance until four (4) years after the termination of this Agreement.

Init.

/

§ 1.5.1 Commercial General Liability with policy limits of not less than one million dollars (\$1,000,000) for each occurrence and two million dollars (\$2,000,000) in the aggregate for bodily injury and property damage and umbrella excess liability coverage of five million dollars (\$5,000,000).

§ 1.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million dollars (\$1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 1.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 1.5.1 and 1.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 1.5.4 Workers' Compensation at statutory limits.

§ 1.5.5 Employers' Liability with policy limits not less than one million dollars (\$ 1,000,000) each accident, one million dollars (\$ 1,000,000) each employee, and one million dollars (\$ 1,000,000) policy limit.

§ 1.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than one million dollars (\$ 1,000,000) per claim and two million dollars (\$2,000,000) in the aggregate.

§ 1.5.7 **Additional Insured Obligations.** The Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner, Santa Rosa County, and the United States Navy, as additional insureds for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 1.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 1.5 at the following times: (1) before or upon the signing of this Agreement; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. Each policy shall contain a provision that the policy will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner.

§ 1.5.9 Architect shall require its professional and licensed subconsultants to maintain a minimum of \$1,000,000 per occurrence for General Liability insurance, \$1,000,000 automobile liability insurance, statutory workers' compensation coverage, and if such subconsultant has a professional license, \$1,000,000 per occurrence for Professional Liability Insurance.

ARTICLE 2 OWNER'S RESPONSIBILITIES

§ 2.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 2.2 The Owner identifies the following representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

(List name, address, and other contact information.)

name, email, and phone number of Owner's representative.

§ 2.3 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service.

(Paragraphs deleted)

ARTICLE 3 COPYRIGHTS AND LICENSES

§ 3.1 Drawings, specifications, reports, and all other documents, including those in electronic form, prepared by the Architect and the Architect's consultants ("Design Documents") are the sole and exclusive property of the Owner, shall be considered as being specially ordered by Owner as "works made for hire" under 17 U.S.C. §101, and may be used in any manner at the sole discretion of Owner. Owner shall have full and sole ownership rights to the Design Documents, regardless of any payment disputes with Architect. Architect shall furnish Owner with such reproductions of any Design Documents as the Owner may request at any time in both electronic and printed form. Any reproductions shall be the sole and exclusive property of the Owner who may use them without Architect's permission for any purpose determined to be proper by the Owner. Owner shall own all rights, copyrights, or other intellectual property there may be with respect to the Design Documents. In the event that the Design Documents are held not to be "works made for hire", then Architect agrees that all Design Documents, whether in final form or draft, which result from any Services performed by Architect under this Agreement, are hereby assigned exclusively to Owner, including any copyright, patent, trademark, and all other intellectual property rights. In all cases, Architect further hereby expressly assigns all of its present and future rights therein to Owner, and agrees to execute and furnish, and to cause all the Architect's consultants to execute and furnish, in favor of Owner separate assignment documents from time to time as requested by Owner. This Section shall survive any termination or expiration of this Agreement. The Architect shall be entitled to retain copies of the Design Documents for the Architect's use and records. Owner shall be free to use the Design documents for any purpose, including, but not limited to, completion, renovation, additions, and expansion of the Project. The Architect shall have no liability for the Owner's use of the Design Documents for a use unrelated to the Project. Architect shall require language in each of its subconsultants' contracts providing for Owner's ownership of all Project documents and the Design Documents.

§ 3.2 The provisions of this Article 3 shall survive the termination of this Agreement.

(Paragraphs deleted)

ARTICLE 4 CLAIMS AND DISPUTES

§ 4.1 General

§ 4.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by Florida law.

§ 4.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other, Santa Rosa County, and the United States Navy, and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in Owner's revised AIA Document A201-2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 4.1.3 The Architect and Owner waive consequential damages against each other, Santa Rosa County, and the United States Navy, for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement. Redesign and remedial construction costs shall not be considered "consequential damages".

§ 4.2 Mediation

§ 4.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation pursuant to Florida Statutes as a condition precedent to binding dispute resolution.

§ 4.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be in accordance with Florida Statutes. A

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request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

§ 4.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 4.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 4.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

- Arbitration pursuant to Section 4.3 of this Agreement
- Litigation in a court of competent jurisdiction with exclusive venue in Brevard County, Florida.
- Other *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

§ 4.3 not used.

(Paragraphs deleted)

§ 4.4 The provisions of this Article 4 shall survive the termination of this Agreement.

ARTICLE 5 TERMINATION OR SUSPENSION

§ 5.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension.

§ 5.2 If the Owner suspends the Project, as its sole remedy, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect's fees for the remaining services and the time schedules shall remain the same as set forth in this Agreement.

§ 5.3 If the Owner suspends the Project for more than 180 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 5.4 Either party may terminate this Agreement upon not less than seven (7) days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 5.5 The Owner may suspend or terminate this Agreement upon not less than seven (7) days' written notice to the Architect for the Owner's convenience and without cause.

§ 5.6 If the Owner terminates or suspends this Agreement for its convenience pursuant to Section 5.5, the Architect terminates this Agreement pursuant to Section 5.1, or the Architect terminates this Agreement pursuant to Section 5.3, the Owner shall compensate the Architect for services performed prior to termination, together with Reimbursable

Expenses incurred, which compensation shall be Architect's sole and exclusive remedy for any termination or suspension.

§ 5.7

(Paragraphs deleted)
not used.

§ 5.8 Except as otherwise expressly provided herein, this Agreement shall terminate
(Check the appropriate box.)

- One year from the date of commencement of the Architect's services
- One year from the date of Substantial Completion of the Construction of the Project.
- Other
(Insert another termination date or refer to a termination provision in an attached document or scope of service.)

If the Owner and Architect do not select a termination date, this Agreement shall terminate one year from the date of commencement of the Architect's services.

(Paragraph deleted)

ARTICLE 6 COMPENSATION

§ 6.1 The Owner shall compensate the Architect as set forth below for services described in Section 1.1, or in the attached exhibit or scope document incorporated into this Agreement in Section 9.2.

(Insert amount of, or basis for, compensation or indicate the exhibit or scope document in which compensation is provided for.)

to be negotiated. Describe if lump sum, loaded hourly rates, or hourly rates plus percentage fees, and whether with a not-to-exceed cap.

§ 6.2 Compensation for Reimbursable Expenses

§ 6.2.1 Reimbursable Expenses are in addition to compensation set forth in Section 6.1 and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 not used;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets; but only if authorized in writing in advance by the Owner;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project; but only if authorized in writing in advance by the Owner;
- .4 Printing, reproductions, plots, and standard form documents, but only if authorized in writing in advance by the Owner;
- .5 Postage, handling and delivery;
- .6 Expense of overtime work requiring higher than regular rates, but only if authorized in writing in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project; but only if authorized in writing in advance by the Owner;
- .8 not used; and
- .9 All taxes levied on professional services and on reimbursable

(Paragraphs deleted)
expenses;

§ 6.2.2 For Reimbursable Expenses the compensation shall be the actual expenses incurred by the Architect and the Architect's consultants without markup. Reimbursable Expenses shall not exceed \$_____ without prior approval

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of Owner Reasonable back-up documentation such as receipts shall be submitted with any invoices for Reimbursable Expenses. **Travel expenses and legal expenses are not reimbursable.**

§ 6.2.3

(Paragraphs deleted)

Additional Services. Compensation for Additional Services that are not include in the Scope of Services shall be negotiated by the Owner and Architect at the time of Owner's request for said Additional Services. Architect shall not perform and shall not be entitled to any payment for such Additional Services unless the Owner and Architect execute a written document setting forth a description of the Additional Services and the compensation to be paid for same in advance of Architect performing such Additional Services. Before negotiating Additional Services, Architect shall provide Owner with a list of personnel, proposed hourly rates, hours for each task, and itemization of proposed reimbursables for Owner's review, and any other additional information Owner may require. Subconsultants shall provide the same information on subconsultant's letterhead for their Additional Services. The costs of any Additional Services performed without prior written authorization are waived by Architect. The maximum hourly rates for Additional Services are stated in Exhibit "B".

§ 6.3 Payments to the Architect

§ 6.3.1 Submittal of Invoices. Invoices shall be submitted by electronic mail to Owner, confirmed returned receipt to accounting@spaceflorida.gov with a courtesy copy to the Project Manager, _____, at _____@spaceflorida.gov. Owner's contact for its accounting department is **Beth Courtney** **bcourtney@spaceflorida.gov** Architect's invoices shall be supported by such data substantiating the Architect's right to payment as the Owner may require, such as, but not limited to, copies of invoices from subconsultants, receipts for supplies and Reimbursable Expenses, and records of description of services performed, time and names of personnel performing the services.

(Paragraph deleted)

§ 6.3.2 Progress Payments

§ 6.3.2.1 Unless otherwise agreed, payments for services shall be made monthly for the completion and delivery to Owner of each deliverable described in Exhibit "A". Payments are due and payable thirty (30) days after the date of Owner's approval of the Architect's properly prepared and completed invoice. Amounts unpaid after the due date shall bear interest at the rate entered below:.

(Insert rate of monthly or annual interest agreed upon.)

Per Florida Statute Chapter 218.

(Paragraphs deleted)

ARTICLE 7 MISCELLANEOUS PROVISIONS

§ 7.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules.

§ 7.2 Except as separately defined herein, terms in this Agreement shall have the same meaning as those in the Owner's revised AIA Document A201™–2017, General Conditions of the Contract for Construction.

§ 7.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 7.4 n/a.

(Paragraph deleted)

§ 7.5 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect

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for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 7.6 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 7.7 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site, except in the case of the Architect specifying the use of such substance. Architect shall notify the Owner immediately upon Architect's discovery of any hazardous or toxic substance on the Project site.

§ 7.8 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials, subject to the prior written approval of Owner which approval shall not be unreasonably withheld or delayed. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Architect shall coordinate all press releases and promotional/industry articles with the Owner and the Owner shall pre-approve all press releases and articles, which approval shall not be unreasonably withheld or delayed. This Section 7.8 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 5.4.

§ 7.9 This is a public project. In general all information and documents are public records except confidential information pursuant to Florida Statute Chapter 119 and Florida Statutes Section 331.326. If confidential, Architect shall keep such information strictly confidential and shall not disclose it to any other person except only as permitted by Florida Statute Chapter 119 and Chapter 331. This Section 7.9 shall survive the termination of this Agreement.

§ 7.9.1 not used.

§ 7.10 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 8 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:
(Include other terms and conditions applicable to this Agreement.)

