



PUBLIC WORKS

ROUTING FORM FOR TASK ORDERS

3 ✓ 6/3/15 (L)

Project/Contract Number: N/A CMO Log #: \_\_\_\_\_  
 Document Title: Task Order #21 Attached:  1 original  
 Department: Public Works - Engineering

15-0565 5/19/15 Agenda

Purpose:  
 Task Order is develop a Wildlife Hazard Management Plan for Fort Lauderdale Executive Airport. Task Order scheduled for the May 19, 2015 Commission meeting.

FUNDING INFORMATION

CIP Funded Project: Yes  No   
 Amount Required by Task Order: \$54,010.00  
 Index/Sub Object Code: \$54,010.00 from 468-TAM070101-3199  
 Engineering Finance Approval Sign: [Signature]

APPROVAL ROUTING - PUBLIC WORKS

	Approved:	Disapproved:	Signature/Initials
Fernando Blanco, Airport Engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<del>[Signature]</del>
Christopher Bennett, P.E. Senior Project Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>[Signature]</u> 4/15/15
Pedram Zohrevand, Ph.D., P.E., Assistant City Engineer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>[Signature]</u>
Hardeep Anand, P.E., Public Works Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>[Signature]</u> 4/30/15

APPROVAL ROUTING - FINANCE DEPARTMENT

	Recommend Approval:	Disapproved:	Signature/Initials
Kirk W. Buffington, C.R.M., Finance Director	<input type="checkbox"/>	<input type="checkbox"/>	<del>[Signature]</del>

APPROVAL ROUTING - CITY ATTORNEY'S OFFICE

	Approved as to form:	Disapproved:	Signature/Initials
City Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>[Signature]</u>

APPROVAL ROUTING - CITY MANAGER'S OFFICE

	Approved:	Disapproved:	Signature/Initials
Lee R. Feldman, ICMA-CM, City Manager	<input type="checkbox"/>	<input type="checkbox"/>	

CITY CLERK'S OFFICE Upon approval by the City Manager, please route this form along with Task Order to PW- Engineering, Kian Movafaghi (Ext. 7818).).

5/29

**TASK ORDER No. 21**

Dated this 29<sup>th</sup> day of May, 2015

**FORT LAUDERDALE PUBLIC WORKS DEPARTMENT**

**FORT LAUDERDALE EXECUTIVE AIRPORT-  
WILDLIFE HAZARD MANAGEMENT PLAN**

**PROFESSIONAL SERVICES**

This Task Order is pursuant to the Agreement between the City of Fort Lauderdale (CITY) and Miller, Legg & Associates, Inc. (CONSULTANT), a Florida corporation, for General Environmental Engineering Consultant Services dated August 23, 2011 between CITY and CONSULTANT ("MASTER AGREEMENT") and amended and extended to August 22, 2013 by City Commission approval at its meeting on May 15, 2012, and extended to August 22, 2014 by City Commission approval on February 19, 2013, and was renewed for its third and final one year extension by City Commissions approval on May 20, 2014 extending the Master Agreement to August 22, 2015 .

**PROJECT BACKGROUND**

Title 14 Code of Federal Regulations, part 139.337, Wildlife Hazard Management, prescribes the specific issues that a Wildlife Hazard Management Plan (WHMP) prepared for Fort Lauderdale Executive Airport (FXE) (Exhibit B) must address for Federal Aviation Administration (FAA) approval and inclusion in the Airport Certification Manual (ACM). In accordance with its ACM and the requirements of part 139.337, each certificate holder must take immediate action to alleviate wildlife hazards whenever they are detected. A Wildlife Hazard Assessment (WHA), defined as an ecological study in part 139.337 (a) provides the scientific basis for the development, implementation, and refinement of a WHMP. A WHA for FXE was conducted in 2013/2014 and accepted by the FAA on February 2015. The FAA determined the necessity of a WHMP at FXE and the certificate holder must now formulate and implement a WHMP using the WHA as a basis.

