GREATER ORLANDO AVIATION AUTHORITY

PROCUREMENT COMMITTEE

DATE: September 3, 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. CONSENT AGENDA

A. Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for FY25 Environmental Permits Tracking Database & Hazardous Material Database for Orlando International Airport

B. Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for FY25 Environmental Permitting Assistance at Orlando International Airport

C. Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for FY25 Water Quality Monitoring at Orlando Executive Airport

D. Request for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Montrose Environmental Solutions, Inc. for FY25 On-Call Environmental Engineering Services at Orlando International Airport.

E. Request for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with CDM Smith, Inc. for FY25 On-Call Resiliency Support for developing various Resiliency Programs and Implementation Alternatives at Orlando International Airport

F. Request for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for FY25 On-Call Engineering Services at Orlando International Airport and Orlando Executive Airport

III. NEW BUSINESS

A. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Oil/ Water Separator (OWS) Maintenance Services at Orlando International Airport.

B. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY25 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 On-Call Environmental Engineering Consulting Services at Orlando International Airport.

D. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring at Orlando International Airport.

E. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to Continuing Environmental Consulting Services Agreement with MSE Group, LLC for FY25 Wildlife Hazard Assessment and Abatement at Orlando International Airport

F. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Industrial User Discharge Compliance Monitoring Activities at Orlando International Airport.

G. Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 1, Contract Adjustment, for Procurement Contract 24-280-C-RFP, Low Voltage Wiring and Installation Services (On Call) to Orlando Business Telephone Systems, Inc.

H. Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 1, Contract Adjustment, for Procurement Contract 24-280-E-RFP, Low Voltage Wiring and Installation Services (On Call) to Quality Cable Contractors, Inc.

I. Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 1, First Renewal, for Procurement Contract 23-148-OEC, Cisco Hardware, Smartnet Licenses and Related Products, Services and Solutions to Veytec, Inc.

J. Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 2, Contract Adjustment, for Procurement Contract 24-101-C-RFP Information Technology Continuing Consulting Services Agreement to Barich Inc.

K. Request for Recommendation to the Aviation Authority Board to Approve Addendum No. 8 to the Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services with Lea + Elliott, Inc., for the FY 2025 System Safety Program Plan (SSPP) and Operation and Maintenance (O&M) Support for the Automated People Mover (APM) Systems at Orlando International Airport (MCO)

L. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for Fiscal Year 2025 Horizontal Permitting Review Services at the Orlando International Airport (MCO).

M. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for Fiscal Year 2025 On-Call Transportation Planning Review Services at the Orlando International Airport (MCO).

N. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2025 On-Call Transportation Planning Services at the Orlando International Airport (MCO).

O. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2025 Horizontal Development Review Services at the Orlando International Airport (MCO).

P. Request for Recommendation to the Aviation Authority for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2025 On-Call General Consulting Services at the Orlando International Airport (MCO)

Q. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2025 On-Call General Consulting Services at the Orlando Executive Airport (ORL)

R. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Project Implementation Staff Extension Services at the Orlando International Airport (MCO)

S. Request for Recommendation to the Aviation Authority Board to Approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2025 Noise Abatement Office Support Services at the Orlando International Airport (MCO)

T. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates for Advanced Air Mobility Support Services at the Orlando International Airport (MCO).

U. Request for Recommendation to the Aviation Authority for Approval of an Addendum of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2025 On-Call Signage and Design Consulting Services at the Orlando International Airport (MCO).

V. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY25 On-Call Operational Readiness Staffing and Support Services at the Orlando International Airport

W. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide FY25 Staff Extension Services for Safety Manager, for the Construction Department at the Orlando International Airport

X. Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide FY25 Staff Extension Services for Small Projects, including Project Manager and Project Coordinator services, for the Construction Department at the Orlando International Airport

Y. 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 Project Management Services for Technology Projects at Orlando International Airport (MCO)

Z. Request for Recommendation to the Aviation Authority Board for Approval to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2025 Project Management services for Tenant/Concessions Projects at the Orlando International Airport

AA. Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 2, Second Renewal Option Purchasing Agreement PS-576 Business Continuity Program (BCP) Consulting Services with A Going Concern, 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., September 10, 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, September 10, 2024 at 9:30 a.m.

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: September 3, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for FY25 Environmental Permits Tracking Database & Hazardous Material Database for 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 August 16, 2024, is to provide continued maintenance of the environmental permit tracking database and hazardous material database.

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 Consulting 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 $54,114.00. Funding is from Operations and Maintenance Funds, subject to the Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

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	$54,114.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$54,114.00**
CRI – Compliance Review Date	DL 8/22/24
CRI – Funding Eligibility Review Date	8/22/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for FY25 Environmental Permits Tracking Database & Hazardous Material Database for Orlando International Airport.

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that due to the specialized scope of the services to be provided, DRMP, Inc. does not propose small business participation in this addendum.

ATTACHMENT A

FINANCE FORM

Date:	August 20,2024	**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:	FY25 Environmental Permits Tracking Database & Hazardous Material Database	**Procurement Committee Date:**	September 3, 2024
Vendor:	DRMP, Inc.	**Agenda Item #:**	

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			$54,114.00			
Total Requisition:			$54,114.00			
Requisition Number:			97670			

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97670	FY25 (Dept. 712) DRM	In Process	20-AUG-2024 09:56:18	USD	54,114.00	Wages, Alice M

941 Lake Baldwin Lane, Orlando, Florida 32814
Phone: 407.896.0594 | Fax: 407.896.4836

August 16, 2024 **DRMP #: 21-0003.000**

Keegan O'Brien, P.E.
Assistant Vice President, Environmental
Planning & Environmental
Orlando International Airport
5855 Cargo Road
Orlando, Florida 32827
mary.obrien@goaa.org

Subject: **GOAA W424 Continuing Environmental Consulting Services**
Proposal for Addendum No. 9– Environmental Permits Tracking Database & Hazardous Material Database for Orlando International Airport (MCO) FY 2025

Dear Ms. O'Brien:

Thank you for allowing DRMP, Inc. (DRMP) the opportunity to continue to perform Environmental Consulting Services for the Greater Orlando Aviation Authority (GOAA). Per the above referenced Continuing Services Agreement (W424), the Consultant, DRMP shall provide environmental services for the airports owned and operated by the Client, GOAA. As an addendum to this agreement, GOAA has requested that DRMP provide a proposal for the continued maintenance of the Environmental Permit Tracking Database (EPTD), Geographic Information Systems (GIS) tracking, and Hazardous Material Database (HMD) for the airports managed by GOAA including the Orlando International and Executive Airport. The proposed scope of services for the requested addendum is outlined as follows:

I. SCOPE OF SERVICES

DRMP developed an EPTD based in GIS and Microsoft Excel that tracks critical permit information, such as, issuance and expiration dates, permit conditions, and any other pertinent information associated with environmental permits at MCO. The EPTD catalogs permit information into a user-friendly platform that will assist GOAA with planning, design, and construction at MCO. DRMP has been tracking hazardous materials and contamination sites for MCO teamed with Terracon in a separate GIS data layer and Microsoft Excel database. We have developed the following task-oriented scope of services for the continued data management, tracking, and support of the EPTD and HMD for GOAA managed airports.

Task 1: Updates to the EPTD and HMD for MCO

DRMP shall continue to merge available environmental permits and documentation, into the EPTD via Microsoft Excel. Available online environmental databases, the existing GOAA network, and staff coordination will be utilized to locate relevant environmental documentation for the airport. The following lists the regulatory agency information that will be cataloged in the EPTD spreadsheets:

1. South Florida Water Management District (SFWMD)
2. Florida Department of Environmental Protection (FDEP)
3. United States Army Corps of Engineers (USACE)
4. Federal Aviation Administration (FAA)
5. Florida Fish and Wildlife Conservation Commission (FWC)
6. United States Fish and Wildlife Service (USFWS)

DRMP shall continuously monitor the new permit data for the airport to ensure the most current permit information is incorporated into the EPTD. DRMP shall identify missing information and notify GOAA immediately with recommendations and upcoming permit expirations. As a part of the EPTD, DRMP shall assist GOAA's Records Department in locating as-built plans for projects and coordinate directly with the consultants responsible for obtaining permits for MCO. DRMP shall also assist the Records Department

with the upload of these files to GOAA's SharePoint site and will monitor the permit conditions and mitigation requirements in the EPTD spreadsheets.

In order to maintain the HMD, DRMP shall coordinate with GOAA staff and consultants to track hazardous materials and contamination sites for MCO in the HMD. DRMP shall also assist the Records Department with the upload of these files to GOAA's SharePoint site and shall monitor the conditions and requirements in the HMD spreadsheets. The HMD shall follow the same Microsoft Excel format as the EPTD.

Assumptions

1. *GOAA shall provide DRMP with access to all applicable files.*
2. *GOAA shall provide the contacts of all consultants that have obtained permits for MCO.*

Deliverable

1. *DRMP shall utilize information provided by GOAA and its consultants to update the EPTD summary tables for the FDEP, SFWMD, and USACE permits twice a month for the length of the Addendum 9 and provide these summary tables to GOAA via email.*
2. *Additionally, DRMP shall update the HMD every four (4) months for the length of Addendum 9 and provide these updates to GOAA staff and their consultants via email.*

Task 2: GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data

DRMP shall research and input the FDEP, SFWMD, and USACE permit boundaries of both previously issued and new permits in GIS. DRMP shall link the permit boundaries from issued permits to the GOAA Developments and Infrastructure Parcels and update the EPTD spreadsheets accordingly.

In addition, DRMP shall utilize and link the GOAA Development and Infrastructure Parcel data to the hazardous materials and contamination sites to track this information spatially in GIS. This information shall be used to update the HMD spreadsheets.

Task 3: On-Call Environmental Services and EPTD and HMD Support

DRMP shall assist GOAA with environmental activities at MCO in accordance with the terms and conditions of W424 Continuing Environmental Consulting Services Contract. These tasks include, but are not limited to the following:

- Uplands and Wetland Evaluations;
- Jurisdictional Wetland Determinations;
- Wetland Monitoring;
- Threatened and Endangered Species Surveys and Permitting;
- Assessment of Wildlife Management Issues;
- Water Quality Analysis and Monitoring;
- Land Management;
- Environmental GIS Mapping;
- NEPA Documentation and Airport Planning Support;
- Regulatory Agency Permit(s) Reviews and Coordination;
- Preparation of Permit Applications;
- EPTD Training;
- Coordination with GOAA staff; and
- Attend Meetings with GOAA staff.

GOAA manages multiple projects and consultants at the airport that produce a wide variety of environmental data. DRMP shall provide reviews of this information on an as-needed basis and these services may include preparing GIS maps, providing technical assistance/expertise, and/or providing reports.

Task 4: Meetings and Coordination

DRMP shall attend and conduct meetings and coordination with GOAA and consultants to obtain the recent environmental data and project status for incorporation into the EPTD, on an as needed basis. DRMP will attend up to four (4) environmental status meetings with GOAA staff and their consultants for MCO for the length of Addendum 9. These meetings will identify the following permit information:

a. Issuance and Expiration Dates;
b. Expiring Permits;
c. Permit Compliance and Conditions;
d. Mitigation or Remediation;
e. As-builts;
f. Identification of Consultants; and
g. New Projects and Permit Application Submittals.

Deliverable

1. *DRMP shall provide hard copies of the EPTD spreadsheets to all the meeting attendees. DRMP shall update the EPTD based on the information discussed in the meetings and provide revised EPTD summary sheets to GOAA via email.*
2. *DRMP shall provide hard copies of the HMD Microsoft Excels spreadsheets to all meeting attendees. DRMP shall update the HMD based on the meeting discussions and provide the revisions via email.*

II. ADDITIONAL SERVICES (Not included in this proposal)

Should the Client desire to change or expand upon these services, an additional fee shall be negotiated. Services authorized in writing by the Client other than those specifically listed in the Scope of Services shall be considered Additional Services for which the Client shall compensate DRMP at current hourly rates for the actual personnel involved in the tasks or as pre-negotiated for that task. Any negotiation required shall be accomplished prior to further work on the project.

III. SCHEDULE

Work effort shall begin immediately upon receiving Notice-to-Proceed (NTP) from Client, Greater Orlando Aviation Authority (GOAA). It is anticipated that the Scope of Services for this, Addendum No. 9, shall begin continuously following completion of Addendum No. 6 and be completed within twelve (12) months following receipt of NTP.

IV. COMPENSATION SUMMARY AND TERMS

The following table summarizes the terms and fees as proposed by DRMP in the Scope of Services presented herein:

TASK	DESCRIPTION	TERMS	FEE
I.	Updates to the EPTD and HMD for MCO	Not to Exceed	$12,456.00
II.	GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data	Not to Exceed	$10,918.00
III.	On-Call Environmental Services and EPTD and HMD Support	Not to Exceed	$18,900.00
IV.	Meeting and Coordination	Not to Exceed	$11,840.00
		TOTAL:	**$54,114.00**

We sincerely appreciate the opportunity to provide consulting services relative to this addendum. Should you have any questions regarding this proposal, please contact our office.

This Scope of Services and Fee Schedule is hereby submitted by:

DRMP, Inc.

