

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: August 6, 2024

DAY: Tuesday

TIME: 9:30 A.M.

PLACE: Carl T. Langford Board Room, Orlando International Airport, One Jeff Fuqua Blvd., Orlando, FL 32827

Meeting has been cancelled

I. CALL TO ORDER / ROLL CALL /ANNOUNCEMENTS

II. CONSIDERATIONS OF MINUTES FOR JULY 23, 2024

III. NEW BUSINESS

- A. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum 60 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for On-Call Environmental Planning and National Environmental Policy Act (NEPA) Compliance Consulting Services at Orlando International Airport (MCO).
- B. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for East Airfield Master Planning at Orlando International Airport.
- C. Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 68 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Pre-Planning Activities for Environmental Assessment Development at Orlando International Airport (MCO).
- D. Request for Recommendation to Aviation Authority Board to Award Other Entity Contract (OEC) 24-765-OEC for One Aircraft Rescue Fire Fighting (ARFF) Rescue Vehicle from Matheny Motor Truck Co. d/b/a Matheny Fire & Emergency utilizing Florida Sheriffs Association Contract# FSA23-VEF17.0.
- E. Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 3, Up to Four Months Extension to Purchasing Contract 19-20, Customer Service Ambassadors Services with Real Time Services d/b/a Top Talent Staffing (Top Talent)

IV. CONSIDERATION OF FIRMS FOR 24-642-RFP INSURANCE BROKER CONSULTING SERVICES (RISK MANAGEMENT PROGRAM)

- Alliant Insurance Services, Inc.
- Aon Risk Services, Inc. of Florida
- Arthur J Gallagher Risk Management Services LLC.
- McGriff Insurance Services, LLC.
- Southeastern Series of Lockton, Inc.

NOTE: If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this Committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal. Any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. Any appeal must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to yovannie.rodriquez@goaa.org by 4:00 p.m., August 13, 2024.

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1st of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. The policy, forms, and instructions are available on the Aviation Authority's offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

(Pursuant to Florida Statute 286.0113 (2)(b)1., the portion of the Procurement Committee meeting, when interviews are being conducted, will be exempt from public meeting requirements.)

Any member of the public who wishes to address the committee on an agenda item being considered at this meeting must notify the committee in writing by submitting a completed Appearance Request Form. This form may be requested from and submitted to the Recording Secretary via email at PC@goaa.org, or in person on the date of the meeting. Each speaker will be allowed up to three minutes, and speakers will be limited to no more than five speakers per group or joint effort; excluding businesses and other such entities, which will be limited to one speaker to represent the entity, as a whole.

The next Procurement Committee Meeting is scheduled for Tuesday, August 13, 2024, at 9:30 a.m.

On **TUESDAY, July 23, 2024**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Chair Griffin called the meeting to order at 9:36 a.m. Chair Griffin read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

Marquez Griffin, Vice Chair, GOAA Vice President, MCO Operations

Jeff Daniels, GOAA Assistant Vice President, Facilities

Judith-Ann Jarrette, GOAA Vice President, ORL Operations

Robert Furr, GOAA Vice President, Engineering & Construction

Marie Dennis, GOAA Chief Deputy Financial Officer, Finance

Also participating:

Jo Thacker, Legal Counsel (Nelson Mullins Riley & Scarborough LLP)

Stephen Mickulas, GOAA Manager, Facilities

Ian Brooks, GOAA Manager, Information Technology

Daisily Pagan, GOAA Manager, Facilities

Dillan Montenegro, GOAA Procurement Recording Secretary

CONSIDERATION OF MINUTES FOR June 4th and June 11th, 2024.

Upon motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to approve the meeting minutes.

CONSENT AGENDA

Upon Motion by Mr. Daniels, seconded by Vice Chair Furr, vote carried to approve all the Consent Agenda Items.

- A. Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the Airport Layout Plan (ALP) Update Support Services at the Orlando International Airport (MCO).**
- B. Request for Approval of an Amendment to Addendum 44 of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2024 On-Call General Consulting Services at the Orlando International Airport (MCO).**
- C. Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Project Implementation Staff Support Services with the Greater Orlando Aviation Authority.**
- C. Request for Approval of an Amendment to Addendum 59 of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2024 On-Call General Consulting Services at the Orlando Executive Airport (ORL).**
- E. Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for an Economic Impact Study of Advanced Air Mobility at Orlando International Airport (MCO).**
- F. Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Montrose Environmental Solutions Inc., for FY2024 On-Call Environmental Compliance Services at Orlando International Airport.**
- G. Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Terracon Consulting, Inc., for FY2024 On-Call Environmental Engineering Consulting Services at Orlando International Airport.**
- H. Request for Approval of an Amendment to Addendum 36 to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc., dba GCI Inc., to provide FY24 Staff Extension Services for Small Projects, including Project Manager and P**

NEW BUSINESS

A. **Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 1, Contract Adjustment, for Procurement Contract 24-101-B-RFP Information Technology Consulting Services Agreement to Faith Group Consulting LLC**

Upon Motion by Mr. Daniels, seconded by Mrs. Dennis, vote carried to approve the recommendation to the Aviation Authority Board for approval of Amendment No. 1, Contract Adjustment, for Procurement Contract 24-101-B-RFP Information Technology Consulting Services Agreement to Faith Group Consulting LLC.

B. **Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 1, Contract Adjustment, for Procurement Contract 24-101-C-RFP Information Technology Continuing Consulting Services Agreement to Technology Management Corporation (TMC) dba Technology Management Corporation-1 Incorporated.**

Upon motion by Mrs. Dennis, seconded by Mrs. Jarrette, vote carried to approve the recommendation to the Aviation Authority Board: (1) Approve Amendment No.1, Contract Adjustment for Procurement Contract 24-101-C-RFP, Information Technology Continuing Consulting Services with Technology Management Corporation (TMC) d/b/a Technology Management Corporation-1 Incorporated.; (2) authorize funding from the Operations and Maintenance Funds in a not-to-exceed amount of \$560,040; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

C. **Request to recommend to the Aviation Authority Board the approval of Amendment 2, Increase in Value for Purchasing Contract 21-21, Daikin/McQuay Chiller Maintenance Services with Daikin Applied Americas, Inc.**

Upon motion by Mrs. Dennis, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board: (1) Amendment No. 2, Increase in Value for Purchasing Contract 21-21, Daikin/McQuay Chiller Maintenance Services with Daikin Applied Americas, Inc.; (2) authorize funding in the not-to-exceed amount of \$600,000 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

D. **Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-515-IFB Landscape Maintenance Services for the AOA (Airport Operating Area) to P & L Lawn Maintenance.**

Upon motion by Mr. Furr, seconded by Mrs. Jarrette, vote carried to approve the recommendation to the Aviation Authority Board: (1) deem the Response from A.L.G Landscaping and Concrete Work, Inc. as non-responsive; (2) Award Invitation for Bid 24-515-IFB. Landscape Maintenance Services for the AOA to P & L Lawn Maintenance, Inc., for the total not-exceed amount of \$2,301,930.00; (3) authorize funding from the Operations and Maintenance Fund; and, (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by Legal Counsel.

ADJOURNMENT

1. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned by 9:47 a.m.

Marquez Griffin, Chair

Procurement Committee

Senior Vice President Operations

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Keegan O'Brien, Assistant Vice President of Environmental

DATE: August 6, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY24 On-Call Environmental Planning and National Environmental Policy Act (NEPA) Compliance Consulting Services at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the Federal Aviation Administration (FAA); Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

The Consultant's proposal, dated July 10, 2024, is to provide on-call, environmental planning and NEPA compliance consulting services as needed by the Aviation Authority. These services may relate to, but not necessarily be limited to professional consulting services for: strategy planning for NEPA compliance relative to new, proposed development or modifications/expansion of existing facilities and infrastructure; consultations on existing environmental documents prepared for agency approvals; pre-NEPA planning activities; preparation of categorical exclusion applications; internal GOAA coordination on NEPA compliance strategies and coordination meetings with the FAA or other regulatory agencies; and technical studies and documentation in support of securing NEPA compliance or related permitting. This proposal (comprising ESA's attached letter proposal) is for general environmental planning and NEPA compliance consulting services to be performed for projects or development proposed at Orlando International Airport (MCO).

Services cannot commence before the date of Aviation Authority Board approval. The approved addendum or amendment must be executed by the Aviation Authority before invoicing for services.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

The MWBE/LDB/VBE participation has been reviewed by the Office of Small Business Development. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$38,258.00. Funding is from previously-approved Operations and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$38,258.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$38,258.00
CRI – Compliance Review Date	DL 7/31/24
CRI – Funding Eligibility Review Date	7/31/24

ATTACHMENT A

FINANCE FORM

Date:	July 12, 2024	Requestor's Extension:	x3555
Requestor's Name:	Keegan O'Brien	Preparer's Extension:	x2255
Preparer's Name:	Chris DeLoatche	Solicitation #:	N/A
Requestor's Department:	Multi-Modal Planning and Environmental	Contract # / Name:	General Consulting Services
Description:	Pre-Planning Environmental Assessment	Procurement Committee Date:	August 6, 2024
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.00 0000		\$38,258.00				
Total Requisition:		\$38,258.00				
Requisition Number:		97491				
Funding Approver:	<i>Andrea Harper</i>					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97491	FY24 08/06/24 On Cal	In Process	26-JUL-2024 09:13:47	USD	38,258.00	Wages, Alice M	☒



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 06, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY24 On-Call Environmental Planning and National Environmental Policy Act (NEPA) Compliance Consulting Services at Orlando International Airport (MCO)

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the on-call nature of the services to be provided, Ricondo & Associates, Inc. does not propose small business participation on this addendum.

July 10, 2024 (revised July 26, 2024)

Ms. Keegan O'Brien, P.E.
Assistant Vice President, Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

RE: Proposal for On-Call Environmental Planning and National Environmental Policy Act (NEPA)
Compliance Consulting Services for Orlando International Airport

Dear Ms. O'Brien:

Ricondo & Associates, Inc. (Ricondo), in association with Environmental Science Associates (ESA) appreciate the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to provide on-call, environmental planning and NEPA compliance consulting services as needed by the Greater Orlando Aviation Authority (GOAA), with a Not-to-Exceed Fee in the amount of \$38,258.

These services may relate to, but not necessarily be limited to professional consulting services for: strategy planning for NEPA compliance relative to new, proposed development or modifications/expansion of existing facilities and infrastructure; consultations on existing environmental documents prepared for agency approvals; pre-NEPA planning activities; preparation of categorical exclusion applications; internal GOAA coordination on NEPA compliance strategies and coordination meetings with the FAA or other regulatory agencies; and technical studies and documentation in support of securing NEPA compliance or related permitting.

This proposal (comprising ESA's attached letter proposal) is for general environmental planning and NEPA compliance consulting services to be performed for projects or development proposed at Orlando International Airport (MCO).

Schedule

Ricondo will coordinate with Aviation Authority staff to identify the schedule and deadlines associated with each work request received.

Professional Fees

Services provided under this agreement will be performed on an as-needed basis using Ricondo hourly approved rates. The proposed Not-to-Exceed Fee is \$38,258.

Hourly Rates

It is mutually understood that work under this Addendum for On-Call Environmental Planning and NEPA Compliance Consulting Services would only be undertaken when requested by Aviation Authority staff. Services performed under this Addendum would be compensated based on Ricondo and Environmental Science Associates (ESA) rates approved hourly rates for FY 2024 (refer to **Table 1**). Estimates breakout of hours by labor category are also provided for Ricondo and ESA in the attached C-5 tables.

TABLE 1 – FY 2024 APPROVED HOURLY RATES

COMPANY	POSITION	HOURLY RATES
Ricondo	Senior Officer	\$350.00
Ricondo	Senior Officer w/Travel Premium	\$385.00
Ricondo	Officer	\$340.00
Ricondo	Officer w/Travel Premium	\$375.00
Ricondo	Senior Director	\$295.00
Ricondo	Senior Director w/Travel Premium	\$330.00
Ricondo	Director	\$239.00
Ricondo	Director w/Travel Premium	\$274.00
Ricondo	Manager	\$180.00
Ricondo	Manager w/Travel Premium	\$210.00
Ricondo	Senior Consultant	\$139.00
Ricondo	Technical Editor	\$138.00
Ricondo	Senior Graphic Designer	\$134.00
Ricondo	Graphic Designer	\$97.00
Ricondo	Consultant	\$93.00
Ricondo	Technical Specialist	\$66.00
Environmental Science Associates (ESA)	Senior Principal Consultant	\$296.00
Environmental Science Associates (ESA)	Principal Consultant 6	\$265.00
Environmental Science Associates (ESA)	Principal Consultant 4	\$242.00
Environmental Science Associates (ESA)	Managing Consultant 3	\$198.00
Environmental Science Associates (ESA)	Senior Consultant 4	\$153.00
Environmental Science Associates (ESA)	Senior Consultant 3	\$135.00
Environmental Science Associates (ESA)	Associate Consultant 3	\$129.00
Environmental Science Associates (ESA)	Senior Publications Specialist	\$125.00
Environmental Science Associates (ESA)	Publications Specialist	\$123.00

We appreciate the opportunity to continue serving and supporting the Greater Orlando Aviation Authority.



Brad Friel, A.A.E.
Greater Orlando Aviation Authority
July 10, 2024 (revised July 26, 2024)
Page 3

If you require additional information, please contact me at 305-677-0370 or via email at pricondo@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.

A handwritten signature in blue ink that reads "P. Ricondo". The signature is stylized, with a large, looped "P" and a cursive "Ricondo".

Pete Ricondo, P.E.
Senior Vice President
ENCLOSURES

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant: Ricondo & Associates, Inc.