The WHMP must provide measures to alleviate or eliminate wildlife hazards to air carrier operations, be submitted and approved by the FAA prior to implementation, and as authorized by the FAA, become a part of the Airport Certification Manual. The WHMP must include at least all FAR 139.337 Wildlife Hazard Management. The WHMP must include at least the following:

- a list of the individuals having authority and responsibility for implementing each aspect of the plan;
- a list prioritizing wildlife population management, habitat modification and land use changes identified in the wildlife hazard assessment and target dates for their initiation and completion;
- requirements for and, where applicable, copies of local, State, and Federal wildlife control permits;
- identification of resources that the certificate holder will provide to implement the plan;
- procedures to be followed during air carrier operations that at a minimum include designation of personnel responsible for implementing the procedures, provisions to conduct physical inspections of the aircraft movement areas and other areas critical to successfully manage known wildlife hazards before air carrier operations begin, wildlife

hazard control measures and ways to communicate effectively between personnel conducting wildlife control or observing wildlife hazards and the air traffic control tower;

- procedures to review and evaluate the wildlife hazard management plan every 12 consecutive months or following a triggering event, the plan's effectiveness in dealing with known wildlife hazards on and in the airport's vicinity and aspects of the wildlife hazards described in the wildlife hazard assessment that should be reevaluated;
- a training program conducted by a qualified airport biologist to provide airport personnel with the knowledge and skills needed to successfully carry out the wildlife hazard management plan and wildlife hazard assessments.

### **SPECIFIC SCOPE OF SERVICES AND DELIVERABLES**

The Scope of Services to be provided by CONSULTANT shall be as follows:

- Task 1      **Research and Data Collection** – CONSULTANT shall identify and present all Federal Aviation Regulations (FAR) 139.337 requirements in preparation of the WHMP. CONSULTANT shall review all FAA Advisory Circulars in the 150 series containing standards and procedures for wildlife hazard management at airports. CONSULTANT shall investigate wildlife control measures and provide recommendations on the effectiveness of current measures used at FXE in dealing with wildlife hazards. CONSULTANT shall outline, as part of the WHMP, for FXE review - a training program to provide airport personnel with the knowledge and skills needed to carry out the wildlife hazard management plan, procedures to review and evaluate the wildlife hazard management plan every 12 consecutive months or following a triggering event and the plan's effectiveness in dealing with known wildlife hazards on and in the airport's vicinity, as well as, aspects of the wildlife hazards described in the wildlife hazard assessment that should be reevaluated. CONSULTANT shall review current permits, permit conditions related to wildlife and advice as to permit compliance and permit modifications including and, where applicable, copies of local, state and Federal wildlife control permits. CONSULTANT shall coordinate with staff on the feasibility and evaluation of prioritizing certain wildlife management measures based on CITY constraints, processes and programs. Anticipated time frame for completion: 4 months.
- Task 2      **Report Preparation** – CONSULTANT shall prepare the WHMP that provides all FAR 139.337 requirements including but not limited to: providing priorities for needed habitat modification and changes in land use identified in the WHA with target dates for completion, habitat/population management recommendations and identification of resources to be provided by the certificate holder for implementation of the plan. Consultant shall address comments provided by FXE, FAA, and other agencies and update plan as necessary. Anticipated time frame for completion: 4 months.
- Task 3      **Meetings with Agencies** – CONSULTANT and Airport staff shall meet with Regulatory Agencies (Florida Fish & Wildlife Conservation Commission and Fish and Wildlife Service, FAA, USDA and CITY) to discuss findings and proposed actions recommended in the WHMP to reduce wildlife hazards and to solicit agency comments. The CONSULTANT shall provide follow up coordination with the Regulatory Agencies to finalize recommendations and provide meeting minutes and documentation. Anticipated time frame for completion: 3 months.

**Task 4** **Meetings/Consultation/Training** – CONSULTANT shall provide consultation to Airport staff relating to the preparation, assemblage and implementation of the WHMP. CONSULTANT will attend meetings and conduct interviews with airport operations personnel, Aviation Advisory Board (AAB), and airport users as part of the WHMP. CONSULTANT shall provide recommendations for procedures to be followed during air carrier operations, including: assignment of personnel responsibilities for implementing the procedures of the WHMP and standard operating procedures for physical inspections of the movement areas and other areas critical to wildlife hazard management. CONSULTANT shall provide two (2) training sessions after FAA approval of WHMP. Anticipated time frame for completion: 3 months.

**Deliverables:**

Deliverables for this project shall consist of the following:

- Wildlife Hazard Management Plan (draft and final) – in PDF format.
- Two training sessions provided at FXE facilities, agenda in PDF format.