Rachel Schmidt

Rachel Schmidt, PWS
Environmental Services Florida Leader

8/16/2024
Date

CC: George McLatchey, PWS, CEP: Vice President/Environmental Division Manager, DRMP
Mark Brown, GISP: GIS Project Manager, DRMP

Continuing Environmental Consulting Services (W424)
Proposal for Addendum No. 9 – Environmental Permits Tracking Database Hazardous Material Database for Orlando International Airport (MCO) FY 25
Not to Exceed Rate Breakdown

Position:	PROJECT		DEPARTMENT		ENVIRONMENTAL		ENVIRONMENTAL		GIS ANALYST		GIS ANALYST			TOTAL	
	MANAGER		MANAGER		SPECIALIST III		SPECIALIST II		III		II				
Rate ($/Hour):	$184.00		$145.00		$108.00		$93.00		$106.00		$76.00				Avg. Hourly
	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	Rate
Task 1: Updates to the EPTD and HMD for MCO															
Ongoing Permit Review and Tracking	0	$0	0	$0	10	$1080	8	$744	0	$0	0	$0	18	$1,824	$101
Maintenance of EPTD and HMD	0	$0	0	$0	12	$1,296	8	$744	0	$0	0	$0	20	$2,040	$102
GOAA Staff Coordination	0	$0	0	$0	8	$864	8	$744	0	$0	0	$0	16	$1,608	$101
Bi-Weekly Summary Table Emails	0	$0	0	$0	44	$4,752	24	$2,232	0	$0	0	$0	68	$6,552	$102
Sub-Total Task 1: Updates to the EPTD and HMD for MCO	**0**	**$0**	**0**	**$0**	**74**	**$7,992**	**48**	**$4,464**	**0**	**$0**	**0**	**$0**	**122**	**$12,456**	**$102**
Task 2: GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data															
Maintenance and Updates to the GOAA Developments and Infrastructure Parcels Online GIS Database	0	$0	0	$0	0	$0	0	$0	103	$10,918	0	$0	103	$10,918	$106
Sub-Total Task 2: GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data	**0**	**$0**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**103**	**$10,918**	**0**	**$0**	**103**	**$10,918**	**$106**
Task 3: On-Call Environmental Services and EPTD and HMD Support															
Field Work	0	$0	0	$0	8	$864	80	$7,440	0	$0	0	$0	88	$8,304	$94
Regulatory Agency Permit(s) Reviews and Coordination	0	$0	4	$580	12	$1,296	0	$0	0	$0	0	$0	16	$1,876	$117
GOAA Staff Coordination	0	$0	4	$580	10	$1,080	0	$0	0	$0	0	$0	14	$1,660	$119
Preparation of Permit Applications	0	$0	4	$580	60	$6,480	0	$0	0	$0	0	$0	64	$7,060	$110
Sub-Total Task 3: On-Call Environmental Services and EPTD and HMD Support	**0**	**$0**	**12**	**$1,740**	**90**	**$9,720**	**80**	**$7,440**	**0**	**$0**	**0**	**$0**	**182**	**$18,900**	**$104**
Task 4: Meeting and Coordination															
On-Call Meetings with GOAA Staff	0	$0	8	$1,160	30	$3,240	80	$7,440	0	$0	0	$0	118	$11,840	$100
Sub-Total Task 4: Meeting and Coordination	**0**	**$0**	**8**	**$1,160**	**30**	**$3,240**	**80**	**$7,440**	**0**	**$0**	**0**	**$0**	**118**	**$11,840**	**$100**

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
008	000	-	2024 Wildlife Hazard Management Training	PSC	08/13/24	NA	08/14/24		$10,933.50	$10,933.50

Total for DRMP, Inc. for Agreement No. 202104-CE3 **$191,216.50**

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
08/13/24		008	000	$10,933.50	$73,927.50

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: September 3, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for FY25 Environmental Permitting Assistance 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 August 15, 2024, is to assist in preparing, processing, tracking, and complying with federal, state, and local environmental permits and approvals.

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 Consulting Services Agreement with Vanasse Hangen Brustlin, 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 $52,444.00. Funding is from Operation and Maintenance Funds, subject to Avaition Authority Board adoption of the FY25 Aviation Authority Budget.

RECOMMENDED ACTION

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

Not to Exceed Fees	$42,052.00
Lump Sum Fees	$10,125.00
Not to Exceed Expenses	$267.00
TOTAL	**$52,444.00**
CRI – Compliance Review Date	DL 8/26/24
CRI – Funding Eligibility Review Date	8/26/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for FY25 Environmental Permitting Assistance at Orlando International Airport

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, Vanasse Hangen Brustlin, Inc. does not propose small business participation in this addendum.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 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:	FY25 Environmental Permitting Assistance	**Procurement Committee Date:**	September 3, 2024
Vendor:	VHB, Inc.	**Agenda Item #:**	

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			$52,444.00			
Total Requisition:			$52,444.00			
Requisition Number:			97677			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97677	FY25 (Dept. 712) VHB	In Process	20-AUG-2024 10:46:20	USD	52,444.00	Wages, Alice M

www.vhb.com

August 15, 2024

Ms. Keegan O'Brien, P.E.
Greater Orlando Aviation Authority
Orlando International Airport
5855 Cargo Road
Orlando, Florida 32827-4399

RE: Environmental Permitting Assistance for Orlando International Airport

Dear Ms. O'Brien:

Vanasse Hangen Brustlin, Inc. (VHB) has prepared a scope and fee for the for as-needed environmental permitting assistance in FY 2025. The Greater Orlando Aviation Authority (GOAA) has been conducting a range of permitting and permitting compliance activities on a number of their properties at Orlando International Airport.

In FY 2025, GOAA will require an environmental consultant to assist them in preparing, processing, tracking and complying with federal, state, and local environmental permits and approvals. VHB staff are currently assisting on on-going projects that will continue in FY 2025. Based upon the current projects and known pending projects, VHB submits this scope of work to provide as-needed assistance to GOAA in their environmental permitting efforts at Orlando International Airport.

The budget for this effort is $52,444 as outlined in Exhibit B.

Thank you for this opportunity and please don't hesitate to contact me if you have any questions.

Most respectfully provided,

Vanasse Hangen Brustlin, Inc.

Gary M. Serviss
Southeast Region Environmental Services Director

225 E. Robinson Street, Suite 300
Landmark Center Two
Orlando, Florida 32801
P 407.839.4006
F 407.839.4008

EXHIBIT A

Scope of Work for Permitting on Greater Orlando Aviation Authority Properties Prepared by Vanasse Hangen Brustlin, Inc. for The Greater Orlando Aviation Authority

The Greater Orlando Aviation Authority (GOAA) has been conducting a range of permitting and permitting compliance activities on a number of their properties at Orlando International Airport. GOAA will require an environmental consultant to assist them in preparing, processing, tracking, and complying with federal, state, and local environmental permits and approvals. Vanasse Hangen Brustlin, Inc. (VHB) staff are currently assisting on several on-going projects that will continue in FY 2025.

VHB submits this scope of work to provide as-needed assistance to GOAA in their environmental permitting efforts at Orlando International Airport during FY 2025. Provided below are some of the projects and activities where VHB may provide consulting services to GOAA as requested.

1.0 SCOPE OF WORK

1.1 **Permit History and Compliance Tracking** – GOAA has a long history of obtaining environmental permits from the US Army Corps of Engineers (ACOE), South Florida and St. Johns River Water Management Districts (SFWMD and SJRWMD), as well as local government approvals. VHB shall review existing and active permits and approvals to define the compliance related issues for GOAA properties.

GOAA has developed a revised permit tracking system that provides weekly updates. VHB will review and provide comments on the tracking system outputs.

1.2 **Permitting Assistance** – There are many permitting activities that may require VHB's assistance in the near term of this scope of work. Anticipated permitting efforts may include:

1. Permitting support for the consistent review of ACOE previously permitted wetland boundaries and projects with the Florida Department of Environmental Protection.
2. Extension of expiring permits.
3. Gopher tortoise, surveys, permitting and relocation.
4. Permitting in support of airport development.
5. Emergency access is required by FAA to all water bodies and improvements to the Mud Lake access will require design and permitting.
6. Wildlife hazard removal associated with airport projects.

1.3 **Miscellaneous Services** – In addition to the above larger tasks, there are a number of smaller items that come up and require a quick response.

2.0 COMPENSATION

Services provided to complete the scope of work identified in Task 1.0 shall be invoiced approximately monthly on an hourly fee plus expense reimbursement basis per VHB's approved rate table. For cost purposes, a budget of $52,444 is initially established for this assignment.

VHB

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY
Permitting on GOAA Properties

Staffing Hour Estimate

WORK TASK	2023			2024								
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3	T1,T2, T3

			2023			2024								
ROLE	FIRM	INDIVIDUAL*	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Principal in Charge	VHB	M. Lamb		1					1					
Sr. Project Manager	VHB	G. Serviss	3	2	2	2	2	2	2	2	2	2	2	2
Sr. Project Manager	VHB	S. Ruby Julien	4	6	8	4	8	4	8	4	8	4	8	4
Senior Scientist	VHB	C. Smith	4	4	6	6	6	6	4	4	4	4	4	4
Environmental Specialist IV	VHB	M. Wielenga	2	2	3	3	2	2	2	2	2	3	4	3
Sr. GIS Professional	VHB	S. Osiecki		1		1			1			1		
Project Administrator	VHB	D. Miles	2	2		2			2			2		2
TOTAL STAFF HOURS			**15**	**18**	**19**	**18**	**18**	**14**	**20**	**12**	**16**	**16**	**18**	**15**

*It is anticipated the above named personnel will be utilized in the accomplishment of this assignment. However, as the assignment is actually being accomplished, it may become necessary to supplement or change personnel in the best interest of completing the project.

VHB

EXHIBIT B

Greater Orlando Aviation Authority

Permitting on GOAA Properties

Staffing Cost Estimate

	Role	Firm	Total Hours	Hourly Rate	Total Fee
	Principal in Charge	VHB	2	$445.00	$890.00
	Sr. Project Manager	VHB	95	$256.00	$24,320.00
	Senior Scientist II	VHB	56	$202.00	$11,312.00
	Environmental Specialist IV	VHB	30	$121.00	$3,630.00
	GIS Manager	VHB	4	$175.00	$700.00
	Project Administrator	VHB	12	$100.00	$1,200.00
			199		**$42,052.00**

SPECIALTY CONSULTANTS	**$10,125.00**
SUBTOTAL	**$52,177.00**
REIMBURSABLE EXPENSES:	**$267.00**
TOTAL:	**$52,444.00**

EXHIBIT B
Greater Orlando Aviation Authority
Permitting on GOAA Properties
Breakdown of Fixed Fees

Permitting on GOAA Properties

Position:	Principal in Charge		Sr. Project Manager		Senior Scientist II		Environmental Specialist IV		GIS Manager		Project Administator		Director of Water Resources		Senior Project Engineer		Project Engineer		Total		
Rate ($/Hour):	$445.00		$256.00		$202.00		$121.00		$175.00		$100.00		$229.00		$171.00		$163.00		Manhours	Cost	Avg. Hourly Rate
	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost			
Tasks																					
1. Permit History and Compliance Tracking	2	$890.00	16	$4,096.00	8	$1,616.00	6	$726.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	32	$7,328.00	$229
2. Permitting Assistance	0	$0.00	72	$18,432.00	40	$8,080.00	16	$1,936.00	4	$700.00	8	$800.00	0	$0.00	0	$0.00	0	$0.00	140	$29,948.00	$214
3. Miscellaneous Services	0	$0.00	7	$1,792.00	8	$1,616.00	8	$968.00	0	$0.00	4	$400.00	0	$0.00	0	$0.00	0	$0.00	27	$4,776.00	$177
	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
	0	$0.00	0	$0.00		$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
	0	$0.00	0	$0.00		$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
Sub-Total	2	$890.00	95	$24,320.00	56	$11,312.00	30	$3,630.00	4	$700.00	12	$1,200.00	0	$0.00	0	$0.00	0	$0.00	199	$42,052.00	
Not-To-Exceed Expenses (*company name*)																				$267.00	
Not-To-Exceed Expenses (*subconsultant*)																				$10,125.00	
TOTAL NOT-TO-EXCEED FEE	**2**	**$890.00**	**95**	**$24,320.00**	**56**	**$11,312.00**	**30**	**$3,630.00**	**4**	**$700.00**	**12.0**	**$1,200.00**	**0**	**$0.00**	**0**	**$0.00**	**0**	**$0.00**	**199**	**$52,444.00**	

Expense Breakdown

Reproduction									
8 1/2 x 11 B&W Copies		Copies @	$0.10	=	$0.00				
8 1/2 x 11 Color Copies		Copies @	$1.50	=	$0.00				
11 x 17 Color Copies		Copies @	$2.50	=	$0.00				
24x36 Blueprints	0	Copies @	$9.00	=	$0.00		Sub-Total Reproduction		$0.00
Field Vehicles	5	Days @	$50.00	=	$250.00				$250.00
Miscellaneous Supplies									$17.00
Postage		Reports	@	$5.00	per letter =	$0.00			$ -
Delivery service	0	trips	@	$	per trip =				$
						Sub-Total Misc			$267.00
TOTAL EXPENSES									**$267.00**