By:  _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 07/10/2024



5401 South Kirkman Road
Suite 475
Orlando, FL 32819
407.403.6300 [phone](#)
407.403.6301 [fax](#)

esassoc.com

July 10, 2024

Mr. Pete Ricondo
Senior Vice President
Ricondo
1000 NW 57th Court, Suite 290
Miami, FL 33126

Subject: As Needed National Environmental Policy Act (NEPA) Support
Greater Orlando Aviation Authority

Dear Pete:

Environmental Science Associates (ESA) is pleased to offer this proposal to provide as needed National Environmental Policy Act (NEPA) Support for the Greater Orlando Aviation Authority (GOAA). Services anticipated as part of this effort are outlined below:

Task 1 – As Needed NEPA Support

Description: The Consultant will provide GOAA with general as needed NEPA support to help facilitate project progression. This includes coordination on NEPA strategy, NEPA preplanning analysis, and technical studies and documentation in support of securing NEPA compliance or related permitting. This may also include consulting with local, state and federal agencies to secure agency concurrence on methodologies or analysis. The level of effort associated with this task is limited to the available budget.

Estimated Cost

ESA estimated cost for these services is **\$25,812** to be billed on a not to exceed basis at ESA's GOAA approved contract rates.

Please let us know if you have any questions or need anything further.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael R. Arnold".

Michael R. Arnold
Senior Vice President

Ricondo & Associates, Inc.

[illegible]

BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES

ESA	Senior Principal Consultant		Principal Consultant 6		Principal Consultant 4		Managing Consultant 3		Senior Consultant 4		Senior Consultant 3		Associate Consultant 3		Senior Publications Specialist		Publications Specialist		TOTAL		
Rate (\$/Hour):	\$296		\$265		\$242		\$198		\$153		\$135		\$129		\$125		\$123		labor		
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Avg. Hourly Rate
Tasks																					
Task 1 - Project Definition and Background	16	\$4,736	8	\$2,120	24	\$5,808	24	\$4,752	24	\$3,672	20	\$2,700	8	\$1,032	4	\$500	4	\$492	132	\$25,812	\$196
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Labor (NTE)	16	\$ 4,736	8	\$ 2,120	24	\$ 5,808	24	\$ 4,752	24	\$ 3,672	20	\$ 2,700	8	\$ 1,032	4	\$ 500	4	\$ 492	132	\$ 25,812	\$196
SUBCONSULTANT EXPENSES																					
TOTAL NOT TO EXCEED FEES:	16	\$ 4,736	8	\$ 2,120	24	\$ 5,808	24	\$ 4,752	24	\$ 3,672	20	\$ 2,700	8	\$ 1,032	4	\$ 500	4	\$ 492	132	\$ 25,812	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	General Consulting Services Agreement	PSC	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	CCM	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	CCM	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	CCM	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	CCM	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	CCM	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	CCM	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	CCM	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	CCM	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	CCM	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	CCM	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	CCM	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	CCM	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
018	002	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	04/02/24	NA	04/04/24		\$124,476.00	\$926,750.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00
029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23	96527	\$94,268.00	\$94,268.00
042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23	1007556	\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96749	\$50,000.00	\$50,000.00
044	001	-	Additional FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24		\$50,000.00	\$100,000.00
044	002	-	Additional FY24 On-Call General Consulting Services	PSC	04/02/24	04/24/24	04/25/24		\$80,000.00	\$180,000.00
044	003	-	Additional FY24 On-Call General Consulting Services	PSC	07/23/24	NA			\$80,000.00	\$260,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96683	\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96874	\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23	97376	\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23	1007489	\$1,090,217.00	\$1,090,217.00
048	001	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Additional Concept Planning Services for W-S00211	CCM	04/30/24	05/15/24	05/23/24		\$1,018,559.00	\$2,108,776.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23	1007490	\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA	11/09/23	97033	\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA	11/21/23	1007494	\$71,219.00	\$71,219.00
052	000	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	11/21/23	NA	11/29/23	1007572	\$195,303.00	\$195,303.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

052	001	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Estimating Services for W-496	CCM	01/23/24	NA	01/25/24		\$97,772.00	\$293,075.00
052	002	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Services for W-496 North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	03/26/24	NA	03/28/24		\$226,386.00	\$519,461.00
052	003	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Incorporating Improvements on the 70s Wing at AS4 Into the Design Criteria Package for W-496	CCM	05/14/24	NA	05/24/24		\$19,802.00	\$539,263.00
052	004	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Update of the Tenant Design Criteria Manual for W-496	CCM	05/14/24	06/19/24	06/25/24		\$453,816.00	\$993,079.00
053	000	-	Interim Update of the Orlando International Airport (MCO) Airport Layout Plan	PSC	11/21/23	12/13/23	12/14/23	97020	\$13,840.00	\$13,840.00
054	000	-	Parking Capacity Analysis	PSC	11/21/23	12/13/23	12/14/23	97039	\$83,504.00	\$83,504.00
055	000	-	Parking Pricing Study	PSC	11/21/23	12/13/23	12/20/23	97042	\$87,100.00	\$87,100.00
056	000	-	FY24 On Call Support Services for Concessions Department	PSC	12/19/23	NA	12/27/23	97575	\$47,440.00	\$47,440.00
057	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Construction Administration Services for V-995	CCM	01/02/24	NA	01/04/24	1007526	\$96,588.00	\$96,588.00
058	000	W-00503-MCO	W-00503-MCO EXPANSION OF CKPT A, New End-AROUND TAXIWAY & SERVICE RD REALIGNMENT Study for W503	CCM	01/09/24	NA	01/10/24	1007560	\$53,086.00	\$53,086.00
059	000	-	FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24	97045	\$10,000.00	\$10,000.00
059	001	-	Additional FY24 On-Call General Consulting Services	PSC	07/23/24	NA			\$13,062.00	\$23,062.00
060	000	W-00500-ORL	W-00500-ORL ORL MASTER PLAN UPDATE W-00500 Master Plan Update Services	CCM	01/23/24	02/21/24	02/23/24	1007646	\$795,886.00	\$795,886.00
060	001	W-00500-ORL	W-00500-ORL ORL MASTER PLAN UPDATE Additional FY24 On-Call General Consulting Services	CCM	07/23/24	NA			\$0.00	\$795,886.00
061	000	-	Support Services for the Advanced Air Mobility Taskforce	PSC	02/27/24	NA	03/04/24	97492	\$59,139.00	\$59,139.00
062	000	-	FY24 On-Call Support Services for the Airline Relations Department	PSC	03/12/24	NA	03/18/24	97379	\$58,250.00	\$58,250.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

063	000	-	Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems	PSC	03/12/24	NA	03/18/24	97381	\$129,650.00	\$129,650.00
064	000	-	Passenger Intercept Surveys	PSC	04/02/24	04/24/24	04/25/24	97493	\$22,954.00	\$22,954.00
065	000	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Reviewing and Reporting on the Existing Infrastructure for Future Concessions Spaces at the Landside Terminals A and B for W-496	CCM	05/14/24	NA	05/24/24		\$119,384.00	\$119,384.00
065	001	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Reviewing and Reporting on the Existing Infrastructure for Future Concessions Spaces at the Landside Terminals A and B for W-496	CCM	05/28/24	NA	06/05/24		\$191,230.00	\$310,614.00
066	000	W-00516-MCO	W-00516-MCO EXECUTIVE BOARDROOM RENOVATION- DESIGN CRITERIA PACKAGE (DCP) Design Criteria Package for W-00516	CCM	06/04/24	NA			\$287,728.00	\$287,728.00
067	000	-	Update to the Graphic Standards for Airline Tenants and Airline Service Providers	PSC	06/11/24	06/19/24	06/25/24		\$151,239.00	\$151,239.00
068	000	-	Pre-Planning Activities for Environmental Assessment Development	PSC	06/11/24	06/19/24	06/25/24		\$227,536.00	\$227,536.00
069	000	-	Airport Layout Plan (ALP) Update Support Services	PSC	07/23/24	NA			\$40,000.00	\$40,000.00
070	000	-	Project Implementation Staff Support Services	PSC	07/23/24	NA			\$32,805.00	\$32,805.00
071	000	-	Economic Impact Study of Advanced Air Mobility	PSC	07/23/24	NA	07/29/24		\$48,443.00	\$48,443.00
Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC									\$13,707,637.00	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00
11/21/23	12/13/23	053	000	\$13,840.00	\$1,231,465.00
11/21/23	12/13/23	054	000	\$83,504.00	\$1,314,969.00
11/21/23	12/13/23	055	000	\$87,100.00	\$1,402,069.00
12/19/23		056	000	\$47,440.00	\$1,449,509.00
01/09/24		044	001	\$50,000.00	\$1,499,509.00
01/09/24		059	000	\$10,000.00	\$1,509,509.00
02/27/24		061	000	\$59,139.00	\$1,568,648.00
03/12/24		062	000	\$58,250.00	\$1,626,898.00
03/12/24		063	000	\$129,650.00	\$1,756,548.00
04/02/24	04/24/24	044	002	\$80,000.00	\$1,836,548.00
04/02/24	04/24/24	064	000	\$22,954.00	\$1,859,502.00
06/11/24	06/19/24	067	000	\$151,239.00	\$2,010,741.00
06/11/24	06/19/24	068	000	\$227,536.00	\$2,238,277.00
07/23/24		044	003	\$80,000.00	\$2,318,277.00
07/23/24		059	001	\$13,062.00	\$2,331,339.00
07/23/24		069	000	\$40,000.00	\$2,371,339.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24	070	000	\$32,805.00	\$2,404,144.00
07/23/24	071	000	\$48,443.00	\$2,452,587.00

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Keegan O'Brien, P.E., Assistant Vice President of Environmental

DATE: August 6, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for East Airfield Master Planning at Orlando International Airport

BACKGROUND

In May 2024, the firms providing Continuing On-Call Architecture and Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 15, 2024, the Aviation Authority Board approved a Continuing On-Call Architecture and Engineering Services Agreement with the following firms:

- C&S Engineers, Inc.
- Garver Engineers, LLC
- Kimley-Horn and Associates, Inc.
- Michael Baker International, Inc.
- RS&H, Inc.

These no-cost base agreements established the negotiated hourly rates. These services are to provide continuing civil engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; and all other related services including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the facilities such as the Federal Aviation Administration, the Transportation Security Administration, the Florida Department of Transportation, and the Orlando Utilities Commission.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of design parameters, budget development, evaluation and documentation of existing conditions; design, bid/procurement and award, design/build, design criteria package development, permitting, construction administration, resident engineering, master document support, technical support and review of documents prepared by others, design management support on various Aviation Authority projects and all other engineering and related professional services which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

ISSUES

Consultant's proposal, dated July 22, 2024, is to provide East Airfield Master Planning efforts which include survey,

master planning, stormwater master planning and permitting, FEMA CLOMR floodplain analysis, water, reclaim, sanitary sewer, electrical/communications, and natural gas utility master planning.

Services cannot commence before the date of Aviation Authority Board approval. The approved addendum or amendment must be executed by the Aviation Authority before invoicing for services.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

The MWBE/LDB/VBE participation has been reviewed by the Office of Small Business Development. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal Impact is \$1,225,970.00. Funding is from CIR00938 and CIR00752 Funds. (subject to adoption by Aviation Authority Board of the Fiscal Year 2025 Aviation Authority Budget).

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$1,195,970.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$30,000.00
TOTAL	\$1,225,970.00
CRI – Compliance Review Date	DL 7/31/24
CRI – Funding Eligibility Review Date	7/31/24

ATTACHMENT A

FINANCE FORM

Date:	July 23, 2024	Requestor's Extension:	x3555
Requestor's Name:	Keegan O'Brien	Preparer's Extension:	x3555
Preparer's Name:	Keegan O'Brien	Solicitation #:	N/A
Requestor's Department:	Environmental	Contract # / Name:	On-Call Architecture and Engineering Consultant Services
Description:	East Airfield Master Planning	Procurement Committee Date:	August 6, 2024
Vendor:	Kimley-Horn and Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: CIR

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
308.712.170.5310010.000.50 1585		\$100,000.00	\$150,000.00			
308.711.170.5310010.000.50 1674			\$975,970.00			
Total Requisition:		\$100,000.00	\$1,125,970.00			
Requisition Number:		97490	97490			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97490	East Airfield Master Planning	In Process	26-JUL-2024 09:08:18	USD	1,225,970.00	Wages, Alice M	☒



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 06, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for East Airfield Master Planning at Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Kimley-Horn and Associates, Inc. proposes 12% MWBE participation on this addendum.

MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS

PLEASE COMPLETE THIS FORM

This form should be used to report Construction and Engineering /Professional Services activities.

Name of Airport: Orlando International AirportTelephone No: (407) 825-7179Address: One Jeff Fuqua Boulevard, Orlando, FL 32827Project Name & Number: Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for East Airfield Master Planning at Orlando International Airport**1. Construction Information:**

Addendum Amount: _____

2. MWBE Goal by Group Representation:

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	_____	Actual Result	_____
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
Total MWBE Participation	-	Actual Result	_____

3.a. Prime Contractor Information:Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____**3.b. Name and Address of MWBE Subcontractor**Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____**3.c. *Identity:**

Work Item(s): _____

Amount of Subcontract _____

Percent of Prime Contract (%): _____

4. Engineering/Professional Services Information:Addendum Amount: \$1,225,970.00**5. MWBE Goal by Group Representation:**

Asian Pacific American	<u>145,339.00</u>	Actual Result	<u>12%</u>
Asian Subcontinent American	<u>-</u>	Actual Result	<u>0%</u>
Black American	<u>-</u>	Actual Result	<u>0%</u>
Caucasian Female American	<u>-</u>	Actual Result	<u>0%</u>
Hispanic American	<u>-</u>	Actual Result	<u>0%</u>
Native American	<u>-</u>	Actual Result	<u>0%</u>
Other	<u>-</u>	Actual Result	<u>0%</u>
Total MWBE Participation	<u>145,339.00</u>	Actual Result	<u>12%</u>

6.b. Engineering / Professional Service Firm Information:Name: Kimley-Horn and Associates, Inc.
Address: 189 South Orange Avenue, Suite 1000
City, State, Zip: Orlando, FL 32801
Telephone: (407) 898-1511**6.b. Name and Address of MWBE Subconsultant**Name: L & S Diversified, LLC
Address: PO Box 149487
City, State, Zip: Orlando, FL 32814
Telephone: 407-681-3836**6.c. *Identity:**

Asian Pacific American

Work Item(s): Topographic SurveyAmount of Subcontract \$145,339.00Percent of Prime Contract (%): 12%

* In Items 3.c. and 6.c. above specify the identity of MWBE Subcontractors and E/PS Firms (e.g. Black American, Hispanic American, Asian Subcontinent American, Asian Pacific American, Caucasian Female American, Native American & Other)



July 22, 2024

Ms. Keegan O'Brien, P.E.
Assistance Vice President or Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827
mary.obrien@goaa.org

**Re: East Airfield Master Planning
at Orlando International Airport**

Dear Keegan:

Attached, please find our proposal to complete the design services for the subject project, in accordance with our Continuing On-Call Architecture and Engineering Consultant Services contract (May 15, 2024) and approved rates.

