REVISED AGENDA (NB-C)

GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE

DATE: August 13, 2024 DAY: Tuesday **TIME**: 9:30 A.M.

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

I. CALL TO ORDER / ROLL CALL /ANNOUNCEMENTS

II. CONSIDERATIONS OF MINUTES FOR JULY 23, AND JULY 30, 2024

III. CONSENT AGENDA

A. Request for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for LYNX Busses Siting Support Services at the Orlando International Airport (MCO).

B. Request for Approval of an Amendment to Addendum 10 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for additional fiscal year 2024 On-Call Transportation Planning Review Services at the Orlando International Airport (MCO).

C. Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for 2024 Wildlife Hazard Management Training at Orlando International Airport (MCO).

IV. NEW BUSINESS

A. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2025 Staff Extension Support Services for Project Controls at Orlando International Airport (MCO).

B. 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).

C. 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 Site Development Planning at Orlando International Airport (MCO).

D. 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).

E. 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.

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

G. Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 3, three month extension to Purchasing Contract 18-18, Vehicle and Equipment Maintenance Services with Transdev Services, Inc. formally known as First Vehicle Services, Inc. (Transdev)

V. CONSIDERATION OF A SINGLE FIRM FOR 24-205-RFP (VEHICLE AND EQUIPMENT MAINTENANCE SERVICES)

- Transdev Fleet Services, Inc.

VI. TWO MINUTE RECESS - CHANGE COMMITTEE MEMBERS FOR THE EVALUATION OF INSURANCE BROKER SERVICES (24-642-RFP)

VII. CONSIDERATION OF FIRMS FOR 24-642-RFP (INSURANCE BROKER SERVICE - 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.rodriguez@goaa.org by 4:00 p.m., August 20, 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 20, 2024, at 10:00 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 Statues 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, 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.

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Marquez Griffin, Chair

Procurement Committee

Senior Vice President of Operations

On **TUESDAY, July 30, 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 9:32 a.m. Chair Griffin read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statues 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, Chair, GOAA Senior 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

Iranetta Dennis, GOAA Vice President, Small Business

Also participating:

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

Dan Gerber, Legal Counsel (Rumberger & Kirk)

Scott Shedek, GOAA Vice President, Construction

Stephen Mickulas, GOAA Manager, Facilities

Keegan O'Brien, GOAA Assistant Vice President, Planning

Nina Gilbert, GOAA Manager, Facilities

Gene Angel, GOAA Manager, Facilities

Arianne Luna, GOAA Assistant Manager, Facilities

Kate Webb, GOAA Assistant Vice President, Concessions

Kevin Wicks, GOAA Manager, Facilities

Dillan Montenegro, GOAA Procurement Recording Secretary

NEW BUSINESS

A. **Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-123-IFB Aquatic Weed Control Services to Bio-Tech Consulting, LLC.**

Upon Motion by Mr. Daniels, seconded by Mrs. Marie Dennis, vote carried to approve the recommendation to the Aviation Authority Board: (1) Award Invitation for Bid 24-123 IFB Aquatic Weed Control Services to Bio-Tech Consulting, LLC. for a not-exceed amount of $1,053,418.80; (2) authorize funding 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.

B. **Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-162-2-IFB Fire Sprinkler System Maintenance Services to Sciens Orlando, LLC.**

Upon motion by Mrs. Marie Dennis, seconded by Mrs. Jarrette, vote carried to approve the recommendation to the Aviation Authority Board: (1) Award Invitation for Bid 24-162-2 IFB Fire Sprinkler System Maintenance Service to Sciens Orlando, LLC., for a not-to-exceed amount of $3,110,999.71; (2) authorize funding 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.

C. **Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-466 IFB Lift Station Preventative Maintenance Services to Central Florida Pump**

Upon motion by Mr. Daniels, seconded by Mrs. Iranetta Dennis, vote carried to approve the recommendation to the Aviation Authority Board: (1) Award Invitation for Bid 24-466 IFB Lift Station Preventative Maintenance Services to Central Florida Pump for a not-to-exceed amount of$372,150 ; (2) authorize funding 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 24-320-IFB, Pest Control Services to Home Paramount Pest Control**

Upon motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board: (1) award Invitation for Bids (IFB) 24-320-IFB Pest Control Services to Home Paramount Pest Control; (2) authorize funding from the Operations and Maintenance Fund for a not-exceed amount of $1,041,448.00; and (3) authorize the Chief Executive Officer or an Aviation Authority Officer to execute the necessary documents following satisfactory review by legal counsel.

E. **Request for Recommendation to the Aviation Authority Board to Award Other Entity Contract (OEC) 24-758-OEC for five (5) Chevy Silverados, four (4) GMC Sierras, four (4) Ford Mavericks, and three (3) Ford Explorers from Alan Jay Ford/Chevrolet utilizing Sourcewell Contracts 060920-NAF and 091521-NAF**

Upon motion by Mrs. Marie Dennis, seconded by Mrs. Iranetta Dennis, vote carried to approve the recommendation to the Aviation Authority Board: (1) award 24-758-OEC for a one-time procurement of five (5) Chevy Silverados, four (4) GMC Sierras, four (4) Ford Mavericks, three (3) Ford Explorers to Alan Jay Ford/Chevrolet as the awarded Contractor for a not-toexceed amount of $728,296; (2) authorize funding from the Capital Expenditure Fund; and (3) authorize the Procurement Services Department to issue the necessary Purchase Order.

F. **Request for Recommendation to the Aviation Authority Board for the Approval of the Second Renewal Option of Purchasing Contract 23-20, Specialized Commercial Cleaning Services with Florida Cleaning Systems, Inc.**

Upon motion by Mr. Daniels, seconded by Mrs. Marie Dennis, vote carried to approve the recommendation to the Aviation Authority Board: (1) exercise the second renewal option of Purchasing Contract 23-20, Specialized Commercial Cleaning Services with Florida Cleaning Systems, Inc., for a not-to-exceed amount of $432,526.89. (2) authorize funding from the Operations and Maintenance Fund; and (3) authorize the Chief Executive Officer or an Aviation Authority Officer to execute the necessary documents following satisfactory review by Legal Counsel.

G. **Request to Recommend to the Aviation Authority Board the approval of the First Renewal Option for Purchasing Contract 09- 21, Satellite Buildings Janitorial Maintenance with Sterling Building Services, Inc.**

Upon motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board: (1) exercise the first renewal option of Purchasing Contract 09-21 Satellite Buildings Janitorial Maintenance with Sterling Building Services, Inc., for a not-to-exceed amount of $568,447.53; (2) authorize funding from the Operations and Maintenance Fund; and (3) authorize the Chief Executive Officer or an Aviation Authority Officer to execute the necessary documents following satisfactory review by Legal Counsel.

H. **Request for Recommendation to the Aviation Authority Board for the Approval of the First Renewal Option for Purchasing Contract 01-22 Tile, Marble and Limestone Repair and Replacement Services with Designers West Interiors Inc.**

Upon motion by Mr. Daniels, seconded by Mrs. Marie Dennis, vote carried to approve the recommendation to the Aviation Authority Board: (1) exercise the first renewal option for Purchasing Contract 01-22 Tile, Marble and Limestone Repair and Replacement Services with Designers West Interiors Inc., for a not-to-exceed amount $252,860; (2) authorize funding from the Capital Expenditure Fund; and (3) authorize an Aviation Authority Officer to execute the necessary documents following satisfactory review by Legal Counsel.

I. **Request for Recommendation to the Aviation Authority Board the approval of Amendment No. 1, Contract Adjustment, for Procurement Agreement PS-713 Concessions Consulting Services Agreement with AirProjects, Inc.**

Upon motion by Mr. Furr, seconded by Mrs. Iranetta Dennis, vote carried to approve the recommendation to the Aviation Authority Board: (1) Amendment No. 1, Contract Adjustment for Procurement Agreement PS-713 Concessions Consulting Services Agreement with AirProjects, Inc; (2) authorize funding in the not-to-exceed amount of $214,887 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.

J. **Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 8 to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI for FY24 Small Projects OAR at Orlando International Airport.**

Upon motion by Mrs. Marie Dennis, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board for approval of an Amendment to Addendum No. 8 to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI for the services contained herein and the amount of $50,092.00

ADJOURNMENT

1. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned by 9:50 a.m.

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Marquez Griffin, Chair

Procurement Committee

Senior Vice President of Operations

Published By: Chris DeLoatche
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for LYNX Busses Siting Support Services at the Orlando International Airport (MCO).

BACKGROUND

In 2021, the firms providing Continuing Transportation Planning Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 19, 2021, the Aviation Authority Board approved a Continuing Transportation Planning Services Agreement with the following firms:

- HDR Engineering, Inc.
- HNTB Corporation

These no-cost base agreements established the negotiated hourly rates. These services consist of the performance of transportation planning services and related professional services, and may include, but not be limited to, on-airport roadway traffic counts, multi-modal transportation facility planning, airport passenger surface access-related analyses, coordination with local, regional, state and federal transportation agencies on transportation planning issues to support the development of the Aviation Authority's existing and future facilities; assisting with strategic development planning, planning analyses of roadway opportunities and constraints, wayfinding and signage, and other miscellaneous transportation projects 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. The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, evaluation and documentation of existing conditions; Master Document support, plan review and support of the Aviation Authority's horizontal permitting program, technical support and review of documents prepared by others, management support on various Aviation Authority projects and all other related professional services.

ISSUES

Consultant's proposal, dated July 23, 2024, is to provide for transportation consulting services to support GOAA's ongoing LYNX coordination. GOAA and LYNX are in on-going conversations about where the most efficient location for them to operate their bus services at MCO. This effort will include meeting attendance, concept development, and other miscellaneous services as needed. HNTB will support GOAA staff by attending coordination meetings with Lynx. As needed, conceptual designs will be developed to provide visualization for discussions with LYNX. Concept drawings will be drawn to scale and use existing aerial imagery as a base map. No survey data will be collected.

Services cannot commence before the date of Procurement Commitee approval. The approved addendum 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 to the Continuing Transportation Planning Services Agreement with HNTB Corporation does not exceed the $250,000 threshold; thus, this agenda item does not require Board approval.

SMALL BUSINESS

The Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is $54,960.00. Funding is from previously-approved Capital Expenditure Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve of an addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for the services contained herein and amount as shown below:

Not to Exceed Fees	$54,960.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$54,960.00**
CRI – Compliance Review Date	DL 8/5/24
CRI – Funding Eligibility Review Date	8/5/24

ATTACHMENT A

FINANCE FORM

Date:	July 29, 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:**	Continuing Transportation Planning Services
Description:	LYNX Siting Support Services	**Procurement Committee Date:**	August 13, 2024
Vendor:	HNTB Corporation	**Agenda Item #:**	CA-A

NON-PROJECT FUNDS: CAPEX

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
308.711.170.5310013.000.501672		$54,960.00				
Total Requisition:		$54,960.00				
Requisition Number:		97528				

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97528	PC 08/13/24 - LYNX Sitting Support S	In Process	31-JUL-2024 10:19:05	USD	54,960.00	Wages, Alice M	☑

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for LYNX Busses Siting Support Services at the 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 limited and specialized scope of the services to be provided, does not propose small business participation on this addendum.