VHB

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY

Permitting on GOAA Properties

Subconsultants

	Task 1	Task 2	Task 3	Task 4	Total
DeLisis, Inc.		10,125.00			$10,125.00
TOTAL FEE	**$0.00**	**$10,125.00**			**$10,125.00**

8/23/2024

DELISI
Land Use Planning & Water Policy

Date: 8/13/24	**Professional Services Agreement Between DeLisi, Inc. (*Consultant*) and** VHB **(*Client/Owner*).**

Client/Owner Information:	Client:	VHB		
	Contact Person:	Gary M. Serviss, LEED AP		
	Street Address:	301 North Cattlemen Rd, Suite 105	Phone:	941-256-7151
	City/State/Zip:	Sarasota, FL 34232-6429	Fax:	
	Email Address:	gserviss@vhb.com	Cell:	

Project Information:	Project Name:	Orlando International Airport Environmental Permitting Consultation		
	Project Description & STRAP Numbers:			
	Section:		Township:	Range:

Consultant Information:	**Project Manager:** **Daniel DeLisi, AICP**

Fee and Type:	☒ **Time and Materials:**	*Based on Rate Schedule in effect at the time service is rendered.*
	Estimated Fee Total:	**$10,125**
	☐ **Lump Sum:**	*Not-to-Exceed Fixed Fee Based on the Rate Schedule in effect at the time service is rendered.*
	Fixed Fee Total:	
	☐ **Retainer Fee:**	**Retainer Fee to be paid at the time of contract execution.*
	Retainer Fee Total	
	Total Fees:	***$ 10,125***

Scope of Service (*Limited to the following*):

Task 1: Coordination and Outreach: DeLisi, Inc. will assist the staff at the Greater Orlando Aviation Authority (GOAA) in communicating with State regulatory agencies, including the South Florida Water Management District (SFWMD) and the Department of Environmental Protection (FDEP) on issues pertaining to conservation easements, wetlands and environmental resource permitting. DeLisi will assist through advising on approach and strategy, coordinating with the project team, scheduling and attendance of meetings with SFWMD staff and general communication with ERP reviewers and policy makers. Fee: $225/hr., Est. 45 Hours, $10,125

CLIENT/OWNER AUTHORIZATION:

I warrant and represent that I am authorized to enter into this contract for professional services and hereby authorize the performance of the above referenced "Scope of Services" and agree to pay the charges resulting there from as identified in the "Fee and Type" Section above. I have read, understand and agree to the Standard Business Terms and Conditions, including Limitation of Liability, printed on Page 2 of this Contract.

Authorized Signature: _____ **Date:** _____

Typed Name & Title: _____

Company Name: VHB

Standard Business Terms and Conditions

The following Standard Business Terms and Conditions are attached to, and made a part of, Proposals and Agreements for Services by ***DeLisi, Inc.*** ("DeLisi") and VHB (CLIENT/OWNER)

RESPONSIBILITIES OF CLIENT/OWNER: DeLisi's performance under this Agreement is contingent upon the Client providing DeLisi with the following information: All documents, information relating to special or extraordinary considerations, existing permits, maps, deeds, easements, abstracts, surveys, topography or other information in the CLIENT/OWNER's possession relating to the project. In writing, CLIENT/OWNER's criteria, design, construction and other requirements for the project. Guarantee of access to, and make provisions for, DeLisi and subconsultants to enter the public and private lands as required to perform their work under this Agreement. CLIENT/OWNER shall pay all project related fees.

PERMIT/APPLICATION FEES: CLIENT/OWNER shall pay all project related fees including, but not limited to, plan review, platting, permitting, DRI, impact fees, etc.

BILLINGS/PAYMENT: Fixed fees shall be billed monthly for the project portion completed to the billing date, plus reimbursables. Time/Material/Expenses (TIME) fees shall be billed monthly based on time, materials, and expenses incurred to the billing date, plus reimbursables. T/M/E Estimate, if provided, is for information purposes only. Actual fee may be more or less and based on the Rate Code Schedule in effect at the time services are rendered. Additional Services mutually agreed upon by DeLisi and CLIENT/OWNER shall be billed monthly based on time, materials, and expenses incurred to the billing date plus reimbursables based on the Rate Code Schedule in effect at the time services rendered. The continuous progress of DeLisi's service requires prompt payment. Payment is due within 30 days of the invoice date. Past due amounts shall include a late charge of 1% per month from said 30 days, and, in addition, we may, after 7 days notice to CLIENT/OWNER, suspend services under this Agreement until we have received payment in full for all amounts due for our services and expenses. DeLisi is entitled to collect reasonable fees and costs, including attorney fees and interest, if required to obtain collection of any amount due under this Agreement by a court action or settlement without court action.

REIMBURSABLES: Reimbursable Expenses will be billed at cost plus 10%. Billing for services and reimbursable expenses will be submitted monthly. Invoices are due and payable upon receipt. Invoices not paid within 30 days shall accrue interest at a rate of 1.5% per month from the due date until paid. If payment is not received within 45 days from date of invoice, work will stop until the total unpaid balance has been received. The project schedule and schedule of deliverables will be subject to the CLIENT/OWNER's timely payment of fees. In the event it is necessary for DeLisi to employ an attorney to collect sums due under this Agreement, CLIENT/OWNER shall be responsible for all costs incurred, including Consultant's reasonable attorney fees.

RENEGOTIATION OF FEES: DeLisi reserves the right to renegotiate fixed fees on an annual basis to reflect changes in price indices and pay scales applicable to the period when services are, in fact, being rendered.

PROJECT DELAYS: The CLIENT/OWNER recognizes and agrees that various factors both within and without the control of Design Professional can operate to delay the performance of the work, the issuance of permits and licenses, and the overall construction of the project. The CLIENT/OWNER agrees that it shall not be entitled to any claim for damages on account of hindrances or delays from any course whatsoever including, but not limited to: the production of contact documents; issuance of permits from any government or agency; beginning or completion of construction; or performance of any phase of the work pursuant to this Agreement. Permitting is a regulatory function and DeLisi does not guarantee issuance of any permit.

SERVICES NOT INCLUDED: DeLisi will provide services including and limited to those described in the Scope of Services (Scope of Work). All other services are specifically excluded. Listed below are services excluded, unless otherwise specifically included in the Scope which may be required or desired for this project: Engineering Services, Landscape Architecture, Geotechnical Engineering, Water Withdraw, Surveying Services, Environmental Consulting, Transportation Related Services, Services not specifically described in Scope of Services.

PROVISIONS AND CONDITIONS:

1. This proposal is effective for a period of 45 days from the date shown. If not accepted in writing within this period, DeLisi reserves the right to modify any portion thereof or withdraw the proposal in its entirety.
2. All documents, including original drawings, notes, data and report originals are and shall remain the property of DeLisi as an instrument of service. If so requested in writing, the CLIENT/OWNER will be provided electronic and reproducible drawings and other documents in consideration of which the CLIENT/OWNER agrees to use them without alteration solely in connection with the project.
3. This Agreement may be terminated with or without cause by either party upon seven days written notice. In the event of termination, CLIENT/OWNER shall be bound to pay DeLisi for all services rendered to the effective date of termination, all reimbursable expenses and collection and/or legal fees. Neither DeLisi nor its sub-consultants shall be jointly, severally or individually liable to the CLIENT/OWNER more than the greater of $10,000, or the compensation to be paid pursuant to this Agreement.
4. All findings, analysis and recommendations made by DeLisi will be based on facts actually discovered. DeLisi does not guarantee that it will or can discover all facts and circumstances which are applicable to the property or the potential use, development, or disposition thereof. The parties further acknowledge that through the passage of time changing governmental policies, procedures and regulations concerning the development can affect the ultimate and permissible uses and development of the property and no party can assure the outcome of governmental decisions or the cost of obtaining approvals or of developing the property.
5. DeLisi and the CLIENT/OWNER agree that if a dispute arises out of or relates to this contract, the parties will attempt to settle the dispute through good faith negotiations. If direct negotiations do not resolve the dispute, the parties agree to endeavor to settle the dispute by mediation prior to the initiation of any legal action, unless delay in initiating legal action would irrevocably prejudice one of the parties.
6. DeLisi does not guarantee the performance of any construction contracts by Contractors, nor assume responsibility for Contractor's failure to furnish and perform work in accordance with the plans and specifications prepared by DeLisi. DeLisi shall not be responsible for the means, methods, or procedures of construction chosen by the Contractor for safety precautions, or for any failure by the Contractor to furnish and perform their work.

We hope that this Agreement is satisfactory. If acceptable, please sign and return one original copy, which will serve as our authorization to proceed.

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 __Vanasse Hangen Brustlin, Inc._____

By:_____  _____

Print Name:___Gary M. Serviss_____

Date: ___August 15, 2024_____

Addenda / Amendments Awarded per Agreement - Summary for Committee

Vanasse Hangen Brustlin, Inc. -- Agreement No. 202104-CE8

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	-	FY21 On Call Permitting Assistance	CCM	05/25/21	NA	06/08/21	93534	$20,000.00	$20,000.00
002	000	-	FY21 Water Quality and Flow Monitoring	CCM	05/25/21	NA	06/08/21	93530	$55,564.50	$55,564.50
003	000	-	FY22 On Call Permitting Assistance	CCM	09/28/21	NA	10/05/21	94067	$20,000.00	$20,000.00
003	001	-	Additional FY22 On Call Permitting Assistance	CCM	03/01/22	NA	03/08/22		$20,000.00	$40,000.00
003	002	-	Additional FY22 On Call Permitting Assistance	CCM	08/23/22	NA	08/31/22		$20,000.00	$60,000.00
004	000	-	FY22 Water Quality and Flow Monitoring	CCM	10/26/21	NA	11/02/21	94078	$107,252.80	$107,252.80
005	000	-	State 404 Wetland Permitting Assistance	CCM	03/22/22	NA	03/29/22	94630	$28,745.00	$28,745.00
006	000	-	Mud Lake Conservation Easement Release Permitting Assistance	CCM	05/31/22	NA	06/14/22	1007477	$85,115.00	$85,115.00
006	001	-	Additional Mud Lake Conservation Easement Release Permitting Assistance	CCM	11/07/23	NA	11/16/23	1007477	$40,000.00	$125,115.00
006	002	-	Additional Mud Lake Conservation Easement Release Permitting Assistance	CCM	03/12/24	NA	03/18/24		$110,344.00	$235,459.00
007	000	-	Implement Airport Wildlife Hazard Management Plan	CCM	06/28/22	NA	07/05/22	94765	$14,953.00	$14,953.00
008	000	-	FY23 Water Quality and Flow Monitoring	CCM	09/27/22	NA	10/20/22	95352	$110,661.40	$110,661.40
009	000	-	FY23 On Call Permitting Assistance	CCM	11/15/22	NA	12/07/22	95681	$40,000.00	$40,000.00
010	000	-	FY24 Water Quality and Flow Monitoring	PSC	11/21/23	12/13/23	12/18/23	97138	$113,704.40	$113,704.40
011	000	-	FY24 On-Call Permitting Assistance	PSC	11/21/23	12/13/23	12/18/23	97038	$40,000.00	$40,000.00
012	000	-	First Extension	CCM	12/05/23	01/17/24	02/05/24		$0.00	$0.00

Total for Vanasse Hangen Brustlin, Inc. for Agreement No. 202104-CE8 **$826,340.10**

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			
Vanasse Hangen Brustlin, 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
11/21/23	12/13/23	010	000	$113,704.40	$113,704.40
11/21/23	12/13/23	011	000	$40,000.00	$153,704.40

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: September 3, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for FY25 Water Quality Monitoring at Orlando Executive 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 August 20, 2024, is to provide water quality monitoring. Discharge measurements, continuous stage/discharge monitoring and data downloads, and annual report preparation.

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 Consulting Services Agreement with Vanasse Hangen Brustlin, 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 $115,242.60. Funding is from Operation and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

RECOMMENDED ACTION

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

Not to Exceed Fees	$57,529.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$57,895.60
TOTAL	**$115,424.60**
CRI – Compliance Review Date	
CRI – Funding Eligibility Review Date	

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for FY25 Water Quality Monitoring at Orlando Executive Airport

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, Vanasse Hangen Brustlin, Inc. does not propose small business participation in this addendum.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 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:	FY25 Water Quality Monitoring ORL	**Procurement Committee Date:**	September 3, 2024
Vendor:	VHB, Inc.	**Agenda Item #:**	

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**
901.443.870.5310010.000.000000			$115,424.60			
Total Requisition:			$115,424.60			
Requisition Number:			97690			
Funding Approver:						
OMB Notes:	8/29/24					

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97690	FY25 (OEA) VHB Wat	In Process	20-AUG-2024 14:35:2	USD	115,424.60	Wages, Alice M

www.vhb.com

August 20, 2024

Ms. Keegan O'Brien, P.E.
Greater Orlando Aviation Authority
Orlando International Airport
5855 Cargo Road
Orlando, Florida 32827-4399

RE: Water Quality and Flow Monitoring at the Orlando Executive Airport

Dear Mr. Carrington:

VHB has prepared a scope and fee to continue the Water Quality and Flow Monitoring Project at the Orlando Executive Airport. This project was initiated in 2013 to develop the water quality and flow data necessary to calculate nutrient loads entering Lake Barton from the airport.

As outlined in Exhibit A, the scope of work includes the water quality monitoring, discharge measurements, continuous stage/discharge monitoring and data downloads, and annual report preparation. This scope and fee are to continue the monitoring during FY 2025.