The proposal submitted herein is for a total value of \$1,225,970; of which \$1,195,970 is not-to-exceed reimbursable labor fee, and \$30,000 is not-to-exceed reimbursable expenses (permit fees, utility pressure testing, etc.). The surveyor's (L&S Diversified, LLC.) scope has also been included for reference. The following tables are attached for backup:

- Table C-1, Summary of Fees and Expenses
- Table C-4, Summary of Not-to-Exceed Fees and Expenses
- Table C-5 (Kimley-Horn), Breakdown of Not-to-Exceed Reimbursable Fees for Kimley-Horn
- Table C-5 (L&S Diversified), Breakdown of Not-to-Exceed Reimbursable Fees for L&S Diversified
- Table C-6, Summary of Not-to-Exceed Reimbursable Expenses
- Table C-7, LDB/MWBE Participation Schedule
- Table C-9, Summary of Contracted Hourly Rates

Please note that for this scope of services we do anticipate an MWBE participation of 11.9%.

We sincerely appreciate the opportunity to provide these services to you and the Greater Orlando Aviation Authority. Please contact me if you have any questions.

Very truly yours,
KIMLEY-HORN AND ASSOCIATES, INC.

Jonathan A. Martin, P.E.
Principal

Brian S. Ashby, P.E.
Vice President

CC:

K:\ORL_Aviation\marketing\GOAA\2024-06-05 East Airfield Master Planning (With Infrastructure)\Coverletter-OBrien-East Airfield Master Planning-2024-06-18.docx

ATTACHMENT A: SCOPE OF SERVICES ORLANDO INTERNATIONAL AIRPORT EAST AIRFIELD MASTER PLANNING GREATER ORLANDO AVIATION AUTHORITY

OVERVIEW

The project boundary encompasses the area that consists of the East Airfield of the Orlando International Airport (MCO). The area is within the jurisdiction of the City of Orlando and the South Florida Water Management District (SFWMD).

Based on previously authorized Master Planning efforts and program development conversations, Kimley-Horn will provide further detailed master planning services for external project review, financial analysis and Owner approval. The services will also consist of updating the master conceptual stormwater approval permit for the proposed East Airfield Development areas. The revised conceptual approval permit will be permitted through SFWMD. This effort will require the development of master conceptual stormwater plans as well as mass grading plans for the associated areas. The purpose of the master conceptual stormwater permit is to conceptually allow for development to occur in these areas, so long as the general guidelines set forth in the conceptual permit are upheld. It should be noted that a conceptual approval permit sets guidelines for future development but does not specifically permit any commencement of construction. Individual construction permits will be required as development occurs.

Additionally, the services will consist of development of master infrastructure plans including roadways, wet utilities (potable water, sanitary sewer, and reclaim water), dry utilities (power and communications), and natural gas.

SCOPE:

INTRODUCTION

This project includes the development of a master plan for the East Airfield. The master planning efforts will build upon and be consistent with the preliminary bubble plans, the previously issued SFWMD Conceptual ERP permit, the environmental assessment, the MOU, and existing PD. The master plan will include the incorporation of program elements similar to what is illustrated in approved PD to include: hotel, office, commercial, and industrial uses. The commercial uses will front Narcoossee Road and move towards airfield support as we head west.

The project also includes providing transportation analysis and documentation services to advise the master planning of East Airfield and to support PD amendment submittal requirements and access permitting applications.

This project includes the development of a revised conceptual stormwater permit for Orlando

International Airport stay consistent with the proposed future development within the East Airfield development areas. Permitting through SFWMD will be required modify the existing conceptual approval permit. This effort will involve stormwater modelling, conceptual master stormwater plan layout, and detailed mass grading plans of the proposed stormwater management facilities to serve the East Airfield Development Areas (EADA).

Additionally, the project includes the development of utility master plans for potable water, reclaim water, sanitary sewer, electrical/communications dry utilities, and natural gas.

The basic scope of services for this project includes the following tasks:

Task 1 – Boundary and Topographic Survey

The purpose of this Task is to develop the boundary survey for the East Airfield property including on-site and perimeter improvements, as well as additional topographic survey of the northernmost 80 acres including improvements since the 2018 topographic survey within the East Airfield, as well as verification of the 2018 topographic survey of the entire East airfield property by 500' grid and survey of improvements and features not previously shown, including: 6,700' of canal along the west boundary; airport facilities located at the southwest portion of the property. L&S Diversified will perform the services outlined within this task. Specifically, the scope of work for this task includes:

Establish Survey Control

L & S Diversified shall establish horizontal and vertical control monuments to facilitate site engineering and master planning. The monuments shall be established so that there is clear line of site between them. Horizontal coordinates shall be referenced to Florida State Plane, North American Datum of 1983 (NAD83). Elevations shall be referenced to North American Vertical Datum of 1988 (NAVD88).

Site control includes setting at minimum 134 site benchmarks per Florida Standards of Practice.

Boundary Survey

The position and description of all recovered monument; metes and bounds legal description; all adjacent right-of-ways and access with recording information; lines of possession and improvements along the boundaries; buildings; easements and servitudes; water features; calculated area of subject property; setting corner monumentation (**approximately 82 corners**) and appropriate section work.

The Boundary Survey will be prepared in accordance with the State of Florida Standards of Practice, as set forth by the Board of Professional Surveyors and Mappers, Chapter 5J-17, Florida Administrative Code and per Section 472.027, Florida Statutes.

A title opinion (**to be provided by GOAA**) will be required for these tasks.

The subject property includes the following parcel numbers:

A Portion of Parcel Orange County Parcel 03-24-30-0000-00-002, and all of Orange County Parcels 01-24-30-0000-00-004, 01-24-30-0000-00-011, 01-24-30-3273-01-000, and 01-24-30-2340-01-000 and based on the legal description provided by GOAA.

Topographic Survey

- Full topographic survey on the northern 80 acres. This area is the area along SR-528, along the improvements recently constructed by Brightline. See below for approximately limits.



- 500' grid verification survey of the full property with updated data since the 2018 topographic survey by others. Prepare updated survey incorporating previous survey into one (1) new survey deliverable.
- RTK/GPS or conventional data acquisition within the project limits; location and elevation of existing improvements and visible above ground utilities; and setting site benchmarks to facilitate engineering for the project site.
- Incorporate previously delineated wetlands into new survey deliverable.

The topographic survey will be displayed at one foot contours and will be based on the North American Vertical Datum (NAVD) of 1988.

The Topographic Survey will be prepared in accordance with the State of Florida Standards of Practice Chapter 5J-17, Florida Administrative Code, as set forth by the Board of Professional Surveyors and Mappers, pursuant to Section 472.027, Florida Statutes.

Data acquisition will conform to the horizontal and vertical precision standards as outlined in the Federal Geographic Data Committee, Geospatial Positioning Standards – PART 4: Standards for A/E/C and Facility Management (FGDC-STD-007.4-2002).

Note: The surveyor's proposal has been attached to this scope of services for reference.

Task 2 – Master Planning

Based on previously authorized Master Planning efforts and program development conversations, Kimley-Horn will provide further detailed master planning services for external project review, financial analysis and Owner approval. Program validation and verification should have or will continue to inform the master planning but fully understanding the following goals and objectives:

1. What specific target industries and land uses should we be planning for that will drive this site for the next 50 years?
2. Who are the primary decision makers beyond the GOAA board/City Officials that will influence approvals or funding for this area?
3. Are there major funding strategies and/or partners that will dictate land use and design decisions – sustainability, resilience, regional stormwater enhancements/improvements, economic development initiatives, etc.?
4. What new trends are on the horizon (i.e., Aerotropolis) that bridge airside and landside uses and enhance immediate adjacencies?
5. Have all of GOAA /Airport operational and master plan growth factors including other transit modes been realized so that East Airfield development doesn't compromise THE economic engine?

Based on responses to these and other related discussions, Kimley-Horn will further master planning as follows:

- A. Coordination of the site plan elements / adjacencies with the overall site development criteria set-forth by the PD and surrounding context and Land Development Regulations (LDR) criteria.
- B. Review of, and response to proposed development program as provided by GOAA and in earlier phases of the design process.
- C. Review and respond to potential infrastructure demands based on the land uses identified and new trends in the proposed development. This includes but may not be limited to:
 - “Dry” utilities
 - “Wet” utilities – potable water, sanitary sewer, reclaimed water
 - Stormwater
 - Environmental
 - Traffic and transportation
- D. Detailed Master Plan – process and documentation:

Kimley-Horn will prepare a detailed master plan / site plan for the entire property. The master plan document(s) will address the following areas and elements:

- Existing natural features and elements of the site such-as: topography, geology, existing vegetation and major drainage patterns
- Proposed streets, street network and intersection criteria
- Proposed placement of buildings and type of the development parcels to be implemented by others or through separate RFP by GOAA, expansion of existing facilities, associated parking and/or parking structure options and other structures associated with the master plan program
- Parking configuration evaluation (surface, structured and on-street)
- Common Areas and Landscape Buffers
- Major open spaces
- Stormwater management areas

E. Plan enlargements for selected areas of the development

F. Typical street and roadway cross-sections

G. Prepare up to one (1) 3D sketch-up model (white model + Land-use colors)

H. Phasing diagram

Kimley-Horn has assumed that GOAA's legal council will prepare and submit the City of Orlando Planned Development (PD) application package. Kimley-Horn will provide supporting documentation, including exhibits and plans as noted in the scope above, for inclusion into the PD application. Kimley-Horn will also provide assistance through the attendance of meetings through the PD approval process.

This task also includes coordination with GOAA's traffic engineering consultant throughout the project to advise the master planning of East Airfield and to support PD amendment submittal requirements and access permitting applications. Kimley-Horn has included up to forty (40) hours of meetings and coordination time with GOAA traffic engineering consultant.

Task 3 - Stormwater History Research, Data Collection, and Review

The purpose of this task is initiate data collection and historic research of the East Airfield within the Orlando International Airport. Topographic surveying and geotechnical investigation is not included in this scope of services as the data collected by Shannon Surveying (survey) and Nadic Engineering Services (geotechnical engineering) will be utilized for this analysis. Furthermore, the task effort will involve:

- (1) Attend one (1) 4-hour kick-off and scope verification meeting with relevant stakeholders. Provide minutes of that meeting.
- (2) Coordinate with SFWMD to begin research on the historic mapping and permitting that has occurred throughout the project limits.

- (3) Obtain and review relevant existing record drawings, plans, permits, and base mapping from GOAA, SFWMD, City of Orlando, Orange County, and FEMA.
- (4) Provide administration for the services including: progress reports, record keeping, coordination, and invoicing.
- (5) Define and list design criteria from governing agencies applicable to the project.
- (6) Review of MOU and the impact it has on the Stormwater Master Plan.
- (7) Review historical topographic survey that is required for permitting.
- (8) Review historical geotechnical investigations by NADIC Engineering Services, Inc.
- (9) Perform site visits to understand topography, drainage patterns, existing structures, and surrounding features.
- (10) Attend one (1) review meeting to discuss information obtained during research.
- (11) Develop conceptual draft mass grading plans that depict future pond locations within the East Airfield.

Deliverables:

- (1) Conceptual draft Mass grading plans.

Assumptions:

- (1) The previous topographic survey performed by Shannon Survey in 2018 will be utilized for the stormwater master plan and permitting through SFWMD. A new topographic survey will not be obtained, other than the improvements that were constructed as part of the Brightline Rail corridor along the north end of the East Airfield. If SFWMD requires a new topographic survey to be completed, this will be considered an Additional Service that is not covered under this scope and will require a very significant amount of effort.

Task 4 – Conceptual Stormwater Master Plan and SFWMD Permitting

The purpose of this task is to update the SFWMD conceptual stormwater permit for Orlando International Airport to account for changes in the Master Plan for the East Airfield areas. The goal will be to obtain a conceptual approval permit for the changes to the overall Master Plan and plan for future development in those areas. This effort will involve the design of a master stormwater management system for the development. The master plan will include conceptual pond layout and design, mass grading, and design of major stormwater conveyance and control structures. The conceptual stormwater management system will be designed to meet the requirements set forth by the City of Orlando and SFWMD. It should be noted that a conceptual approval permit does not authorize construction, alteration, maintenance, removal, or alteration. Issuance of a conceptual approval permit is a determination that conceptual plans are consistent with applicable rules at the time of issuance. The permit, if issued, will contain specific conditions necessary to ensure that future applications for permits to construct, alter, operate, maintain,

remove, or abandon projects can be issued only if such applications remain consistent with the conceptual approval permit. Additionally, the task effort will involve:

- (1) Attend one (1) pre-application meeting with SFWMD to discuss the scope of the project and the application and review process.
- (2) Obtain and review relevant existing record drawings, plans, permits, and base mapping.
- (3) Development of a master conceptual stormwater plan that reflects the anticipated future build-out of the East Airfield Development Area.
 - a. Conceptual design of stormwater master plan layout.
 - b. Conceptual mass grading design of proposed ponds and surrounding area.
 - c. Conceptual design of major stormwater management structures (i.e. control structures, outfall weirs, etc.) and connectivity.
- (4) Development of a master conceptual stormwater model that will be used for the conceptual approval permit application package.
- (5) Prepare a conceptual approval permit application package for submittal and review by SFWMD.
- (6) Develop a preliminary Opinion of Probable Construction Cost for the proposed mass grading and earthwork elements related to the stormwater master plan.