July 31, 2024

Mr. Brad Friel
Director of Planning and Development
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

Re: LYNX Support Services

Dear Mr. Friel:

HNTB Corporation (HNTB) is pleased to submit this proposal for transportation consulting services to support GOAA's ongoing LYNX coordination. This effort will include meeting attendance, concept development, and other miscellaneous services as needed.

For this agreement, GOAA will be referred to as the Client and HNTB will be referred to as the Consultant.

SCOPE

Detailed scope documents are attached. The scope documents detail the work to be performed by HNTB.

SCHEDULE

The Consultant will work as expeditiously as possible to meet the Client's schedule for individual task work authorizations. The Consultant will coordinate with Client staff about the schedule for each work request received.

FEE

Services provided under this agreement will be performed on an as-needed basis using the most up to date hourly rate schedule on file with GOAA. A recommended labor budget Not-to-Exceed (NTE) fee authorization of $54,960.00 is requested for the Consultant to accomplish the activities as assigned by the Client.

DBE/MWBE/LDB

This scope of services does not include any DBE/MWBE/LDB. As such, HNTB has provided our commitment to pursue and fulfill the DBE/MWBE/LDB objectives and will continue to seek opportunities on future tasks.

TERMS OF AGREEMENT

The terms and conditions of the Agreement for Professional Services Continuing Transportation Planning Services at the Orlando International and Executive Airports dated June 10, 2021 will apply to this addendum.

This proposal represents a continuation of services by HNTB as part of our Transportation Planning contract with GOAA. If you need additional information, please feel free to contact me. We appreciate the opportunity to provide the Authority with our professional services.

Sincerely,

Scott Zornek, PE
Project Manager

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 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: HNTB Corporation

By: _____

Print Name: Scott Zornek

Date: 7/31/2024

Attachment

LYNX SUPPORT
SCOPE

7/23/24

TASK 1 Meetings

HNTB will support GOAA staff by attending coordination meetings with Lynx. This scope covers the attendance of 10 meetings and assumes one senior engineer and one junior engineer from HNTB will be attending.

Deliverable

- Meeting minutes with defined action items and due dates

TASK 2 Concept Development

As needed, conceptual designs will be developed to provide visualization for discussions with LYNX. Concept drawings will be drawn to scale and use existing aerial imagery as a base map. No survey data will be collected. This scope will limit the number of concept drawings to 5 one-sheet in 11x17 format.

Deliverable

- Up to 5 11 x 17 conceptual drawings

TASK 3 Miscellaneous

This miscellaneous task covers items not previously identified in Task 1 or 2. These items may include data collection, operational analysis, cost estimating, etc. If needed, this task can be reallocated to support additional services in Tasks 1 and 2. Before beginning any miscellaneous task, a brief understanding of the effort will be shared with GOAA staff including the magnitude of the effort (hours), schedule, and delivery format.

Deliverable

- To be determined through coordination with GOAA staff

All work completed under this scope is not to exceed $54,960.00. Any work beyond what is defined will be considered additional services and will require an amendment to the scope/fee or an additional task work order.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE

Phase of Project:	Task 1	Task 2	Task 3	SUBTOTAL	TOTAL CONTRACT
1.0 Lump Sum Fee:	$0	$0	$0	$0	**$0**
2.0 Not to Exceed Reimbursable Fee:	$14,440	$22,072	$18,448	$54,960	**$54,960**
3.0 Not to Exceed Reimbursable Expenses:	$0	$0	$0	$0	**$0**
4.0 TOTAL CONTRACT VALUE:	**$14,440**	**$22,072**	**$18,448**	**$54,960**	**$54,960**

Total Lump Sum Labor Hours:	0	0	0	0	**0**
Total Not to Exceed Reimbursable Labor Hours:	64	151	96	311	**311**
TOTAL LABOR HOURS:	**64**	**151**	**96**	**311**	**311**
Average Hourly Rate:	$226	$146	$192	$177	$177

Notes:
1. The lump sum cells in Table C-1 are linked to Table C-2 values
2. The Not to Exceed cells in Table C-1 are linked to Table C-4 values
3. The linked cells are based on a maximum of 5 subconsultants; if more than 5 are included enter all values

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE

Phase of Project:	Task 1		Task 2		Task 3		Task 4		TOTAL		
	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate
HNTB, Inc.											
Not to Exceed Reimbursable Fee	64	$14,440	151	$22,072	96	$18,448	0	$0	311	$54,960	$177
Not to Exceed Reimbursable Expenses		$0		$0		$0		$0		$0	
Sub-Total - HNTB	**64**	**$14,440**	**151**	**$22,072**	**96**	**$18,448**	**0**	**$0**	**311**	**$54,960**	$177
Total Not to Exceed Amount:	**64**	**$14,440**	**151**	**$22,072**	**96**	**$18,448**	**0**	**$0**	**311**	**$54,960**	$177

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE

Greater Orlando Aviation Authority
LYNX Support
HNTB Corporation

Position:	SENIOR PROJECT MANAGER 1		SENIOR PROJECT ENGINEER		PROJECT ENGINEER		ENGINEER		ENGINEERING INTERN		SENIOR DESIGNER		TOTAL		
Rate ($/Hour):	$340.00		$241.00		$157.00		$136.00		$112.00		$167.00				
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Avg. Hourly Rate
Task 1 Meetings	24.0	$8,160	0.0	$0	40.0	$6,280	0.0	$0	0.0	$0	0.0	$0	64.0	$14,440	$226
Task 2 Concept Development	3.0	$1,020	4.0	$964	4.0	$628	20.0	$2,720	60.0	$6,720	60.0	$10,020	151.0	$22,072	$146
Task 3 Miscellaneous	16.0	$5,440	16.0	$3,856	16.0	$2,512	16.0	$2,176	16.0	$1,792	16.0	$2,672	96.0	$18,448	$192
TOTAL NOT TO EXCEED REIMBURSABLE FEE:	**43.0**	**$14,620**	**20.0**	**$4,820**	**60.0**	**$9,420**	**36.0**	**$4,896**	**76.0**	**$8,512**	**76.0**	**$12,692**	**311.0**	**$54,960**	**$177**

NOTES:

1. A separate spreadsheet is required for each consultant/subconsultant with any portion of it's services to be compensated on a not to exceed reimbursable basis.
2. Each spreadsheet to be customized to accurately indicate the actual services to be provided for each phase of the Project.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE

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
HNTB Corporation	Engineer	$136
HNTB Corporation	Engineering Intern	$112
HNTB Corporation	Senior Project Engineer	$241
HNTB Corporation	Senior Project Manager 1	$340
HNTB Corporation	Senior Designer	$167
HNTB Corporation	Project Engineer	$157

Addenda / Amendments Awarded per Agreement - Summary for Committee

HNTB Corporation -- Agreement No. 202104-CTP2

Continuing Transportation Planning

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Transportation Planning	PSC	04/27/21	05/19/21	06/10/21		$0.00	$0.00
001	000	-	FY21 Extension of Staff Services for Transportation Planning and Related Tasks	CCM	06/22/21	NA	06/29/21	93531	$76,032.00	$76,032.00
002	000	-	FY21 On Call Horizontal Development Plan Review Services	CCM	07/27/21	NA	08/03/21	93692	$5,000.00	$5,000.00
003	000	-	FY21 On Call Transportation Planning Services	CCM	07/27/21	NA	08/03/21	93595	$15,000.00	$15,000.00
004	000	-	FY22 Extension of Staff Services for Transportation Planning and Related Tasks	CCM	08/31/21	09/15/21	09/20/21	93878	$387,882.00	$387,882.00
005	000	-	FY22 On Call Horizontal Development Plan Review Services	CCM	09/28/21	NA	10/05/21	93879	$10,000.00	$10,000.00
006	000	-	FY22 On Call Transportation Planning Services	CCM	09/28/21	NA	10/05/21	93845	$50,000.00	$50,000.00
007	000	W-00446-MCO	W-00446-MCO MCO ROADWAY MASTER PLAN Professional Transportation Planning Services for W-00446	CCM	12/07/21	NA	12/14/21	1006911	$241,525.00	$241,525.00
008	000	-	FY23 Extension of Staff Services for Transportation Planning and Related Tasks	CCM	08/23/22	09/21/22	09/26/22	95154	$423,360.00	$423,360.00
009	000	-	FY23 On Call Horizontal Development Plan Review Services	CCM	10/04/22	NA	10/20/22	95226	$10,000.00	$10,000.00
010	000	-	FY23 On Call Transportation Planning Services	CCM	10/04/22	NA	10/20/22	95443	$25,000.00	$25,000.00
011	000	-	FY24 On Call Horizontal Review Consulting Services	PSC	09/26/23	NA	10/26/23	96634	$10,000.00	$10,000.00
012	000	-	FY24 On Call Transportation Planning Consulting Services	PSC	09/26/23	NA	10/04/23	96680	$30,000.00	$30,000.00
013	000	-	No Cost Addendum to Exercise Both Renewal Options	CCM	05/07/24	NA	05/16/24		$0.00	$0.00

Total for HNTB Corporation for Agreement No. 202104-CTP2 **$1,283,799.00**

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 - Transportation Planning			
HNTB Corporation Not a Minority Firm	06/10/21	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	06/10/26

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
09/26/23		011	000	$10,000.00	$10,000.00
09/26/23		012	000	$30,000.00	$40,000.00

Published By: Chris DeLoatche
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Approval of an Amendment to Addendum 10 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for additional fiscal year 2024 On-Call Transportation Planning Review Services at the Orlando International Airport (MCO).

BACKGROUND

In 2021, the firms providing Continuing Transportation Planning Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 19, 2021, the Aviation Authority Board approved a Continuing Transportation Planning Services Agreement with the following firms:

- HDR Engineering, Inc.
- HNTB Corporation

These no-cost base agreements established the negotiated hourly rates. These services consist of the performance of transportation planning services and related professional services, and may include, but not be limited to, on-airport roadway traffic counts, multi-modal transportation facility planning, airport passenger surface access-related analyses, coordination with local, regional, state and federal transportation agencies on transportation planning issues to support the development of the Aviation Authority's existing and future facilities; assisting with strategic development planning, planning analyses of roadway opportunities and constraints, wayfinding and signage, and other miscellaneous transportation projects 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. The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, evaluation and documentation of existing conditions; Master Document support, plan review and support of the Aviation Authority's horizontal permitting program, technical support and review of documents prepared by others, management support on various Aviation Authority projects and all other related professional services.