The total estimated fee for this scope of work is $115,424.60 as outlined in Exhibit B.

Thank you for this opportunity and please don't hesitate to contact me if you have any questions.

Most respectfully provided,

Gary M. Serviss
Southeast Region Environmental Services Leader

225 E. Robinson Street, Suite 300
Landmark Center Two
Orlando, Florida 32801
P 407.839.4006
F 407.839.4008

EXHIBIT A

Scope of Work for Water Quality and Flow Monitoring At the Orlando Executive Airport Prepared by VHB for The Greater Orlando Aviation Authority

The State of Florida's Environmental Regulatory Commission adopted Numeric Nutrient Criteria (NNC) proposed by the Department of Environmental Regulation (DEP). The DEP NNC are now in effect and are more stringent for Total Nitrogen (TN) and Total Phosphorus (TP) concentration limits in flowing systems (streams) and for TN, TP and Chlorophyll *a* for lakes.

VHB previously evaluated the Greater Orlando Aviation Authority's (GOAA's) potential risks associated with the proposed numeric nutrient criteria for the Orlando International Airport (MCO) and Orlando Executive Airport (ORL). The evaluation report noted that Lake Barton has been deemed "impaired" for nutrients. Typically, landowners within the watershed of impaired waters will be required to reduce their discharge (loading) of nutrients to limit the total nutrient loading to a level at which the waterbody is no longer impaired. Once deemed impaired, a Total Maximum Daily Load (TMDL) will be established by DEP for the basin/downstream waterbody and load allocations will be assigned through the Basin Management Action Plan (BMAP) process. GOAA's ORL property will be pulled into the BMAP process and some nutrient limits will be set for discharges from the property.

As such, GOAA contracted with VHB to implement a water quality and flow monitoring program at the Orlando Executive Airport in December 2013. The program is important since it will document the volume and quality of water entering and leaving the ORL property so that their pollutant load can be quantified. The continuation of the monitoring program described below will serve to develop the data needed to calculate the nutrient loads generated on the ORL properties.

The monitoring program includes water quality monitoring and data download, calibration and maintenance of the previously installed stage and discharge monitoring equipment to document the quality and volume of water entering and leaving the ORL property. Defining the stage/discharge relationship for each monitoring site requires measuring discharge over a range of flow conditions. The rating curves for each site will continue to be refined and modified as necessary this year.

1.1 Water Quality Sampling Program

Water quality sampling will occur on a quarterly basis at the six sites shown on Figure 1. Samples will not be collected unless the water is flowing at that site as the quality may not be indicative of the water discharged. The offsite discharge from the north and west, sampled at Sites 1A and 2A, only occurs

immediately after a rainfall event. To the greatest extent practical, sampling will occur as soon as possible after a rainfall event to maximize the chance to successfully collect a sample under flowing conditions. Provided below is the list of parameters and the proposed frequency of sampling for each parameter.

Quarterly Parameters: Ammonia, Nitrate/Nitrite, Total Kjeldahl Nitrogen, Total Nitrogen, Orthophosphate, Total Phosphorus, Turbidity, Total Suspended Solids, Biological Oxygen Demand, and Total Alkalinity. In addition, the following *in situ* parameters will be measured with a sonde: temperature, pH, conductivity, and dissolved oxygen.

The water quality monitoring previously included the collection of additional parameters on a bi-annual basis. This sampling was reduced to one time a year (annual) as a cost saving effort beginning in FY 2020. Annual Monitoring will be conducted during the summer.

Annual Parameters: Calcium, Magnesium, Hardness, Cadmium, Copper, Iron, Lead, Mercury, Zinc, FL Pro, Herbicides (Method 8151).

Work included in this subtask will be completed by the end of September 2025. Specific aspects of this task include:

- Four quarterly field sampling to collect water quality samples.
- Delivery of water quality samples to an analytical laboratory for analysis.
- Chemical analysis of water quality samples for the four sampling events.

  Deliverables: Four field sampling events and associated water quality sample analyses.

1.2 Equipment Maintenance, Data Download, and Discharge Measurements

The data collected by the three stage recorders and three velocity meters will be downloaded each month. These monthly site visits will also serve to recalibrate the stage recorders and to clean and maintain the equipment as needed. Approximately twice per year the ADCP units will be cleaned by a SCUBA diver.

A series of discharge measurements will be collected through the year to develop and refine the stage/discharge relationship. Three measurements are planned from the notice to proceed through September 2025 and will be scheduled under various flow conditions.

The standard United States Geological Survey (USGS) mid-section method will be used to determine total streamflow where applicable. Flow will be measured using current meters approved by the USGS. The Price AA Current Meter, Pygmy Meter or ADCP will be used to obtain cross-sectional mean flow for ratings. Discharge measurements will be conducted such that sub-sections contain no more than 5% of

the total flow of the stream and will include a point-of-zero-flow (PZF) determination. Approximately 20-25 sub-sections will be taken for each measurement. The 0.6 method will be used in depths less than 2.5 ft and the 0.2 and 0.8 method will be used in depths greater than 2.5 ft. In the event an inverted velocity profile is encountered, the 0.2, 0.6, and 0.8 methods will be used to determine flow within that sub-section. Measurements will be made by wading, bridge crane, or boat. During site visits high water marks will be observed and evaluated to verify that the maximum-recorded stage is appropriate.

Standard discharge measurement notes (patterned after U.S. Department of the Interior Form 9-275-F) will be completed for each measurement, including a field spin test, start and end times, gauge readings, and remarks. All measurements will include notes as to the quality of the measurement, control conditions in the stream that may affect the gauge height/discharge relation, the staff gauge reading, and a PZF (if applicable). Portable flumes or volumetric methods may be used in cases of extreme low flow. The techniques and policies described in the USGS TWRI *Discharge Measurements at Gaging Stations* by T. J. Buchanan and W.P. Somers and USGS Water Supply Paper 2175 *Measurement and Computation of Streamflow: Volume1. Measurement of Stage and Discharge* by S.E. Rantz and others will be rigidly adhered to.

Discrepancies between the staff gauge and the recorder at each station will be noted and will indicate the immediate need for corrective action. The distance from a reference point (RP) to the water surface will be measured for each measurement and a record of this information placed on the measurement notes. A RP has been marked at each existing station to allow for this field comparison.

Discharge measurements plotting left or right of the base curve or a defined shift curve by more than 5% will be verified by a check measurement. The check measurement will be made at a different cross section, if possible, using a different meter and stopwatch. Documentation will be provided as to why the measurement does not agree with the current rating or shift curve.

Work included in this subtask can be completed by September 30, 2025. Specific aspects of this task include:

- 12 field inspections to calibrate and maintain the equipment and to download the stage and velocity data.
- Approximately three discharge measurements obtained under various flow conditions.
- Preparation of standard discharge measurement notes.

Deliverables: Data downloads, discharge field measurements and field notes.

1.3 Annual Report

The results of the FY 2024 quarterly water quality sampling and continuous stage/velocity monitoring shall be summarized in an annual report. The report will contain an introduction, methodology, results

and summary and conclusion sections. The results will be provided in tabular and graphic format with the data provided as hard copy or electronic appendices.

Discharge ratings will be developed as needed and defined by the discharge measurements and PZF's as described in USGS TWRI *Computation of Continuous Records of Streamflow* by E.J. Kennedy. All ratings will be developed on log-log paper with an appropriate scale offset, generally the gauge height of zero flow.

Discharge will be computed using the ratings developed above and the stage and velocity record recorded at the six sites. Datum corrections will be applied to the record as required base on field observations. Discharge will be computed for the unit value increment of the recorder (generally 15 or 60-minute). Discharge computations will be summarized in primary computations and the primary computations will be summarized as mean daily stage and discharge.

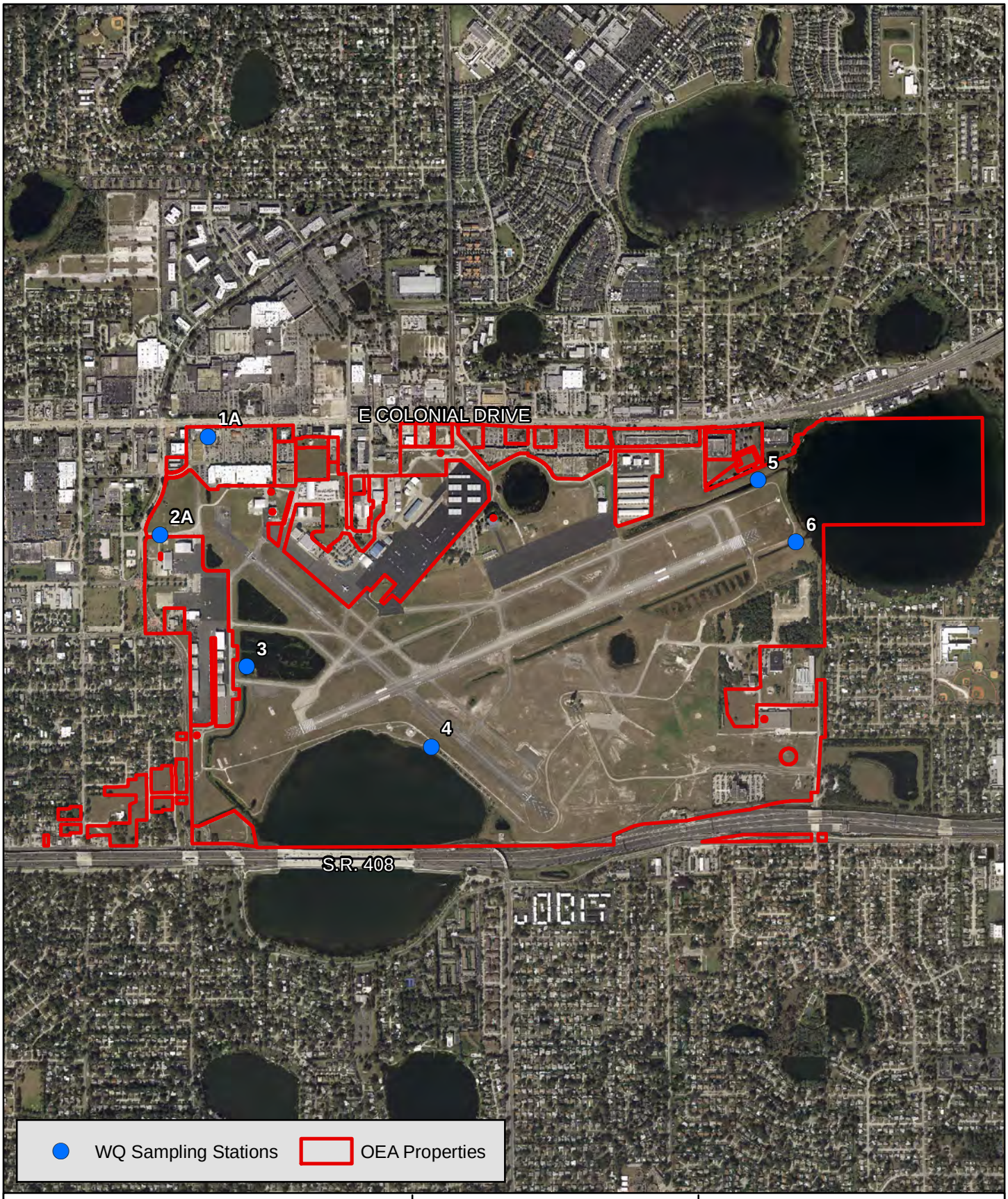
Water quality results shall be analyzed to calculate the maximum, minimum and geometric mean. The results shall be compared to State water quality standards (Chapter 62-302, Florida Administrative Code).

A draft report shall be initiated during the first half of the year. The final report shall be prepared and submitted within 30 days of receipt of comments from GOAA. Specific aspects of this task include:

- Rating curves developed on log-log paper with discharge measurements plotted (hard copy).
- Computation of discharge for each unit value (15, 60-minute) of recorded stage/velocity.
- Primary computations of discharge indicating hourly stage values.
- Primary computations of discharge indicating maximum, minimum and mean stage, and mean discharge for each day.
- Tabulated mean daily stage, discharge, indicating total, maximum, minimum, mean, and runoff in inches for each month
- Data file of all discharge measurements.
- Water quality data calculations and analysis
- Preparation of a draft and final report.

Deliverables: Stage/discharge data analysis, water quality analysis, draft and final annual report.

The total estimated fee for this task is $115,424.60.