1. **Availability of Funds.** All activities under or pursuant to this Agreement are subject to the availability of appropriated funds by the Legislature of the State of Florida. Owner shall immediately notify Architect should funds become unavailable. In such case, either party shall have the right to stop work and/or terminate this Agreement.

2. Public Records.

a. To the extent Architect is acting on behalf of Owner as provided under Subsection 119.011(2) of the Florida Statutes, Architect shall:

i. Keep and maintain public records required by Owner to perform the services under this Agreement.

ii. Upon request from Owner's custodian of public records, provide Owner with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the costs provided in Chapter 119 of the Florida Statutes or otherwise provided by law.

iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Architect does not transfer the records to Owner.

iv. Upon completion of the Agreement, transfer, at no cost, to Owner all public records in possession of Architect or keep and maintain public records required by Owner to perform the service. If the Architect transfers all public records to Owner upon completion of the Agreement, the Architect shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Architect keeps and

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maintains public records upon completion of the Agreement, the Architect shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to Owner, upon request from Owner's custodian of public records, in a format that is compatible with the information technology systems of Owner.

b. If the Architect fails to provide the public records to Owner within a reasonable time the Architect may be subject to penalties under Section 119.10 of the Florida Statutes. Further, Owner may exercise any remedies at law or in equity, including, without limitation, the right to (i) impose sanctions and assess financial consequences, (ii) withhold and/or reduce payment, and (iii) terminate this Agreement in accordance with the terms hereof.

Architect shall defend, at its own cost, indemnify, and hold harmless Owner, their officers, directors, and employees from and against all claims, damages, losses, and expenses, (including but not limited to fees and charges of attorneys or other professionals and court and arbitration or other dispute resolution costs) arising out of or resulting from Architect's failure to comply with the terms of this Section.

c. **IF THE ARCHITECT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ARCHITECT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT OWNER'S CUSTODIAN OF PUBLIC RECORDS FOR THIS PROJECT, CARRIE BARGAS AT 321-730-5301, CBARGAS@SPACEFLORIDA.GOV, 505 Odyssey Way, Suite 300, Exploration Park, FL 32953.**

3. **Sovereign Immunity.** Owner's limits of liability are set forth in Section 768.28 of the Florida Statutes, and nothing herein shall be construed to extend the liabilities of Owner beyond that provided in Section 768.28 of the Florida Statutes. Nothing herein is intended as a waiver of Owner's sovereign immunity under Section 768.28 of the Florida Statutes. Nothing hereby shall inure to the benefit of any third party for any purpose, including but not limited to anything which might allow claims otherwise barred by sovereign immunity or operation of law. Furthermore, all of Owner's obligations under this Agreement are limited to the payment of no more than the per person amount limitation and the aggregate contained in Section 768.28 of the Florida Statutes, even if the sovereign immunity limitations of that statute are not otherwise applicable to the matters as set forth herein.

In no event shall Owner be liable to Architect for indirect, special, or consequential damages, including, but not limited to, loss of revenue, loss of profit, cost of capital, or loss of opportunity regardless of whether such liability arises out of contract, tort (including negligence), strict liability, or otherwise. Owner shall not assume any liability for the acts, omissions, or negligence of Architect, its agents, servants, employees, or subconsultants. In all instances, Architect shall be responsible for any injury or property damage resulting from any activities conducted by Architect.

4. **No Harassment.** Architect shall provide a harassment-free workplace, with any allegation of harassment given priority attention and action by management. Architect shall insert a similar provision in accordance with this section, in all subcontracts for this Project.

5. **Independent Contractor.** Architect is and shall remain an independent contractor and not an employee or agent of Owner. There are no intended or unintended third party beneficiaries of this Agreement, and no parties other than the Owner and Architect shall have the right to enforce this Agreement. This Agreement shall not be construed as a teaming, joint venture or other such arrangement. Nothing in this Agreement shall grant to either party the right to make commitments of any kind for or on behalf of the other party without the prior written consent of the other party.

6. **Non-Discrimination.** Architect and its subconsultants shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. Architect shall take affirmative action to ensure that qualified applicants are employed if work is available and that employees are treated during employment without regard to their race, religion, color, sex, creed, handicap, marital status, or national origin. Architect agrees to post in places available to all employees and applicants for employment, notices setting forth the policies of nondiscrimination.

Architect shall, in all solicitations or advertisements for employees, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, creed, handicap, marital status, or national origin.

7. **Public Entity Crime Notice.** Architect affirms that it is aware of the provisions of Section 287.133(2)(a), Florida Statutes, and that at no time has Architect been convicted of a Public Entity Crime. Architect agrees that it shall not violate such law and further acknowledges and agrees that any conviction during the term of this Agreement may result in termination of this Contract by Owner.

8. **Records.** Architect shall preserve all contract records and documents for the entire term of this Agreement and for five (5) years after the later of: (i) the date of submission of Architect's final services, or (ii) until all claims (if any) regarding the Agreement are resolved. During such period of time, Architect shall retain and maintain all records and make such records available for an audit as may be requested by Owner. The records shall be subject at all times to inspection, review, or audit by Owner, Santa Rosa County, the United States Navy, State of Florida, Office of the Auditor General, Chief Financial Officer, Office of the Chief Inspector General, the Florida Office of Program Policy Analysis and Government Accountability and representatives of the Federal government and their duly authorized representatives. Owner may, at any time and for any reason whatsoever, review, audit, copy, examine and investigate in any manner, any records of Architect which include, but are not limited to, papers, books, documents, vouchers, bills, invoices, requests for payment, accounting records, and other supporting documentation, which according to generally accepted accounting principles, procedures and practices, sufficiently and properly reflect all costs expended in the performance of this Agreement. Architect agrees to reimburse Owner and the State for the reasonable costs of investigation incurred by Owner, the Inspector General, State Auditor General or other authorized State official or agent for investigations of Architect's compliance with the terms of this Agreement which results in disallowed costs. Such reasonable costs shall include, but shall not be limited to: salaries of investigators, including overtime; travel and lodging expenses; and expert witness and documentary fees. Architect understands and will comply with the requirements of s. 20.055(5), F.S., including but not necessarily limited to, the duty of Architect and any of Architect's subcontractors or subconsultants to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to s. 20.055, F.S.

9. **Audit and Contract Records.** To the extent applicable, Architect shall comply with the audit requirements of Section 215.97 of the Florida Statutes and those found in Exhibit "C" attached, Audit Requirements. Architect shall include the audit and record keeping requirements provided for in this Section and in Exhibit "C", in all subcontracts and for all sub-recipients of state funds according to Section 215.97 of the Florida Statutes. For purposes of this Agreement, "sub-recipient" shall be defined in accordance with Subsection 215.99(2)(x) of the Florida Statutes.

10. **No Use of Funds for Lobbying or Litigation.** Architect shall not use any funds received pursuant to this Agreement for lobbying the Florida Legislature, the judicial branch, or any state agency. Architect shall not use any funds received pursuant to this Agreement for any legal action against Owner, Santa Rosa County, of the United States Navy.

11. **Discriminatory Vendor List.** Architect represents that it is not on the State's discriminatory vendor list and that for services related to this Agreement, Architect shall not transact business with any entity that has been placed on the State's discriminatory vendor list.

12. **No Contingency Fees.** Architect warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Architect to solicit or secure this agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Architect any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

13. **Schedule.** Architect shall perform its services in accordance with the schedule that will be prepared pursuant to the requirements of Exhibit "A".

14. Whenever the term, "AIA Document A201-2007" is used in the Contract Documents, it shall refer to and mean Space Florida's AIA A201-2007, Revised General Conditions of the Contract for Construction.

15. Architect is familiar with and shall comply with all applicable federal, state and local laws, rules, regulations, and requirements, including Santa Rosa County and United States Navy directives, as applicable.

16. E-Verify. Architect shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all employees hired by Architect during the term of this Agreement; and Architect shall expressly require any subconsultants to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all employees hired by the subconsultants during the contract term. The Department of Homeland Security's E-Verify system can be found at:

http://www.dhs.gov/files/programs/gc_1185221678150.shtm

The employment by Architect or any of its subconsultants of unauthorized aliens, as described by Section 274A(e) of the Immigration and Nationalization Act, shall be cause for termination of this Agreement.

Only those employees determined eligible to work within the United States shall be employed under this Agreement.

17. **No Smoking.** Smoking and all tobacco products are prohibited on the Project site, and prohibited anywhere on Owner's property. Tobacco is defined as tobacco products including, but not limited to, cigars, cigarettes, e-cigarettes, pipes, chewing tobacco and snuff. Failure to abide by this policy may result in civil penalties levied under Chapter 386, Florida Statutes and/or contract enforcement remedies.

18. **Proposal Terms Not Incorporated.** In the event Architect has presented a proposal to Owner which may contain terms and conditions other than a description of the scope of Services, such terms and conditions shall not be valid, shall not be enforceable, and shall not be considered a part of this Agreement. Only the description of the scope of Services to be performed that is in this Agreement shall be considered a part of this Agreement.

19. COVID19. Architect's Fees include all amounts necessary to comply with all regulations, ordinances, and laws concerning COVID19, including PPE, sanitation, and social distancing requirements.

20. Scrutinized Companies List.

a. By executing this Agreement, Architect certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725 of the Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473 of the Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5) of the Florida Statutes, Owner may immediately terminate this Agreement for cause if the Architect is found to have submitted a false certification as to the above or if the Architect is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If Owner determines that the Architect has submitted a false certification, Owner will provide written notice to the Architect. Unless the Architect demonstrates in writing, within 90 calendar days of receipt of the notice, that Owner's determination of false certification was made in error, Owner shall bring a civil action against the Architect. If Owner's determination is upheld, a civil penalty equal to the greater of \$2 million or twice the amount of this Agreement shall be imposed on the Architect, and the Architect will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of Owner's determination of false certification by the Architect.

b. If federal law ceases to authorize the states to adopt and enforce the contracting prohibition in this Section, this Section shall be null and void without further action of the parties.

21. **CADD.** The Architect shall provide copies of the Design Documents to Owner prepared in 3D Revit or another CADD format approved by Owner.

22. **Subconsultants.** All subconsultants utilized by Architect for the Project are subject to the approval of Owner. After approval from Owner, the Architect shall not remove or substitute any of the subconsultants without the written consent of Owner which consent shall not be unreasonably withheld.

23. Right for Access and Inspection. Owner and Santa Rosa County may enter the Project site for the purposes of inspections and observation of the Work. Architect shall have no claim on account of such entries against Owner, Santa Rosa County, or any officer, agent, employee, or related entity thereof.