ISSUES

On September 26, 2023 the Procurement Committee approved $75,000 for similar on-call transportation planning services. Since the initial approval, several high priority reviews have been conducted related to Terminal C, East Airfield and Tradeport Dr. On March 26, 2024, the Procurement Committee approved an additional $50,000 to address transportation related planning items. It has been determined that an additional $70,000 will be needed to address ground transportation planning activities that need to completed by the end of the fiscal year. The consultant's proposal dated July 30, 2024 is to provide these on-call services for the Orlando International Airport.

Services cannot commence before the date of Procurement Committee approval. The approved 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 Transportation Planning Services Agreement with HDR Engineering, Inc. does not exceed the $250,000 threshold; thus, this agenda item does not require Board approval.

SMALL BUSINESS

The Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is $70,000.00. Funding is from previously-approved Operations and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Amendment to Addendum 10 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$70,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$70,000.00**
CRI – Compliance Review Date	DL 8/2/24
CRI – Funding Eligibility Review Date	8/2/24

ATTACHMENT A

FINANCE FORM

Date:	July 29, 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:**	Continuing Transportation Planning Services
Description:	On-Call Transportation Planning	**Procurement Committee Date:**	August 13, 2024
Vendor:	HDR Engineering, Inc.	**Agenda Item #:**	CA-B

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
301.711.170.5310008.000.000000		$70,000.00				
Total Requisition:		$70,000.00				
Requisition Number:		97531				

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97531	FY24 - PC 08/13/24 -	In Process	31-JUL-2024 10:31:10	USD	70,000.00	Wages, Alice M	☑

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Approval of an Amendment to Addendum 10 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for additional fiscal year 2024 On-Call Transportation Planning Review Services at the 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, HDR Engineering, Inc. does not propose small business participation at this time.

July 30, 2024

Mr. Brad Friel, A.A.E
Greater Orlando Aviation Authority
Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, FL 32827-4399

Re: Amendment No. 2 to Addendum No. 10 to Continuing Transportation Planning Services Agreement dated October 1, 2021: FY24 On-Call Transportation Planning Services, Orlando International Airport

Dear Brad:

HDR Engineering, Inc. (HDR) is pleased to submit this contract addendum amendment proposal to provide transportation planning consulting services to GOAA on an as-needed basis. HDR will utilize this amendment to continue performing miscellaneous transportation planning and traffic engineering tasks requested by GOAA that are not associated with other on-going work authorizations. This authorization is proposed as an amendment to Addendum No. 10, which was originally approved by GOAA on October 18, 2023 in the amount of $75,000, then amended on March 26, 2024 to a total amount of $135,000. Due to the continued volume of transportation planning support work across several ongoing tasks, as well as three new requested tasks, the remaining funds will be insufficient to complete all identified tasks. As such, an additional fee of $70,000 is requested to provide sufficient fee to cover the identified tasks through the end of this fiscal year. This proposed supplemental fee would result in a total amended fee of $205,000 for this contract addendum. Transportation planning support tasks requested to date and a brief status of each are listed as follows:

- Task 1: Southwest Airlines Tug 3-Way Stop concept plans - *complete*
- Task 2: Miscellaneous - ongoing
- Task 3: Tracon and Tower Area Signing and Pavement Markings - *complete*
    - Tracon area concept plan - *complete*
    - Traffic Control Tower gate area concept plan - *complete*
    - Oversized / disabled parking access road and exit concept plan - *complete*
- Task 4: Terminal C Area Improvements - ongoing
    - Train Station PDL loop road operations and traffic calming plan - *complete*
    - Terminal C entrance road signing and pavement marking improvements - ongoing

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- Terminal C Baggage Handling System Irregular Operations (BHS IROP) plan - ongoing
- Task 5: Southport Traffic Impact Study Review - ongoing
- Task 6: East Airfield Development Area Transportation Support - ongoing
  - Design criteria package for roadway and utility infrastructure – ongoing
- Task 7: Tradeport Drive Airport Trips
  - Initial methodology development (pre-scoping) – ongoing
- Task 8: MCO Ground Transportation Planning/Visioning – new task request
- Task 9: Jeff Fuqua Boulevard Signal Retiming Evaluation – new task request
- Task 10: MCO Multimodal Mobility Council – new task request

Each identified/assigned task will continue to be tracked to assist GOAA with managing the overall budget of this agreement with a monthly report provided along with each invoice.

The terms and conditions of the Agreement for Professional Services for Continuing Transportation Planning Services Orlando International and Executive Airports will apply to this addendum. If you have any questions, please contact Jamie Krzeminski at (407) 420-4250. We look forward to working with you.

Sincerely,
HDR ENGINEERING, INC.

Katie E. Duty, PE, ENV SP
Vice President

JMK:jmk

C: Jeff Arms (HDR); HDR Accounting Department

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Exhibit A - Scope of Services for Amendment 2 to FY24 On-Call Professional Transportation Planning Consulting Services, Orlando International Airport

SCOPE

The proposed budget amendment #2 is proposed to cover currently identified tasks through the end of FY24, consisting of miscellaneous transportation planning and traffic engineering tasks and services at Orlando International Airport (MCO) requested by GOAA that are not associated with other ongoing work authorizations.

SCHEDULE

The Consultant will work as expeditiously as possible to meet the Client's schedule for individual task work authorizations received during FY24 through September 30, 2024. The Consultant will coordinate with Client staff about the schedule for each task request received.

FEE

Services provided under this agreement will be performed on an as-needed basis using HDR's approved hourly rate schedule (effective October 1, 2023). A recommended additional labor budget fee authorization of $50,000 is requested for the Consultant to accomplish the miscellaneous tasks requested by the Client, as follows:

HDR Engineering, Inc. (labor, hourly not to exceed)	$ 70,000.00
Total	$ 70,000.00

The additional requested fee would be added to the previously amended fee of $135,000 for a total amended authorization of $205,000.

DBE/MWBE/LDB

Since this scope of services is for an on-call contract with uncertain tasks and services, the specific DBE/MWBE/LDB firms to be utilized cannot be identified at this time. As such, HDR Engineering, Inc. has provided our commitment to pursue and fulfill the Authority's DBE/MWBE/LDB participation goals.

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GOAA 2023 HOURLY RATE SCHEDULE

	HOURLY RATE
Senior Principal	$ 333
Project Principal	$ 249
Senior Project Manager	$ 208
Engineer/Planner VI	$ 166
Engineer/Planner V	$ 148
Engineer/Planner IV	$ 132
Engineer/Planner III	$ 113
Engineer/Planner II	$ 106
Engineer/Planner I	$ 93
Chief Designer	$ 168
Senior Designer	$ 99
Designer	$ 79
Senior Project Accountant	$ 129
Document Control	$ 119

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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 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: HDR Engineering, Inc.

By: Katie E. Duty

Print Name: Katie E. Duty, Vice President

Date: July 30, 2024

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Addenda / Amendments Awarded per Agreement - Summary for Committee

HDR Engineering, Inc. -- Agreement No. 202104-CTP1

Continuing Transportation Planning

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Transportation Planning	PSC	04/27/21	05/19/21	10/01/21		$0.00	$0.00
001	000	-	FY22 On-Call Horizontal Development Plan Review Services	CCM	10/05/21	NA	10/12/21	93841	$25,000.00	$25,000.00
001	001	-	Reduction in Scope of FY22 On-Call Horizontal Development Plan Review Services	CCM	08/23/22	NA	08/31/22		($10,000.00)	$15,000.00
002	000	-	FY22 On-Call Transportation Planning Services	CCM	10/05/21	NA	10/12/21	93843	$50,000.00	$50,000.00
002	001	-	Additional FY22 On-Call Transportation Planning Services	CCM	08/23/22	NA	08/31/22		$10,000.00	$60,000.00
003	000	-	2022 Easter MCO Traffic Count Program	CCM	03/22/22	NA	03/29/22	94592	$84,977.00	$84,977.00
004	000	-	FY23 On Call Horizontal Development Plan Review Services	CCM	10/04/22	NA	10/20/22	95445	$25,000.00	$25,000.00
005	000	-	FY23 On Call Transportation Planning Services	CCM	10/04/22	NA	10/20/22	95444	$50,000.00	$50,000.00
005	001	-	Additional FY23 On Call Transportation Planning Services	CCM	01/03/23	NA	01/18/23		$50,000.00	$100,000.00
006	000	-	Dowden Road Extension Traffic Study	CCM	01/03/23	NA	01/18/23	95668	$67,033.00	$67,033.00
007	000	-	2023 Easter MCO Traffic Count Program	PSC	03/21/23	NA	03/29/23	96210	$89,948.00	$89,948.00
008	000	-	Professional Transportation Planning Services for W-483 Traffic Congestion Management Study	CCM	08/01/23	NA	08/10/23	1007419	$202,388.00	$202,388.00
008	001	-	Additional Professional Transportation Planning Services for W-483 Traffic Congestion Management Study	CCM	10/10/23	NA	10/20/23		$193,721.00	$396,109.00
009	000	-	FY24 On Call Horizontal Development Plan Review Services	PSC	09/26/23	10/18/23	10/26/23	96635	$20,000.00	$20,000.00
009	001	-	Additional FY24 On Call Horizontal Development Plan Review Services	PSC	01/02/24	NA	01/09/24		$20,000.00	$40,000.00
010	000	-	FY24 On-Call Transportation Planning Services	PSC	09/26/23	10/18/23	10/26/23	96637	$75,000.00	$75,000.00
010	001	-	Additional FY24 On-Call Transportation Planning Services	PSC	03/26/24	NA	03/29/24		$60,000.00	$135,000.00
011	000	-	2024 Easter MCO Traffic Count Program	PSC	03/12/24	NA	03/19/24	97489	$90,000.00	$90,000.00
012	000	-	No Cost Addendum to Exercise Both Renewal Options	CCM	05/07/24	05/15/24	05/23/24		$0.00	$0.00

Total for HDR Engineering, Inc. for Agreement No. 202104-CTP1 **$1,103,067.00**

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 - Transportation Planning			
HDR Engineering, Inc. Not a Minority Firm	10/01/21	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	10/01/26

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
03/21/23		007	000	$89,948.00	$89,948.00
09/26/23	10/18/23	009	000	$20,000.00	$109,948.00
09/26/23	10/18/23	010	000	$75,000.00	$184,948.00
01/02/24		009	001	$20,000.00	$204,948.00
03/12/24		011	000	$90,000.00	$294,948.00
03/26/24		010	001	$60,000.00	$354,948.00

Published By: Keegan O'Brien
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for 2024 Wildlife Hazard Management Training at Orlando International Airport.