225 E. Robinson Street, Suite 300
Landmark Center Two
Orlando, FL 32801
407.839.4006

Figure 1
Station Location Map
Orlando Executive Airport
Orange County, Florida

May 2015

0 0.175 0.35
Miles

N
W E
S

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

ORLANDO INTERNATIONAL AIRPORT

ORL Water Quality Monitoring

Staffing Cost Estimate

	Role	Firm	Total Hours	Hourly Rate		Total Fee
	Principal In Charge	VHB	8	$445.00	0	$3,560.00
	Sr. Project Manager	VHB	66	$256.00	0	$16,896.00
	Sr. Scientist II	VHB	8	$202.00	0	$1,616.00
	Environmental Specialist IV	VHB	253	$121.00	0	$30,613.00
	Environmental Specialist II	VHB	16	$84.00	0	$1,344.00
	Project Administrator	VHB	28	$100.00	0	$2,800.00
	GIS Manager	VHB	4	$175.00	0	$700.00
			0			$0.00
			0			$0.00
			383			**$57,529.00**

SPECIALTY CONSULTANTS	
Hydrologic Data Collection, Inc	$24,000.00
Benchmark Enviroanalytical Laboratory, Inc.	$8,190.60
SUBTOTAL	**$89,719.60**
REIMBURSABLE EXPENSES:	**$25,705.00**

TOTAL:	**$115,424.60**

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY
ORL Water Quality Monitoring

Staffing Hour Estimate

	2024	2025		
	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
WORK TASK	T1, T2, T3	T1, T2, T3	T1, T2, T3	T1, T2, T3

			2023	2024		
ROLE	**FIRM**	**INDIVIDUAL***	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
Principal in Charge	VHB	M. Lamb	2	2	2	2
Sr. Project Manager	VHB	G. Serviss	12	21	21	12
Sr. Scientist II	VHB	C. Smith	2	2	2	2
Environmental Specialist IV	VHB	M. Wielenga	62	65	65	61
Environmental Specialist I	VHB	M. Panny	4	4	4	4
Project Administrator	VHB	D. Miles	4	10	10	4
GIS Manager	VHB	S. Osiecki	0	2	2	0
TOTAL STAFF HOURS			**86**	**106**	**106**	**85**

*It is anticipated the above named personnel will be utilized in the accomplishment of this assignment. However, as the assignment is actually being accomplished, it may become necessary to supplement or change personnel in the best interest of completing the project.

Vanasse Hangen Brustlin, Inc.

EXHIBIT B
Greater Orlando Aviation Authority
ORL Water Quality Monitoring
Breakdown of Fixed Fees

ORL Water Quality Monitoring

Position:	**Principal in Charge**		**Sr. Project Manager**		**Sr. Scientist II**		**Environmental Specialist IV**		**GIS Manager**		**Environmental Specialist I**		**Project Administrator**		**Total**		
Rate ($/Hour):	**$445.00**		**$256.00**		**$202.00**		**$121.00**		**$175.00**		**$84.00**		**$100.00**		**Manhours**	**Cost**	**Avg. Hourly Rate**
	Manhours	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**			
Tasks																	
1. Water Quality Sampling Program	4	$1,780.00	8	$2,048.00	4	$808.00	56	$6,776.00	0	$0.00	8	$672.00	4	$400.00	84	$12,484.00	$149
2. Equipment Maintenance, Data Download, and Discharge Measurements	2	$890.00	30	$7,680.00	2	$404.00	127	$15,367.00	0	$0.00	8	$672.00	6	$600.00	175	$25,613.00	$146
3. Annual Report	2	$890.00	28	$7,168.00	2	$404.00	70	$8,470.00	4	$700.00	0	$0.00	18	$1,800.00	124	$19,432.00	$157
	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
Sub-Total	8	$3,560.00	66	$16,896.00	8	$1,616.00	253	$30,613.00	4	$700.00	16	$1,344.00	28	$2,800.00	383	$57,529.00	
Not-To-Exceed Expenses (*company name*)																$25,705.00	
Not-To-Exceed Expenses (*subconsultant*)																$32,190.60	
TOTAL NOT-TO-EXCEED FEE	**8**	**$3,560.00**	**66**	**$16,896.00**	**8**	**$1,616.00**	**253**	**$30,613.00**	**4**	**$700.00**	**16**	**$1,344.00**	**28**	**$2,800.00**	**383.0**	**$115,424.60**	

Expense Breakdown

Reproduction									
8 1/2 x 11 B&W Prints		Prints @	$0.10	=	$0.00	(draft water quality analysis report)			
8 1/2 x 11 Color Prints		Prints @	$1.50	=	$0.00	(draft water quality analysis report)			
11 x 17 Color Prints		Prints @	$2.50	=	$0.00	(draft water quality analysis report)			
24x36 Blueprints		Prints @	$9.00	=	$0.00		Sub-Total Reproduction		$0.00
Monitoring Equipment Rental									$25,520.00
Misc. material/supplies/ice									$185.00
Postage	0	Reports	@	$5.00	per letter =	$0.00			$ -
Delivery service	0	trips	@	$	per trip =				$
							Sub-Total Misc		$25,705.00
TOTAL EXPENSES									**$25,705.00**

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY

ORL Water Quality Monitoring

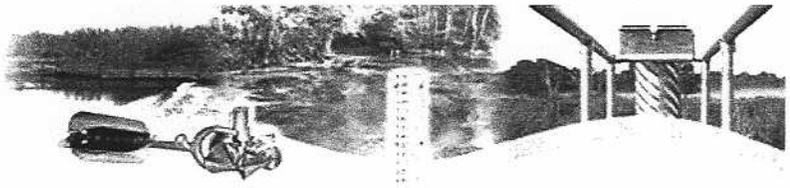
Subconsultants

	Task 1	Task 2	Task 3	Total
Hydrologic Data Collection, Inc		$3,000.00	$21,000.00	$24,000.00
Benchmark Enviroanalytical Laboratory, Inc.	$8,190.60			$8,190.60
TOTAL FEE	**$8,190.60**	**$3,000.00**	**$21,000.00**	**$32,190.60**

2024 Rental Equipment Summary

Task	Item	Unit Cost	Number of Units	Number of Events		Total Cost	
Water Quality Monitori	Field Vehicle	$50/day	1	4		$	200.00
	Peristaltic Pump	$50/day	1	4		$	200.00
	Sontek Flow Tracker	$130/day	1	4		$	520.00
	YSI Data Sonde	$130/day	1	4		$	520.00
					Total	$	1,440.00
Discharge Monitoring	Field Vehicle	$50/day	1	15		$	750.00
	Tablet PC	$50/day	1	15		$	750.00
	Sontek IQ ADCP	$400/month	3	12		$	14,400.00
	In Situ Pressure Transducer	$200/month	3	12		$	7,200.00
	SCUBA Gear	$100/Day	1	2		$	200.00
	Sontek Flow Tracker	$130/day	1	6		$	780.00
					Total	$	24,080.00
				Grand Total		**$**	**25,520.00**

HDC
Hydrologic Data Collection



August 15, 2024

Mr. Gary Serviss
VHB, Inc
301 North Cattlemen Rd, Suite 105
Sarasota, FL 34232

Dear Mr. Serviss:

Per your request, we are pleased to provide the following quote regarding conducting discharge measurements and the stage and discharge computations for six sites in the vicinity of Orlando Executive Airport during the 2025 Fiscal Year.

Orlando Executive Airport
2025 FY Discharge Measurements and 2024 FY Data Computations Quote

Task	Description	Qty	Unit Price	Extended Price
	For the 2025 FY			
1	Conduct 3 discharge measurements at each of the 6 sites, OEA 1-6, From January 1, 2025 through December 31, 2025.	3	$1,000.00	$3,000.00
2	Compute stage and discharge data at each of the 6 sites, OEA 1-6, for January 1, 2024 through December 31, 2024.	1	$21,000.00	$21,000.00
			Total	$24,000.00

We trust this information will meet your needs. Please feel free to contact us if we can be of any further assistance in this matter.

Sincerely,

John E. Coffin
Senior Hydrologist

BENCHMARK ENVIROANALYTICAL INC

1711 12th St East
Palmetto FL 34221

tel: (941)723-9986
fax: (941)723-6061
Lab Director email: dale.dixon@benchmarkea.net

Benchmark EA, Inc. utilizes the federal E-Verify program as required by FL law in contracts with public employers.

QUOTATION VHB Inc. AIRPORT QUARTERLY & ANNUAL 08-20-24

Contact: GARY SERVISS

Date: 08-20-24

Company: VHB

Phone No: 941.256.7151

Address: 301 North Cattlemen Rd Suite 105
Sarasota FL 34232-6429

Email: GSERVISS@VHB.com

PARAMETER	METHOD	MDL	MATRIX	EACH COST	TOTAL COST	COMMENTS
SIX SITES QUARTERLY						
AMMONIA AS N	350.1	0.012 MG/L	SW	$19.00	$114.00	6 sta / qtr
NITRATE/NITRITE AS N	353.2	0.004 MG/L	SW	$17.00	$102.00	6 sta / qtr
TOTAL KJELDAHL NITROGEN (TKN)	351.2	0.05 MG/L	SW	$27.00	$162.00	6 sta / qtr
TOTAL NITROGEN	351.2+353.2	CALC	SW	$2.00	$12.00	6 sta / qtr
ORTHOPHOSPHATE AS P (field filtered)	365.3	0.002 MG/L	SW	$22.00	$132.00	6 sta / qtr
TOTAL PHOSPHORUS	365.3	0.008 MG/L	SW	$25.00	$150.00	6 sta / qtr
TURBIDITY	180.1	0.05 NTU	SW	$9.00	$54.00	6 sta / qtr
TOTAL SUSPENDED SOLIDS (TSS)	SM240D	0.570 MG/L	SW	$14.00	$84.00	6 sta / qtr
TOTAL ALKALINITY	SM2320B	0.594 MG/L	SW	$15.00	$90.00	6 sta / qtr
BOD5	SM5210B	0.262 MG/L	SW	$20.00	$120.00	6 sta / qtr
				$170.00	**$1,020.00**	**QUARTERLY**
					X 4 qtrs	
					$4,080.00	**TOTAL 4qtrs**
SIX SITES ANNUALLY						
TOTAL CALCIUM	200.7	0.030 MG/L	SW	$16.00	$96.00	6 sta / ANNUAL
TOTAL MAGNESIUM	200.7	0.006 MG/L	SW	$16.00	$96.00	6 sta / ANNUAL
HARDNESS	SM2340B	CALC	SW	$9.00	$54.00	6 sta / ANNUAL
CADMIUM	SM3113B	0.180 UG/L	SW	$16.00	$96.00	6 sta / ANNUAL
COPPER	SM3113B	0.346 UG/L	SW	$16.00	$96.00	6 sta / ANNUAL
IRON	200.7	0.029 MG/L	SW	$14.00	$84.00	6 sta / ANNUAL
LEAD	200.8	0.670 UG/L	SW	$16.00	$96.00	6 sta / ANNUAL
MERCURY*	1631 E	SUB PACE*	SW	$130.00	$780.00	6 sta / ANNUAL
ZINC	200.7	4.0 UG/L	SW	$12.00	$72.00	6 sta / ANNUAL
TOTAL PETROLEUM HYDROCARBONS	FLPRO	SUB ENCO*	SW	$102.00	$612.00	6 sta / ANNUAL
HERBICIDES*	8151	SUB ENCO*	SM	$214.00	$1,284.00	6 sta / ANNUAL
2,4,5-T			SW	INC	INC	6 sta / ANNUAL
2,4,5-TP (SILVEX)			SW	INC	INC	6 sta / ANNUAL
DALAPON			SW	INC	INC	6 sta / ANNUAL
2,4-DB			SW	INC	INC	6 sta / ANNUAL
DICAMBA			SW	INC	INC	6 sta / ANNUAL
DICHLOROPROP			SW	INC	INC	6 sta / ANNUAL
DINOSEB			SW	INC	INC	6 sta / ANNUAL
MCMP			SW	INC	INC	6 sta / ANNUAL
MCPP			SW	INC	INC	6 sta / ANNUAL
4-NITROPHENOL			SW	INC	INC	6 sta / ANNUAL
PENTACHLOROPHENOL			SW	INC	INC	6 sta / ANNUAL
ACIFLUORFEN			SW	INC	INC	6 sta / ANNUAL
CHLORAMBEN			SW	INC	INC	6 sta / ANNUAL
3,5-DICHLOROBENZOIC ACID			SW	INC	INC	6 sta / ANNUAL
DCPA DIACID			SW	INC	INC	6 sta / ANNUAL
PICLORAM			SW	INC	INC	6 sta / ANNUAL
				$561.00	**$3,366.00**	**ANNUAL**
				SUBTOTAL	**$7,446.00**	
QUALITY CONTROL SAMPLE ANALYSIS - 10% of $7446.00					$744.60	
	TOTAL ANNUAL COST (4qtrs + 1 annual w/QC)				**$8,190.60**	

Expedited Analysis where applicable - 24 Hr TAT = cost of parameter x2.5, 48 Hr TAT = cost of parameter x2, 72 Hr TAT = cost of parameter x1.5.

* Subcontracted will include a $31.00 Environmental Impact/ Disposal Fee accessed by PACE- Eurofins - an additional $12.00 waste disposal fee,this is non-negotiable.

Terms & Conditions:

Quoted price includes all documentation and sample kit.

Unless otherwise contracted invoice must be paid within 60 days. After 60 days a 1.5% monthly interest charge will be added.

Dale Dixon 08.20.2024

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 __Vanasse Hangen Brustlin, Inc._____

By:_____ _____

Print Name:___Gary M. Serviss_____

Date: ___August 20, 2024_____

www.vhb.com

August 20, 2024

Ms. Keegan O'Brien, P.E.
Greater Orlando Aviation Authority
Orlando International Airport
5855 Cargo Road
Orlando, Florida 32827-4399

RE: Water Quality and Flow Monitoring at the Orlando Executive Airport

Dear Mr. Carrington:

VHB has prepared a scope and fee to continue the Water Quality and Flow Monitoring Project at the Orlando Executive Airport. This project was initiated in 2013 to develop the water quality and flow data necessary to calculate nutrient loads entering Lake Barton from the airport.