24. not used.

25. not used.

26. Architect shall indemnify and hold harmless Santa Rosa County, United States Navy, State of Florida, Owner, and their officers and employees to the fullest extent permitted by law from and against all claims, damages, losses, and costs, including but not limited to reasonable attorneys' fees to the extent caused by the negligence, recklessness, or intentional wrongful conduct of Architect and any other persons employed or utilized by Architect in the performance of this Agreement. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

27. Access. Access by Architect to United States Navy facilities or property, if needed, is contingent upon compliance with United States Navy security and safety policies and guidelines including, but not limited to, standards on badging, credentials, and facility and IT system/application access, as applicable.

28. not used.

29. not used.

30. not used.

31. ENVIRONMENTAL COMPLIANCE:

1. Architect shall not remove or disturb, or cause or permit to be removed or disturbed, any historical, archaeological, architectural, or other cultural artifacts, relics, vestiges, remains, or objects of antiquity. In the event such items are discovered at the Project, Architect shall cease its activities at the site and immediately notify the Owner.

2. Architect shall take measures to prevent the release of hazardous materials at, about, or beneath the Project. Architect shall immediately report spills, releases, or emissions of hazardous materials that exceed a "Reportable Quantity" to Owner. Reportable Quantities for hazardous materials are defined by various federal and State of Florida regulations such as, but not limited to, 40 CFR Part 302, 40 CFR Part 355, 49 CFR Parts 171-180, Florida Administrative Code (FAC) Chapter 62-150, and FAC Chapter 62-770.

3. Architect shall also immediately report any spill or release of hazardous materials (regardless of quantity) to pervious surfaces or environmental media (such as grass, soil, groundwater, surface water, sediment, and gravel) to the Owner.

4. Architect shall comply with applicable oil pollution prevention regulations under Title 40 Part 112 of the Code of Federal Regulations.

32. Cooperation with Inspector General. Architect and Owner agree to comply with Section 20.055(5), Florida Statutes, and Architect shall incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes. Section 20.055(5) requires the Owner and the Architect and its subconsultants to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing.

33. Architect is encouraged to use Florida's minority and service-disabled veteran businesses as subconsultants under this Agreement. The Certified Vendor Directory can be accessed from the website of the Florida Department of Economic Opportunity of Management Services, Office of Supplier Diversity located at:

https://www.dms.myflorida.com/agency_administration/office_of_supplier_diversity_osd

34. not used.

35. Prohibited Interests: No member, officer, or employee of Owner during this tenure or for two (2) years thereafter shall have any interest, direct or indirect, in this Contract or the proceeds thereof. Architect and its subconsultants shall not enter into any contract, subcontract, or arrangement in connection with the Project or any property included or planned to be included in the Project, in which any member, officer, or employee of Owner during the term of this Agreement and for two (2) years thereafter has any interest, direct or indirect. If any such

present or former member, officer, or employee involuntarily acquires or had acquired prior to the beginning of his or her tenure with Owner, any such interest, and if such interest is immediately disclosed to Owner, Owner may waive the prohibition contained in this subsection, provided, that any such present member, officer or employee shall not participate in any action by Owner relating to such contract, subcontract, or arrangement. Architect shall insert in each of their subcontracts, the following provision: "No member, officer, or employee of Owner during the term of this Agreement and for two (2) years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

36. not used.

37. Prohibited Gratuities. Architect shall not offer or give a gratuity (e.g., an entertainment or gift) to any officer, official, or employee of the Owner, Santa Rosa County, or the United States Navy.

38. Architect's Logos. Architect shall not place any of its company logos on any documents prepared for Owner.

39. No Individual Liability. No covenant or agreement contained in this Agreement shall be deemed to be the covenant or agreement of any individual officer, agent, employee, or representative of the Owner, in his or her individual capacity, and none of such persons shall be subject to any personal liability or accountability by reason of the execution of this Agreement, whether by virtue of any constitution, statute, or rule of law, or by the enforcement of any assessment or penalty, or otherwise. Further, Architect waives and releases any and all claims of any kind against the individual officers, agents, employees, and representatives of the Owner, Santa Rosa County, and the United States Navy.

40. To be eligible for payment, Architect's costs must be in compliance with all laws, rules and regulations, including, but not limited to, to the extent applicable, the Reference Guide for State Expenditures:

http://www.myfloridacfo.com/aadir/reference_guide/

41. not used.

42. With each pay request, Architect shall provide a written report regarding the status of its performance under this Agreement for each task in Exhibit "A".

43. Electronic Signatures. The parties agree that this Agreement and any amendments may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. For purposes of this Agreement "electronic signature" includes faxed versions of an original signature, electronically scanned and transmitted versions (via pdf) of an original signature, and portable document formats which include, but are not limited to, Abode or DocuSign.

44. Pursuant to Section 558.0035, Florida Statutes, an individual employee or agent of Architect may not be held individually liable for negligence for any claim arising out of or relating to this Agreement.

ARTICLE 9 SCOPE OF THE AGREEMENT

§ 9.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 9.2 This Agreement is comprised of the following documents identified below:

.1 AIA Document B102™–2017, Standard Form Agreement Between Owner and Architect

.2

(Paragraphs deleted)

not used.

.3 Exhibits:

(Check the appropriate box for any exhibits incorporated into this Agreement.)

AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204–2017 incorporated into this Agreement.)

Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement.)

Exhibit "A" – Scope of Service
Exhibit "B" – Hourly Rates
Exhibit "C" – Audit Requirements

.4 Other documents:
(List other documents, hereby incorporated into the Agreement.)

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

(Printed name and title)

ARCHITECT *(Signature)*

(Printed name, title, and license number, if required)

Exhibit A

Scope of Services

For

Architectural, Engineering, and Construction Administration

For

AgustaWestland Philadelphia Corporation

Project Davinci

REVISION LOG

REVISION	DESCRIPTION OF CHANGE	RELEASE DATE
0	Initial Release	2021/11/23
1	First Revision	2021/12/17
2	Second Revision	2021/12/22
3	Third Revision	2022/04/27

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1.0 INTRODUCTION

1.1 Purpose

The purpose of this document is to list and define the services to be provided by the Architect/Engineer (Architect) for a new Helicopter Maintenance, Repair, and Overhaul (MRO) facility (Project) located at Whiting Aviation Park in Milton, FL.

1.2 Background

AgustaWestland Philadelphia Corporation (AWPC) will operate a full-service maintenance repair and overhaul facility or campus of facilities (“Facilities”) located in Milton, FL. The company recently secured a contract from the U.S. Navy to manufacture 130 aircraft, provide aftermarket support, as well as pilot and mechanic training. In addition, the company provides after-market support services to a large customer base in the Gulf of Mexico region.

The Project is a new maintenance repair and overhaul facility which will be constructed to support the United States Navy’s Advanced Helicopter Training System (AHTS) program including the 130 aircraft that will be used to train the next generation of Navy Pilots. In addition, the Facilities will become the light helicopter center of excellence.

In coordination with AWPC’s efforts, Space Florida shall design, construct, and own the new Facilities, consisting of approximately 70,000-100,000 square feet, in addition to potential expansion at a later date, on leased grounds at Whiting Aviation Park in Santa Rosa County, Florida

AWPC has recently completed the programming criteria necessary for understanding the project’s objectives, design decisions and requirements as they relate to the building, site, and technical design elements. This has been documented in the included Project Requirements Report (Attachment A).

SF intends to retain a Construction Manager as Constructor (CM)

1.3 Scope of Services

The Architect is expected to schedule services, design phases and to request additional services (such as soil borings, surveys, testing, permits, etc.) when necessary. The Architect is expected to be competent in design practices and technical specifications and methods, leading to a design solution and product that will be secure, energy efficient, constructed of long life cycle building components, economical, easy to maintain, and of high quality. Documentation is expected to be thorough and coordinated; and incorporate all of the code and permitting requirements of the various code/permitting agencies applicable to the project. All permits are expected to be received in a timely fashion. The Architect is expected to make the inspections and observations necessary to administer the Construction Contract and to assure that the Contractor and actual construction are meeting the requirements and timeline of the Contract Documents.

The Architect shall provide professional services that include structural, mechanical, and electrical engineering services. The Architect shall be responsible not only for the performance of their own firm, but also their consultants.

The Architect additional services shall include geotechnical; civil; landscape design; architectural interior design; telecommunications/data design; security evaluation and planning; and furniture, furnishings, and equipment design. Land surveyor, soil borings shall be retained by AWPC in coordination with Architect.

The Architect shall provide its services in conjunction with the services of a CM.

The Architect and its consultants shall perform services in an expeditious manner and in accordance with laws, codes, rules, and regulations applicable for the location of the Project.

The Architect services shall include, but are not limited to, the following:

Design Phase Service:

- Manage the Architect services, research applicable design criteria, conduct Project meetings, communicate with members of the Project team.
- Prepare and submit Architect services schedule (Gantt chart), meeting minutes, progress reports to the Owner.
- Review the program, and other information furnished by the Owner, and laws, codes, and regulations applicable to the Project.
- Prepare and submit a summary of the preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project.
- Prepare and present to Owner for review and approval a preliminary design illustrating the scale and relationship of the Project components.
- Meet with Owner, Owner Representative, and Project stakeholders to refine project design criteria as necessary.
- Prepare, present, and submit Schematic Design (SD), Design Development (DD) and Construction Documents (CD) for CM's review and the Owner's approval. CD's shall be submitted at, 50%, 90% and 100% bid set. Architect shall incorporate comments from CM, that are approved by the Owner, into each subsequent design submittal.
- Prepare and submit Cost of the Work estimates and construction schedule (Gantt chart) with each design submittal.
- Prepare and submit life cycle cost analysis.
- Consult with regulatory authorities related to the permitting and operation of the Project.
- Consult with and coordinate the efforts of other consulting professionals and staff involved in the Project.
- Review and provide recommendations to the CM selection process. Architect services may include evaluation of CM qualifications and preconstruction services fee proposals.
- Evaluate and provide recommendations to CM subcontractors bids.
- Review and provide recommendations to CM Guaranteed Maximum Price (GMP) proposal.
- Prepare construction documents addendums as required.