BACKGROUND

In 2021, the firms providing Continuing Environmental Consulting Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On April 21, 2021, the Aviation Authority Board approved a Continuing Environmental Consulting Services Agreement with the following firms:

- Breedlove, Dennis and Associates, Inc.
- Bio-Tech Consulting, Inc.
- DRMP, Inc.
- The Transit Group, Inc. d/b/a Ecological Associates, Inc.
- EXP U.S. Service, Inc.
- MSE Group, LLC
- Terracon Consultants, Inc.
- Vanasse Hangen Brustlin, Inc.

These no-cost base agreements established the negotiated hourly rates. The continuing environmental consulting services may include, but are not limited to, evaluation and assessment of wildlife issues, uplands and wetlands evaluation, habitat analysis, threatened and endangered species issues, jurisdictional wetland determinations, water quality analysis, land management, and monitoring of wetlands mitigation on facilities operated or purchased by the Aviation Authority 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. The Services may also include preparation of required notices and reports, coordination and providing assistance with requirements of authorities having jurisdiction over various mitigation sites, documentation of existing environmental conditions, preparation of environmental studies, technical support, and assistance with permitting activities 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 8, 2024, is to provide the FAA mandated Wildlife Hazard Management Training in accordance with FAA Wildlife Hazard Management Training guidelines outlined in A/C 150/5200-36B and the MCO Wildlife Hazard Management Plan.

Services cannot commence before the date of Procurement Committee approval. The approved addendum 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 Environmental Services Agreement with DRMP, Inc. does not exceed the $250,000 threshold; thus, this agenda item dose not require Board approval.

SMALL BUSINESS

The Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is $10,933.50. Funding is from previously-approved Operations & Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$2,484.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$8,449.50
TOTAL	**$10,933.50**
CRI – Compliance Review Date	DL 8/5/24
CRI – Funding Eligibility Review Date	8/5/24

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:**	Environmental Consulting Services
Description:	2024 Wildlife Hazard Management Training	**Procurement Committee Date:**	August 13, 2024
Vendor:	DRMP, Inc.	**Agenda Item #:**	CA-C

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
301.712.170.5310010.000.000000		$10,933.50				
Total Requisition:		$10,933.50				
Requisition Number:		97487				
Funding Approver:		08/05/24				
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97487	FY24 08/06/24 - Wildli	In Process	26-JUL-2024 08:51:12	USD	10,933.50	Wages, Alice M	☑

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for 2024 Wildlife Hazard Management Training at Orlando International Airport.

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that DRMP, Inc. proposes 77% 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 Airport** Telephone No: **(407) 825-7179**

Address: **One Jeff Fuqua Boulevard, Orlando, FL 32827**

Project Name & Number: **Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for 2024 Wildlife Hazard Management Training 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: **$10,933.50**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	8,449.50	Actual Result	77%
Caucasian Female American	-	Actual Result	0%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other		Actual Result	0%
Total MWBE Participation	**8,449.50**	**Actual Result**	**77%**

6.b. Engineering / Professional Service Firm Information:

Name: **DRMP, Inc.**
Address: **941 Lake Baldwin Lane**
City, State, Zip: **Orlando, FL 32814**
Telephone: **(407) 896-0594**

6.b. Name and Address of MWBE Subconsultant

Name: **SES Energy Services LLC**
Address: 3550 ST JOHNS BLUFF ROAD S STE 8
City, State, Zip: JACKSONVILLE, FL 32224
Telephone: 865-813-2721

6.c. *Identity: Black American
Work Item(s): FAA-mandated Wildlife Hazard Management Training
Amount of Subcontract $8,449.50
Percent of Prime Contract (%): 77%

*** 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)**

941 Lake Baldwin Lane, Orlando, Florida 32814
Phone: 407.896.0594 | Fax: 407.896.4836
1.833.811.3767 | www.DRMP.com

July 8, 2024 **DRMP # 21-0003.006**

Mary (Keegan) O'Brien
Orlando International Airport
5855 Cargo Road
Orlando, FL 32827
mary.obrien@goaa.org

Subject: Continuing Environmental Consulting Services (W424)
Proposal for Addendum No. 8 - 2024 Wildlife Hazard Management Training at Orlando International Airport (MCO)

Dear Ms. O'Brien:

Thank you for giving DRMP, Inc. (DRMP) the opportunity to continue to perform environmental services for the Greater Orlando Aviation Authority (GOAA). GOAA has contracted DRMP to provide Continuing Environmental Consulting Services (W424) for the airports owned and operated by GOAA. As a part of this contract, GOAA has requested that DRMP provide a proposal for the Wildlife Hazard Management Training for MCO. Included herein is the scope of services prepared to conduct this work.

SCOPE OF SERVICES

Task 1: Wildlife Hazard Management Training

DRMP teamed with SES Energy Services LLC (SES Energy) will provide the staff of Orlando International Airport (MCO) with FAA-mandated Wildlife Hazard Management Training. DRMP will conduct two (2) wildlife hazard management training classes for airport operations personnel at MCO with the assistance from SES Energy. The trainings will be in accordance with the FAA Wildlife Hazard Management Training guidelines outlined in A/C 150/5200-36B and the MCO Wildlife Hazard Management Plan (WHMP).

The training will include a PowerPoint presentation, which will be updated to address the most current airport hazard data and include handouts to attendees. The PowerPoint presentation will be followed by in-the-field firearms safety training utilizing pyrotechnics and live firearms, if requested. A test will be given at the end of the training session and a copy of the training records will be provided to the airport. Each training session includes approximately 4 hours of classroom training (provided by an FAA-Qualified Airport Wildlife Biologist), one (1) hour of firearms safety training (by an NRA certified firearms safety instructor), handouts for participants, travel to and from the airport, and lunch for participants. Pyrotechnics and launchers for firearms training are to by provided by MCO (not included in fee).

Two (2) training sessions are included under this task (provided on consecutive days to ensure all operations personnel are able to attend).

Assumptions

1. *All pyrotechnics and launchers for the firearms training will be provided by MCO (not included in the fee).*
2. *Training is scheduled to be complete by August 31, 2024.*

Deliverable

1. *DRMP will provide copies of all training materials and records to GOAA electronically.*

COMPENSATION SUMMARY AND TERMS:

The following table summarizes the fees and billing terms as proposed by DRMP for the Scope of Services as presented herein.

Task	Description	Terms	Fee
1	Wildlife Hazard Management Training	Not to Exceed	$2,484.00
	SES Energy Services LLC	Not to Exceed	$8,449.50
Total Expenses			**$10,933.50**

SCHEDULE:

The Wildlife Hazard Management Training will be completed by August 31, 2024.

This Scope of Services is hereby submitted by:

DRMP, Inc.

Rachel Schmidt — July 8, 2024

Rachel Schmidt — Date

Environmental Department Manager

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
2024 WHMT AT MCO
BREAKDOWN OF NOT TO EXCEED FEES

Position:	PROJECT MANAGER		DEPARTMENT MANAGER		ENVIRONMENTAL SPECIALIST III		ENVIRONMENTAL SPECIALIST II		GIS ANALYST III		GIS ANALYST II		TOTAL		
Rate ($/Hour):	$184.00		$145.00		$108.00		$93.00		$106.00		$76.00				
Task 1: 2022 Wildlife Hazard Management Training	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	Avg. Hourly Rate
	0	$0	0	$0	23	$2,484	0	$0	0	$0	0	$0	23	$2,484	$107
	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	#DIV/0!
	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	#DIV/0!
	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	#DIV/0!
	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	#DIV/0!
	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	#DIV/0!
	0	$0	0	$0		$0	0	$0	0	$0	0	$0	0	$0	#DIV/0!
	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	#DIV/0!
Sub-Total Task 1: 2022 Wildlife Hazard Management Training	**0**	**$0**	**0**	**$0**	**23**	**$2,484**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**23**	**$2,484**	**$107**

30 July 2024

Rachel Schmidt, PWS
DRMP, Inc.
941 Lake Baldwin Lane
Orlando, FL 32814

RE: Wildlife Hazard Management Training – Greater Orlando Aviation Authority
Proposal for Services
SES Energy Proposal No. P250078

Dear Ms. Schmidt:

SES Energy Services LLC (SES Energy) is pleased to provide the attached proposal for the referenced project. SES Energy welcomes the opportunity to continue to work with DRMP, Inc. and the Greater Orlando Aviation Authority to resolve wildlife issues. Please call me if you have any questions or require additional information.

Sincerely,

SES Energy Services LLC

Alison Doran, CWB ®
FAA-Qualified Airport Wildlife Biologist

Attachment: Proposal/Contract for Services
General Terms and Conditions

(AND_P250078_ GOAA WHMT 2024)

PROPOSAL/CONTRACT
Prepared for:
Rachel Schmidt, PWS
DRMP, Inc.
941 Lake Baldwin Lane
Orlando, FL 32814

30 July 2024

RE: Wildlife Hazard Management Training – Greater Orlando Aviation Authority
Proposal for Services
SES Energy Proposal No. P250078

Scope of Services

Task 1. Wildlife Hazard Management Training.

SES Energy will conduct two (2) wildlife hazard management training classes (provided on consecutive days) for airport operations personnel with the Greater Orlando Aviation Authority. The trainings will be in accordance with the FAA Wildlife Hazard Management Training guidelines outlined in A/C 150/5200-36B.

The training will include a PowerPoint presentation, which will be updated to address the most current airport hazard data and include handouts to attendees. The PowerPoint presentation will be followed by in-the-field firearms safety training utilizing pyrotechnics and live firearms, if requested. A test will be given at the end of the training session and a copy of the training records will be provided to the airport. Each training session includes approximately 4 hours of classroom training (provided by an FAA-Qualified Airport Wildlife Biologist), one (1) hour of firearms safety training (by an NRA certified firearms safety instructor), handouts for participants, travel to and from the airport, and lunch for participants. Pyrotechnics and launchers for firearms training are to be provided by GOAA (not included in fee).

Task 1 Fee..... ……. $8,449.50

If this proposal, which incorporates the attached General Terms and Conditions by reference, meets with your approval, please sign below and return a copy to our office as your authorization to proceed. We look forward to working with you.

TERMS ACCEPTED:

For:	**DRMP, INC**	For:	**SES Energy Services LLC**
Date:		Date:	30 July 2024
By:	(Signature)	By:	(Signature)
	(Printed/Typed)		Jen Tyson (Printed/Typed)

(AND_P250078_ GOAA WHMT 2024)

SES Environmental Resource Solutions LLC Compensation Proposal				
2 days of WHMT with 2 Biologists				
Trainings/ Expenses	**Unit**	**Quantity**	**Price**	**Subtotal**
Travel (2 biologists)				$ -
GSA Lodging		4	$ 140.00	$ 560.00
Lodging Taxes		4	$ 10.00	$ 40.00
GSA Per Diem		3	$ 69.00	$ 207.00
Mileage GSA Rate		350	$ 0.67	$ 234.50
Lunch		2	$ 500.00	$ 1,000.00
Wildlife Hazard Management Training		2	$ 3,104.00	$ 6,208.00
Training Supplies		2	100	$ 200.00
Total				**$ 8,449.50**
Proposal Total	FF			*$ 8,449.50*

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

TRUTH IN NEGOTIATION CERTIFICATION

375-030-30
PROCUREMENT
05/14

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

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 Department 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 Department, whichever is later.