As outlined in Exhibit A, the scope of work includes the water quality monitoring, discharge measurements, continuous stage/discharge monitoring and data downloads, and annual report preparation. This scope and fee are to continue the monitoring during FY 2025.

The total estimated fee for this scope of work is $115,424.60 as outlined in Exhibit B.

Thank you for this opportunity and please don't hesitate to contact me if you have any questions.

Most respectfully provided,

Gary M. Serviss
Southeast Region Environmental Services Leader

225 E. Robinson Street, Suite 300
Landmark Center Two
Orlando, Florida 32801
P 407.839.4006
F 407.839.4008

EXHIBIT A

Scope of Work for Water Quality and Flow Monitoring At the Orlando Executive Airport Prepared by VHB for The Greater Orlando Aviation Authority

The State of Florida's Environmental Regulatory Commission adopted Numeric Nutrient Criteria (NNC) proposed by the Department of Environmental Regulation (DEP). The DEP NNC are now in effect and are more stringent for Total Nitrogen (TN) and Total Phosphorus (TP) concentration limits in flowing systems (streams) and for TN, TP and Chlorophyll *a* for lakes.

VHB previously evaluated the Greater Orlando Aviation Authority's (GOAA's) potential risks associated with the proposed numeric nutrient criteria for the Orlando International Airport (MCO) and Orlando Executive Airport (ORL). The evaluation report noted that Lake Barton has been deemed "impaired" for nutrients. Typically, landowners within the watershed of impaired waters will be required to reduce their discharge (loading) of nutrients to limit the total nutrient loading to a level at which the waterbody is no longer impaired. Once deemed impaired, a Total Maximum Daily Load (TMDL) will be established by DEP for the basin/downstream waterbody and load allocations will be assigned through the Basin Management Action Plan (BMAP) process. GOAA's ORL property will be pulled into the BMAP process and some nutrient limits will be set for discharges from the property.

As such, GOAA contracted with VHB to implement a water quality and flow monitoring program at the Orlando Executive Airport in December 2013. The program is important since it will document the volume and quality of water entering and leaving the ORL property so that their pollutant load can be quantified. The continuation of the monitoring program described below will serve to develop the data needed to calculate the nutrient loads generated on the ORL properties.

The monitoring program includes water quality monitoring and data download, calibration and maintenance of the previously installed stage and discharge monitoring equipment to document the quality and volume of water entering and leaving the ORL property. Defining the stage/discharge relationship for each monitoring site requires measuring discharge over a range of flow conditions. The rating curves for each site will continue to be refined and modified as necessary this year.

1.1 Water Quality Sampling Program

Water quality sampling will occur on a quarterly basis at the six sites shown on Figure 1. Samples will not be collected unless the water is flowing at that site as the quality may not be indicative of the water discharged. The offsite discharge from the north and west, sampled at Sites 1A and 2A, only occurs

immediately after a rainfall event. To the greatest extent practical, sampling will occur as soon as possible after a rainfall event to maximize the chance to successfully collect a sample under flowing conditions. Provided below is the list of parameters and the proposed frequency of sampling for each parameter.

Quarterly Parameters: Ammonia, Nitrate/Nitrite, Total Kjeldahl Nitrogen, Total Nitrogen, Orthophosphate, Total Phosphorus, Turbidity, Total Suspended Solids, Biological Oxygen Demand, and Total Alkalinity. In addition, the following *in situ* parameters will be measured with a sonde: temperature, pH, conductivity, and dissolved oxygen.

The water quality monitoring previously included the collection of additional parameters on a bi-annual basis. This sampling was reduced to one time a year (annual) as a cost saving effort beginning in FY 2020. Annual Monitoring will be conducted during the summer.

Annual Parameters: Calcium, Magnesium, Hardness, Cadmium, Copper, Iron, Lead, Mercury, Zinc, FL Pro, Herbicides (Method 8151).

Work included in this subtask will be completed by the end of September 2025. Specific aspects of this task include:

- Four quarterly field sampling to collect water quality samples.
- Delivery of water quality samples to an analytical laboratory for analysis.
- Chemical analysis of water quality samples for the four sampling events.

  Deliverables: Four field sampling events and associated water quality sample analyses.

1.2 Equipment Maintenance, Data Download, and Discharge Measurements

The data collected by the three stage recorders and three velocity meters will be downloaded each month. These monthly site visits will also serve to recalibrate the stage recorders and to clean and maintain the equipment as needed. Approximately twice per year the ADCP units will be cleaned by a SCUBA diver.

A series of discharge measurements will be collected through the year to develop and refine the stage/discharge relationship. Three measurements are planned from the notice to proceed through September 2025 and will be scheduled under various flow conditions.

The standard United States Geological Survey (USGS) mid-section method will be used to determine total streamflow where applicable. Flow will be measured using current meters approved by the USGS. The Price AA Current Meter, Pygmy Meter or ADCP will be used to obtain cross-sectional mean flow for ratings. Discharge measurements will be conducted such that sub-sections contain no more than 5% of

the total flow of the stream and will include a point-of-zero-flow (PZF) determination. Approximately 20-25 sub-sections will be taken for each measurement. The 0.6 method will be used in depths less than 2.5 ft and the 0.2 and 0.8 method will be used in depths greater than 2.5 ft. In the event an inverted velocity profile is encountered, the 0.2, 0.6, and 0.8 methods will be used to determine flow within that sub-section. Measurements will be made by wading, bridge crane, or boat. During site visits high water marks will be observed and evaluated to verify that the maximum-recorded stage is appropriate.

Standard discharge measurement notes (patterned after U.S. Department of the Interior Form 9-275-F) will be completed for each measurement, including a field spin test, start and end times, gauge readings, and remarks. All measurements will include notes as to the quality of the measurement, control conditions in the stream that may affect the gauge height/discharge relation, the staff gauge reading, and a PZF (if applicable). Portable flumes or volumetric methods may be used in cases of extreme low flow. The techniques and policies described in the USGS TWRI *Discharge Measurements at Gaging Stations* by T. J. Buchanan and W.P. Somers and USGS Water Supply Paper 2175 *Measurement and Computation of Streamflow: Volume1. Measurement of Stage and Discharge* by S.E. Rantz and others will be rigidly adhered to.

Discrepancies between the staff gauge and the recorder at each station will be noted and will indicate the immediate need for corrective action. The distance from a reference point (RP) to the water surface will be measured for each measurement and a record of this information placed on the measurement notes. A RP has been marked at each existing station to allow for this field comparison.

Discharge measurements plotting left or right of the base curve or a defined shift curve by more than 5% will be verified by a check measurement. The check measurement will be made at a different cross section, if possible, using a different meter and stopwatch. Documentation will be provided as to why the measurement does not agree with the current rating or shift curve.

Work included in this subtask can be completed by September 30, 2025. Specific aspects of this task include:

- 12 field inspections to calibrate and maintain the equipment and to download the stage and velocity data.
- Approximately three discharge measurements obtained under various flow conditions.
- Preparation of standard discharge measurement notes.

Deliverables: Data downloads, discharge field measurements and field notes.

1.3 Annual Report

The results of the FY 2024 quarterly water quality sampling and continuous stage/velocity monitoring shall be summarized in an annual report. The report will contain an introduction, methodology, results

and summary and conclusion sections. The results will be provided in tabular and graphic format with the data provided as hard copy or electronic appendices.

Discharge ratings will be developed as needed and defined by the discharge measurements and PZF's as described in USGS TWRI *Computation of Continuous Records of Streamflow* by E.J. Kennedy. All ratings will be developed on log-log paper with an appropriate scale offset, generally the gauge height of zero flow.

Discharge will be computed using the ratings developed above and the stage and velocity record recorded at the six sites. Datum corrections will be applied to the record as required base on field observations. Discharge will be computed for the unit value increment of the recorder (generally 15 or 60-minute). Discharge computations will be summarized in primary computations and the primary computations will be summarized as mean daily stage and discharge.

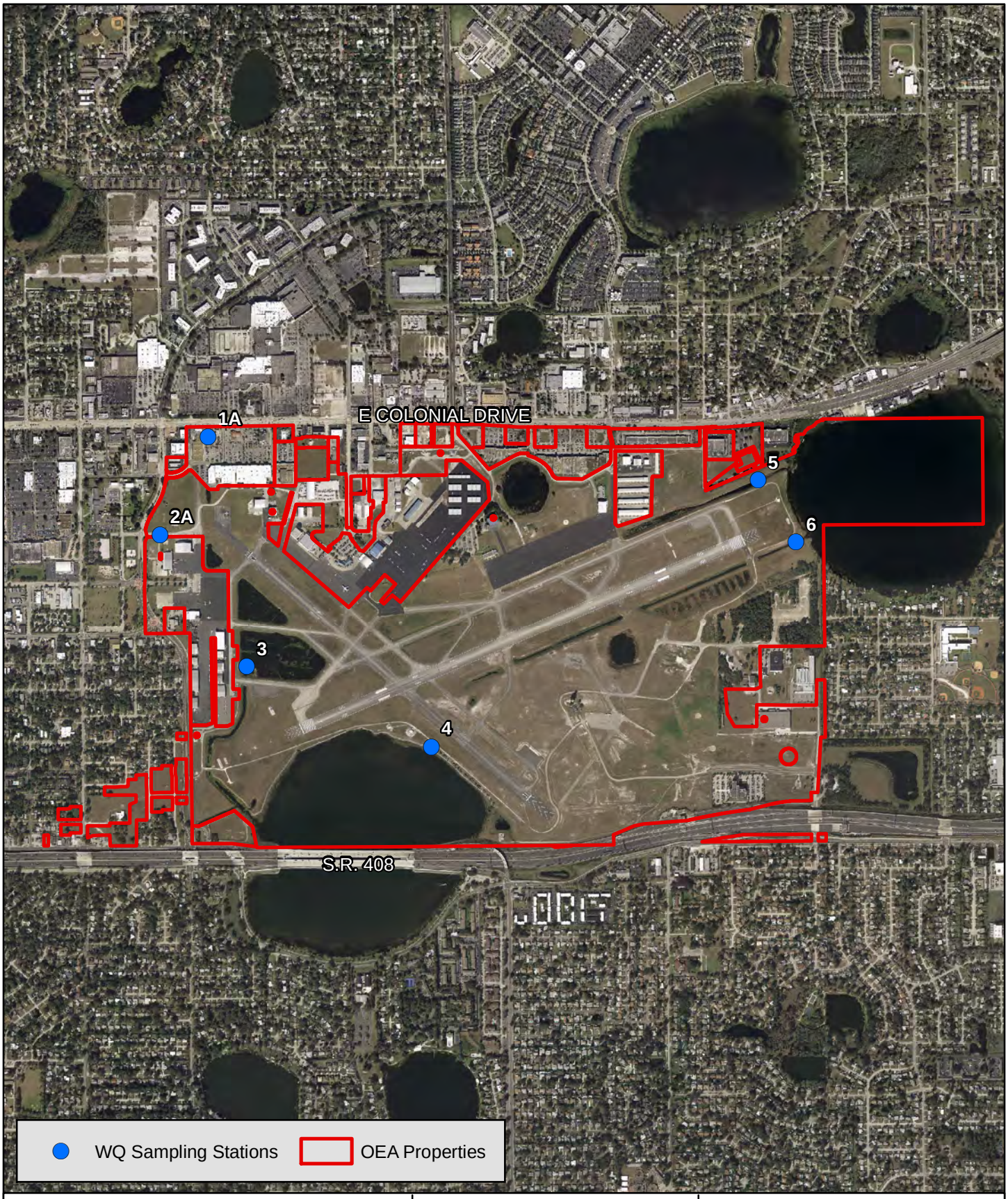
Water quality results shall be analyzed to calculate the maximum, minimum and geometric mean. The results shall be compared to State water quality standards (Chapter 62-302, Florida Administrative Code).

A draft report shall be initiated during the first half of the year. The final report shall be prepared and submitted within 30 days of receipt of comments from GOAA. Specific aspects of this task include:

- Rating curves developed on log-log paper with discharge measurements plotted (hard copy).
- Computation of discharge for each unit value (15, 60-minute) of recorded stage/velocity.
- Primary computations of discharge indicating hourly stage values.
- Primary computations of discharge indicating maximum, minimum and mean stage, and mean discharge for each day.
- Tabulated mean daily stage, discharge, indicating total, maximum, minimum, mean, and runoff in inches for each month
- Data file of all discharge measurements.
- Water quality data calculations and analysis
- Preparation of a draft and final report.

Deliverables: Stage/discharge data analysis, water quality analysis, draft and final annual report.

The total estimated fee for this task is $115,424.60.