Construction Phase Service:

- Provide services for the construction phase, as required for the administration of the contract to provide a complete and functional facility.
- Advise and consult with the Owner and CM weekly during the construction phase.
- The Architect shall visit the site at intervals appropriate to the stage of construction to become familiar with the progress and quality of the work completed, and to determine if the work being performed when fully completed, will be in accordance with the construction documents.
- Review and approve CM submittals for compliance in accordance with construction documents.
- Prepare responses to clarification requests.
- Attend CM pay request meetings. Review and certify CM applications for payment.
- Prepare change orders and/or change directives as applicable.
- Prepare and submit as-constructed record drawings – reproduceable/digital formats.
- Assist CM with preparation of commissioning plan and provide commissioning services for MEP, communications systems, etc.
- Issue Certificate of Substantial Completion
- Review CM list of items to be corrected or completed. Prepare list of items to be correct or completed supplemental to CM list and monitor completion of list.

2.0 TERMINOLOGY

2.1 Acronyms and Abbreviations

Term	Meaning
AWPC	AgustaWestland Philadelphia Corporation
CD	Construction Documents
CDRL	Contract Deliverables Requirement List
CSI	Construction Specifications Institute
CM	Construction Manager as Constructor
DD	Design Development
MEP	Mechanical, Electrical & Plumbing
OPM	Owner's Project Manager
OPR	Owner's Project Representative
SD	Schematic Design
SF	Space Florida
SoS	Scope of Services

2.2 Definitions

Term	Meaning
Owner	Space Florida
Owner's Project Representative	AgustaWestland Philadelphia Corporation
Project	The total and sum of all work to be performed by Architect and its consultants. Consists of all services necessary to fully complete permittable construction documents.

3.0 GENERAL REQUIREMENTS

3.1 Period of Performance

SF anticipates a 14-month period of performance which includes both design and construction phases.

3.2 Scheduling

The Architect shall prepare and submit a Project design schedule (Gantt chart) of key tasks to be completed during the design and construction phases. The schedule shall serve as the baseline schedule and shall be presented during the design phase kick-off meeting. Any changes to this schedule shall be discussed with and approved by the Owner Project Manager (OPM).

The schedule must be sufficiently detailed to show all interrelated activities. It should show the sequence of events with projected calendar dates for start and finish of planning, design, bid, construction, and occupancy. It should show all tasks necessary to complete each phase of the project, show intervals for review between phases and indicate all permits, licenses and approvals by agencies having jurisdiction, whether application is made by the Owner, Architect, Contractor.

3.3 Staffing

The Architect shall develop and submit a staffing plan that outlines names, roles and responsibilities of each personnel during the design and construction phases. The Architect shall not change the staffing plan (once submitted to the Owner) unless mutually agreed upon by the Owner and Architect. In such case, the Owner shall have the right of approval of the qualifications of replacement personnel. Such approval will not be unreasonably withheld. Design phase staffing shall be submitted with RFQ proposal. The Architect shall designate an Architect Project Manager (APM) in writing and provide the name and contact information to the OPM or their designee. The APM shall have complete authority to act for the Architect in every detail during the term of the Contract. The APM is considered essential to the work being performed under this Contract. Before removing, replacing, or diverting the APM, the Architect shall:

- A. Notify the OPM, at minimum, two weeks in advance.
- B. Submit justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on this Contract.

4.0 REPORTS

4.1 Meeting Minutes

The Architect shall prepare meeting minutes and distribute them two (2) business days after meeting occurrence. Meeting minutes shall be submitted in electronic format and include the ability to submit and track discrepancies and corrections.

4.2 Status Reports

The Architect shall prepare monthly Planning and Design Reports to be submitted by the first of each month during design, and monthly Construction Reports to be submitted by the first of each month during construction. These status reports must cover all work through the end of the previous month, with special emphasis on items that are of critical importance to the extent that they may cause future delays or problems. Information provided shall be in sufficient detail to give a concise overview of the project. Items on previous reports that are still unresolved shall continue to be listed on current report, reference to earlier reports will not be acceptable.

4.3 Invoicing

All invoices must show the following: Services, Total Fee, Percentage of Completion, Due Date, Previously Billed and Amount Due.

Invoices shall be numbered consecutively beginning with number one (1) and continuing in numerical order throughout the life of the contract.

A. Specific Requirements for Back-up Data:

Invoice back-up data shall include, but is not limited to the following:

1. Basic Planning or Design Phase Invoices. For payment at the submittal of a Phase, the Work Product specified in the Agreement (Report, Schematic Documents, Design Development Documents, etc.) must be submitted prior to or with the invoice.
2. Basic Construction Administration Phase Invoices. A copy of the Contractor's Certificate of Partial Payment must be attached to the invoice and copies. Architect's invoice must be in proportion to the percentage of completion shown (total completed to date divided by contract sum) on the Contractor's Certificate of Partial Payment. Architect's final invoice must have a copy of the completed Certificate of Contract Completion attached to the invoice.

5.0 DELIVERABLE SCHEDULE

5.1 General

Submit a detailed fee proposal no later than 10 business days after Notice of Intent to Enter Negotiations, by electronic mail, confirmed returned receipt, to SF Contracts, contracts@spaceflorida.gov, with a cc: to the SF Project Manager.

The Architect shall prepare a detailed proposal for basic and additional services. The proposal should give the step-by-step tasks required to accomplish the design objectives, the hours and discipline of each individual for each task, a summation of the hours for each individual for each phase (schematic design phase, design development phase, etc.), each individual's hourly rate times the number of hours spent by the individual on each phase, a summation of all personnel cost per phase, the personnel cost per phase times the overhead multiplier justified for the firm, and that total times the profit multiplier for the firm. A spreadsheet format is recommended. A detailed breakdown of the reimbursable expenses for each phase (include all anticipated additional expenses associated the project. Add descriptions of the items included in this category including the frequency of the expense (i.e. monthly, one-time expense, etc.)), a summation of, basic cost per phase, and a summation of all costs for basic and additional services are to be provided. Basic services are to be segregated from additional services in the proposal.

The Architect shall provide with his proposal a justification of the firm's overhead rate, a listing of personnel salaries, the project design phases proposed, a proposed project schedule, any proposed additional services, and the frequency or proposed number of construction site visits during construction. The names of your prime personnel and those of your consultants shall be listed for each phase, including those providing construction visits.

5.2 Contract Deliverable Requirement List (CDRL)

This list may not be all inclusive, the Architect is responsible for verifying all deliverables required in accordance with this Scope of Services. All days identified below are intended to be business days unless otherwise specified.

Deliverables shall be provided in hardcopy (4 sets) and electronic format.

Ref. Para.	Deliverable	Due	Frequency
1.3, 3.2	<u>Architect Services Schedule</u>	5 days AEC	As Required
1.3	<u>Summary of Preliminary Evaluation</u>	10 days after AEC	Once
1.3	Schematic Design Documents	4 weeks AEC	Once
1.3	Design Development Documents	11 weeks AEC	Once
1.3	50% Construction Documents	15 weeks AEC	Once
1.3	90% Construction Documents	20 weeks AEC	Once
1.3	100% Bid Documents	22 weeks AEC	As Required
1.3	Issued For Construction CDs	After GMP Acceptance	As Required
1.3	Cost Estimates	AEC	As Required
1.3	Construction Schedule	AEC	As Required
1.3	Life Cycle Cost Analysis	AEC	As Required
1.3	As-constructed record drawings	After Substantial Completion	Once
3.3	Staffing Plan	WPR	Once
4.1	Meeting Minutes	2 days AMO	As Required
4.2	Status Reports	2 weeks AEC	Monthly
5.1	Fee Proposal	After NOI	As Required
	Cash Flow Projections	ACN	Monthly

ACN	After Completions of Negotiations
AEC	After Execution Contract
AGA	After GMP Acceptance
AMO	After Meeting Occurrence
NOI	Notice of Intent to Enter Negotiations
WPR	With Proposal Response

6.0 SUBMISSION REQUIREMENTS

The Architect shall present enough documentation to ensure a full understanding of the proposed design. Exterior and interior perspective sketches and mass models may be necessary to fully present the concept. Such sketches and models are considered basic design tools and are inherently a part of basic services. Detailed models and perspective renderings (if requested) are considered additional services.

6.1 Schematic Design

Schematic design documents should include fundamental design decisions such as: functional organization; building and site circulation; massing; scale; conceptual appearance; neighborhood context; basic exterior and interior finish material and product concepts; conceptual structural, mechanical, and electrical systems; and circulation/conveying systems.

Schematic requirements shall include, but is not limited to, the following:

- A. Provide a Basis of Design Booklet (or binder) explaining the basis of design and describing how the design solution satisfies the program. The basis of design should summarize the opportunities and constraints influencing the design and rationale behind design.
- B. Provide a narrative description of the design and construction concepts and how they are responsive to the program.
 1. Introduction - Provide a brief description of the project scope, purposes, data sources and contents. Provide a fact sheet indicating names, addresses and phone numbers of Owner, Owner's Representative, Architects, and consultants.
 2. Goals - Provide a statement of the Architect's understanding of the Owner's project objectives stated in terms of function, form, quantity, quality, economy, and time.
 3. Facts - Identify pertinent data, amenities, configuration, and operations including general site planning, functional organization, design, site use and development. A description of existing zoning and its restrictions, any other site factors controlling development, and recommendations for resolving them. An identification and presentation of code requirements and local authorities and other state agencies who will have jurisdiction. Provide a review of codes having bearing on the Project and report specific problems encountered in conforming to these specific codes or any problems which may arise in satisfying these permitting agencies, as well as solutions, waivers, or variances, if any, being pursued.
 4. Needs - Provide space and functional program requirements, schedule requirements, and compatibility with established budget requirements.
 5. Problem Statement - Provide summary statements identifying unique and essential project design and construction criteria. Provide recommendations regarding additional required services.
 6. Provide a preliminary project description. Describe major site, architectural, structural, mechanical, plumbing, fire protection, communications, electronics and electrical systems with proposed construction products and materials; include off-site improvements if applicable. Provide a description of the features and provisions provided in the facility for use by disabled persons.