DRMP
Name of Consultant

By: Rachel Schmidt

7-25-24
Date

Addenda / Amendments Awarded per Agreement - Summary for Committee

DRMP, Inc. -- Agreement No. 202104-CE3

Continuing Environmental Consulting Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Environmental Consulting Services	PSC	04/01/21	04/21/21	05/14/21		$0.00	$0.00
001	000	-	Perform Wildlife Hazard Management Training	CCM	05/25/21	NA	07/13/21	93495	$9,820.00	$9,820.00
002	000	-	FY22 Environmental Permit Tracking Database and Hazardous Material Database	CCM	09/21/21	NA	10/05/21	93836	$44,475.00	$44,475.00
003	000	-	Perform Wildlife Hazard Management Training	CCM	05/24/22	NA	07/08/22	94767	$10,376.00	$10,376.00
004	000	-	FY23 Environmental Permit Tracking Database and Hazardous Material Database Services	CCM	09/13/22	NA	05/24/23	95204	$52,618.00	$52,618.00
004	001	-	No Cost Reallocation of Funds for FY23 Environmental Permit Tracking Database and Hazardous Material Database Services	PSC	05/23/23	NA	06/13/23		$0.00	$52,618.00
005	000	-	2023 Wildlife Hazard Management Training	PSC	05/09/23	NA	06/07/23	96402	$10,376.00	$10,376.00
006	000	-	FY24 Environmental Permit Tracking Database (EPTD) and Hazardous Material Database (HMD) Services	PSC	09/26/23	NA	10/04/23	96660	$52,618.00	$52,618.00
007	000	-	First Extension	CCM	12/05/23	01/17/24	01/31/24		$0.00	$0.00

Total for DRMP, Inc. for Agreement No. 202104-CE3 **$180,283.00**

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 - Environmental			
DRMP, Inc. Not a Minority Firm	05/14/21	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	05/14/25

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
05/09/23		005	000	$10,376.00	$10,376.00
05/23/23		004	001	$0.00	$10,376.00
09/26/23		006	000	$52,618.00	$62,994.00

Published By: Lisa Stoecker, AECOM
Reviewed By: Debbie McKeown, GOAA

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Deborah McKeown, Assistant Vice President, Project Controls (Prepared by Ross Spence)

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2025 Staff Extension Support Services for Project Controls at Orlando International Airport (MCO).

BACKGROUND

In 2022, the firms providing Continuing Program and Project Management Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 18, 2022, the Aviation Authority Board approved a Continuing Program and Project Management Services Agreement with each of the following firms:

- AECOM Technical Services, Inc.
- Cost Management Inc. dba CMI (MWBE)
- Geotech Consultants International, Inc. dba GCI, Inc. (MWBE)
- PSA Constructors, Inc. dba PSA Management, Inc. (MWBE/LDB)
- The Roderick Group, Inc. dba Ardmore Roderick (MWBE)
- WSP USA, Inc.

These no-cost base agreements established the negotiated hourly rates. These services include all services necessary for the management of the design and construction of both individual projects and programs consisting of two or more individual projects, including the management of design from planning and conceptual design phase through detailed design, bidding and award of construction contracts; development of design criteria documents, and management of design/build contracts; management of the construction and commissioning of projects including performing as the Owner's Authorized Representative (OAR); providing material testing, quantity surveying, construction inspection, construction safety compliance inspection, and other services required to verify compliance of construction with contract documents; providing cost estimating, cost control, scheduling, progress reporting, and planning services to support both design and construction activities; negotiations of contracts for program and project related professional and construction services required from the Aviation Authority's other consultants and contractors; coordination of the activities of multiple consultants and contractors onsite; and all other related services, which may be required to accomplish the planning, funding, design, bidding and award, construction, commissioning and operation of projects and programs for the Aviation Authority's existing and future facilities.

ISSUES

Consultant's proposal, dated July 23, 2024, is to provide FY2025 Staff Extension Support Services for Project Controls. These services include but are not limited to performing specialized and advanced administrative functions and public meeting assignment.

Services cannot commence before the date of Aviation Authority Board approval. The approved addendum must be executed by the Aviation Authority before invoicing for services. Services will be effective October 1, 2024, through September 30, 2025.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Program and Project Management services Agreement with AECOM Technical Services, Inc. exceeds the $250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

The Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is $173,120.00. Funding is from Operations and Maintenance 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 Program and Project Management Services Agreement with AECOM Technical Services, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$173,120.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$173,120.00**
CRI – Compliance Review Date	DL 8/2/24
CRI – Funding Eligibility Review Date	8/2/24

ATTACHMENT A

FINANCE FORM

Date:	July 25, 2024	**CCM / PC:**	2465
Requestor's Name:	Scott Shedek	**Requestor's Extension:**	4159
Form Preparer's Name:	Ross Spence	**Preparer's Extension:**	
Requestor's Department:	Construction	**Purchasing Solicitation #:**	Continuing Program and Management
Description:	FY25 Staff Extension – Proj Cntls	**Committee Date:**	08.13.2024
Vendor:	AECOM	**Committee Agenda Item #:**	NB-A

NON-PROJECT FUNDS: O&M, CAPEX, OEA REVENUE FUNDS

Account Code Format: 301.717.170.5310009.000.000000	**FY 24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**FY28 Amount**	**TOTAL CONTRACT**
		$173,120.00				
Total Requisition:		$173,120.00				
Requisition Number:		97509				
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97509	FY25 PC 2024-08-13 A	In Process	29-JUL-2024 16:22:47	USD	173,120.00	Ciaglia, Tara A

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2025 Staff Extension Support Services for Project Controls at Orlando International Airport (MCO).

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that AECOM Technical Services, Inc. does not propose small business participation on this addendum as the services being provided are onsite staffing support.

AECOM Technical Services, Inc.
7650 West Courtney Campbell Causeway
Tampa, FL 33607. Phone: 813-636-2425 Fax: 813-287-8591

AECOM

July 23, 2024

Ms. Debbie McKeown
Assistant Vice President, Project Controls
GREATER ORLANDO AVIATION AUTHORITY
11312 Terminal C Service Road
Orlando, Florida 32824

Subject: Staff Extension – Project Controls Coordinators
Orlando International Airport

Dear Ms. McKeown:

AECOM is pleased to submit this proposal to provide Staff Extension services for projects defined by the Vice President of Construction at the Orlando International Airport. This proposal has been prepared based on our understanding of the following scope of work:

AECOM hours are proposed for charges incurred for Project Coordinator Services. These services include performing specialized and advanced administrative functions and public meeting assignments; and, maintaining records and minutes for various Aviation Authority Sunshine Committees, such as the Construction Committee (CC), Procurement Committee (PCM), ensuring compliance with Aviation Authority Policies and Procedures, and Florida State Statutes. The staff extension support services include, but are not limited to, preparing and distributing agenda packages for Sunshine and non-Sunshine meetings; posting of Sunshine Committee meetings; attending Sunshine Committee meetings and project–specific Pre-Submittal and Pre-Proposal Conferences; preparing CC and PC Pre-Agenda; attending CC and PC Pre-Agenda meetings; coordinating conference room set-up prior to meetings; preparing related committee minutes; receiving and compiling questions submitted from proposers; receiving/processing/distributing Statements of Qualification (SOQ); drafting and distributing all related letters to proposers; submitting all related updates to the Aviation Authority's website; and all other support related to the various sunshine committees; perform various data entry support into iPro (Project Controls database) and spreadsheets as directed; and maintaining current knowledge of Florida State Statutes and Aviation Authority Policies and Procedures, as they relate to Sunshine committees; and other duties as assigned. The proposed time period is from October 1, 2024 through September 30, 2025.

This Task will be an Addendum to AECOM's Continuing Program and Project Management Services, dated July 12, 2022. This work will be billed for, on an hourly basis, a Not-to-Exceed amount of $173,120.00.

The services for this project will be performed in accordance with the provisions of GOAA's standard agreement for professional services and as indicated in the attached project schedule showing the proposed staffing levels for the duration of the project.

We appreciate the opportunity to present this proposal and we look forward to working with GOAA on these important staff support services. Should you have any questions or if we may be of further assistance, do not hesitate to contact the undersigned.

Sincerely,

Ross Spence
Vice President
AECOM Technical Services, Inc.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL (OVERALL)
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE

Staff Extension - Project Controls Coordinator

Phase of Project:		Project Management Services	TOTAL CONTRACT
1.0 Lump Sum Fee:		$0	$0
2.0 Not to Exceed Reimbursable Fee:		$173,120	$173,120
3.0 Not to Exceed Reimbursable Expenses:		$0	$0
4.0 TOTAL CONTRACT VALUE:		**$173,120**	**$173,120**

Total Lump Sum Labor Hours:		0	**0**
Total Not to Exceed Reimbursable Labor Hours:		2,272	**2,272**
TOTAL LABOR HOURS:	**0**	**2,272**	**2,272**
Average Hourly Rate:	**$0.00**	**$76.20**	**$76.20**

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-4
SUMMARY OF NOT TO EXCEED REIMBURSABLE FEES AND EXPENSES
Staff Extension - Project Controls Coordinator

Phase of Project:							OAR Services			TOTAL		
	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate
AECOM												
Not to Exceed Reimbursable Fee								2,272	$173,120	2,272	173,120	$76.20
Not to Exceed Reimbursable Expenses											$0	
Sub-Total AECOM								**2,272**	**$173,120**	**2,272**	**$173,120**	$76.20
Not to Exceed Reimbursable Fee											$0	
Not to Exceed Reimbursable Expenses											$0	
Sub-Total											**$0**	
Not to Exceed Reimbursable Fee											$0	
Not to Exceed Reimbursable Expenses											$0	
Sub-Total											**$0**	
Not to Exceed Reimbursable Fee											$0	
Not to Exceed Reimbursable Expenses											$0	
Sub-Total											**$0**	
Not to Exceed Reimbursable Fee											$0	
Not to Exceed Reimbursable Expenses											$0	
Sub-Total SubConsultant											**$0**	
Not to Exceed Reimbursable Fee											$0	
Not to Exceed Reimbursable Expenses											$0	
Sub-Total SubConsultant											**$0**	
Total Not to Exceed Amount:	**$0**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**2,272**	**$173,120**	**2,272**	**$173,120**	$76.20