Deliverables:

- (1) One (1) copy of SFWMD conceptual approval permit package (1 electronic copy)
- (2) One (1) copy of Master Conceptual Stormwater Plan (1 electronic copy)
 - a. Includes conceptual stormwater master plan layout and conceptual mass grading plan.

TASK 5 - FEMA CLOMR Floodplain Analysis

Based on review of the Flood Insurance Rate Maps for Orlando International Airport, it is anticipated that future development will encroach into the 100-year floodplain as established by FEMA. Kimley-Horn will prepare the FEMA CLOMR MT-2 permit application package for submittal to the City of Orlando. Once approved and executed by the City of Orlando, Kimley-Horn will submit the CLOMR application package to FEMA. It is assumed that the scope of the analysis is limited to the proposed development property limits. It should be noted that Kimley-Horn cannot predict the results from FEMA prior to preparing application packages and receiving feedback based on FEMA's review. The task effort will involve:

- (1) Coordination with the City of Orlando and FEMA to discuss the scope of the project, any concerns there may be with the current FEMA FIRMs, and the application and review process.
- (2) Development of a hydraulic and hydrologic stormwater model for the proposed development.
- (3) Preparation of CLOMR permit package for submittal to the City of Orlando and FEMA.

- a. Develop determination document
 - i. Develop revised FIRM panel(s) and flooding source(s)
 - ii. Develop a description of the nature of the revisions
 - iii. Development of flood hazard changes (BFEs, Floodways, etc)
 - iv. If revisions are made to the BFEs, notice/newspaper publication dates will need to be included (to be provided by Client).
 - b. Develop annotated FIRM showing the revised portion of the full-scale FIRM.
 - c. Prepare hydrologic computations.
 - d. Prepare hydraulic analysis and digital files.
 - e. Develop a project narrative including site photographs.
- (4) Preparation of CLOMR permit package for submittal to FEMA for proposed future development
- (5) Documented compliance with the Endangered Species Act (ESA) from the National Marine Fisheries Service or the United States Fish and Wildlife Service will need to be included in the permit application package. The ESA will need to be provided by the Client's environmental engineer.
- (6) Attend 10 (ten) review meetings to discuss information about the updates to the FEMA FIRMs and CLOMR package.

Deliverables:

- (1) Copy of FEMA MT-2 CLOMR/LOMR permit application packages.

TASK 6 - Responding to FEMA CLOMR Requests for Additional Information

Due to the nature of permitting floodplain map changes through FEMA, extensive effort will be needed for responding to the requests for additional information (RAI) throughout the permitting and review process. Because permitting of this nature is subjective and can vary greatly based on individual reviewers, exactly determining the required effort is difficult at this stage. With no true way to anticipate the additional information requests and questions that may arise throughout permitting, this task will be handled on an hourly basis with a budget. The budget will be monitored and will not be exceeded without GOAA approval. The task effort will involve:

- (1) Responding to RAIs from FEMA throughout the floodplain analysis and mapping procedure.
- (2) Responding to RAIs throughout permitting and coordination with the City of Orlando.

Task 7 – Water, Reclaim, and Sanitary Sewer Utility Master Planning

The services include reviewing and analyzing the ultimate potable water, reclaim water, and sanitary sewer utility infrastructure needs for the proposed build out of the East Airfield, per the Client approved Master Plan. Considering the Master Site Plan, Kimley-Horn will produce a utility master plan to include the following:

Water, Sanitary Sewer & Reclaim

- A. Research and collect existing data from GOAA and/or respective permitting authorities including the City of Orlando and Orlando Utilities Commission (OUC) for the existing systems onsite and adjacent offsite.
- B. Using the information collected during research and provided by the Client, create an existing condition map to use for master planning.
- C. Using the master site plan and uses, as well as coordination with the Client, estimate water and sanitary demand, (Average and Peak) taking fixture counts into consideration, to size the proposed system mains.
- D. Estimate demand for irrigation and evaluate a new reclaim line for the onsite improvements.
- E. Using the master site plan and feedback from OUC and the City of Orlando on available capacity, fire flow data, and tie in pressures, evaluate proposed utility routing for water and sanitary sewer for the proposed buildings and include coordination with existing utilities for potential modifications and/or relocations. This task does not evaluate the downstream system but may list possible improvements based on feedback from the respective agencies.
- F. Produce a water, sanitary sewer and reclaim utility schematic master plan for review and comment by the Client.
- G. Using estimated demand and tie-in information from the City of Orlando, evaluate a lift station for the development. It is anticipated that up to three (3) lift stations may be appropriate.
- H. Based on the utility schematic master plan, prepare a preliminary opinion of probable cost (not including any downstream improvements).

Task 8 – Electrical/Communications Dry Utilities Master Planning

Kimley-Horn will provide the following electrical/communications dry utilities master planning services for internal project review, financial analysis, and owner approval.

Orlando Utilities Commission (OUC) and up to two (2) communications providers

- A. Up to two (2) site visits
 - a. Obtain utility record information for the project site
 - b. Coordination with utility providers on details of existing systems
- B. Review of the proposed development program as provided by the GOAA
- C. Up to eight (8) virtual meetings will be held with utility providers and/or the GOAA staff

- a. It is understood that the GOAA will pay the engineering and design fees assessed by the utility providers directly, if applicable
- D. Master Plan – documentation:
 - a. Develop high-level electrical demand information
 - i. Coordination with the GOAA on proposed building uses, sizes, and loads
 - ii. Coordination with utility providers on proposed infrastructure and requirements for future infrastructure
 - b. Prepare schematic plan view of existing infrastructure
 - c. Prepare schematic plan view of proposed infrastructure
 - d. Opinion of Probable Construction Cost
 - i. Coordination with utility providers on cost for their cabling and equipment
 - ii. Material takeoffs from schematic plan view of proposed infrastructure
 - e. Two (2) electrical plan submittals to the GOAA for review and comment
 - i. Draft
 - ii. Final
 - f. Response to up to one (1) round of comments on each plan submittal

Task 9 – Natural Gas Master Planning

Research and Due Diligence

Kimley-Horn will perform the following services as part of this task:

- Coordinate with the natural gas utility to determine existing gas infrastructure in the project area and load capacity of existing network.
- Consult East Airfield site development design team and GOAA on anticipated natural gas demand of the facility.
- Research existing information from GOAA and determine permitting requirements for anticipated improvements.
- Working with the natural gas utility, determine existing system's capacity to provide service to the site. This task assumes the gas utility will perform all system modeling needed for evaluating natural gas supply capabilities.
- Provide recommendations for equipment and station design if needed based upon anticipated natural gas demand.

Natural Gas Facilities and Underground Piping Layout

Kimley-Horn will perform the following services as part of this task:

- Coordinate with the natural gas utility, site development design team, and GOAA on potential natural gas extension tie-in locations and routes.
- Evaluate natural gas entry points for facility and locations of natural gas equipment exterior to the building.
- Create a master plan exhibit of the natural gas improvements for the facility. The exhibit will include gas main routing exterior to the building and necessary gas system facilities and tie-in locations. The exhibit will feature planning level details and specifics.
- Provide construction phasing recommendations for the selected natural gas improvements.
- Prepare a preliminary opinion of probable cost for the proposed gas improvements.
- Provide recommendations for equipment and station design if needed based upon anticipated natural gas demand.
- Attend up to three (3) utility coordination meetings with GOAA and other utility design teams.
- Attend up to three (3) meetings with the natural gas utility.
- Attend up to three (3) general project meetings.
- Complete necessary project management tasks including creation of invoices, recording of meeting minutes, and schedule review, among others.

TENTATIVE SCHEDULE

TBD	Contract Execution & NTP
21 Weeks from NTP	Complete Boundary and Topographic Survey
12 Weeks from Conceptual Plan Approval	Draft Master Plan
20 weeks from Completed Survey	SFWMD Permit Packages Submittal
9 Months from Submittal to SFWMD	Obtain SFWMD Conceptual Permit
16 weeks from Draft Master Plan Approval	Final Master Plan Submittal
20 weeks from Completed Survey	FEMA CLOMR Package Submittal to City
TBD	Obtain FEMA Determination

Note: The schedule noted above is preliminary and subject to change due to timing of the completion of elements such as the market analysis definition of the program and traffic impact analysis, as well as Owner directed changes, review times, and meeting dates.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-1

Phase of Project:	Boundary and Topographic Survey	Master Planning	Stormwater History Research, Data Collection, and Review	Conceptual Stormwater Master Plan and SFWMD Permitting	FEMA CLOMR Floodplain Analysis	Responding to FEMA CLOMR Requests for Additional Information	Water, Reclaim, and Sanitary Sewer Utility Master Planning	Electrical/Communications Dry Utilities Master Planning	Natural Gas Master Planning	SUBTOTAL	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.0 Not to Exceed Reimbursable Fee:	\$145,339.00	\$211,260.00	\$70,426.00	\$236,689.00	\$80,988.00	\$79,100.00	\$158,934.00	\$116,492.00	\$96,742.00	\$1,195,970.00	\$1,195,970.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00	\$0.00	\$15,000.00	\$10,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00
4.0 TOTAL CONTRACT VALUE:	\$145,339.00	\$211,260.00	\$70,426.00	\$251,689.00	\$90,988.00	\$79,100.00	\$163,934.00	\$116,492.00	\$96,742.00	\$1,225,970.00	\$1,225,970.00
Total Lump Sum Labor Hours:	0	0	0	0	0	0	0	0	0	0	0
Total Not to Exceed Reimbursable Labor Hours:	1,901	890	355	1,180	377	404	778	476	369	6730	6,730
TOTAL LABOR HOURS:	1,901	890	355	1,180	377	404	778	476	369	6730	6,730
Average Hourly Rate:	\$76.45	\$237.37	\$198.38	\$200.58	\$214.82	\$195.79	\$204.29	\$244.73	\$262.17	\$177.71	\$177.71

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
Table C-4

Phase of Project	Boundary and Topographic Survey		Master Planning		Stormwater History Research, Data Collection, and Review		Conceptual Stormwater Master Plan and SFWMD Permitting		FEMA CLOMR Floodplain Analysis		Responding to FEMA CLOMR Requests for Additional Information		Water, Reclaim, and Sanitary Sewer Utility Master Planning		Electrical/Communications Dry Utilities Master Planning		Natural Gas Master Planning		TOTAL	
	Labor Hours	Total Fee	Labor Hours	Total Fee	Labor Hours	Total Fee	Labor Hours	Total Fee	Labor Hours	Total Fee	Labor Hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	Labor Hours	Cost
Kimley-Horn & Associates																				
Not to Exceed Reimbursable Fee	0	\$0	890	\$211,260	355	\$70,426	1,180	\$236,689	377	\$90,988	404	\$79,100	778	\$158,934	476	\$116,492	369	\$96,742	4,829	\$1,050,631
Not to Exceed Reimbursable Expenses		\$0		\$0		\$0		\$15,000		\$10,000		\$0		\$5,000		\$0		\$0		\$30,000
Sub-Total Designer	0	\$0	890	\$211,260	355	\$70,426	1,180	\$251,689	377	\$90,988	404	\$79,100	778	\$163,934	476	\$116,492	369	\$96,742	4,829	\$1,080,631
L&S Diversified, LLC.																				
Not to Exceed Reimbursable Fee	1,901	\$145,339	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1,901	\$145,339
Not to Exceed Reimbursable Expenses		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Sub-Total L&S Diversified, LLC.	1,901		0		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1,901	\$145,339
Total Not to Exceed Amount:	1,901	\$145,339	890	\$211,260	355	\$70,426	1,180	\$251,689	377	\$90,988	404	\$79,100	778	\$163,934	476	\$116,492	369	\$96,742	6,730	\$1,225,970

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-5 (Kimley-Horn)