7. Provide cost analysis with summary and project schedule.
 8. Appendix - Provide relevant information such as Owner's directives, relevant correspondence, graphical data referenced in document, functional diagrams, and space planning tables.
- C. Sites plan showing existing and proposed roads, walks, circulation elements, onsite and off-site utility systems, accessible route(s), plantings, and special site features. Include flood plain considerations.
 - D. Studies and reports relative to site and its topographical, ecological, botanical, and other features contributing to the solution or requiring significant alteration of the existing site.
 - E. Floor plans indicating accessible route(s) provide a plan for each proposed level.
 - F. Building exterior shell and signage requirements; Interior space requirements – required rooms, sizes; special equipment; and environmental, energy, security, and safety requirements; design for flexibility and to future-proof the program as needs expand and contract; Budget estimate; Tentative schedules – Design and Construction with Gantt Chart for the entire project to include manufactured construction.
 - G. Repetitive levels do not need to be shown separately but may be grouped. Horizontal control dimensions should be indicated.
 - H. A life safety plan indicating class of construction, occupancy, exiting patterns, exit width calculations, smoke compartments (if applicable), and fire ratings for walls, doors, and other openings. If smoke control systems are planned, so indicate. Provide plan at same scale as floor plan.
 - I. Floor plans and interior elevation studies of typical repetitive modules such as hangar bays, storage areas, warehouse, offices if applicable. Complex areas such as fuel farm, workshops, paint booth, media blast, and test bench should also be enlarged at 1/4"=1'-0" scale or larger, if applicable. The footprint, volume and organization of repetitive components should be established along with plumbing, HVAC, and electrical services.
 - J. Building sections at least two perpendiculars to each other and at the same scale as the floor plans. Provide dimensions to establish vertical control.
 - K. Exterior elevations the same scale as the floor plans.
 - L. Structural framing plans at the same scale as floor plans and indicate primary vertical and horizontal structure.
 - M. HVAC plans at the same scale as the floor plans showing proposed distribution for primary vertical and horizontal HVAC systems, including shafts and schematic arrangement of primary equipment.
 - N. Plumbing plans at same scale as floor plans and indicate primary plumbing risers, chases, fire service risers, roof drains and overflows with storm-water leaders and proposed primary horizontal distribution, including location and schematic arrangement of primary equipment.
 - O. Electrical plans at the same scale as floor plans. Indicate vertical and horizontal electrical primary and stand-by power and communication distribution, including locations and schematic arrangement of primary equipment, switchboards, and panel boards.
 - P. Details of non-typical construction, materials and building components.

Q. Provide project product material binder and specification notebook based on design decisions reflected by the schematics arranged in CSI format.

6.2 Life- Cycle Cost Analysis For Energy Consuming or HVAC Equipment

Architect shall submit at least three HVAC or equipment schemes and life-cycle analysis results for review and approval prior to start of design development phase. The submittal shall be bound and include the project number, project name and relevant data, results, summary sheets, the engineer's recommendation concerning the scheme with the lowest life-cycle cost, and the engineer's signature and seal.

6.3 Design Development

These documents when approved will provide the basis for Construction Documents. At the completion of Design Development, it is expected that all design, technical, administrative, and cost challenges will have been resolved and that there will be no carry over of design or basic research to the next phase. The Architect shall present enough documentation to fully explain the quality level decisions and solutions that have been reached. This documentation shall consist of drawings, outline specifications, perspectives, models, cost estimates, material samples and a booklet of design criteria such as sketches, calculation, notes and economic or engineering analysis. Specification cut sheets for lighting, plumbing, hardware, HVAC equipment, architectural specialties, special equipment, and other key elements are to be included.

Development Procedures: Any meetings needed with the Owner's Project Representative (OPR) or other agencies having jurisdiction, either in the office or on site, shall be coordinated with the OPM or designee. The Architect will provide minutes of each meeting to the OPM, with copies to all attendees.

The APM may arrange a formal review meeting. The meeting may be attended by the OPM, OPR and others as determined by the OPM & OPR. The Architect, a week prior to the meeting, shall send 4 hard sets and electronic copies of review materials to the invitees. At the meeting, the Architect will explain the design and the decisions that have led to it. The Architect will explain how the design meets the requirements of the program, with particular emphasis on space allocation, function, budget, codes, engineering concepts, and local building requirements. The Architect shall prepare and submit minutes of the meeting to the OPM with copies to other attendees.

A. Site: The information pertaining to the site and its development should include, but not be limited to:

1. Informational data - plots, property and topographical surveys, subsurface boring logs and plans, ecological and botanical surveys, easements, zoning, and other appropriate information.
2. Flood Hazards - Show that the proposed construction is in compliance with the flood plain management criteria for mitigation of flood hazards, as prescribed in the rules and regulations of the Federal Emergency Management Agency or what is to be designed and constructed to bring the proposed construction into compliance therewith.
3. Environmental consideration - Necessary design data for preservation, dust, erosion, sedimentation, and run-off control, where applicable, as an integral part of the design and construction project. Such controls will be limited to the area involved in the construction operation and those required by applicable ordinances, rules laws, etc. The information provided will include statements regarding the type of treatments selected, the affected areas, and the reasons for the selection of the type of controls chosen.
4. Grading and Site Development - The data provided, should include a statement of the general soil conditions with a brief outline of the soil exploration and testing performed.
5. Site Construction - All permanent features to be constructed on the site. Indicate on plans footprint of buildings, etc.

6. Parking, and Handicapped Accessibility - Parking requirements per code, program, occupant load, etc. Provide for handicapped accessibility in the site elements and to the building in accordance with applicable codes. Any exceptions shall be documented in writing, discussed, and agreed upon.
 7. Utility Services - All existing and proposed utility services including runs, locations, capacities, sources, characteristics, materials, and installation methods should be fully described. The energy sources (gas vs. electrical vs. solar, etc.) should be evaluated for the equipment to be installed. Indicate on site utilities plan above and below ground utilities, points of connection to off-site services, buildings, and facilities. Distinguish between existing and new work with different line types or tonal qualities.
 8. Electronics and instrumentation - As related to the site.
 9. Site irrigation systems - Provide tentative layouts, materials, sizes, etc.
 10. Fencing - type, height, and justification for fencing.
 11. Landscaping - provide preliminary data on plant species, size, and massing layout.
- B. Building: The building should be fully described. Include title sheets with zoning, building, fire, life safety, plumbing, mechanical and electrical code summaries, and calculations; area and location maps; and a drawing index.

The information should include, but not be limited to the following:

1. Architectural drawings shall include:
 - a. A plan of each floor with dimensions, room names, room numbers, room material codes (if used), wall and partition type indications, openings (i.e. window, door, and louver locations with symbols), plumbing fixture locations, casework, collateral equipment, building specialties, shafts, chases, etc.
 - b. Life safety plans indicating the class of construction, occupancy, exiting patterns, exit widths and calculations, smoke compartments (if applicable), and fire ratings for walls, doors, and other such openings, exit signs, and fire detection and protection devices. If smoke control systems are planned, so indicate.
 - c. Reflected ceiling plans with light fixture, HVAC diffuser, etc. locations and ceiling materials.
 - d. Roof Plans showing all equipment locations, penetrations, slopes, and drainage.
 - e. Interior elevations.
 - f. Transverse and lateral sections through the building, indicating heights, vertical circulation, and relationship. The finished floor elevation of each level should be indicated.
 - g. Exterior elevations, giving floor elevations at each level and showing finish materials.
 - h. Exterior wall sections and details necessary to indicate the methods of construction.
 - i. Preliminary opening schedules (e.g. door, window, and louver) and all sizes, types, constructions, finishes, hardware, frame types, and fire ratings.
 - j. Wall and partition schedules.
 - k. Preliminary room finish and color schedules
 - l. Toilet accessory schedules with fixture related mounting locations and heights.
 - m. Toilet partition types and supports.
 - n. Casework and countertop locations, profiles, configuration, and materials.
 - o. Architectural woodwork location, profiles, and materials.
 - p. Building specialties with their locations.
 - q. Exterior horizontal and vertical closure and roofing systems.
2. Structural:
 - a. A description of foundation conditions, types of foundations to be used, the method by which the allowable bearing value is to be determined, and the maximum allowable bearing capacity for the foundation.

- b. Statement as to the type of construction adopted and reasons therefore with capacities, dimensions, or other size criteria.
 - c. Floor plans showing structural foundation systems and sub-slab construction, horizontal and vertical framing systems showing slab (or equivalent) edges, suspended slab openings, depressed slab locations, lateral load cross bracing, and typical construction details. Indicate proposed length and spacing of principal members, etc. Note floor elevations.
 - d. The description of the structural roof system proposed with principal members' dimensions, etc.
 - e. Provide structural building sections, transverse and longitudinal, indicating vertical relationships and headroom.
 - f. Note limited load carrying capacities and statement of live loading to be used, including floor loads, wind, earthquake, etc., with justifying data.
 - g. Provide calculations and design criteria when requested.
 - h. A statement of any special considerations that affect the design.
 - i. Provide general notes, but do not duplicate info in specs.
3. Heating, Ventilation, Air Conditioning (HVAC):
- a. Provide floor plans showing major plant equipment sizes and locations, heating and refrigerant supplies and returns, air-handling equipment locations and air-handling distribution, air-handling supply systems and discharge locations and sizes, air handling exhaust systems and intake locations and sizes, shafts, and chases. Provide exhaust and ventilation riser diagrams for multi-story buildings or those with complex systems.
 - b. Provide sections showing equipment and locations of ductwork.
 - c. Energy Conservation - Provide assumption, calculations, and criteria in the form and detail required to fully convey the design intent and show compliance to the Florida Building Code.
 - d. Provide full description of the energy management control systems (EMCS) proposed for use including current and future capabilities.
 - e. Heating Systems: Provide statement of indoor and outdoor design temperatures and "U" factor for walls, ceilings, floors, etc., to be used in design. Statement should also include type of heating medium, system, types of building temperature control, and energy management control systems. Location and type of heating plant. Brief explanation of the basis for selection of type of fuel including an economic comparison with other fuels.
 - f. Ventilation: in writing. Statement of type of system and the design intent. Show in the Design Development documents the selected design approved for maintaining indoor air quality (such as outdoor air quantity, recirculation devices, etc.). Provide a building ventilation schedule and a floor-by-floor air balance schedule to demonstrate positive building pressure. Indicate the ventilation air quantity during cooling and heating seasons, assumptions, occupant load, calculate the critical space and adjust outside air quantity accordingly, and specify the code-compliance methodology.
 - g. Air Conditioning: Provide a brief description of the air conditioning system proposed, number zones (if applicable) or unit type. List applicable code standards and editions approved by the Authority Having Jurisdiction, and/or other governing requirements such as ASHRAE. Delineate inside design temperatures and relative humidity, outside wet- and dry bulb design temperatures, "U" factors for the roof, walls, windows, and/or type of construction proposed. Provide description of equipment to be used and type of building temperature control system. Zoning of Systems – VAVs/thermostats etc.
 - h. HVAC – controls/locations.
 - i. Special ventilation, humidity, temperature requirements for paint booth, media blast, IT, and test stand. Provide a brief description of special system(s) proposed, indicating their usage, unit type, or other pertinent information. List applicable code standards and editions approved by the Authority Having Jurisdiction, and/or other governing requirements such as OSHA, NFPA and others.