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES

Staff Extension - Project Controls Coordinator

AECOM	PROJECT CONTROLS COORDINATOR		PROJECT COORDINATOR III		TOTAL		
Rate ($/Hour):	$74		$100				Avg. Hourly
	labor hours	Cost	labor hours	Cost	labor hours	Cost	Rate
Project Controls							
Project Controls Coordinator - Staff Extension	2080	$153,920	192	$19,200	2,272	$173,120	$76.20
Total	2,080	$153,920	192	$19,200	2,272	$173,120	$76.20

NOTES:

1. A separate spreadsheet is required for each consultant/subconsultant with any portion of it's services to be compensated on a not to exceed reimbursable basis.
2. Each spreadsheet to be customized to accurately indicate the actual services to be provided for each phase of the Project.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-9
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES

Staff Extension - Project Controls Coordinator

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
AECOM	PROJECT CONTROLS COORDINATOR	$74.00
AECOM	PROJECT COORDINATOR III	$100.00

Greater Orlando Aviation Authority
AECOM Technical Services, Inc.
Continuing Program and Project Management Services
Projected Hours by Task for FY2025 (October 1, 2024 - September 30, 2025)

Legend:
Proposal submitted for review
Previously approved
Future proposal

Name	Position	Sponsor	Task Description	TOTAL
TBD/Lisa Stoeckert	Project Accountant	Grant	Tenant/Concessions - Project Management Oversight	288
			TOTAL	**288**
Chayla German	Project Coordinator	Dennis	Project Coordinator for Project Controls/CF Dept.	0
			TOTAL	**0**
Fransheska Brown	Project Coordinator	McKeown	Project Coordinator for Project Controls/PC Dept.	2080
			TOTAL	**2080**
Lisa Stoeckert	Project Accountant	McKeown	Project Coordinator for Project Controls/PC Dept.	192
			TOTAL	**192**
Lisa Stoeckert	Project Accountant	Shedek	Project Coordinator for Project Controls/CF Dept.	0
			TOTAL	**0**
Ross Spence	Sr. Program Director	Shedek	Terminal C Day 2 Closeout	0
			TOTAL	**0**
Ross Spence	Sr. Program Director	Shedek	W-S00151 Terminal C Enhancements	0
			TOTAL	**0**
Steve Fuller	Sr. Construction Manager	Shedek	W-S00151 Terminal C Enhancements	0
			TOTAL	**0**
Ross Spence	Sr. Program Director	Furr	W-00497 North Terminal Refresh	528
			TOTAL	**528**
Steve Fuller	Sr. Construction Manager	Furr	W-00497 North Terminal Refresh	528
			TOTAL	**528**
Lisa Stoeckert	Project Coordinator II	Furr	W-00497 North Terminal Refresh	528
			TOTAL	**528**
Ross Spence	Sr. Program Director	Marble	W-S00211 Terminal C Phase 2 Support	0
			TOTAL	**0**
Lisa Stoeckert	Project Coordinator II	Shedek	W-S00159 Terminal C Landscaping Program	0
			TOTAL	**0**
Ross Spence	Sr. Program Director	Furr	Specification and EDC Updates	0
			TOTAL	**0**
Lisa Stoeckert	Project Coordinator II	Furr	Specification and EDC Updates	0
			TOTAL	**0**

Greater Orlando Aviation Authority

AECOM Technical Services, Inc.

Projected Hours by Task for FY2025 (October 1, 2024 - September 30, 2025)

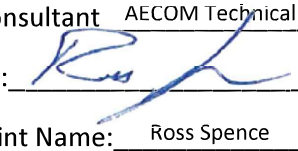
Name	Position	Sponsor	Task Description	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	TOTAL
TBD/Lisa Stoeckert	Project Accountant	Grant	Tenant/Concessions - Project Management Oversight	24	24	24	24	24	24	24	24	24	24	24	24	288
			Total	24	24	24	24	24	24	24	24	24	24	24	24	288
Chayla German	Project Coordinator	Dennis	Project Coordinator for Project Controls/CF Dept.													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Fransheska Brown	Project Coordinator	McKeown	Project Coordinator for Project Controls/PC Dept.	160	160	176	176	176	176	176	176	176	176	176	176	2080
			Total	160	160	176	176	176	176	176	176	176	176	176	176	2080
Lisa Stoeckert	Project Accountant	McKeown	Project Coordinator for Project Controls/PC Dept.	16	16	16	16	16	16	16	16	16	16	16	16	192
			Total	16	16	16	16	16	16	16	16	16	16	16	16	192
Lisa Stoeckert	Project Accountant	Shedek	Project Coordinator for Project Controls/CF Dept.													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Ross Spence	Sr. Program Director	Shedek	Terminal C Day 2 Closeout													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Ross Spence	Sr. Program Director	Shedek	W-S00151 Terminal C Enhancements													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Steve Fuller	Sr. Construction Manager	Shedek	W-S00151 Terminal C Enhancements													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Ross Spence	Sr. Program Director	Furr	W-00497 North Terminal Refresh	176	176	176										528
			Total	176	176	176	0	0	0	0	0	0	0	0	0	528
Steve Fuller	Sr. Construction Manager	Furr	W-00497 North Terminal Refresh	176	176	176										528
			Total	176	176	176	0	0	0	0	0	0	0	0	0	528
Lisa Stoeckert	Project Coordinator II	Furr	W-00497 North Terminal Refresh	176	176	176										528
			Total	176	176	176	0	0	0	0	0	0	0	0	0	528
Ross Spence	Sr. Program Director	Marble	W-S00211 Terminal C Phase 2 Support													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Lisa Stoeckert	Project Coordinator II	Shedek	W-S00159 Terminal C Landscaping Program													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Ross Spence	Sr. Program Director	Furr	Specification and EDC Updates													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Lisa Stoeckert	Project Coordinator II	Furr	Specification and EDC Updates													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0

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 AECOM Technical Services, Inc.

By: 

Print Name: Ross Spence

Date: 7/23/24

Addenda / Amendments Awarded per Agreement - Summary for Committee

AECOM Technical Services, Inc. -- Agreement No. 202204-OAR1

Continuing Program and Project Management Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Program and Project Management Services	PSC	04/22/22	05/18/22	07/12/22		$0.00	$0.00
001	000	-	FY23 Tenant/Concessions Projects OAR/PM Oversight	CCM	08/23/22	09/21/22	09/26/22	95195	$1,023,792.00	$1,023,792.00
002	000	-	FY23 Staff Extension Support Services for Construction Finance	CCM	08/30/22	NA	10/03/22	95353	$153,920.00	$153,920.00
003	000	-	FY23 Staff Extension Support Services for Project Controls	CCM	09/06/22	09/21/22	10/13/22	95196	$299,552.00	$299,552.00
004	000	-	FY23 Staff Extension Support Services for Operational Readiness	CCM	09/27/22	NA	11/15/22	95594	$89,776.00	$89,776.00
005	000	BP-S00195-MCO	BP-S00195-MCO TERM C, PH 1X - AIRSIDE CONCOURSE WS111 Staff Extension Support Services for BP-S0195	CCM	10/04/22	NA	10/20/22	1007187	$247,611.00	$247,611.00
005	001	BP-S00195-MCO	BP-S00195-MCO TERM C, PH 1X - AIRSIDE CONCOURSE Additional Staff Extension Support Services for BP-S0195	CCM	10/25/22	NA	11/08/22	AMD 1007187	$5,000.00	$252,611.00
005	002	BP-S00195-MCO	BP-S00195-MCO TERM C, PH 1X - AIRSIDE CONCOURSE Additional Program Management Services for the Construction Phase of BP-S0195	CCM	11/22/22	12/14/22	12/19/22	AMD 1007187	$1,580,568.00	$1,833,179.00
005	003	BP-S00195-MCO	BP-S00195-MCO TERM C, PH 1X - AIRSIDE CONCOURSE Additional Program Management Services for the Construction Phase for BP-S00195	CCM	02/07/23	NA	02/28/23		$180,336.00	$2,013,515.00
005	004	BP-S00195-MCO	BP-S00195-MCO TERM C, PH 1X - AIRSIDE CONCOURSE Additional Program Management Services for the Construction Phase for BP-S00195	CCM	02/28/23	03/15/23	03/21/23		$2,576,690.00	$4,590,205.00
005	005	BP-S00195-MCO	BP-S00195-MCO TERM C, PH 1X - AIRSIDE CONCOURSE Additional Program Management Services for the Construction Phase for BP-S00195	CCM	04/25/23	05/17/23	05/24/23		$2,323,210.00	$6,913,415.00
006	000	-	FY23 Staff Extension Support Services for City of Orlando and Permitting Coordination	CCM	10/25/22	NA	11/08/22	95618	$71,796.00	$71,796.00
006	001	-	Additional FY23 Staff Extension Support Services for City of Orlando and Permitting Coordination	PSC	05/02/23	NA	05/03/23	AMD 95168	$58,518.00	$130,314.00
007	000	-	FY23 Staff Extension Support Services for Baggage Handling Systems	CCM	01/03/23	NA	01/18/23	95673	$10,000.00	$10,000.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

008	000	H-S00029-MCO	H-S00029-MCO AIRFIELD CIVIL RESTART ENABLING WORK A/E CA Services for H-S00029	**CCM**	02/07/23	NA	02/10/23	1007239	$246,148.00	$246,148.00
008	001	H-S00029-MCO	H-S00029-MCO AIRFIELD CIVIL RESTART ENABLING WORK Additional OAR Construction Services for H-S00029	**CCM**	08/29/23	NA	09/15/23		$78,192.00	$324,340.00
009	000	-	FY23 Staff Extension for Procurement Committee Project Coordinator Services	**PSC**	02/07/23	NA	02/10/23		$100,048.00	$100,048.00
010	000	E-00286-MCO	E-00286-MCO BHS LIGHTING MODIFICATIONS Construction Phase OAR Services for E-286	**CCM**	04/04/23	NA	04/06/23	1007308	$10,232.00	$10,232.00
011	000	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE Design Phase OAR Services for E-281	**CCM**	04/11/23	NA	04/24/23	1007313	$14,350.00	$14,350.00
012	000	-	FY23 Development of the GOAA Sustainability Management and Resiliency Plan	**PSC**	08/01/23	NA	08/11/23	96401	$31,022.00	$31,022.00
013	000	E-S00015-MCO	E-S00015-MCO TERMINAL C KVAR PILOT PROGRAM Design and Construction Phase OAR Services to Support E-S00015	**CCM**	08/22/23	NA	08/28/23	1007421	$47,644.00	$47,644.00
014	000	-	FY24 Project Management Services for Tenant/Concessions Projects	**CCM**	09/12/23	09/27/23	10/04/23	96899	$1,062,720.00	$1,062,720.00
015	000	-	FY24 Staff Extension Support Services for Project Controls	**PSC**	08/22/23	09/27/23	10/04/23	96871	$169,088.00	$169,088.00
016	000	E-00285-MCO	E-00285-MCO BUS DUCT REPLACEMENT FROM WEST TO EAST ELECTRICAL SWITCHGEAR ROOM Design Phase OAR Services for E-285	**CCM**	08/29/23	NA	09/15/23	1007427	$7,132.00	$7,132.00
017	000	-	FY24 Staff Extension Support Services for Construction Finance	**PSC**	08/29/23	09/27/23	10/04/23	96764	$161,504.00	$161,504.00
018	000	W-S00111-MCO	W-S00111-MCO S TERM C, PH 1 - PROGRAM & PROJECT MGMT SERVICES (OAR) OAR Services for W-S0111	**CCM**	09/26/23	NA	10/03/23	1007486	$249,600.00	$249,600.00
019	000	-	FY24 Project Management Services for Specialty Systems	**CCM**	10/05/23	10/18/23	10/26/23	96906	$249,860.00	$249,860.00
020	000	-	FY24 Project Management Services for Engineering and Construction Staff Extension Services	**PSC**	10/05/23	10/18/23	10/26/23	96907	$199,826.00	$199,826.00
021	000	W-S00151-MCO	W-S00151-MCO TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES OAR Services for W-S00151	**CCM**	10/10/23	NA	11/09/23	1007470	$199,826.00	$199,826.00
022	000	W-00497-MCO	W-00497-MCO NORTH TERMINAL REFRESH PROGRAM OVERSIGHT Support Services for W-497	**CCM**	12/19/23	NA	12/21/23	1007571	$169,560.00	$169,560.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