Position:	QC Reviewer		Senior Project Manager		Senior Engineer/ Planner		Engineer/ Planner		Engineering Intern		Designer		Administrative Assistant		TOTAL		
Rate (\$/Hour):	\$300		\$338		\$288		\$209		\$130		\$229		\$120		Labor Hours	Cost	Avg. Hourly Rate
	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost			
Master Planning																	
Master Planning	200	\$60,000	40	\$13,520	80	\$23,040	200	\$41,800	200	\$26,000	20	\$4,580	8	\$960	748	\$169,900	\$227
Meetings and Coordination	40	\$12,000	40	\$13,520	50	\$14,400		\$0		\$0		\$0	12	\$1,440	142	\$41,360	\$291
Sub-Total Master Planning Assistance	240	\$72,000	80	\$27,040	130	\$37,440	200	\$41,800	200	\$26,000	20	\$4,580	20	\$2,400	890	\$211,260	\$237
Stormwater History Research, Data Collection, and Review																	
Attend Design Kick-Off Meeting with Owner and Prepare Minutes		\$0	4	\$1,352		\$0	4	\$836		\$0		\$0	4	\$480	12	\$2,668	\$222
Review of MOU and Impacts to Existing Conceptual Permit		\$0	10	\$3,380	15	\$4,320	30	\$6,270	20	\$2,600	20	\$4,580	5	\$600	100	\$21,750	\$218
Coordination with SFWMD		\$0	2	\$676	4	\$1,152	10	\$2,090	10	\$1,300		\$0	4	\$480	30	\$5,698	\$190
Obtain and Review Relevant Historical Information, Record Drawings, etc.		\$0	4	\$1,352		\$0	12	\$2,508	20	\$2,600	10	\$2,290	10	\$1,200	56	\$9,950	\$178
Perform Field Visit		\$0		\$0	5	\$1,440	20	\$4,180	20	\$2,600		\$0		\$0	45	\$8,220	\$183
Develop Preliminary Basin Mapping	1	\$300	1	\$338	5	\$1,440	10	\$2,090	15	\$1,950	15	\$3,435		\$0	47	\$9,553	\$203
Review Survey and Geotechnical Data	1	\$300	1	\$338	2	\$576	5	\$1,045	20	\$2,600	20	\$4,580	4	\$480	53	\$9,919	\$187
Prepare Summary of Observations and Attend Review Meeting		\$0	4	\$1,352		\$0	4	\$836		\$0		\$0	4	\$480	12	\$2,668	\$222
Sub-Total Stormwater History Research, Data Collection, and Review	2	\$600	26	\$8,788	31	\$8,928	95	\$19,855	105	\$13,650	65	\$14,885	31	\$3,720	355	\$70,426	\$198
Conceptual Stormwater Master Plan and SFWMD Permitting																	
Attend pre-application meeting with SFWMD		\$0	4	\$1,352	4	\$1,152	4	\$836		\$0		\$0	4	\$480	16	\$3,820	\$239
Develop Conceptual Stormwater Pond Layout Plan		\$0	4	\$1,352	10	\$2,880	20	\$4,180	40	\$5,200	40	\$9,160		\$0	114	\$22,772	\$200
Develop Conceptual Mass Grading Plans		\$0	10	\$3,380	20	\$5,760	80	\$16,720	120	\$15,600	120	\$27,480		\$0	350	\$68,940	\$197
Develop Preliminary Project Layout Plan		\$0	4	\$1,352	10	\$2,880	20	\$4,180	40	\$5,200	40	\$9,160		\$0	114	\$22,772	\$200
Design of Conceptual Major Stormwater Conveyance Structures		\$0	5	\$1,690	15	\$4,320	30	\$6,270	80	\$10,400	60	\$13,740		\$0	190	\$36,420	\$192
Develop Master Conceptual Stormwater Model		\$0	5	\$1,690	20	\$5,760	60	\$12,540	40	\$5,200		\$0		\$0	125	\$25,190	\$202
Prepare Master Conceptual Stormwater Report		\$0	2	\$676	10	\$2,880	30	\$6,270	60	\$7,800	10	\$2,290	20	\$2,400	132	\$22,316	\$169
Prepare and Submit Permit Application Packages		\$0	1	\$338		\$0	5	\$1,045	5	\$650		\$0	10	\$1,200	21	\$3,233	\$154
Prepare for and Attend up to 4 Meetings		\$0	12	\$4,056		\$0	12	\$2,508	12	\$1,560	8	\$1,832	4	\$480	48	\$10,436	\$217
Preliminary OPCC		\$0	15	\$5,070	35	\$10,080		\$0		\$0		\$0		\$0	50	\$15,150	\$303
QA/QC Plans, Reports, and Models	18	\$5,400		\$0		\$0		\$0		\$0		\$0	2	\$240	20	\$5,640	\$282
Sub-Total Conceptual Stormwater Master Plan and SFWMD Permitting	18	\$5,400	62	\$20,956	124	\$35,712	261	\$54,549	397	\$51,610	278	\$63,662	40	\$4,800	1,180	\$236,689	\$201
FEMA CLOMR Floodplain Analysis																	
Coordination with FEMA	1	\$300	12	\$4,056		\$0	12	\$2,508		\$0		\$0	12	\$1,440	37	\$8,304	\$224
Prepare CLOMR Permit Packages	1	\$300	8	\$2,704	8	\$2,304	24	\$5,016	40	\$5,200	20	\$4,580	4	\$480	105	\$20,584	\$196
Analyze and Determine Base 100-year Flood Elevatons	2	\$600	8	\$2,704	20	\$5,760	60	\$12,540	40	\$5,200		\$0	4	\$480	134	\$27,284	\$204
Coordination with City of Orlando for Information Regarding FEMA Permit		\$0	12	\$4,056		\$0	20	\$4,180		\$0		\$0	12	\$1,440	44	\$9,676	\$220
Attend 5 Review Meetings		\$0	20	\$6,760		\$0	20	\$4,180		\$0		\$0	5	\$600	45	\$11,540	\$256
QAQC Permitting Documents	12	\$3,600		\$0		\$0		\$0		\$0		\$0		\$0	12	\$3,600	\$300
Sub-Total FEMA CLOMR Floodplain Analysis	16	\$4,800	60	\$20,280	28	\$8,064	136	\$28,424	80	\$10,400	20	\$4,580	37	\$4,440	377	\$80,988	\$215
Responding to FEMA CLOMR Requests for Additional Information																	
Respond to RAIs from FEMA and City of Orlando	4	\$1,200	20	\$6,760	40	\$11,520	100	\$20,900	120	\$15,600	80	\$18,320	40	\$4,800	404	\$79,100	\$196
Sub-Total Responding to FEMA CLOMR Requests for Additional Information	4	\$1,200	20	\$6,760	40	\$11,520	100	\$20,900	120	\$15,600	80	\$18,320	40	\$4,800	404	\$79,100	\$196

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-5 (Kimley-Horn)

Position:	QC Reviewer		Senior Project Manager		Senior Engineer/ Planner		Engineer/ Planner		Engineering Intern		Designer		Administrative Assistant		TOTAL		
Rate (\$/Hour):	\$300		\$338		\$288		\$209		\$130		\$229		\$120		Labor Hours	Cost	Avg. Hourly Rate
	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost			
Water, Reclaim, and Sanitary Sewer Utility Master Planning																	
Attend Pre-Application meeting with OUC and City of Orlando		\$0	10	\$3,380	10	\$2,880	10	\$2,090		\$0		\$0	8	\$960	38	\$9,310	\$245
Obtain and Review Relevant Historical Information, Record Drawings, etc.		\$0	4	\$1,352		\$0	12	\$2,508	20	\$2,600	20	\$4,580	10	\$1,200	66	\$12,240	\$185
Prepare Existing Conditions Base Map		\$0	2	\$676	5	\$1,440	10	\$2,090	30	\$3,900	40	\$9,160		\$0	87	\$17,266	\$198
Prepare Water, Reclaim, and Sewer Demand Calculations		\$0	1	\$338	2	\$576	20	\$4,180	40	\$5,200		\$0		\$0	63	\$10,294	\$163
Develop Schematic Water, Reclaim, and Sewer Utility Layout		\$0	4	\$1,352	8	\$2,304	30	\$6,270	60	\$7,800	60	\$13,740		\$0	162	\$31,466	\$194
Develop Conceptual Water, Reclaim, and Sewer Models		\$0	4	\$1,352	40	\$11,520	100	\$20,900	100	\$13,000		\$0		\$0	244	\$46,772	\$192
Prepare for and Attend up to 4 Meetings		\$0	12	\$4,056		\$0	12	\$2,508	12	\$1,560	8	\$1,832	4	\$480	48	\$10,436	\$217
Preliminary OPCC		\$0	15	\$5,070	35	\$10,080		\$0		\$0		\$0		\$0	50	\$15,150	\$303
QA/QC Plans, Reports, and Models	20	\$6,000		\$0		\$0		\$0		\$0		\$0		\$0	20	\$6,000	\$300
Sub-Total Water, Reclaim, and Sanitary Sewer Utility Master Planning	20	\$6,000	52	\$17,576	100	\$28,800	194	\$40,546	262	\$34,060	128	\$29,312	22	\$2,640	778	\$158,934	\$204
Electrical/Communications Dry Utilities Master Planning																	
Up to two (2) site visits	8	\$2,400		\$0	12	\$3,456	12	\$2,508		\$0		\$0	2	\$240	34	\$8,604	\$253
Obtain utility record information for the project site	1	\$300		\$0	2	\$576	8	\$1,672		\$0		\$0	2	\$240	13	\$2,788	\$214
Coordination with utility providers on details of existing systems	3	\$900		\$0	6	\$1,728	12	\$2,508		\$0		\$0		\$0	21	\$5,136	\$245
Review of proposed development program	2	\$600		\$0	8	\$2,304	8	\$1,672		\$0		\$0		\$0	18	\$4,576	\$254
Up to eight (8) virtual meetings	12	\$3,600		\$0	16	\$4,608	16	\$3,344		\$0		\$0	4	\$480	48	\$12,032	\$251
<i>Master Plan - Documentation</i>																	
Coordination with the GOAA on proposed building uses, sizes, and loads	4	\$1,200		\$0	16	\$4,608	32	\$6,688		\$0		\$0		\$0	52	\$12,496	\$240
Coordination with utility providers on proposed infrastructure and future infrastructure	4	\$1,200		\$0	16	\$4,608	24	\$5,016		\$0		\$0		\$0	44	\$10,824	\$246
Develop schematic plan view of existing infrastructure	2	\$600		\$0	10	\$2,880	20	\$4,180		\$0		\$0		\$0	32	\$7,660	\$239
Develop schematic plan view of proposed infrastructure	8	\$2,400		\$0	20	\$5,760	40	\$8,360		\$0		\$0		\$0	68	\$16,520	\$243
<i>Opinion of Probable Construction Cost</i>																	
Coordination with utility providers on cost for their cabling and equipment	4	\$1,200		\$0	16	\$4,608	24	\$5,016		\$0		\$0		\$0	44	\$10,824	\$246
Material takeoffs from schematic plan view of proposed infrastructure	6	\$1,800		\$0	24	\$6,912	24	\$5,016		\$0		\$0	2	\$240	56	\$13,968	\$249
<i>Plan Submittals</i>																	
Draft Submittal Comment Review & Response	2	\$600		\$0	8	\$2,304	12	\$2,508		\$0		\$0	1	\$120	23	\$5,532	\$241
Final Submittal Comment Review & Response	2	\$600		\$0	8	\$2,304	12	\$2,508		\$0		\$0	1	\$120	23	\$5,532	\$241
Sub-Total Electrical/Communications Dry Utilities Master Planning	58	\$17,400	0	\$0	162	\$46,656	244	\$50,996	0	\$0	0	\$0	12	\$1,440	476	\$116,492	\$245
Natural Gas Master Planning																	
Research and Due Diligence		\$0	20	\$6,760	30	\$8,640	60	\$12,540		\$0		\$0		\$0	110	\$27,940	\$254
Natural Gas Facilities and Underground Piping Layout		\$0	20	\$6,760	20	\$5,760	100	\$20,900		\$0		\$0		\$0	140	\$33,420	\$239
Preliminary OPCC		\$0	15	\$5,070	35	\$10,080		\$0		\$0		\$0		\$0	50	\$15,150	\$303
Project Management and Meetings		\$0	24	\$8,112	40	\$11,520		\$0		\$0		\$0	5	\$600	69	\$20,232	\$293
Sub-Total Natural Gas Master Planning	0	\$0	79	\$26,702	125	\$36,000	160	\$33,440	0	\$0	0	\$0	5	\$600	369	\$96,742	\$262
TOTAL NOT TO EXCEED REIMBURABLE FEE:	358	\$107,400	379	\$128,102	740	\$213,120	1390	\$290,510	1164	\$151,320	591	\$135,339	207	\$24,840	4829	\$1,050,631	\$218

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-5 (L&S Diversified)

Position:	Sr. Survey Crew Chief		Instrument Man		Sr. Project Manager		Sr. CADD Technician		TOTAL		
Rate (\$/Hour):	\$97		\$43		\$173		\$78		Labor Hours	Cost	Avg. Hourly Rate
L&S Diversified, LLC.	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost			
Boundary and Topographic Survey											
Survey Control	104	\$10,088	104	\$4,472	13	\$2,249	52	\$4,056	273	\$20,865	\$76
Boundary Survey	400	\$38,800	400	\$17,200	50	\$8,650	200	\$15,600	1,050	\$80,250	\$76
Topographic Survey - North 80 Acres	80	\$7,760	80	\$3,440	10	\$1,730	40	\$3,120	210	\$16,050	\$76
Topographic Survey - Verification and Update Full Property	140	\$13,580	140	\$6,020	18	\$3,114	70	\$5,460	368	\$28,174	\$77
Sub-Total Boundary and Topographic Survey	724	\$70,228	724	\$31,132	91	\$15,743	362	\$28,236	1,901	\$145,339	\$76
TOTAL NOT TO EXCEED REIMBURABLE FEE:	724	\$70,228	724	\$31,132	91	\$15,743	362	\$28,236	1,901	\$145,339	\$76

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-6 (Kimley-Horn)

Table C-6: KHA Reimbursable
REIMBURSABLE EXPENSES

A complete breakdown of estimated reimbursable expenses, if any, which will be compensated on a not to exceed reimbursable basis, shall be included in this section. The Consultant may use any format for this breakdown, provided that it clearly defines the basis for the not to exceed amount. A breakdown for each Subconsultant's expenses is also required.

<i>Documents / Plan Sets Expenses</i>	<i>Entity</i>	<i>Unit</i>	<i>Quantity</i>	<i>Price</i>	<i>Subtotal</i>
SFWMD Permit Application Fee	KHA	NTE	1	\$15,000.00	\$15,000.00
FEMA CLOMR Application Fee and Associated Items	KHA	NTE	1	\$10,000.00	\$10,000.00
Master Plan Utility Pressure Testing and Associated Items	KHA	NTE	1	\$5,000.00	\$5,000.00
<i>Subtotal</i>					\$30,000.00
<i>KHA = Kimley-Horn and Associates, Inc.</i>					
Total					\$30,000.00

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-7

TABLE C-7a DBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
TOTAL PROPOSED PARTICIPATION		\$0.00	0.0%

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
L&S Diversified, LLC.		\$145,339.00	11.9%
TOTAL PROPOSED PARTICIPATION		\$145,339.00	11.9%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
TOTAL PROPOSED PARTICIPATION		\$0.00	0.0%

East Airfield Master Planning
Orlando International Airport

Table C-7

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-9

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the corresponding Contract Hourly Rate, up to the Not to Exceed limit defined by the Agreement. Include information on positions held by both the design consultant and each subconsultant.