4. Electrical:
 - a. Indicate electrical service entrance power characteristics such as phase, voltage, configuration, transformer requirements, etc.
 - b. Indicate electrical characteristics, such as phase, voltage, number of wires, etc., of each circuit. Provide a breakdown of the estimated connected load to show:
 - Lighting and convenience outlet load.
 - Power load for building equipment such as heating, air conditioning, etc.
 - Loads for special operating equipment and for power receptacles being provided to energize special equipment. Apply an appropriate demand factor to each, to compute a total demand load.
 - c. Indicate the location of the main switchboard or power panels, light panels, transformers, and all equipment panels.
 - d. Indicate type of wiring system and where proposed for use.
 - e. Specify breaker types and acceptable/reasonable ampere-interrupt capacities for the required service.
 - f. Show the location of all lights, power outlets, switches, GFCI, etc.
 - g. Describe the proposed pertinent standards of design such as voltage drop, lighting intensities, and types of lighting fixtures, in accordance with lifecycle cost analysis.
 - h. Describe the short-circuit duty required for all protective devices and switchgear.
 - i. Indicate the requirements for the emergency electrical system.
 - j. Ensure that the electrical information for the facility is fully coordinated with the site electrical requirements and with the low voltage communications systems requirements.
 - k. Describe the lightning protection system. Indicate resistance and continuity tests to be performed.
 - l. Indicate the requirements for surge arrestors.
 - m. Provide location, size, connected load and components for emergency generator.

5. Communications, electronic and instrument provisions
 - a. Provide sufficient information, including engineering concepts for review purposes of the systems proposed, i.e. - intercom system, telephone system, public address system, radio and antenna systems, television antenna systems, protection alarm systems, respond tie-ins and any other data or systems deemed necessary.
 - b. Indicate equipment selection.
 - c. Location considerations for equipment.
 - d. Antenna requirements such as types, and area requirements.
 - e. Antenna transmission lines, terminations and switching.
 - f. Bonding and grounding requirements.
 - g. Communication, control cables and radio links.
 - h. Equipment and instrumentation arrangement and space requirements indicating requirement for racks, consoles, and for individual mounting .
 - i. Wiring and cable requirements plus terminations in coordination with Chief Information Office.
 - j. Power and lighting requirements, including emergency or standby requirements.
 - k. Air-conditioning requirement, including humidity and dust control requirements.
 - l. Interference and clearance requirements.
 - m. Security.
 - n. WiFi/Equipment.

6. Plumbing

- a. Provide preliminary layout of utility lines and building construction service lines with elevations and sizes fundamental to design.
 - b. Provide fixture schedule and floor plans showing domestic hot and cold water supplies and returns, major horizontal and vertical services, the location and sizes of fixtures, equipment and the number of persons served.
 - c. Preliminary building sections showing riser and branch lines, fixtures and equipment.
 - d. Provide the estimated number of fixture units, demand and GPM for all plumbing fixtures.
 - e. Provide the estimated minimum and maximum water pressure at building.
 - f. Indicate the type of heater and capacity for hot water supply.
 - g. Indicate requirements for acid dilution tanks (laboratory waste), grease separators (foodservice wastes), etc.
 - h. Additional details as necessary to describe or clarify any other conditions.
7. Fire Protection
- a. Indicate service hydrants, post indicator valves, stand-pipes, and test valves.
 - b. Indicate risers and hose cabinets. Provide a riser diagram.
 - c. For sprinkler systems, indicate the hazard rate of occupancy, the type of sprinkler system (wet or dry), and the water volume, pumps and pressure required. Delineate any special system such as carbon dioxide, foam, etc. that will be required.
 - d. Layout sprinkler head coverage based on NFPA 13.
 - e. Indicate type of protection for sprinkler pipes and heads located in unconditioned spaces.
8. Special Equipment: If equipment is to be purchased by others, indicate N.I.C (not in contract), and specify who is to assemble, set-up and provide the utility rough-ins and final connections of this equipment. Indicate all equipment, such as:
- a. Fuel Farm
 - b. Main Gear Box Test Stand
 - c. Aircraft Repair Fixtures
 - d. Media Blast Equipment
 - e. Paint Booth Equipment
 - f. Overhead Cranes
- C. Base Bid and Alternates: The Architect should recommend the scope of the base bid and the additive alternates proposed in order of priority to receive a base bid within budget. Alternates must be listed in order of priority and will be awarded in that sequence as funds allow. The base bid must be structured so that the project will function as intended if the alternates cannot be awarded.
- D. Basis of Design Booklet: Update Basis of Design Booklet from schematic phase but no need to update preliminary project description. Booklet should include an estimate of probable construction cost with the Design Development submittal. This shall be compared with the Owner's approved budget. Booklet should also include an area analysis of the project. This shall be compared to the approved program. The area analysis should include the net and gross square footage and efficiency factor by floor and overall.
- E. Outline Specifications: Provide outline specification and arrange according to CSI format.
- F. Project Product Binder Materials: Update product binder from schematic phase and update with the addition of new materials and products as they are selected.

6.4 Construction Documents

- A. General: Subsequent to approval of the Design Development documents and upon authorization by the Owner, the Architect shall prepare complete Contract Documents sufficient for construction purposes. The Architect shall review in general with the OPM and OPR all codes, permits, and other requirements, prior to preparation of construction documents.

The Architect shall submit progress documents, at 50%, and 90% phase. Upon completion of CDs, the Architect shall submit sets of documents to the Owner in a quantity as required by the Architect contract or as directed by the OPM to allow simultaneous review by the review team.

Upon satisfactory written response to all review comments and appropriate revision of the contract documents, the Owner will determine the acceptability of the contracts documents and advise Architect.

- B. Construction Documents shall be a further development of the design development documents.

The Architect shall ensure the drawings and specifications are final and complete with all elements thoroughly checked and coordinated, with no conflicts between architectural, structural, mechanical, plumbing, electrical, and other portions of the work. The documents shall be prepared so that change orders during construction will be minimized due to errors, omissions, conflicts, or inadequacies between the various component disciplines, or with the specifications. The Architect is liable for additional project costs incurred by the Owner due to errors or omissions in construction documents.

- C. Codes: The Architect shall provide a certification with signature that lists all of the codes and local ordinances to which the project complies.

- D. At the end of each phase of design, an opinion of probable cost is required of the Architect. The information should be presented by CSI format and given in recognizable units for estimating purposes (such as sq. ft, cu. yds, tons, etc.). Compare this to the budget given in the program.

- E. Drawing Requirements:

1. When applicable, the design data should be shown on the drawings, i.e.:
 - a. Occupancy classification of all areas both for Florida Building Code and NFPA 101.
 - b. Floor areas and occupancy classification areas in square feet.
 - c. Loads - Roof and floor live loads, wind loads for roof, walls, fenestration, etc. and total loads.
 - d. Basic working stresses for - concrete, structural steel, wood, concrete block, masonry.
 - e. Foundations - Allowable soil pressure for spread footings and bearing value for piles.
 - f. Means of egress - Identify clearly on drawings.
 - g. Construction type and occupant loads.
 - h. Smoke partitions
 - i. Fire and smoke barriers with fire resistance ratings as appropriate.
 - j. Details of fire stopping for all penetrations
 - k. Sprinkler system design criteria; head locations and riser diagrams
2. Medium: Unless otherwise instructed, the drawings should be prepared by AutoCAD (Computer Aided Design & Drafting) version 2014 or later. Each AutoCAD (.dwg) drawing file shall be bound with no extraneous X-refs such that it can be opened in its entirety by the end user via a single action.

3. Lettering: Lettering size should be a minimum of 1/8" high.
4. All engineering drawings, including sprinkler systems, shall be signed and sealed by the responsible engineer, in accordance with the rules of the Florida Board of Professional Engineers.

F. Specification Requirements:

1. General: The specifications shall be comprehensive and address all facets of requisite construction, tailored to the specific project, complete and final with all elements thoroughly checked and coordinated. Particular emphasis should be placed on the coordination of various elements of the specifications or portions of the specifications prepared under subcontract to another design professional.
2. When specifying by product, model number, etc., three acceptable manufacturer's products should be specified (you must assure that each manufacturer listed does in fact manufacture an equivalent product). however, when this is not possible, the words, "or architect/engineer approved equivalent," must be included with the one or two specified products.
3. Code Compliance: Include in the Construction Documents a complete listing of applicable codes and regulations with current edition dates.

G. Signatures and Seals:

The Architect shall submit bid documents and final drafts of reports under the signature, seal, and date of the principal in charge, representing each firm performing services on the project. This shall be done in accordance with the rules of the respective Board for that registered profession.

Attachment A
Project Requirements

For

**AgustaWestland Philadelphia Corporation
(AWPC)**

Project DaVinci

REVISION LOG

REVISION	DESCRIPTION OF CHANGE	RELEASE DATE
Basic	Initial Release	11/02/2021
Basic	First Revision	11/05/2021
Basic	Second Revision	12/21/2021

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1.0 TERMINOLOGY

1.1 Acronyms and Abbreviations

A/F	Airframe
AWPC	AgustaWestland Philadelphia Corporation
CR&O	Component Repair & Overhaul
COE	Center of Excellence
GSE	Ground Support Equipment
IETP	Interactive Electronic Technical Publication
IT	Information Technology
MGB	Main Gear Box
MRO	Maintenance, Repair, Overhaul
NAS	Naval Air Station
NDT	Non-Destructive Testing
OEM	Original Equipment Manufacturer
P145	Certified Repair Station
PDR	Preliminary Design Review
R&O	Repair & Overhaul
RFQ	Request for Quote
SF	Space Florida
T/M/S	Type, Model, Series
TH	Training Helicopter
VHF	Very High Frequency
UHF	Ultra High Frequency

Note: AWPC is a wholly owned subsidiary of Leonardo Company

2.0 INTRODUCTION

2.1 Purpose

The purpose of this document is to list and define requirements for the RFQ for the detailed A/E services of AWPC (Project DaVinci) located in Milton, FL at Naval Air Station Whiting Field.

2.2 Background

The proposed Project will consist of an approximately 75,000 – 120,000 sqft. facility offering Helicopter Maintenance, Repair, and Overhaul, including space for aircraft hangar, back shops, warehouse, and offices. It will also include specialty airframe fixtures and Gearbox Test Stands. The site will be built and developed as an AWPC “Light Ship” Center of Excellence for aftermarket support, offering full component Repair and Overhaul, certified P145, media blast and paint, and pilot training. The goal is to provide the US Navy with AWPC support infrastructure in proximity, as well as support additional AWPC helicopter models in the region.