022	001	W-00497-MCO	W-00497-MCO NORTH TERMINAL REFRESH PROGRAM OVERSIGHT Additional Design Phase Services for W-497	**CCM**	02/06/24	02/21/24	02/23/24	AMD 1007571	$899,954.00	$1,069,514.00
022	002	W-00497-MCO	W-00497-MCO NORTH TERMINAL REFRESH PROGRAM OVERSIGHT Additional Design, Bid and Award Phase Services for W-497	**CCM**	05/28/24	06/19/24	06/25/24		$1,538,592.00	$2,608,106.00
023	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Support Services for W-S211	**CCM**	12/19/23	NA	12/21/23	1007512	$67,320.00	$67,320.00
024	000	W-S00151-MCO	W-S00151-MCO TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES OAR Services for W-S00151	**CCM**	12/19/23	NA	12/21/23	1007514	$218,426.00	$218,426.00
024	001	W-S00151-MCO	W-S00151-MCO TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES Additional OAR Services for W-S00151	**CCM**	02/27/24	NA	03/04/24	AMD 1007514	$68,640.00	$287,066.00
025	000	W-S00159-MCO	W-S00159-MCO TERMINAL C LANDSCAPING DESIGN AND PROGRAM OVERSIGHT SERVICES OAR Services for W-S00159	**CCM**	01/23/24	NA	01/25/24	1007561	$29,500.00	$29,500.00
026	000	-	OAR Services for Specification and EDC Updates	**CCM**	05/16/24	NA	05/22/24		$26,200.00	$26,200.00

Total for AECOM Technical Services, Inc. for Agreement No. 202204-OAR1 **$14,466,153.00**

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 - OAR/RE Construction				
AECOM Technical Services, Inc.	Not a Minority Firm	07/12/22	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	07/12/25

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
02/07/23		009	000	$100,048.00	$100,048.00
05/02/23		006	001	$58,518.00	$158,566.00
08/01/23		012	000	$31,022.00	$189,588.00
08/22/23	09/27/23	015	000	$169,088.00	$358,676.00
08/29/23	09/27/23	017	000	$161,504.00	$520,180.00
10/05/23	10/18/23	020	000	$199,826.00	$720,006.00

Published By: Chris DeLoatche
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 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 Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is $38,258.00. Funding is from previoulsy-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 #:**	NB-B

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
301.712.170.5310010.000.000000		$38,258.00				
Total Requisition:		$38,258.00				
Requisition Number:		97491				

Funding Approver: Andrea Harper

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	☑

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 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.

RICONDO®

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 associated 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.

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

Sincerely,

RICONDO & ASSOCIATES, INC.

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

ESA

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,

Michael R. Arnold
Senior Vice President

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
Ricondo & Associates, Inc.

RICONDO & ASSOCIATES, INC. (PRIME)	SENIOR OFFICER		SENIOR OFFICER WITH TRAVEL PREMIUM		OFFICER		OFFICER WITH TRAVEL PREMIUM		SENIOR DIRECTOR		SENIOR DIRECTOR WITH TRAVEL PREMIUM		DIRECTOR		DIRECTOR WITH TRAVEL PREMIUM		MANAGER		MANAGER WITH TRAVEL PREMIUM		SENIOR CONSULTANT		CONSULTANT		TECHNICAL EDITOR		TOTAL		
Rate ($/Hour):	$350		$385		$340		$375		$295		$330		$239		$274		$180		$215		$139		$93		$138		labor		Avg. Hourly
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Rate
Tasks																													
On-Call General Consulting Services - MCO	4	$1,400	4	$1,540	8	$2,720	4	$1,500	6	$1,770	0	$0	4	$956	0	$0	6	$1,080	0	$0	4	$556	4	$372	4	$552	48	$12,446	$259
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	4	$1,400	4	$1,540	8	$2,720	4	$1,500	6	$1,770	0	$0	4	$956	0	$0	6	$1,080	0	$0	4	$556	4	$372	4	$552	48	$12,446	$259

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED
PROFESSIONAL FEES

ESA	Senior Principal Consultant		Principal Consultant 6		Princpal 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		Avg. Hourly
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	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
		$0		$0		$0		$0		$0		$0		$0		$0		$0	0	$0	#DIV/0!

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 Serivces	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 Servivces	**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

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

Published By: Keegan O'Brien
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

PCM HANDOUT
Complete Replacement
8/13/2024 Item NB-C

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 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 Site Development 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 Site Development 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

Funding is from CIR00938 and CIR00752. Funding source verified by _____ of Finance on ___/___/___ as correct and available.

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	
CRI – Funding Eligibility Review Date	

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 Site Development Planning	**Procurement Committee Date:**	August 13, 2024
Vendor:	Kimley-Horn and Associates, Inc.	**Agenda Item #:**	

NON-PROJECT FUNDS: CIR

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
308.712.170.5310010.000.501585		$100,000.00	$150,000.00			
308.711.170.5310010.000.501674			$975,970.00			
Total Requisition:		$100,000.00	$1,125,970.00			
Requisition Number:		97490	97490			
Funding Approver:						
OMB Notes:						

August 9, 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 Site Development Plan
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 Site Development Plan-2024-08-09.docx

ATTACHMENT A: SCOPE OF SERVICES
ORLANDO INTERNATIONAL AIRPORT
EAST AIRFIELD SITE DEVELOPMENT PLAN
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 site development 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 site development plan for the East Airfield. The site development 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 site development 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.

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 master utility plan 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 site development 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 – East Airfield Site Development Planning

Based on previously authorized Master Planning efforts and program development conversations, Kimley-Horn will provide further detailed site development planning services for external project review, financial analysis and Owner approval. Program validation and verification should have or will continue to inform the master site development plan 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 site development 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 the site development 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 Site Development Plan – process and documentation:

Kimley-Horn will prepare a detailed site development plan / conceptual site plan for the entire property. The site development 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 patters
- 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 East Airfield site development 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 site development 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 is has on the Conceptual 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 conceptual master stormwater 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 Master Stormwater 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 East Airfield Site Development Plan. The goal will be to obtain a conceptual approval permit for the changes to the overall conceptual master stormwater 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 conceptual master stormwater 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 master stormwater layout for the East Airfield Development Area.

   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 master conceptual stormwater 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 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 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 per the Client approved Master Site Development Plan. Considering the Master Site Plan, Kimley-Horn will produce a master utility 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 utility planning.

C. Using the master site development 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 development 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 utility 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 master utility schematic plan, prepare a preliminary opinion of probable cost (not including any downstream improvements).

Task 8 – Electrical/Communications Dry Utilities Planning

Kimley-Horn will provide the following electrical/communications dry utilities 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. Dry Utility Planning – 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) master electrical utility 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 Utility 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 natural gas planning 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 Site Development Plan
20 weeks from Completed Survey	SFWMD Permit Packages Submittal
9 Months from Submittal to SFWMD	Obtain SFWMD Conceptual Permit
16 weeks from Draft Site Development Plan Approval	Final Site Development 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	East Airfield Site Development Planning	Stormwater History Research, Data Collection, and Review	Conceptual Master Stormwater Plan and SFWMD Permitting	FEMA CLOMR Floodplain Analysis	Responding to FEMA CLOMR Requests for Additional Information	Water, Reclaim, and Sanitary Sewer Utility Planning	Electrical/Communications Dry Utilities Planning	Natural Gas Utility 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		East Airfield Site Development Planning		Stormwater History Research, Data Collection, and Review		Conceptual Master Stormwater Plan and SFWMD Permitting		FEMA CLOMR Floodplain Analysis		Responding to FEMA CLOMR Requests for Additional Information		Water, Reclaim, and Sanitary Sewer Utility Planning		Electrical/Communications Dry Utilities Planning		Natural Gas Utility 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	$80,988	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**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Avg. Hourly Rate**
East Airfield Site Development Planning																	
East Airfield Site Development 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 East Airfield Site Development Planning	**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 Master Stormwater 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 Master Stormwater 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**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Avg. Hourly Rate**
Water, Reclaim, and Sanitary Sewer Utility 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 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 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
Dry Utility Planning - Documentation																	
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
Opinion of Probable Construction Cost																	
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
Plan Submittals																	
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 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 Utility 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 Utility 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				
L&S Diversified, LLC.	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost	Labor Hours	Cost	Avg. Hourly Rate
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.

Documents / Plan Sets Expenses	*Entity*	*Unit*	*Quantity*	*Price*	*Subtotal*
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
Subtotal					*$30,000.00*
KHA = Kimley-Horn and Associates, Inc.		**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%**

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.	Principal	$84.00
L&S Diversified, LLC.	Administrative Assistant	$35.00

L & S Diversified

Surveying and Mapping | Subsurface Utility Engineering | LiDAR

FASTER

BETTER

STRONGER

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 portiong 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 Verfication 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.**

L & S Diversified, LLC

Principal
Sherry Lee Manor, PSM

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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

Principal
Sherry Lee Manor, PSM

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Casselberry, FL 32707
o 407.681.3836

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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.