FIRM	POSITION	CONTRACT HOURLY RATE
Kimley-Horn and Associates, Inc	Principal	\$367.00
Kimley-Horn and Associates, Inc	QC Reviewer	\$300.00
Kimley-Horn and Associates, Inc	Senior Project Manager	\$338.00
Kimley-Horn and Associates, Inc	Project Manager	\$280.00
Kimley-Horn and Associates, Inc	Senior Engineer/Planner	\$288.00
Kimley-Horn and Associates, Inc	Engineer/Planner	\$209.00
Kimley-Horn and Associates, Inc	Engineering Intern	\$130.00
Kimley-Horn and Associates, Inc	Designer	\$229.00
Kimley-Horn and Associates, Inc	Principal/Chief Scientist	\$222.00
Kimley-Horn and Associates, Inc	Environmental Specialist	\$170.00
Kimley-Horn and Associates, Inc	Administrative Assistant	\$120.00
L&S Diversified, LLC.	Sr. Survey Crew Chief	\$97.00
L&S Diversified, LLC.	Instrument Man	\$43.00
L&S Diversified, LLC.	Sr. Project Manager	\$173.00
L&S Diversified, LLC.	Sr. CADD Technician	\$78.00
L&S Diversified, LLC.		\$43.00
L&S Diversified, LLC.	Principal	\$84.00
L&S Diversified, LLC.	Administrative Assistant	\$35.00



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L & S Diversified

Surveying and Mapping | Subsurface Utility Engineering | LiDAR

May 14, 2024

**Brian Ashby, P.E.
Kimley-Horn
200 South Orange Avenue, Suite 600
Orlando, FL 32801**

Subject: GOAA, East Airfield

Dear Brian,

We appreciate your consideration of L&S Diversified, LLC to provide professional surveying services for the above referenced project. Below we have outlined a proposed schedule of services and the associated fees for this project.

SCOPE OF SERVICES

Approximate limits of survey shown below.

- Boundary survey of the East Airfield property including on-site and perimeter improvements.
- Topographic survey of the northern 80 acres including improvements since the 2018 topographic survey by others.
- Verification of the 2018 topographic survey of the entire East airfield property by 500' grid and survey of improvements and features not previously shown, including: 6,700' of canal along the west boundary; missing pond; airport facilities located at the southwest portion of the property.



L & S Diversified, LLC

**Principal
Sherry Lee Manor, PSM**

489 SR 436, Suite 117
Casselberry, FL 32707
o 407.681.3836

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Establish Survey Control

L & S Diversified shall establish horizontal and vertical control monuments to facilitate site engineering. The monuments shall be established so that there is clear line of site between them. Horizontal coordinates shall be referenced to Florida State Plane, North American Datum of 1983 (NAD83). Elevations shall be referenced to North American Vertical Datum of 1988 (NAVD88).

Site control includes setting at minimum 134 site benchmarks per Florida Standards of Practice.

Boundary Survey

L & S Diversified will provide all labor, equipment and resources necessary to research, locate and/or establish the required site control and perform a boundary survey.

Boundary Survey Tasks: The position and description of all recovered monument; metes and bounds legal description; all adjacent right-of-ways and access with recording information; lines of possession and improvements along the boundaries; buildings; easements and servitudes; water features; calculated area of subject property; setting corner monumentation (**approximately 82 corners**) and appropriate section work.

The Boundary Survey will be prepared in accordance with the State of Florida Standards of Practice, as set forth by the Board of Professional Surveyors and Mappers, Chapter 5J-17, Florida Administrative Code and per Section 472.027, Florida Statutes

A title opinion (to be provided by Client) will be required for these tasks.

The subject property includes the following parcel numbers:

A Portion of Parcel Orange County Parcel 03-24-30-0000-00-002, and all of Orange County Parcels 01-24-30-0000-00-004, 01-24-30-0000-00-011, 01-24-30-3273-01-000, and 01-24-30-2340-01-000 and based on the legal description provided by client.

Topographic Survey

- **Full topographic survey on the northern 80 acres. See below for approximate limits**



- **500' grid Verification survey of the full property with updated data since the 2018 topographic survey by others. Prepare updated survey incorporating previous survey into 1 new survey deliverable. See below for improvements to be included on updated topographic survey.**



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Pond



Airport facilities



Western Canal (North to right)

L & S Diversified will provide all labor, equipment and resources necessary to research, locate and/or establish the required site control and perform a survey.

Topographic Survey: RTK/GPS or conventional data acquisition within the project limits; location and elevation of existing improvements and visible above ground utilities; and setting site bench marks to facilitate engineering for the project site.

Wetland Delineation Survey: incorporate previously delineated wetlands into new survey deliverable.

The topographic survey will be displayed at one foot contours and will be based on the North American Vertical Datum (NAVD) of 1988.

The Topographic Survey will be prepared in accordance with the State of Florida Standards of Practice Chapter 5J-17, Florida Administrative Code, as set forth by the Board of Professional Surveyors and Mappers, pursuant to Section 472.027, Florida Statutes.

Data acquisition will conform to the horizontal and vertical precision standards as outlined in the Federal Geographic Data Committee, Geospatial Positioning Standards – PART 4: Standards for A/E/C and Facility Management (FGDC-STD-007.4-2002).

Deliverables

Survey in pdf and dwg format, **signed and sealed hardcopies as required by Client are to be billed at cost.**

L & S Diversified, LLC

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The below and attached table summarizes the costs associated with this proposal. Please review this information and let us know if you have any questions.

Description	Fee
Survey Control	\$20,865.00
Boundary Survey	\$80,250.00
Topographic Survey - North 80 Acres	\$16,050.00
Topographic Survey - Verification and Update Full Property	\$28,174.00
Estimated Time and Materials (Not To Exceed)	\$145,339.00

Schedule

L & S Diversified will begin the Survey on the subject property within 10 working days after receipt of your executed Notice to Proceed (NTP). This does not apply if extensive title work is involved, extensive certification requirements are needed, or if an ALTA/ACSM Survey is required. Proposed fee and schedule shown hereon is valid for up to 45 days from the date of receipt. We prefer at least 48 hours of notice for scheduling of a field crew.

Description	Duration
Field Data Collection	12 Weeks
Office Drafting	6 Weeks
QA/QC	3 Week
Estimated Delivery of Survey from Notice to Proceed	21 Weeks

Additional Services

If the client desires to change or expand upon these proposed services, an additional fee shall be negotiated. This renegotiation shall be accomplished prior to commencing the additional work, and may be necessary for any of the following services which are not a part of this contract:

Locating and/or flagging Flood Zone Line or Normal High Water Line (NHWL), tidal records, or locating '0' or specific elevations, Research and ordering additional Maps, Records or Materials necessary for completing these specified tasks; client-imposed requirements not covered herein; Additional Certifications or Affidavits not specified herein; Elevation Certifications; Wetland Delineation or Location; sub-surface Excavation or Underground Utility Location; Extensive Title Review and Plotting of Easements; Offsite Surveys or Sketches; Vertical Topographic information unless outlined in this proposal; Requests by Third Parties (Buyer's Attorney, Seller's Attorney, Lender or Lender's Counsel, Real Estate Agents, Title Company Personnel, etc.) for additions, deletions or revisions to be made to the survey drawings or maps before or after initial submittal to client; Additional Meetings and Errands not covered herein which are necessary to complete these specified tasks; Client-Authorized on-site instruction given to field crew for extra field work not covered herein; Client-approved overtime; Additional ALTA Table A Items.

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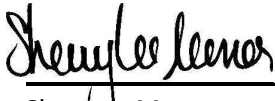
Reimbursables such as overnight mailings, sending electronic files, copying charges, blueprinting costs, plotting of extra drawings not covered herein, delivery, shipping, or rush charges, etc. will be billed as an Extra cost on a Time, Materials and Expense basis.

It may be necessary for the Project Manager to call the client to receive verification and authorization for Extra Costs stated above in the preceding paragraph, and may further require the client to sign an Additional Work Authorization Form for any out-of-scope requests.

All public entity or jurisdictional agency fees are to be paid directly by the client prior to obtaining approvals or permits. These fees include, but are not limited to, platting, impact, re-zoning, permitting, review and application fees. L & S Diversified has no control over the procedures of public entities or jurisdictional agencies, and therefore, cannot guarantee timing and outcome of permits and entitlements related to this site/project.

Thank you for this opportunity and we look forward to working with you on this exciting new project. Should you have any questions, please do not hesitate to call.

Sincerely,
L & S Diversified, LLC



Sherry L. Manor
President

L & S Diversified, LLC

Principal
Sherry Lee Manor, PSM

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o 407.681.3836

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Service Items 101-117						
Sr. Survey Crew Chief			Instrument Man			
\$97.00			\$43.00			
Hours	Fee		Hours	Fee	Subtotal - Hours	Subtotal - Fee
Survey Control	104.00	\$10,088.00	104.00	\$4,472.00	208.00	\$14,560.00
Boundary Survey	400.00	\$38,800.00	400.00	\$17,200.00	800.00	\$56,000.00
Topographic Survey - North 80 Acres	80.00	\$7,760.00	80.00	\$3,440.00	160.00	\$11,200.00
Topographic Survey - Verification and Update Full Property	140.00	\$13,580.00	140.00	\$6,020.00	280.00	\$19,600.00
	724.00	\$70,228.00	724.00	\$31,132.00	1448.00	\$101,360.00

Service Items 201-220						
Sr. Project Manager			Sr. CADD Technican			
\$173.00			\$78.00			
Hours	Fee		Hours	Fee	Subtotal - Hours	Subtotal - Fee
Survey Control	13.00	\$2,249.00	52.00	\$4,056.00	65.00	\$6,305.00
Boundary Survey	50.00	\$8,650.00	200.00	\$15,600.00	250.00	\$24,250.00
Topographic Survey - North 80 Acres	10.00	\$1,730.00	40.00	\$3,120.00	50.00	\$4,850.00
Topographic Survey - Verification and Update Full Property	18.00	\$3,114.00	70.00	\$5,460.00	88.00	\$8,574.00
	91.00	\$15,743.00	362.00	\$28,236.00	453.00	\$43,979.00

Total Fee - Not To Exceed

\$145,339.00

TRUTH IN NEGOTIATION CERTIFICATION

East Airfield Master Plan

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Greater Orlando Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within one (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Greater Orlando Aviation Authority, whichever is later.

Consultant: Kimley-Horn and Associates, Inc.

By: 

Print Name: Jonathan A. Martin

Date: July 22, 2024

Addenda / Amendments Awarded per Agreement - Summary for Committee

Kimley-Horn and Associates, Inc. -- Agreement No. 202404-CAE3
Continuing On-Call Architectural and Engineering Consulting Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	Continuing On-Call Architectural and Engineering Consulting Services	PSC	04/11/24	05/15/24	06/25/24		\$0.00	\$0.00
Total for Kimley-Horn and Associates, Inc. for Agreement No. 202404-CAE3									\$0.00	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm		Agreement Execution Date	Original Duration 1st Extension 2nd Extension	Current Expiration Date
Continuing Agreement Consultant - Architectural/Engineering				
Kimley-Horn and Associates, Inc.	Not a Minority Firm	06/25/24	Original Dur: 5 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	06/25/29

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Sr. Vice President of Multi-Modal Planning and Environmental

DATE: August 6, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 68 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Pre-Planning Activities for Environmental Assessment Development at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the Federal Aviation Administration (FAA); Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

The Consultant's proposal, dated July 8, 2024, is to add the services of Archaeological Consultants, Inc. (ACI) to Addendum 68 which is the Pre-Planning Activities for the Environmental Assessment (EA) of the Consolidated Rental Car Facility (CONRAC). Executed Addendum No. 68 to the General Consulting Services Agreement, dated June 19, 2024, authorized Ricondo, Environmental Science Associates (ESA), and Carolyn Binder, CPA to support the Aviation Authority's Pre-Planning Activities for EA Development at MCO for a total not to exceed fee amount of \$227,536.00. Ricondo and ESA are seeking an amendment to this proposal to add the services of ACI. ACI has been identified as the qualified professional cultural resources firm to support Task 5.3, the Cultural Resource Assessment Survey. Below is a breakdown of the anticipated services to be provided by ACI. ACI's scope of work is included as an attachment to this proposal.

Services cannot commence before the date of Aviation Authority Board approval. The approved addendum or amendment must be executed by the Aviation Authority before invoicing for services.

Consultant shall, with each monthly invoice, certify that the assigned work and services are on schedule to be completed within the contracted lump sum price, or provide at time of certification a written notice to the Aviation Authority of any deviations.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

The MWBE/LDB/VBE participation has been reviewed by the Office of Small Business Development. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$7,502.51. Funding is from previously-approved Capital Expenditure Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an amendment to Addendum 68 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$0.00
Lump Sum Fees	\$7,502.51
Not to Exceed Expenses	\$0.00
TOTAL	\$7,502.51
CRI – Compliance Review Date	DL 7/30/24
CRI – Funding Eligibility Review Date	7/30/24

ATTACHMENT A

FINANCE FORM

Date:	July 12,2024	Requestor's Extension:	x3139
Requestor's Name:	Brad Friel	Preparer's Extension:	X2255
Preparer's Name:	Chris DeLoatche	Solicitation #:	N/A
Requestor's Department:	Multi-Modal Planning and Environmental	Contract # / Name:	General Consulting Services
Description:	Pre-Planning Environmental Assessment	Procurement Commit ee Date:	August 6, 2024
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: CAPEX

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
308.711.170.5310010.000.50 1157		\$7,502.51				
Total Requisition:		\$7,502.51				
Requisition Number:		97317				
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97317	FY24 PC 07/23/24 - A	In Process	08-JUL-2024 11:18:08	USD	7,502.51	Wages, Alice M	☒

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 06, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 68 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Pre-Planning Activities for Environmental Assessment Development at Orlando International Airport (MCO)

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Ricondo & Associates, Inc. proposes 100% MWBE participation for this amendment. With this amendment, the cumulative small business participation for Addendum 68 is 4%.

MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS**PLEASE COMPLETE THIS FORM**

This form should be used to report Construction and Engineering /Professional Services activities.

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7179

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 68 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Pre-Planning Activities for Environmental Assessment Development at Orlando International Airport (MCO)

1. Construction Information:

Amendment Amount: _____

2. MWBE Goal by Group Representation:

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	_____	Actual Result	_____
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
Total MWBE Participation	-	Actual Result	_____

3.a. Prime Contractor Information:

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____

3.b. Name and Address of MWBE Subcontractor

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____

3.c. *Identity: _____

Work Item(s): _____

Amount of Subcontract _____

Percent of Prime Contract (%): _____

4. Engineering/Professional Services Information:

Amendment Amount: \$7,502.51

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	-	Actual Result	0%
Caucasian Female American	7,502.51	Actual Result	100%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other	-	Actual Result	0%
Total MWBE Participation	7,502.51	Actual Result	100%

6.b. Engineering / Professional Service Firm Information:

Name: Ricondo & Associates, Inc.
Address: 1146 Corporate Blvd Suite 140
City, State, Zip: Orlando, FL 32817
Telephone: (407) 381-5730

6.b. Name and Address of MWBE Subconsultant

Name: Archaeological Consultants, Inc.
Address: 8110 BLAICKIE COURT SUITE A
City, State, Zip: SARASOTA, FL 34240
Telephone: 941-379-6206

6.c. *Identity: Caucasian Female American

Work Item(s): Cultural Resource Assessment Survey

Amount of Subcontract \$7,502.51

Percent of Prime Contract (%): 100%

* In Items 3.c. and 6.c. above specify the identity of MWBE Subcontractors and E/PS Firms (e.g. Black American, Hispanic American, Asian Subcontinent American, Asian Pacific American, Caucasian Female American, Native American & Other)

July 8, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

RE: AMENDMENT – Consolidated Rental Car Facility (CONRAC)
Pre-Planning Activities for Environmental Assessment Development

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to support Greater Orlando Aviation Authority (the Aviation Authority) with Pre-Planning Activities for Environmental Assessment (EA) Development at Orlando International Airport (MCO).

Executed Addendum No. 68 to the General Consulting Services Agreement, dated June 19, 2024, authorized Ricondo, Environmental Science Associates (ESA), and Carolyn Binder, CPA to support the Aviation Authority's Pre-Planning Activities for EA Development at MCO. Ricondo and ESA are seeking an amendment to this proposal to add the services of Archaeological Consultants, Inc. (ACI).

ACI has been identified as the qualified professional cultural resources firm to support Task 5.3, the Cultural Resource Assessment Survey. Below is a breakdown of the anticipated services to be provided by ACI. ACI's scope of work is included as an attachment to this proposal.

5.3 Cultural Resource Assessment Survey

A Cultural Resources Assessment Survey (CRAS) will be performed by ACI. The CRAS requires that shovel tests be performed in areas where proposed project-related surface disturbance is anticipated to occur, including areas that may be disturbed by construction materials transport, staging, and other temporary disturbances. The Aviation Authority will provide personnel knowledgeable of buried utility locations to join the survey team in the field for the purpose of identifying inappropriate locations to perform these shovel tests. ACI will support ESA in the preparation of a draft CRAS that includes photographs, locations, descriptions, histories, contexts, and National Register eligibility assessments and recommendations. ESA will submit the draft report to the Aviation Authority and FAA for review and comment. The CRAS will be a stand-alone document that will be incorporated into the EA.

Schedule

The proposed services will be completed in Fiscal Year 2024.

Minority/Women Business Enterprise (MWB) and Local Developing Business (LDB) Participation

Archaeological Consultants, Inc. (ACI) is registered as an MBE, DBE, and SBE. The inclusion of ACI will increase the WBE/DBE participation for the task.



Mr. Bradley Friel, A.A.E., AICP
Greater Orlando Aviation Authority
April 16, 2024 (Revised June 3, 2024)
Page 2

Professional Fees

The lump sum fee amount for the proposed services by ACI is \$7,502.51. The lump sum fee is proposed due to ACI's contribution to the project team with a single specialized service/deliverable. A copy of the ACI proposal for these services is attached for your reference. Table 1 summarizes the approved budget plus the additional lump sum fee for ACI.

TABLE 1 – AMENDED BUDGET ESTIMATE

FIRM/POSITION	HOURLY RATE	LABOR HOURS	COST
Ricondo Subtotal (from approved proposal)	-	142	\$ 35,956.00
Carolyn Binder Subtotal (from approved proposal)	-	12	\$ 1,404.00
ESA Subtotal (from approved proposal)	-	906	\$ 190,176.00
TOTAL COSTS (from approved proposal)	-	-	\$ 227,536.00
WBE/DBE PARTICIPATION (from approved proposal)	-	-	0.62%
ACI Lump Sum Fee	-	-	\$ 7,502.51
TOTAL COSTS (AMENDED)	-	-	\$ 235,038.51
WBE/DBE PARTICIPATION (AMENDED)	-	-	3.79%

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 305-677-0370 or via email at pricondo@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.

Pete Ricondo
Senior Vice President

ENCLOSURE – ACI Proposal including Professional Fee Breakdown and Hourly Rate; Truth in Negotiation Form

cc: 21041212

p:\projects\goaa (mco)\21041212 - on-call general consulting services\admin\02-scope\pending - conrac pre planning\2024-07-29-amendment\2024-07-08_conrac_preplanning-v2.docx

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant: Ricondo & Associates, Inc.

By: _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 07/08/2024



ARCHAEOLOGICAL CONSULTANTS INC.

Florida's First Choice in Cultural Resource Management

06/05/2024

Ms. Susan Shaw
Environmental Science Associates

Cultural Resources Assessment Survey Proposal: ± 292 Acre GOAA Orlando International Airport in Orange County, Florida

Dear Ms. Shaw:

In response to your request for a Cultural Resource Assessment Survey (CRAS) of the ±292 Acre GOAA Orlando International Airport (**see attached figure**) in Orange County, Archaeological Consultants, Inc. (ACI) is pleased to provide the following information.

ACI is familiar with Orange County's history and prehistory as well as state and federal requirements for archaeological surveys which should conform to the specifications set forth in Chapter 1A-46, Florida Administrative Code (FAC). In addition, our senior archaeologists are Registered Professional Archaeologists (RPA) and our entire staff of historians and archaeologists meet the Secretary of the Interior's Standards for professionals working in the field of historic preservation.

Based on a review of the information provided, historically variable archaeological potential, significant alteration of the majority of the project area in the past, and CRAS reports in the area, the cost for ACI's services is \$7,502.51 based on the rates provided below. This will include:

- Task 1: Background research **\$986.41**
- Task 2: Field survey of testable areas, travel, (3 days with a 2-person field crew) **\$4,553.76**
- Task 3: CRAS Report complying with the Florida Division of Historic Resources' (FDHR) *Module Three, Guidelines for Use by Historic Preservation Professionals* **\$1,962.34**

ACI Job Classifications:	Fully Loaded Hourly Rates	Proposed Hours		Cost
Archaeologist	79.50	24.00		\$1,908.00
Chief Archaeologist	129.14	8.50		\$1,097.69
Chief Scientist	201.83	2.00		\$403.66
GIS Specialist	108.66	4.00		\$434.64
Scientist	98.74	1.00		\$98.74
Secretary/Clerical	102.68	2.00		\$205.36
Senior Archaeologist	110.24	24.00		\$2,645.76
Senior Scientist	157.48	4.50		\$708.66
TOTAL		70.00		\$7,502.51

However, if any historic resources (50 years of age or older) are located on the property, there is an additional fee of \$500 per historic resource, as the FDHR requires the historic resources (e.g., buildings, roads, canals) to be recorded in the CRAS report (Chapter 1A-46 FAC), none anticipated. Finally, these costs do not include

A FULL SERVICE
CULTURAL
RESOURCE
MANAGEMENT
COMPANY

ARCHAEOLOGICAL
SURVEYS AND
EXCAVATIONS

HISTORIC
BUILDING
SURVEYS AND
EVALUATIONS

CULTURAL
RESOURCE
ASSESSMENTS

NATIONAL
REGISTER
NOMIINATIONS

PRESERVATION
PLANNING

BIO-
ARCHAEOLOGY,
FORENSIC
ANTHROPOLOGY,
AND NAGPRA
COMPLIANCE

A MEMBER OF
ACRA
American Cultural Resources Association



ARCHAEOLOGICAL CONSULTANTS INC.

Florida's First Choice in Cultural Resource Management

responding to comments which may be generated by Native American reviewers as part of the review process. Such comments would be addressed under a separate agreement, as necessary. If human remains are identified, this scope includes the initial coordination with the State Archaeologist required by Chapter 872, F.S. Costs for additional investigation or coordination will be negotiated, as needed.

If ACI is selected for this job, we will initiate the project within 10 working days, after receiving the NTP and this original signed letter agreement accepting our costs and timetable. Within 10 working days after completion of field work, a draft report and an invoice will be provided. After ACI addresses comments and receives payment in full, we will provide an electronic copy of the final report and, if needed, three hard copies. ACI shall be compensated for all services within 30 days of the invoice date. ACI shall be paid in full regardless of whether or not the results of the CRAS are what Environmental Science Associates (ESA) anticipated. If a decision is made to discontinue the CRAS at any point, only charges for efforts to that point will be invoiced.

These costs reflect current hotel rates and gas prices in the project area, as well as travel times and seasonal weather considerations. These costs and timeline are valid for 90 days, after that time cost and timeline would have to be reviewed and confirmed or adjusted. Any changes to the project boundary would also result in cost and timeline review/ adjustment, or a supplemental agreement. Unless otherwise requested, the client will be responsible for the coordination of site access, land clearing, traffic control, clearing of on-site obstructions, or any other logistical consideration necessary to conduct the survey.

Additional Terms and Conditions:

Additional Insured: If requested, ESA will be named as an additional insured with respect to the services to be performed under this agreement.

Confidentiality: ACI shall not directly or indirectly disclose to any third person or party information regarding the results of the CRAS prior to obtaining written permission from ESA.

Agreement: This agreement represents the entire agreement between the parties and may only be modified in writing signed by both parties.

Governing Law: This agreement shall be deemed to have been made in the place of performance of the Cultural Resource Services and shall be governed by and construed in accordance with the laws of the State of Florida. Any controversy or claim arising out of this agreement, or breach thereof, shall be settled by binding arbitration administered by the American Arbitration Association under its rules. Judgement on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.

Indemnity: ACI agrees to indemnify, protect, and hold harmless ESA from and against all liabilities, claims, or demands of every kind of injury, including death, or damages to any person or property related in any way to ACI's performance of this agreement, except to the extent such liabilities, claims, or demands are caused by the negligence or willful misconduct of ESA.



ARCHAEOLOGICAL CONSULTANTS INC.

Florida's First Choice in Cultural Resource Management

If the terms of this agreement are acceptable to the party responsible for payment **and the property is correctly depicted on the attached figure**, please sign and date this letter and return a signed copy to ACI. If ESA wishes to provide a contract reflecting our costs and schedule, there is an additional fee of \$350 for contract review. ACI's insurance coverage is attached for your use. ACI will initiate the project after the agreement has been fully executed by both parties.

Sincerely,

Party Responsible for Payment: _____

Maranda Almy Kles

Signed: _____

Maranda Almy Kles, PhD, RPA
President

Typed Name: _____

Attachment: ACI Insurance Coverage
B24117/MAK/cf

Title: _____ Date: _____

Email: _____

Phone: _____

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

04/04/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGriff Insurance Services LLC 12485 28th Street N St Petersburg, FL 33716 727 823-5551		CONTACT NAME: Jessica Bruhn PHONE (A/C, No, Ext): 727 823-5551 E-MAIL ADDRESS: Jessica.Bruhn@mcgriff.com FAX (A/C, No): 727-894-3339															
INSURED ARCHAEOLOGICAL CONSULTANTS, INC. 8110 BLAIEKIE CT A SARASOTA, FL 34240-8308		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Monroe Guaranty Insurance Company</td> <td>32506</td> </tr> <tr> <td>INSURER B : FCCI Insurance Company</td> <td>10178</td> </tr> <tr> <td>INSURER C : Bridgefield Casualty Insurance Company</td> <td>10335</td> </tr> <tr> <td>INSURER D : Landmark American Insurance Co</td> <td>33138</td> </tr> <tr> <td>INSURER E : Hartford Ins Co of the Midwest</td> <td>37478</td> </tr> <tr> <td>INSURER F : Westchester Surplus Lines Insurance</td> <td>10172</td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Monroe Guaranty Insurance Company	32506	INSURER B : FCCI Insurance Company	10178	INSURER C : Bridgefield Casualty Insurance Company	10335	INSURER D : Landmark American Insurance Co	33138	INSURER E : Hartford Ins Co of the Midwest	37478	INSURER F : Westchester Surplus Lines Insurance	10172
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COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X	X	GL10004311106	04/02/2024	04/02/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	CA10001129508	04/02/2024	04/02/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☒ RETENTION \$10000			UMB10002338807	04/02/2024	04/02/2025	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☐ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	19647097	09/14/2023	09/14/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional			LHR802443	04/02/2024	04/02/2025	\$1,000,000/\$2,000,000
E	Flood CL			9904513708	11/09/2023	11/09/2024	\$500,000
F	Pollution CL			G28224989	09/14/2023	09/14/2024	\$1,000,000 Ea Claim/Agg

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Supplemental Name - ARCHAEOLOGICAL CONSULTANTS, INC.