**PROJECT ASSUMPTIONS**

Part of the WHMP can be prepared by the biologist(s) who conducted the WHA. However, some parts can be prepared only by the airport. For example, airport management assigns airport personnel responsibilities, commits airport funds, and purchases equipment and supplies based on the requirements of Task 1. CONSULTANT shall assist in providing technical support and guidance throughout the development of the WHMP.

**CITY'S RESPONSIBILITIES**

Airport shall provide access to FXE site and surrounding Airport owned parcels.

**ADDITIONAL SERVICES**

If authorized in writing by the CITY as an amendment to this Task Order, the CONSULTANT shall furnish, or obtain, Additional Services of the types listed in Article 8 of the Master Agreement. The CITY, as indicated in the Master Agreement, will pay for these services.

**PERFORMANCE SCHEDULE**

The CONSULTANT shall perform the services identified in Tasks 1, 2, 3, and 4 within fourteen (14) months of written Notice to Proceed.

**PROJECT FUNDING**

Performance of this project is at the CITY's discretion and may be contingent upon the CITY receiving funding from the Airport's Enterprise Fund, and work shall not begin until funding sources for this project are in place.

**METHOD OF COMPENSATION**

The services performed will be accomplished using the Not-to-Exceed method of compensation. Reimbursable expenses associated with these services are not included in the fees and will be itemized separately, subject to an established Not-to-Exceed limit. The total hourly rates payable by the CITY for each of CONSULTANT's employee categories, reimbursable expenses and sub-consultant fees are shown on Exhibit "A" attached hereto and made a part hereof.

**TERMS OF COMPENSATION**

Services will be provided for the following Not-to-Exceed amounts:

Task	Task Title	Labor Fees	
		Consultant	Total
1	Research and Data Collection	\$ 16,320.00	\$ 16,320.00
2	WHMP Preparation	\$ 19,460.00	\$ 19,460.00
3	Meetings with Agencies	\$ 4,230.00	\$ 4,230.00
4	Meetings / Consultation / Training	\$ 14,000.00	\$ 14,000.00
TOTAL		\$	\$ 54,010.00

**CITY CONTACTS**

Requests for payments should be directed to City of Fort Lauderdale Accounts Payable via e-mail to [AcctsPayable@FortLauderdale.gov](mailto:AcctsPayable@FortLauderdale.gov). All other correspondence and submittals should be directed to the attention of Fernando Blanco, Airport Engineer, at the address shown below. Please be sure that all correspondence refers to the City project number and title as stated above.

City of Fort Lauderdale  
City Hall, 4<sup>th</sup> Floor Engineering  
100 North Andrews Avenue  
Fort Lauderdale, FL 33301

**CONSULTANT CONTACTS**

Miller Legg & Associates, Inc.  
5747 North Andrews Way  
Fort Lauderdale, FL 33309  
Dylan Larson, PWS, CEP  
Email: [dlarson@millerlegg.com](mailto:dlarson@millerlegg.com)  
Phone: 954-436-7000  
Fax: 954-436-8664

CITY

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida:

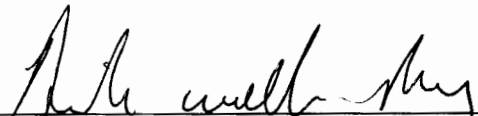
By   
\_\_\_\_\_  
LEE R. FELDMAN, City Manager

(CORPORATE SEAL)

ATTEST:

  
\_\_\_\_\_  
JONDA K. JOSEPH, City Clerk

Approved as to Legal Form:

  
\_\_\_\_\_  
Diansjhan ("DJ") Williams-Persad  
Assistant City Attorney

**CONSULTANT:**

WITNESSES:

MILLER, LEGG & ASSOCIATES, INC.,  
A Florida corporation

Darlene Sierra, Darlene Luna  
Print Name:

By: [Signature]  
Dylan Larson  
Principal

[Signature], TERENCE CASTILLO  
Print Name

ATTEST:

[Signature]  
Print Name: MICHAEL KROEL  
Secretary

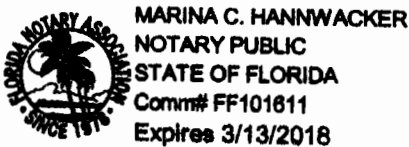
(CORPORATE SEAL)

STATE OF FLORIDA :  
COUNTY OF BROWARD :

The foregoing instrument was acknowledged before me this 30 day of APRIL, 2015, by Dylan Larson as principal for Miller Legg, & Associates, Inc., a Florida corporation.