It will include spaces for the following:

- Offices:
 - Management
 - Quality Support
 - Material Support
 - Technical Support
 - Customer Lounge
- Aircraft Maintenance and Storage (Hangar)
- Gearbox Testing
- Paint and Media Blast
- Back shops:
 - Composite
 - Structural
 - Mechanical
 - Avionics
- Security Guard Shack
- Fuel Farm

Special equipment that may be included in the project/facility includes the following:

- Main Gear Box Test Stand
- Aircraft Repair Fixtures
- Media Blast Equipment
- Paint Booth Equipment
- Overhead Cranes

See section 3 below for further facility and site requirements detail.

3.0 REQUIREMENTS

3.1 Facility

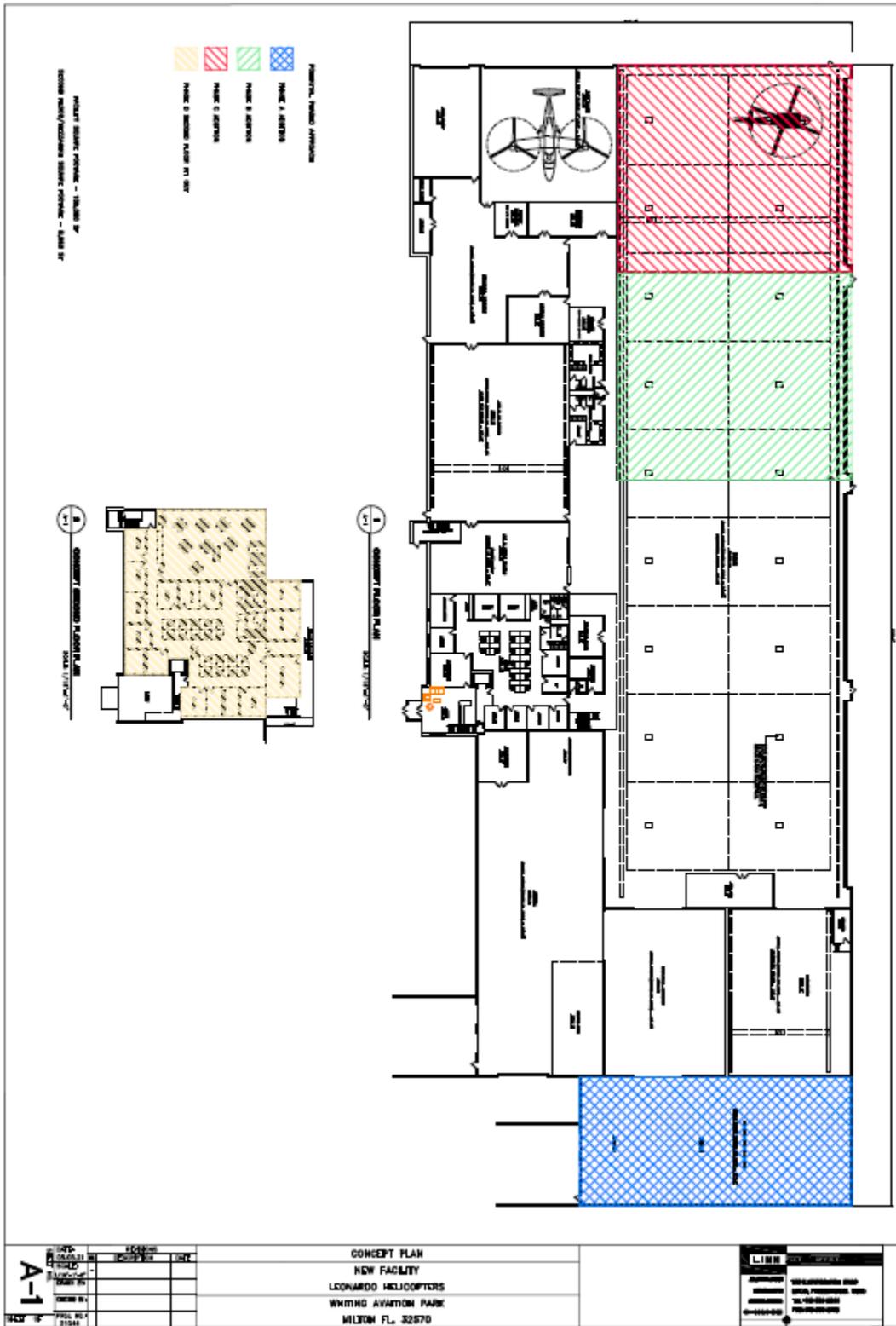
The facility will include capability and approximate space for:

Note: below figures are in feet squared (ft²)

FACILITY AREA	INITIAL BUILD	POSSIBLE EXPANSION	NOTES
Hangar	24,000	24,000	2 doors in initial build. Options for add'l 2 doors and associated space (expansion). Each door adds ~12K sqft. hangar space.
NDT Line	670		
Test Bench	3,795		Includes control room and overhead crane
Mechanical Workshop	4,693		
Shipping, Receiving, Warehouse	9,925	7,952	Space for shipping, receiving, warehouse, crating, and quarantine. Option for add'l 7,952 sqft (expansion).
Jig Room	5,550		AW109/119 – (1) tailboom fixture, (2) airframe fixtures. AW139 – (1) tailboom fixture
GSE & Special Tooling	2,272		
Avionics Workshop	766		

Battery Workshop	496		(2) at 248 sqft. each
Structural Workshop	3,519		
Composite Workshop	690		
Paint booth	4,260		Large enough for AW609 wing on. Can be utilized as additional AC workspace when not occupied for paint.
Media Blast	1,685		
Office Space	3,365		Includes offices, meeting rooms, cafeteria/break room, bathrooms, lobby
Misc.	7,442		Additional spaces for bathrooms, IT closet, electrical closet, storage and utility closets, walkways, etc.
2nd Floor Mezzanine		8,663	
Total Size	73,128	40,615	113,743

3.1.1 Facility Concept Design





3.1.2 Detailed Facility Requirements

Whiting Aviation Park South – AWPC Florida Facility Requirements	
Milton, FL (ZIP 32570/32571)	
Full Capability P145; including:	
<ul style="list-style-type: none"> - TH-73 depot level maintenance (up to 3200FH TBO) - Multi-Purpose Gearbox test stand. - Tailboom and repair fixtures - Mechanical, Avionics, Structural, Composite repair workshops - CR&O activity including dynamic components - Media blast and paint booth - Full NDT capability 	<ul style="list-style-type: none"> - On-site PSE support - TH-73 completions & delivery - Support for add'l T/M/S (109,169, 609, etc.) - Establish 109/119 Light Ship CoE - Additional repair fixtures (airframe & tailboom) - On-site flight training devices - Additional maintenance training support - Engine support
INITIAL BUILD Facility Size = 73,128 ft²	
Total Facility Size = 113,743 ft²	
Minimum maintenance area per aircraft (driven by AW119 min requirement): 13m x 15m = 195m² (2,100ft²)	
<ul style="list-style-type: none"> - 73,128 ft² initial build <ul style="list-style-type: none"> o 24,000ft² hangar o 49,128ft² other - 40,615ft² Future expansion <ul style="list-style-type: none"> o 7,952ft² Phase A - Warehouse Expansion o 12,000 ft² Phase B - Hangar Bay 3 o 12,000 ft² Phase C - Hangar bay 4 o 8,663ft² Phase D – Mezzanine - Category 3 hurricane rating per local and state code requirements - Life safety system – emergency evacuation lighting generator - Sustainability Focus: Energy Efficiency (Utilities: Water/Gas/Electric) - Power Distribution: 13,200 V transformer to 480/277V to 220 V specific equip need to 208/110V 	
INITIAL BUILD Hangar-Specific Specifications – 24,000ft²	
<i>Minimum lifting and door requirements driven by AW609 support minimums (this facility shall support larger aircraft if needed by AWPC or Customers)</i>	
<ul style="list-style-type: none"> - Door size (x2): 90' x 25' height each - Minimum lifting requirement (overhead): <ul style="list-style-type: none"> o 6-ton weight o 9m (29.5ft) height - Relevant interior heights: <ul style="list-style-type: none"> o 35ft bottom of joist o 28ft crane pick height 	

- Each maintenance area (per aircraft) AND each workshop requires the following:
 - o 110V (multiple outlets), 220V (one outlet), and 208v/60amp/3 phase
 - o Compressed air system hookup
 - o Grounding points (not required for workshops)
 - o Ethernet hookups and/or Wi-Fi connectivity (for IETP laptops)
 - o Illumination between 300-350 LUX
 - o Smooth stable flooring – epoxy coated
 - o Overhead fans
 - o Adequate exhaust fan ventilation in the ceiling
 - o Fire detection and suppression (more info below)

Note: at least two locations within the hangar require 480v/60amp/3 phase hookups

- Hangar must include:
 - o Restrooms
 - o Safety showers and eyewash stations
 - o Utility closet
 - o IT/security closet
 - o Electrical room
 - o Sprinkler system
 - o Appropriately sized door access to all remaining facilities (see layout dwg)

Workshops & Associated Support Infrastructure

The following segregated workshops or facilities must exist with these MINIMUM areas:

- o Structural workshop: **3,519ft²**
- o Mechanical workshop: **4,693ft²**
- o Avionics workshop: **766ft²**
- o Battery workshops: **496ft²** (248ft² each)
- o Composite workshop: **690ft²**
- o NDT line: **670ft²**
 - MORE DETAILS BELOW IN SEGREGATED SECTION
- o Paint booth:
 - Downdraft or Semi-downdraft would be okay
 - Min requirement: **64'8" x 66.0' x 31'** height
 - Floorspace: **4,260ft²**

Total: 19,051 ft²

Notable suppliers:

- TEJ (Semi-downdraft) – noted supplier
- Sureflight
- Global Finishing Solutions
- SAICO
- o Media blast room:
 - Min requirement: **52'8" x 32' x 31'** height
 - Floorspace: **1,685ft²**
- o GSE & Special Tooling storage: **2,272ft²**
 - Note: located near hangar and workshops, NOT within main stores/warehouse

Stores/Warehouse Management

- General:
 - Forklift rated floors
 - Adequate ventilation
 - Ceiling height (bottom of joist): 31'