225 E. Robinson Street, Suite 300
Landmark Center Two
Orlando, FL 32801
407.839.4006

Figure 1
Station Location Map
Orlando Executive Airport
Orange County, Florida

May 2015

0 0.175 0.35
Miles

N
W E
S

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

ORLANDO INTERNATIONAL AIRPORT

ORL Water Quality Monitoring

Staffing Cost Estimate

	Role	Firm	Total Hours	Hourly Rate		Total Fee
	Principal In Charge	VHB	8	$445.00	0	$3,560.00
	Sr. Project Manager	VHB	66	$256.00	0	$16,896.00
	Sr. Scientist II	VHB	8	$202.00	0	$1,616.00
	Environmental Specialist IV	VHB	253	$121.00	0	$30,613.00
	Environmental Specialist II	VHB	16	$84.00	0	$1,344.00
	Project Administrator	VHB	28	$100.00	0	$2,800.00
	GIS Manager	VHB	4	$175.00	0	$700.00
			0			$0.00
			0			$0.00
			383			**$57,529.00**

SPECIALTY CONSULTANTS	
Hydrologic Data Collection, Inc	$24,000.00
Benchmark Enviroanalytical Laboratory, Inc.	$8,190.60
SUBTOTAL	**$89,719.60**
REIMBURSABLE EXPENSES:	**$25,705.00**

TOTAL:	**$115,424.60**

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY
ORL Water Quality Monitoring

Staffing Hour Estimate

	2024	2025		
	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
WORK TASK	T1, T2, T3	T1, T2, T3	T1, T2, T3	T1, T2, T3

			2023	2024		
ROLE	**FIRM**	**INDIVIDUAL***	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
Principal in Charge	VHB	M. Lamb	2	2	2	2
Sr. Project Manager	VHB	G. Serviss	12	21	21	12
Sr. Scientist II	VHB	C. Smith	2	2	2	2
Environmental Specialist IV	VHB	M. Wielenga	62	65	65	61
Environmental Specialist I	VHB	M. Panny	4	4	4	4
Project Administrator	VHB	D. Miles	4	10	10	4
GIS Manager	VHB	S. Osiecki	0	2	2	0
TOTAL STAFF HOURS			**86**	**106**	**106**	**85**

*It is anticipated the above named personnel will be utilized in the accomplishment of this assignment. However, as the assignment is actually being accomplished, it may become necessary to supplement or change personnel in the best interest of completing the project.

Vanasse Hangen Brustlin, Inc.

EXHIBIT B
Greater Orlando Aviation Authority
ORL Water Quality Monitoring
Breakdown of Fixed Fees

ORL Water Quality Monitoring

Position:	**Principal in Charge**		**Sr. Project Manager**		**Sr. Scientist II**		**Environmental Specialist IV**		**GIS Manager**		**Environmental Specialist I**		**Project Administrator**		**Total**		
Rate ($/Hour):	**$445.00**		**$256.00**		**$202.00**		**$121.00**		**$175.00**		**$84.00**		**$100.00**		**Manhours**	**Cost**	**Avg. Hourly Rate**
	Manhours	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**	**Manhours**	**Cost**			
Tasks																	
1. Water Quality Sampling Program	4	$1,780.00	8	$2,048.00	4	$808.00	56	$6,776.00	0	$0.00	8	$672.00	4	$400.00	84	$12,484.00	$149
2. Equipment Maintenance, Data Download, and Discharge Measurements	2	$890.00	30	$7,680.00	2	$404.00	127	$15,367.00	0	$0.00	8	$672.00	6	$600.00	175	$25,613.00	$146
3. Annual Report	2	$890.00	28	$7,168.00	2	$404.00	70	$8,470.00	4	$700.00	0	$0.00	18	$1,800.00	124	$19,432.00	$157
	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	0	$0.00	#DIV/0!
Sub-Total	8	$3,560.00	66	$16,896.00	8	$1,616.00	253	$30,613.00	4	$700.00	16	$1,344.00	28	$2,800.00	383	$57,529.00	
Not-To-Exceed Expenses (*company name*)																$25,705.00	
Not-To-Exceed Expenses (*subconsultant*)																$32,190.60	
TOTAL NOT-TO-EXCEED FEE	**8**	**$3,560.00**	**66**	**$16,896.00**	**8**	**$1,616.00**	**253**	**$30,613.00**	**4**	**$700.00**	**16**	**$1,344.00**	**28**	**$2,800.00**	**383.0**	**$115,424.60**	

Expense Breakdown

Reproduction									
8 1/2 x 11 B&W Prints		Prints @	$0.10	=	$0.00	(draft water quality analysis report)			
8 1/2 x 11 Color Prints		Prints @	$1.50	=	$0.00	(draft water quality analysis report)			
11 x 17 Color Prints		Prints @	$2.50	=	$0.00	(draft water quality analysis report)			
24x36 Blueprints		Prints @	$9.00	=	$0.00		Sub-Total Reproduction		$0.00
Monitoring Equipment Rental									$25,520.00
Misc. material/supplies/ice									$185.00
Postage	0	Reports	@	$5.00	per letter =	$0.00			$ -
Delivery service	0	trips	@	$	per trip =				$
							Sub-Total Misc		$25,705.00
TOTAL EXPENSES									**$25,705.00**

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY

ORL Water Quality Monitoring

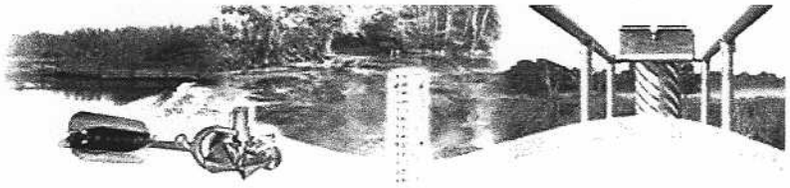
Subconsultants

	Task 1	Task 2	Task 3	Total
Hydrologic Data Collection, Inc		$3,000.00	$21,000.00	$24,000.00
Benchmark Enviroanalytical Laboratory, Inc.	$8,190.60			$8,190.60
TOTAL FEE	**$8,190.60**	**$3,000.00**	**$21,000.00**	**$32,190.60**

2024 Rental Equipment Summary

Task	Item	Unit Cost	Number of Units	Number of Events		Total Cost	
Water Quality Monitori	Field Vehicle	$50/day	1	4		$	200.00
	Peristaltic Pump	$50/day	1	4		$	200.00
	Sontek Flow Tracker	$130/day	1	4		$	520.00
	YSI Data Sonde	$130/day	1	4		$	520.00
					Total	$	1,440.00
Discharge Monitoring	Field Vehicle	$50/day	1	15		$	750.00
	Tablet PC	$50/day	1	15		$	750.00
	Sontek IQ ADCP	$400/month	3	12		$	14,400.00
	In Situ Pressure Transducer	$200/month	3	12		$	7,200.00
	SCUBA Gear	$100/Day	1	2		$	200.00
	Sontek Flow Tracker	$130/day	1	6		$	780.00
					Total	$	24,080.00
				Grand Total		**$**	**25,520.00**

HDC
Hydrologic Data Collection



August 15, 2024

Mr. Gary Serviss
VHB, Inc
301 North Cattlemen Rd, Suite 105
Sarasota, FL 34232

Dear Mr. Serviss:

Per your request, we are pleased to provide the following quote regarding conducting discharge measurements and the stage and discharge computations for six sites in the vicinity of Orlando Executive Airport during the 2025 Fiscal Year.

Orlando Executive Airport
2025 FY Discharge Measurements and 2024 FY Data Computations Quote

Task	Description	Qty	Unit Price	Extended Price
	For the 2025 FY			
1	Conduct 3 discharge measurements at each of the 6 sites, OEA 1-6, From January 1, 2025 through December 31, 2025.	3	$1,000.00	$3,000.00
2	Compute stage and discharge data at each of the 6 sites, OEA 1-6, for January 1, 2024 through December 31, 2024.	1	$21,000.00	$21,000.00
			Total	$24,000.00

We trust this information will meet your needs. Please feel free to contact us if we can be of any further assistance in this matter.

Sincerely,

John E. Coffin
Senior Hydrologist

BENCHMARK ENVIROANALYTICAL INC

1711 12th St East
Palmetto FL 34221

tel: (941)723-9986
fax: (941)723-6061
Lab Director email: dale.dixon@benchmarkea.net

Benchmark EA, Inc. utilizes the federal E-Verify program as required by FL law in contracts with public employers.

QUOTATION VHB Inc. AIRPORT QUARTERLY & ANNUAL 08-20-24

Contact: GARY SERVISS

Date: 08-20-24

Company: VHB

Phone No: 941.256.7151

Address: 301 North Cattlemen Rd Suite 105
Sarasota FL 34232-6429

Email: GSERVISS@VHB.com

PARAMETER	METHOD	MDL	MATRIX	EACH COST	TOTAL COST	COMMENTS
SIX SITES QUARTERLY						
AMMONIA AS N	350.1	0.012 MG/L	SW	$19.00	$114.00	6 sta / qtr
NITRATE/NITRITE AS N	353.2	0.004 MG/L	SW	$17.00	$102.00	6 sta / qtr
TOTAL KJELDAHL NITROGEN (TKN)	351.2	0.05 MG/L	SW	$27.00	$162.00	6 sta / qtr
TOTAL NITROGEN	351.2+353.2	CALC	SW	$2.00	$12.00	6 sta / qtr
ORTHOPHOSPHATE AS P (field filtered)	365.3	0.002 MG/L	SW	$22.00	$132.00	6 sta / qtr
TOTAL PHOSPHORUS	365.3	0.008 MG/L	SW	$25.00	$150.00	6 sta / qtr
TURBIDITY	180.1	0.05 NTU	SW	$9.00	$54.00	6 sta / qtr
TOTAL SUSPENDED SOLIDS (TSS)	SM240D	0.570 MG/L	SW	$14.00	$84.00	6 sta / qtr
TOTAL ALKALINITY	SM2320B	0.594 MG/L	SW	$15.00	$90.00	6 sta / qtr
BOD5	SM5210B	0.262 MG/L	SW	$20.00	$120.00	6 sta / qtr
				$170.00	**$1,020.00**	**QUARTERLY**
					X 4 qtrs	
					$4,080.00	**TOTAL 4qtrs**
SIX SITES ANNUALLY						
TOTAL CALCIUM	200.7	0.030 MG/L	SW	$16.00	$96.00	6 sta / ANNUAL
TOTAL MAGNESIUM	200.7	0.006 MG/L	SW	$16.00	$96.00	6 sta / ANNUAL
HARDNESS	SM2340B	CALC	SW	$9.00	$54.00	6 sta / ANNUAL
CADMIUM	SM3113B	0.180 UG/L	SW	$16.00	$96.00	6 sta / ANNUAL
COPPER	SM3113B	0.346 UG/L	SW	$16.00	$96.00	6 sta / ANNUAL
IRON	200.7	0.029 MG/L	SW	$14.00	$84.00	6 sta / ANNUAL
LEAD	200.8	0.670 UG/L	SW	$16.00	$96.00	6 sta / ANNUAL
MERCURY*	1631 E	SUB PACE*	SW	$130.00	$780.00	6 sta / ANNUAL
ZINC	200.7	4.0 UG/L	SW	$12.00	$72.00	6 sta / ANNUAL
TOTAL PETROLEUM HYDROCARBONS	FLPRO	SUB ENCO*	SW	$102.00	$612.00	6 sta / ANNUAL
HERBICIDES*	8151	SUB ENCO*	SM	$214.00	$1,284.00	6 sta / ANNUAL
2,4,5-T			SW	INC	INC	6 sta / ANNUAL
2,4,5-TP (SILVEX)			SW	INC	INC	6 sta / ANNUAL
DALAPON			SW	INC	INC	6 sta / ANNUAL
2,4-DB			SW	INC	INC	6 sta / ANNUAL
DICAMBA			SW	INC	INC	6 sta / ANNUAL
DICHLOROPROP			SW	INC	INC	6 sta / ANNUAL
DINOSEB			SW	INC	INC	6 sta / ANNUAL
MCMP			SW	INC	INC	6 sta / ANNUAL
MCPP			SW	INC	INC	6 sta / ANNUAL
4-NITROPHENOL			SW	INC	INC	6 sta / ANNUAL
PENTACHLOROPHENOL			SW	INC	INC	6 sta / ANNUAL
ACIFLUORFEN			SW	INC	INC	6 sta / ANNUAL
CHLORAMBEN			SW	INC	INC	6 sta / ANNUAL
3,5-DICHLOROBENZOIC ACID			SW	INC	INC	6 sta / ANNUAL
DCPA DIACID			SW	INC	INC	6 sta / ANNUAL
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				$561.00	**$3,366.00**	**ANNUAL**
				SUBTOTAL	**$7,446.00**	
QUALITY CONTROL SAMPLE ANALYSIS - 10% of $7446.00					$744.60	
	TOTAL ANNUAL COST (4qtrs + 1 annual w/QC)				**$8,190.60**	

Expedited Analysis where applicable - 24 Hr TAT = cost of parameter x2.5, 48 Hr TAT = cost of parameter x2, 72 Hr TAT = cost of parameter x1.5.

* Subcontracted will include a $31.00 Environmental Impact/ Disposal Fee accessed by PACE- Eurofins - an additional $12.00 waste disposal fee,this is non-negotiable.

Terms & Conditions:

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Dale Dixon 08.20.2024

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.