(SEAL)

[Signature]  
Notary Public, State of Florida  
(Signature of Notary Public)



MARINA HANNWACKER  
Name of Notary Typed, Printed or Stamped

Personally Known  OR Produced Identification N/A  
Type of Identification Produced \_\_\_\_\_

EXHIBIT A

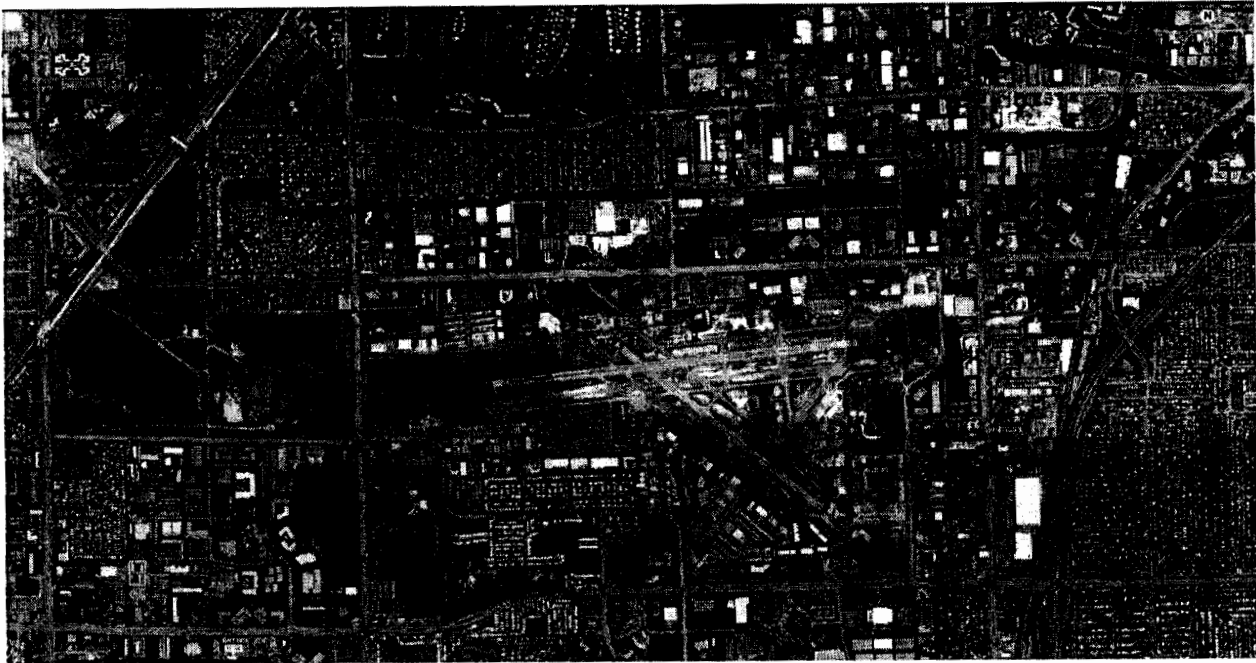
Fee Schedule

CONSULTANT

		Fee Schedule						Total Hours	Labor Cost (\$)
Labor Category		Principal		Proj Bio		Admin			
Labor Rate		\$180.00 /hr		\$115.00 /hr		\$55.00 /hr			
Task No	Task Title	Hours	Subtotal (\$)	Hours	Subtotal (\$)	Hours	Subtotal (\$)		
1	Research and Data Collection	22	\$ 3,960.00	96	\$ 11,040.00	24	\$ 1,320.00	142	\$ 16,320.00
2	WHMP Preparation	14	\$ 2,520.00	132	\$ 15,180.00	32	\$ 1,760.00	178	\$ 19,460.00
3	Meetings with Agencies	12	\$ 2,160.00	18	\$ 2,070.00		\$ -	30	\$ 4,230.00
4	Meetings/Consultation/Training	32	\$ 5,760.00	64	\$ 7,360.00	16	\$ 880.00	112	\$ 14,000.00
<b>Totals</b>		<b>80</b>	<b>\$ 14,400.00</b>	<b>310</b>	<b>\$ 35,650.00</b>	<b>72</b>	<b>\$ 3,960.00</b>	<b>462</b>	<b>\$ 54,010.00</b>



**EXHIBIT B**



**Fort Lauderdale Executive  
Airport and General Vicinity**