L & S Diversified, LLC

Principal
Sherry Lee Manor, PSM

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

www.LSsurveyor.com

FASTER

BETTER

STRONGER

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

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

www.LSsurveyor.com

L&S Diversified	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 Site Development 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: August 9, 2024

Published By: Keegan O'Brien
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 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 Site Development Planning at Orlando International Airport

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.

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 Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. 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 #:**	NB-C

NON-PROJECT FUNDS: CIR

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
308.712.170.5310010.000.501585		$100,000.00	$150,000.00			
308.711.170.5310010.000.501674			$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	☑

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 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 Site Development 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 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 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	145,339.00	Actual Result	12%
Asian Subcontinent American	-	Actual Result	0%
Black American	-	Actual Result	0%
Caucasian Female American	-	Actual Result	0%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other		Actual Result	0%
Total MWBE Participation	**145,339.00**	**Actual Result**	**12%**

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 Survey
Amount of Subcontract $145,339.00
Percent 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)**

Kimley»Horn

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 patters
- 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 is 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 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	$80,988	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				Avg. Hourly
	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Rate
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**				**Avg. Hourly**
	Labor Hours	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Labor Hours**	**Cost**	**Rate**
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
Master Plan - Documentation																	
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
Opinion of Probable Construction Cost																	
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
Plan Submittals																	
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				
L&S Diversified, LLC.	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost	Labor Hours	Cost	Avg. Hourly Rate
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.

Documents / Plan Sets Expenses	*Entity*	*Unit*	*Quantity*	*Price*	*Subtotal*
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
Subtotal					*$30,000.00*
KHA = Kimley-Horn and Associates, Inc.		**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%

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

L & S Diversified

Surveying and Mapping | Subsurface Utility Engineering | LiDAR

FASTER

BETTER

STRONGER

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 portiong 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 Verfication 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

Principal
Sherry Lee Manor, PSM

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Casselberry, FL 32707
o 407.681.3836

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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.

L & S Diversified, LLC

Principal
Sherry Lee Manor, PSM

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Casselberry, FL 32707
o 407.681.3836

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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

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

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L&S Diversified	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

Published By: Chris DeLoatche
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 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 Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. 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 #:**	NB-D

NON-PROJECT FUNDS: CAPEX

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
308.711.170.5310010.000.501157		$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	☑

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 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 BLAIKIE 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)**

RICONDO®

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 (MWBE) and Local Devloping 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.

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

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,

Maranda Almy Kles

Maranda Almy Kles, PhD, RPA
President

Attachment: ACI Insurance Coverage
B24117/MAK/cf

Party Responsible for Payment: _____

Signed: _____

Typed Name: _____

Title: _____ Date: _____

Email: _____

Phone: _____

P.O. Box 5103, Sarasota, Florida 34277-5103, (941) 379-6206, Fax (877) 351-2501
Website: www.aci-crm.com • Tallahassee Area Office: (850) 926-9285 • St. Augustine Area Office: (904) 829-9100

Client#: 1328124 569ARCHACON

ACORD™ 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	CONTACT NAME: Jessica Bruhn	
McGriff Insurance Services LLC 12485 28th Street N St Petersburg, FL 33716 727 823-5551	PHONE (A/C, No, Ext): 727 823-5551	FAX (A/C, No): 727-894-3339
	E-MAIL ADDRESS: Jessica.Bruhn@mcgriff.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
ARCHAEOLOGICAL CONSULTANTS, INC. 8110 BLAIKIE CT A SARASOTA, FL 34240-8308	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

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	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:	X	X	GL10004311106	04/02/2024	04/02/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$1,000,000 $100,000 $5,000 $1,000,000 $2,000,000 $2,000,000 $
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY	X	X	CA10001129508	04/02/2024	04/02/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$1,000,000 $ $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $10000			UMB10002338807	04/02/2024	04/02/2025	EACH OCCURRENCE AGGREGATE 	$2,000,000 $2,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: Y (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	19647097	09/14/2023	09/14/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $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

For Informational Purposes Only

CANCELLATION

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

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OR08277
OR08278
Orlando International Airport
Execuair St
Freezone St
Nilson Ave
Avenue F
Baldwin Dr
704th St
Post Office Blvd
Tradeport Dr
Wiley Dr
Boggy Creek Rd
S Airside Dr
Terminal C Service Rd
Richard E Johnson Blvd
Jeff Fuqua Blvd
Heintzelman Blvd
551
E Wetherbee Rd
Wetherbee Rd
Crystal Bell St
Evita St
Pearl Cider St
Airport Park Dr
Cypress Pond Blvd
Island Grove Way
Pine
Sawgrass Reserve Blvd
Prairie Plantation Way
Prairie Reserve Blvd
Performance Dr
Lake Nona Gateway Rd
Lower Gateway Loop
15991
24992
18015
25497
12574
20305
6124
292 Acres: Includes "Study Area" & Roadway plans.
Osceola Plain
0
0.5
1
Kilometers
State of Florida, Maxar, County of Orange, Esri, HERE, IPC

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 Serivces	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 Servivces	**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

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

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 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

Greater Orlando Aviation Authority
Finance Form

Date:	*7/19/2024*	**Requestor's Extension**	3010
Requestor's Name:	*Brenda Bishop*	**Preparer's Extension:**	2606
Form Preparer's Name:	*Abdu EL Baroudi*	**Purchasing Solicitation**	OEC-FSA23-VEF17.0
Requestor's Department:	ARFF	**CCM / PC / PSC:**	PC
Description:	Purchase of One ARFF Rescue	**Committee Date:**	7/30/2024
Vendor:	Hall-Mark RTC, LLC	**Committee Agenda Iter**	NB-E

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code nat: xxx.xxx.xxx.xxxxxxx.xxx.xxx	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	Total Contract
308.415.170.5650001.000.501660	339,452.00					339,452.00
Total Requisition	339,452.00	0.00	0	0	0	339,452.00
Requisition Number	97451					

OMB Notes:
Funding Approver Andrea Harper onverted into PO #:
Date:
Total Requisition **Buyer:**
BPA Amount
d Total - Agree to Committee Item $ -

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

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Tawana Allen, Vice President of Customer Experience

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 3, One Month 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. Due to the procurement process timeline taking longer than expected, additional time is needed to complete the procurement. The one-month extension through October 31, 2024, will provide sufficient time to complete the new contracts award and allow a transitionary period for the awarded contractors. Top Talent Staffing has agreed to the one-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

None.

FISCAL IMPACT

The fiscal impact of this Amendment is a not-to-exceed amount of $555,625. 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 one month; 2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of $555,625; 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 8/13/2024**	**One Month Extension**	**10/01/2024 Thru 10/31/2024**	**$555,625**
Total Contract Value with all Changes (approved and proposed)				**$17,854,213**

Greater Orlando Aviation Authority
Finance Form

Date:	*8/8/2024*	**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 Ambassadors Services	**Committee Date:**	8/13/2024
Vendor:	Real Time Services	**Committee Agenda Item#:**	NB-F

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	Total Contract
301.009.210.5310014.000.000000		555,625				555,625
Total Requisition		555,625	0	0	0	555,625
Requisition Number		BPA 93608				

OMB Notes:
Funding Approver 8/8/24

Converted into PO #:
Date:
Buyer:

Total Requisition
BPA Amount
Grand Total - Agree to Committee Item $ -

Published By: John Field
Reviewed By: Eugene Angel / Eric Filbert

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary Hunt, Vice President of Facilities

DATE: August 13, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 3, three month extension to Purchasing Contract 18-18, Vehicle and Equipment Maintenance Services with Transdev Services, Inc. formally known as First Vehicle Services, Inc. (Transdev)

BACKGROUND

The initial term of the Contract was for thirty-six months, which commenced on September 1, 2018, with the Aviation Authority having options to renew the Contract for one additional period of three years. The first renewal option is due to expire August 31, 2024.

This Contract requires Transdev to furnish all labor, supervision, materials and supplies, equipment, uniforms and all other items necessary or proper for, or incidental to, performing vehicle and equipment maintenance services at the Orlando International Airport (OIA) and Orlando Executive Airport (OEA) in accordance with the contract documents.

ISSUES

The current renewal term expires on August 31, 2024.

The three-month extension, through November 30, 2024, will provide sufficient time to enter direct negotiations with Transdev. Once negotiations are complete, the final contract award will be made.

SMALL BUSINESS

The Contract includes a Minority and Women Business Enterprise (MWBE) participation goal of 13% and a Local Developing Business (LDB) participation goal of 15%. The Small Business Development Department certifies that Transdev is in good standing as it relates to small business participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact of this award is a not-to-exceed amount of $851,336.22 for the three-month extension. Funds anticipated to be spent under the contract in the current fiscal year are within budget. Funding required in the current and subsequent fiscal years 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: (1) Amendment No. 3, three month extension to Purchasing Contract 18-18, Vehicle and Equipment Maintenance Services with Transdev Services, Inc.; (2) authorize funding from the Operations and Maintenance Fund for a not-exceed amount of $851,336.22; 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 B – Finance Form

ATTACHMENT A

CONTRACT HISTORY

Contract 18-18, Vehicle and Equipment Maintenance Services

Contract	Approvals	Description	Term	Dollars
Initial Term	• CPC 6/11/2018 • Board 6/20/2018	36 Months Contract Award	9/1/2018 Thru 8/31/2021	$9,748,633
Amendment No. 1	• CPC 5/3/2021 • Board 5/19/21	First Renewal Option	9/1/2021 Thru 8/31/2024	$10,020,852
Amendment No. 2	• CPC 10/10/2022 • Board 10/18/2022	Contract Adjustment	12/1/2022 Thru 8/31/2024	$510,468
Amendment No. 3	• PC 8/13/2024 • Board 8/21/2024	Contract Extension	9/1/2024 Thru 11/30/2024	$851,336

Total Contract Value with all changes (approved and proposed): $21,131,289

ATTACHMENT B

FINANCE FORM

Date:	08/06/2024	**Requestor's Extension:**	
Requestor's Name:	Eugene Angel	**Preparer's Extension:**	2495
Preparer's Name:	John Field	**Solicitation #:**	
Requestor's Department:	Facilities	**Contract # / Name:**	18-18 / Fleet Maintenance Services
Description:	3-Month Contract Extension	**Procurement Committee Date:**	8/13/2024
Vendor:	Transdev Fleet Services, Inc.	**Agenda Item #:**	**NB-G**

NON-PROJECT FUNDS: O&M, CAPEX, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**FY28 Amount**	**TOTAL CONTRACT**
301.631.170.5460001.000.100032	$284,826.50	$566,509.50				$851,336
Total Requisition:	$284,826.50	$566,509.50				$851,336
Requisition Number:	**97574**	**97575**				
Funding Approver:						
OMB Notes:						

8/8/24

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97574	PC 8/13/24: FY 2024	In Process	06-AUG-2024 11:20:0	USD	284,826.50	Field, John M	☑