Totals:
Initial build: **9,925ft²**
Phase A addition: **7,952ft²**

- INITIAL BUILD

- Shipping & receiving + initial serviceable parts store (initial build):
 - 18-wheeler capable
 - **7,190ft²**
- Crating area:
 - Adjacent to shipping
 - **1,304ft²**
- Unserviceable parts store: **855ft²**
- Quarantine (separate, locked): **576ft²**
- High density motorized hardware carousel (initial requirement: 1x unit)
 - Height: Can be ordered to fit is need be. Min = 8FT Max = 100FT
 - Power requirement: 220V
 - Standard warehouse flooring is satisfactory
 - Footprint: Width = Min – 5FT Max – 15FT / Length = Min 7FT Max – 15FT
- Outdoor storage:
 - Hazardous material storage w/ secondary containment (waste oils, etc. – “large quantity generator”)
 - Large crates or other large sized items to be stored outdoors in a covered space within security perimeter

- Phase A addition

- Additional shipping/receiving bays, expanded warehouse: **7,952ft²**

Office space

See facility layout drawing

Total: **3,365ft²**

- QTY 9x offices (including IT office), varied in size: **XXXXft²**
- Cubicle space: **XXXXft²**
- Restrooms
- Kitchen/Breakroom Space
- Conference room: **320ft²**
- IT closet in hangar (see segregated section below), adjacent to IT office and electrical room
- Copy center
- File cabinet space

Reception

- Lobby: 685ft²
- Include security features into reception (badging and network access)
- Time clock (network and power access required)

Total: **685ft²**

Flight Line

- A separated area outside the hangar structure shall be dedicated to flight operations, with space for landings and safe movement of helicopters
- Flight Line Parking adjacent to hangar (Truck/GSE/Aircraft Tugs/Trailer)
 - 6 Parking spots – Overhead awning/car port
 - External Power (charging station)
- Aircraft Wash Rack
 - See site plan
- Aircraft Fueling Station
 - See site plan
- Restroom with shower near hangar/flight line

Multi-Purpose MGB Test Stand*

*Note: the below data is derived from other worldwide Leonardo Helicopter Division MGB Test Stands. This data is for reference only for cost estimates and basic layout design.

- Flooring & clearance requirements: Expected required foundation thickness is over 8', with similar units worldwide having a foundation + test rig weight of 300 ton
- Soundproofing required. Specifications pending PDR for selected supplier
- Ventilation system required. Specifications pending PDR for selected supplier
- Compressed air required. Specifications pending PDR for selected supplier
- Technician monitoring room required. Specifications pending PDR for selected supplier
- Hydraulic pump room required. Specifications pending PDR for selected supplier
- Lifting minimum: **10ton weight, 8.5m hook height**
- Electrical load requirements: Specifications pending PDR for selected supplier
- Additional requirements:
 - Close to mechanical workshop

Total: **3,970ft²**
80' x 59' x 31' height (bottom joist)
 Min lifting: **28'** (crane pick height),
10ton

Test Cell

- Cell area: 210m² (14m x 15m) including:
 - Centered, concrete slab: 10m (L) x 6m (W) x 2.5m (thickness/depth)
- Expected ambient volume: 120 dbA
- Door spec: double hinge door REI 120 rw47dba
- Power loss: 120kW
- Max air temp: 40C
- Overhead crane:
 - Capacity: 15 ton
 - Hook height: 10m
- Hydraulic Unit & Services area: additional 38m² (9.5m x 4m) including:
 - Floor capable of holding over 15ton
- Total Test Cell + Hyd Unit area: 248m²

Control Room

- 28m² (7m x 4m)
- Intended ambient volume: <60dbA
- Power loss: 5-8kW
- Door spec: double hinge door REI 120 rw47dba
- Glass windows to view Test Cell
 - Bulletproof (class 1B1)

Setup Room

- 140m² (10m x 14m)

- Intended ambient volume: <70dbA
- Power loss: N/A
- Max air temp: 35C
- Standard 6bar compressed air in many accessible locations
- Door spec: double hinge door REI 120 rw47dba
- Overhead crane:
 - Capacity: 10 ton
 - Hook height: 7m

Flushing Area

- Power loss: 3kW
- Expected ambient volume: 83 dbA
- Max air temp: 40C
- Air circulation: 15 Vol/hr

First Floor Cabinet Area

- Floating floor in test cell
- 58m² (15.5m x 3.7m)
- Power loss: 90 kW

Airframe and Tailboom Jigs

Min door size: 17m x 6m

- **AW119** tailboom and airframe jigs
 - Jig footprint: **8m x 2.2m**
 - Additional width for platforms (**1.6m** each side)
 - Clearance: 3m each side (x4)
 - Required floorspace:
 - L (8m+3m+3m) x W (2.2m+1.6m+1.6m+3m+3m) = **1,711.4 ft²**
 - Lifting requirement:
 - 6m height
 - 3-ton weight
- **AW139**
 - Lifting Requirement:
 - 7m height
 - 5-ton weight
- Additional Requirements:
 - Close to structural workshop

Total: 5,550ft²
66'10" x 85' x 31' height (bottom joist)
Min lifting: 28' (crane pick height),
5ton

NDT Line

- Dye Pen
- Eddy Current
- Mag Particle
- Xray

Total: 670ft²

Note: potential for ventilation and/or drainage requirements

Ground radio comms

- Roof top antennas and radio capable of both VHF and UHF

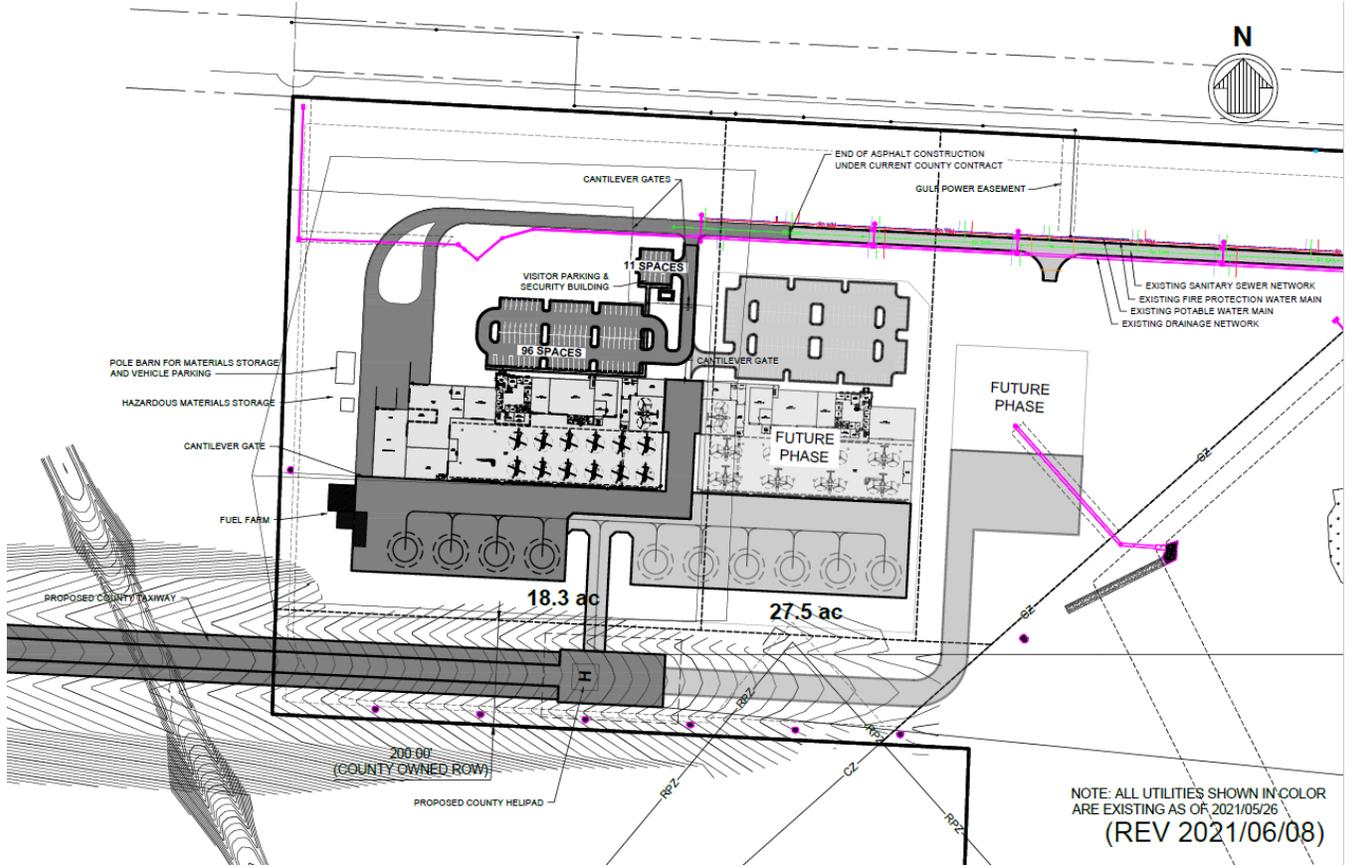
Fuel Farm
<ul style="list-style-type: none"> ○ 10,000-gallon tank (Jet A spec) ○ 200-gallon (Diesel) ○ Secondary Containment ○ See site layout drawing
Fire Suppression
<ul style="list-style-type: none"> ○ Smoke and heat detectors ○ Sprinklers ○ Foam (high expansion not preferred) – ONLY IN HANGAR
IT/Tech Infrastructure Room
<ul style="list-style-type: none"> ○ Segregated IT closet/room <ul style="list-style-type: none"> ▪ Air conditioned (essential) ▪ Dedicated power (with backup generator if possible/cost effective) ○ Cabling & Rack <ul style="list-style-type: none"> ▪ Hardwired connectivity to every location within facility with IT equipment: printers, phone, PC, access points, etc. ▪ CAT6 cabling terminating in rack, all within IT room <ul style="list-style-type: none"> • Internal cabling, no exposed wiring if possible ○ External internet connection Cat30e point (wired)
Security
<ul style="list-style-type: none"> ○ Fully gated and surveilled property border/fencing ○ Key carded (RFID) entry & exit ○ Camera coverage & surveillance and associated cabling ○ Security Guard Shack (see site plan) ○ Parking lot <ul style="list-style-type: none"> ▪ Gated & restricted access to lot ▪ Alarm system

3.2 Site

The site will include the following:

- Gated controlled access
- Parking spaces of approximately 100
- Access to NAS Whiting Taxiway
- Concrete helipad(s) (size and thickness TBD)
- Exterior pole barn storage
- Aircraft fuel farm

3.2.1 Site Concept Design



2021-06-08
 Leonardo Whiting Co