CERTIFICATE HOLDER**CANCELLATION**

****For Informational Purposes Only****

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





292 Acres: Includes "Study Area"
& Roadway plans.

Osceola Plain

Addenda / Amendments Awarded per Agreement - Summary for Committee

Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	General Consulting Services Agreement	PSC	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	CCM	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	CCM	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	CCM	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	CCM	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	CCM	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	CCM	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	CCM	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	CCM	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	CCM	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	CCM	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	CCM	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	CCM	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
018	002	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	04/02/24	NA	04/04/24		\$124,476.00	\$926,750.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00
029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23	96527	\$94,268.00	\$94,268.00
042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23	1007556	\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96749	\$50,000.00	\$50,000.00
044	001	-	Additional FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24		\$50,000.00	\$100,000.00
044	002	-	Additional FY24 On-Call General Consulting Services	PSC	04/02/24	04/24/24	04/25/24		\$80,000.00	\$180,000.00
044	003	-	Additional FY24 On-Call General Consulting Services	PSC	07/23/24	NA			\$80,000.00	\$260,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96683	\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96874	\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23	97376	\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23	1007489	\$1,090,217.00	\$1,090,217.00
048	001	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Additional Concept Planning Services for W-S00211	CCM	04/30/24	05/15/24	05/23/24		\$1,018,559.00	\$2,108,776.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23	1007490	\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA	11/09/23	97033	\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA	11/21/23	1007494	\$71,219.00	\$71,219.00
052	000	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	11/21/23	NA	11/29/23	1007572	\$195,303.00	\$195,303.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

052	001	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Estimating Services for W-496	CCM	01/23/24	NA	01/25/24		\$97,772.00	\$293,075.00
052	002	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Services for W-496 North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	03/26/24	NA	03/28/24		\$226,386.00	\$519,461.00
052	003	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Incorporating Improvements on the 70s Wing at AS4 Into the Design Criteria Package for W-496	CCM	05/14/24	NA	05/24/24		\$19,802.00	\$539,263.00
052	004	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Update of the Tenant Design Criteria Manual for W-496	CCM	05/14/24	06/19/24	06/25/24		\$453,816.00	\$993,079.00
053	000	-	Interim Update of the Orlando International Airport (MCO) Airport Layout Plan	PSC	11/21/23	12/13/23	12/14/23	97020	\$13,840.00	\$13,840.00
054	000	-	Parking Capacity Analysis	PSC	11/21/23	12/13/23	12/14/23	97039	\$83,504.00	\$83,504.00
055	000	-	Parking Pricing Study	PSC	11/21/23	12/13/23	12/20/23	97042	\$87,100.00	\$87,100.00
056	000	-	FY24 On Call Support Services for Concessions Department	PSC	12/19/23	NA	12/27/23	97575	\$47,440.00	\$47,440.00
057	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Construction Administration Services for V-995	CCM	01/02/24	NA	01/04/24	1007526	\$96,588.00	\$96,588.00
058	000	W-00503-MCO	W-00503-MCO EXPANSION OF CKPT A, New End-AROUND TAXIWAY & SERVICE RD REALIGNMENT Study for W503	CCM	01/09/24	NA	01/10/24	1007560	\$53,086.00	\$53,086.00
059	000	-	FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24	97045	\$10,000.00	\$10,000.00
059	001	-	Additional FY24 On-Call General Consulting Services	PSC	07/23/24	NA			\$13,062.00	\$23,062.00
060	000	W-00500-ORL	W-00500-ORL ORL MASTER PLAN UPDATE W-00500 Master Plan Update Services	CCM	01/23/24	02/21/24	02/23/24	1007646	\$795,886.00	\$795,886.00
060	001	W-00500-ORL	W-00500-ORL ORL MASTER PLAN UPDATE Additional FY24 On-Call General Consulting Services	CCM	07/23/24	NA			\$0.00	\$795,886.00
061	000	-	Support Services for the Advanced Air Mobility Taskforce	PSC	02/27/24	NA	03/04/24	97492	\$59,139.00	\$59,139.00
062	000	-	FY24 On-Call Support Services for the Airline Relations Department	PSC	03/12/24	NA	03/18/24	97379	\$58,250.00	\$58,250.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

063	000	-	Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems	PSC	03/12/24	NA	03/18/24	97381	\$129,650.00	\$129,650.00
064	000	-	Passenger Intercept Surveys	PSC	04/02/24	04/24/24	04/25/24	97493	\$22,954.00	\$22,954.00
065	000	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Reviewing and Reporting on the Existing Infrastructure for Future Concessions Spaces at the Landside Terminals A and B for W-496	CCM	05/14/24	NA	05/24/24		\$119,384.00	\$119,384.00
065	001	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Reviewing and Reporting on the Existing Infrastructure for Future Concessions Spaces at the Landside Terminals A and B for W-496	CCM	05/28/24	NA	06/05/24		\$191,230.00	\$310,614.00
066	000	W-00516-MCO	W-00516-MCO EXECUTIVE BOARDROOM RENOVATION- DESIGN CRITERIA PACKAGE (DCP) Design Criteria Package for W-00516	CCM	06/04/24	NA			\$287,728.00	\$287,728.00
067	000	-	Update to the Graphic Standards for Airline Tenants and Airline Service Providers	PSC	06/11/24	06/19/24	06/25/24		\$151,239.00	\$151,239.00
068	000	-	Pre-Planning Activities for Environmental Assessment Development	PSC	06/11/24	06/19/24	06/25/24		\$227,536.00	\$227,536.00
069	000	-	Airport Layout Plan (ALP) Update Support Services	PSC	07/23/24	NA			\$40,000.00	\$40,000.00
070	000	-	Project Implementation Staff Support Services	PSC	07/23/24	NA			\$32,805.00	\$32,805.00
071	000	-	Economic Impact Study of Advanced Air Mobility	PSC	07/23/24	NA	07/29/24		\$48,443.00	\$48,443.00
Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC									\$13,707,637.00	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00
11/21/23	12/13/23	053	000	\$13,840.00	\$1,231,465.00
11/21/23	12/13/23	054	000	\$83,504.00	\$1,314,969.00
11/21/23	12/13/23	055	000	\$87,100.00	\$1,402,069.00
12/19/23		056	000	\$47,440.00	\$1,449,509.00
01/09/24		044	001	\$50,000.00	\$1,499,509.00
01/09/24		059	000	\$10,000.00	\$1,509,509.00
02/27/24		061	000	\$59,139.00	\$1,568,648.00
03/12/24		062	000	\$58,250.00	\$1,626,898.00
03/12/24		063	000	\$129,650.00	\$1,756,548.00
04/02/24	04/24/24	044	002	\$80,000.00	\$1,836,548.00
04/02/24	04/24/24	064	000	\$22,954.00	\$1,859,502.00
06/11/24	06/19/24	067	000	\$151,239.00	\$2,010,741.00
06/11/24	06/19/24	068	000	\$227,536.00	\$2,238,277.00
07/23/24		044	003	\$80,000.00	\$2,318,277.00
07/23/24		059	001	\$13,062.00	\$2,331,339.00
07/23/24		069	000	\$40,000.00	\$2,371,339.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24	070	000	\$32,805.00	\$2,404,144.00
07/23/24	071	000	\$48,443.00	\$2,452,587.00



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Marquez A. Griffin, Senior Vice President of Operations

DATE: August 6, 2024

ITEM DESCRIPTION

Request for Recommendation to Aviation Authority Board to Award Other Entity Contract (OEC) 24-765-OEC for One Aircraft Rescue Fire Fighting (ARFF) Rescue Vehicle from Matheny Motor Truck Co. d/b/a Matheny Fire & Emergency utilizing Florida Sheriffs Association Contract# FSA23-VEF17.0.

BACKGROUND

The Aviation Authority's ARFF Department provides aircraft/structural fire services and emergency medical services (EMS) with transport capabilities. The ARFF department also provides special operation rescues in high-angle, vehicle machinery, water and confined space via three ARFF stations strategically located around the airfield. For EMS emergencies ARFF operates two Advanced Life Support (ALS) Rescue units with transport capabilities and responds to over 6,500 EMS calls for service per year. These calls for service range from life-threatening to non-life-threatening emergencies or responses for passenger assistance.

ISSUES

The growth of the airport and the increase in passenger traffic has produced significant increases in call volume, especially related to EMS. A new rescue unit is necessary to keep up with the increased service requests. The new rescue unit will include enhanced capabilities and features for ARFF responding to emergencies.

This purchase is based on a Government Contract/Annual Contract in accordance with Aviation Authority Policy 450.03. The Aviation Authority may acquire Goods, Services and Professional Services by Direct Negotiation or other methods involving limited or no competition from a Supplier having a requirements contract, annual agreement, or multi-year contract with any public entity (e.g., federal, state, county, city, authority, school board, Buying Cooperative, etc.) for Goods, Services, or Professional Services described in the contract and at prices or discounts no less favorable than any set forth in such Contracts.

Florida Sheriffs Association Contract# FSA23-VEF17.0 is effective until March 31, 2025. Pursuant to the terms of the Florida Sheriffs Association Contract, Matheny Motor Truck Co. has proposed the price of \$339,452 for the new rescue vehicle.

SMALL BUSINESS

The Small Business Development Department (SBDD) has reviewed the requirements for the above-referenced solicitation and determined that due to the limited and specialized scope of the required services, and/or lack of ready, willing, and able certified small businesses, it does not lend itself to MWBE/LDB/VBE participation. In addition, SBDD cannot change the terms and conditions of an existing contract such as the Florida Sheriffs Association Contract# FSA23-VEF17.0.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact of this procurement is a not-to-exceed amount of \$339,452. Funding required will be allocated from the previously approved Capital Expenditure Fund.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve that the following be recommended to the Aviation Authority Board to: 1) award 24-765-OEC for a one-time procurement of one rescue vehicle to Matheny Motor Truck Co. as the awarded Contractor; (2) authorize funding from the previously approved Capital Expenditure Fund in the not-to-exceed amount of \$339,452; and (3) authorize the Procurement Services Department to issue the necessary purchase order.

ATTACHMENTS

Attachment A – Finance Form

ATTACHMENT A

[illegible]

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97451	FY24, ARFF, Purchs	In Process	19-JUL-2024 16:55:33	USD	339,452.00	El Baroudi, Abdern	☒



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Tawana Allen, Vice President of Customer Experience

DATE: August 6, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 3, Up to Four Months Extension to Purchasing Contract 19-20, Customer Service Ambassadors Services with Real Time Services d/b/a Top Talent Staffing (Top Talent)

BACKGROUND

The Contract is to provide all labor, supervision, management, administrative oversight, supplies, and all other items necessary or proper for, or incidental to, providing Customer Service Ambassador Services at the Orlando International Airport, in accordance with the Contract Documents.

On March 20, 2020, the Aviation Authority Board awarded Purchasing Contract 19-20, Customer Service Ambassadors at Orlando International Airport, to Top Talent. The initial term of the contract was for three years, at an initial cost of \$14,996,768 with the Aviation Authority having options to renew the contract for two additional periods of one year each.

On April 20, 2023, the Chief Executive Officer approved Amendment No. 1 in the not-to-exceed amount of \$79,320 to add passenger mobility assistance for Terminal C.

On May 15, 2024, the Aviation Authority Board approved Amendment No. 2 to extend the contract for a period of four months through September 30, 2024, in the not-to-exceed amount of \$2,222,500 to allow adequate time to complete and award two new contracts.

ISSUES

The current four months extension term expires on September 30, 2024. The Aviation Authority understands the importance of providing Customer Service Ambassador services to all who travel through and utilize the Airport. These services have been successful in providing a positive customer experience, providing necessary information for the customer journey, and reducing anxiety with the travel experience.

The two new contracts are in the award process. The four-month extension through January 31, 2024, will provide sufficient time to complete the new contracts award and allow a transitional period for the awarded contractors. Top Talent Staffing has agreed to the four-month extension at the same terms, conditions and pricing.

SMALL BUSINESS

The Contract includes a Minority and Women Business Enterprise (MWBE) participation Goal of 20%. The Small Business Development Department certifies that Top Talent is in good standing as it relates to small business participation.

ALTERNATIVES

There are no reasonable alternatives under consideration.

FISCAL IMPACT

The fiscal impact of this Amendment is a not-to-exceed amount of \$2,222,500. Funding will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve that the following be recommended to the Aviation Authority Board: to 1) extend Purchasing Contract 19-20, Customer Service Ambassadors Services with Real Time Services d/b/a Top Talent Staffing, for a period of up to four months; 2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$2,222,500; and 3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENTS

Attachment A – Contract History

Attachment A – Finance Form

ATTACHMENT A**CONTRACT HISTORY**

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	• CPC 2/24/2020 • Board 3/18/2020	36 Months Contract Award	6/1/2021 Thru 5/31/2024	\$14,996,768
Amendment No. 1	• CPC 11/14/2022 • CEO 04/18/2023	Contract Adjustment	12/1/2022 Thru 5/31/2024	\$79,320
Amendment No. 2	• PC 5/2/2024 • Board 5/15/2024	Four Month Extension	6/1/2024 Thru 9/30/2024	\$2,222,500
Amendment No. 3	PC 8/6/2024	Four Month Extension	10/01/2024 Thru 1/31/2025	\$2,222,500
Total Contract Value with all Changes (approved and proposed)				\$19,521,088

ATTACHMENT B

Greater Orlando Aviation Authority						
Finance Form						
Date:	7/31/2024	Requestor's Extension:	2116			
Requestor's Name:	Tawana Allen	Preparer's Extension:	2606			
Form Preparer's Name:	Abdu El-Baroudi	Purchasing Solicitation #:	19-20			
Requestor's Department:	Customer Experience	CCM / PC / PSC:	PC			
Description:	Customer Service	Committee Date:	8/6/2024			
Vendor:	Real Time Services	Committee Agenda Item#:	NB-E			
NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS						
Account Code	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx	Amount	Amount	Amount	Amount	Amount	Contract
301.009.210.5310014.000.000000		2,222,500				2,222,500
Total Requisition		2,222,500	0	0	0	2,222,500
Requisition Number		BPA 93608				
OMB Notes:	<i>Andrea Harper</i>		Converted into PO #:			
Funding Approver			Date:			
Total Requisition			Buyer:			
BPA Amount						
and Total - Agree to Committee Item	\$ -					