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Consultant __Vanasse Hangen Brustlin, Inc._____

By:_____ _____

Print Name:___Gary M. Serviss_____

Date: ___August 20, 2024_____

Addenda / Amendments Awarded per Agreement - Summary for Committee

Vanasse Hangen Brustlin, Inc. -- Agreement No. 202104-CE8

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	-	FY21 On Call Permitting Assistance	CCM	05/25/21	NA	06/08/21	93534	$20,000.00	$20,000.00
002	000	-	FY21 Water Quality and Flow Monitoring	CCM	05/25/21	NA	06/08/21	93530	$55,564.50	$55,564.50
003	000	-	FY22 On Call Permitting Assistance	CCM	09/28/21	NA	10/05/21	94067	$20,000.00	$20,000.00
003	001	-	Additional FY22 On Call Permitting Assistance	CCM	03/01/22	NA	03/08/22		$20,000.00	$40,000.00
003	002	-	Additional FY22 On Call Permitting Assistance	CCM	08/23/22	NA	08/31/22		$20,000.00	$60,000.00
004	000	-	FY22 Water Quality and Flow Monitoring	CCM	10/26/21	NA	11/02/21	94078	$107,252.80	$107,252.80
005	000	-	State 404 Wetland Permitting Assistance	CCM	03/22/22	NA	03/29/22	94630	$28,745.00	$28,745.00
006	000	-	Mud Lake Conservation Easement Release Permitting Assistance	CCM	05/31/22	NA	06/14/22	1007477	$85,115.00	$85,115.00
006	001	-	Additional Mud Lake Conservation Easement Release Permitting Assistance	CCM	11/07/23	NA	11/16/23	1007477	$40,000.00	$125,115.00
006	002	-	Additional Mud Lake Conservation Easement Release Permitting Assistance	CCM	03/12/24	NA	03/18/24		$110,344.00	$235,459.00
007	000	-	Implement Airport Wildlife Hazard Management Plan	CCM	06/28/22	NA	07/05/22	94765	$14,953.00	$14,953.00
008	000	-	FY23 Water Quality and Flow Monitoring	CCM	09/27/22	NA	10/20/22	95352	$110,661.40	$110,661.40
009	000	-	FY23 On Call Permitting Assistance	CCM	11/15/22	NA	12/07/22	95681	$40,000.00	$40,000.00
010	000	-	FY24 Water Quality and Flow Monitoring	PSC	11/21/23	12/13/23	12/18/23	97138	$113,704.40	$113,704.40
011	000	-	FY24 On-Call Permitting Assistance	PSC	11/21/23	12/13/23	12/18/23	97038	$40,000.00	$40,000.00
012	000	-	First Extension	CCM	12/05/23	01/17/24	02/05/24		$0.00	$0.00

Total for Vanasse Hangen Brustlin, Inc. for Agreement No. 202104-CE8 **$826,340.10**

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			
Vanasse Hangen Brustlin, 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
11/21/23	12/13/23	010	000	$113,704.40	$113,704.40
11/21/23	12/13/23	011	000	$40,000.00	$153,704.40

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: September 3, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Montrose Environmental Solutions, Inc. for FY25 On-Call Environmental Engineering Services at Orlando International Airport.

BACKGROUND

In 2023, the firms providing Continuing Environmental Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On December 13, 2023, the Aviation Authority Board approved a Continuing Environmental Engineering Consultant Services Agreement with the following firms:

- CDM Smith
- Montrose Environmental Solutions, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but are not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum, and hazardous material incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orland International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental 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, August 16, 2024, is to provide On-Call Environmental Engineering Services.

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 Engineering Consultant Services Agreement with Montrose Environmental Solutions, 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 $30,000.00. Funding is from Operation and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

RECOMMENDED ACTION

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

Not to Exceed Fees	$23,500.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$6,500.00
TOTAL	**$30,000.00**
CRI – Compliance Review Date	VM 08/27/2024
CRI – Funding Eligibility Review Date	08/27/2024

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request of Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Montrose Environmental Solutions, Inc. for FY25 On-Call Environmental Engineering Services at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Montrose Environmental Solutions, Inc. proposes 8% MWBE participation in this addendum.

Orlando International Airport
One Jeff Fuqua Boulevard, Orlando, Florida 32827
407-825-2001

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 of Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Montrose Environmental Solutions, Inc. for FY25 On-Call Environmental Engineering Services at the 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: **$30,000.00**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	2,500.00	Actual Result	8%
Caucasian Female American	-	Actual Result	0%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other		Actual Result	0%
Total MWBE Participation	**2,500.00**	**Actual Result**	**8%**

6.b. Engineering / Professional Service Firm Information:

Name: **Montrose Environmental Solutions, Inc.**
Address:
City, State, Zip:
Telephone:

6.b. Name and Address of MWBE Subconsultant

Name: **Southern Research Laboratories, Inc.**
Address: 2251 Lynx Lane, Suite 1
City, State, Zip: Orlando, FL 32804
Telephone: (407) 522-7100

6.c. *Identity: Black American
Work Item(s): Laboratory Analytical Services (NTE Expenses)
Amount of Subcontract $2,500.00
Percent of Prime Contract (%): 8%

*** 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)**

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3555
Requestor's Name:	Keegan O'Brien	**Preparer's Extension:**	x3471
Preparer's Name:	Jessica Koller	**Solicitation #:**	N/A
Requestor's Department:	Environmental	**Contract # / Name:**	Environmental Engineering Consulting Services
Description:	FY2025 On-Call Environmental Engineering Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	Montrose Environmental Solutions, Inc.	**Agenda Item #:**	

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			$30,000.00			
Total Requisition:			$30,000.00			
Requisition Number:			97672			

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97672	FY25 (Dept. 712) Mon	In Process	20-AUG-2024 10:27:47	USD	30,000.00	Wages, Alice M

August 16, 2024

Electronic Mail Delivery Only
mary.obrien@goaa.org

Ms. Keegan O'Brien
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827

RE: **Proposal - FY2025 On-Call Environmental Engineering Services**
Orlando International Airport
Orlando, Florida
Continuing Environmental Engineering Consulting Services – January 12, 2024

Dear Ms. O'Brien:

Montrose Environmental Solutions, Inc. (Montrose) is pleased to present our proposal to provide on-call/as-needed environmental engineering services for the Orlando International Airport (OIA) facility located in Orlando, Florida. This scope will be conducted under the Montrose - Greater Orlando Aviation Authority (GOAA) Agreement for Continuing Environmental Engineering Services dated January 12, 2024.

Scope of Work

Montrose proposes to provide professional labor and resources to support GOAA with as-of-yet-undefined environmental engineering services associated with OIA. Under the direction of GOAA, the professional services may encompass a comprehensive range of activities aimed at preventing or assessing, managing, and mitigating environmental impacts. Activities may include identifying and properly disposing of unknown materials and wastes, responding to releases of sewage or other contaminants, defining the nature and extent of existing contamination, or designing and implementing remediation strategies for contaminated sites. Services will be conducted with the goal of preventing or minimizing impacts to natural resources, ecosystems, and/or human health. Services will be performed in accordance with federal and state environmental regulations and standards.

Schedule, Costs, and Deliverables

Services will typically be initiated within one week of receiving a request from GOAA. Fees for services will be invoiced on a time and materials basis based on the scope required for each unique service with a contract ceiling of **$30,000.00**. Montrose will utilize the GOAA-approved unit rates provided in **Attachment A.**

In the event additional equipment, materials, or outside resources are required beyond the contract ceiling, they will be billed at-cost.

Montrose will provide electronic copies of reports associated with the services described herein. Hardcopies will be generated upon request.

MWBE / LDB / VBE / DBE Commitment

Montrose has teamed with Southern Research Laboratories, Inc. (SRL) to provide analytical services. SRL is a GOAA-certified Minority/Woman/Veteran-owned Business Enterprise.

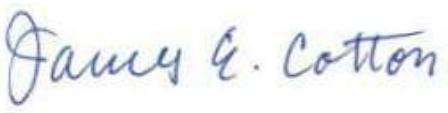
Montrose will also utilize the following non-small business subcontractors to support on-call services as needed depending on tasks assigned by GOAA:

- SGS North America
- Earth Tech Drilling, Inc.

Closure

We appreciate the opportunity to support GOAA with this project. If you have any questions or require additional information, please contact me at 407-304-9568 / jicotton@montrose-env.com.

Very truly yours,
Montrose Environmental Solutions, Inc.



James Cotton, PG
Contract Manager

Enclosures:

Attachment A – Unit Rate Fees
Attachment B – Subcontractor Cost Backup
Attachment C – Truth in Negotiation Certification

Attachment A

Cost Estimate

Cost Estimate
OIA On-Call Environmental Engineering Services
Greater Orlando Aviation Authority
Continuing Environmental Engineering Consulting Services - January 12, 2024
August 17, 2024 (rev 8/26/2024)

ITEM	RATE	UNIT
MONTROSE PERSONNEL LABOR		
Principal (Rob Bogert, Dan Agramonte, Jeff Martineau)	$246.00	Hour
Senior Engineer (Tammy Onorato, Debbie Htichcock)	$199.00	Hour
Senior Project Manager (Jim Cotton)	$177.00	Hour
Senior Geologist (Fred Portofe, Kyle Lapic, Laurel Webb)	$151.00	Hour
Biologist (Kendra Tremain, Christian Miller)	$109.00	Hour
Project Geologist (Mark Boward, Todd Akin, Erin DeSourdy)	$115.00	Hour
Database Administrator (Jacob Crisafulli)	$115.00	Hour
Chemist/Reviewer	$113.00	Hour
Field Geologist (Louis Bustamante, Dianne Montes, TJ Lyons)	$88.00	Hour
Administrative Assistant (Kim Gallagher)	$76.00	Hour
CAD/GIS/BIM Analyst (Justin Rickey, Vanessa Vasquez)	$67.00	Hour
MONTROSE MATERIALS AND EXPENSES		
Level D PPE (Hard Hat, Work Gloves, Boots, Cotton Clothes, Safety Glasses)	$30.00	Per Man/Day
Respirator)	$50.00	Per Man/Day
Respirator Cartridges (Mercury)	$36.00	Pair
Respirator Cartridges (OVAG)	$20.00	Pair
Respirator Cartridges (HEPA P100)	$13.00	Pair
Respirator Cartridges (ACID/GAS)	$20.00	Pair
Respirator Cartridges (AMMONIA)	$25.00	Pair
Respirator Cartridges (MULTI-GAS)	$25.00	Pair
Respirator Cartridges (ORGANIC/HEPA)	$40.00	Pair
TYVEK TYCHEM QC (HOODS AND BOOTS)	$14.00	Each
TYVEK TYCHEM SL- SEALED SEAMS SUITS (HOODS & BOOTS)	$30.00	Each
Rain Suits	$30.00	Each
Acid Splash Suit	$50.00	Each
Neoprene Gloves (HEAVY DUTY)	$13.00	Pair
PVC Coated Gloves	$6.00	Pair
Disposable Gloves (Latex)	$25.00	Box
Viton Gloves	$125.00	Pair
SAMPLING/TESTING EQUIPMENT		
Crew Truck	$135.00	Day
Polaris Side by Side / 4-Wheeler	$165.00	Day
14- Tracker Jon Boat	$100.00	Day
16' AlumaCraft w/ Motor	$200.00	Day
22' Mavrick w/ Outboard Motor	$700.00	Day
GPS w/sub-meter accuracy (Trimble or Arrow Gold)	$150.00	Day
OVA PID METER - (Multi Rae 3000)	$110.00	Day
OVA FID METER - (Photovac MicroFID)	$120.00	Day
Calibration Gas Kit (Isobutylene)	$20.00	Day
Calibration Gas (FOUR GAS + ISOBUTYLENE)	$305.00	Cylinder (17L)

MULTIGAS/PID COMBO METER	$88.00	Day
YSI 556 (DO/COND/pH/ORP) with FLOW CELL	$140.00	Day
Water Level indicator	$50.00	Day
Oil/Water Interface Probe	$90.00	Day
Turbidity Meter	$50.00	Day
LOTO Equipment Sets (HASPS, LOCKS, TAGS)	$25.00	Day
Wet/Dry Vacuum	$25.00	Day
Drum Vacuum	$25.00	Day
pH Paper	$15.00	Roll
Radiation Meter (Vicoreen)	$40.00	Day
ISCO Composite Sampler	$75.00	Day
1/4" ID Poly Down Well Tubing (100FT)	$25.00	Roll
3/8" Poly Down Well Tubing (100FT)	$44.00	Roll
Silicone Tubing	$5.00	LF
Peristaltic Pump	$50.00	Day
Disposable Coliwasa (glass)	$20.00	Each
55 Gallon Drum (DOT Open Top Metal)	$80.00	Each
Soil Sampling Kit (Augers, bowls, Jars, Decon Equip)	$35.00	Day
Fuel	$200.00	Day
Silt Fencing	$250.00	LS
Construction Fencing	$250.00	LS
Proctor and Compaction Testing	$850.00	LS
Sod (400 sq feet/pallet)	$150.00	Pallet
ENVIRONMENTAL SAMPLING - EARTH TECH DRILLING		
Mobilization R/T	$1,300.00	Each
DPT Rig (two person crew)	$1,750.00	Day
DPT Rig (two person crew)	$1,500.00	1/2 Day
1" PVC Monitoring Well to 15 ft bgs (materials)	$252.00	Each
Flush-mount Well Pad	$235.00	Each
Above-grade Completion	$325.00	Each
Well Development	$75.00	Hour
55-gal Drum	$85.00	Each
Permit	$55.00	Each
Standby Time	$225.00	Hour
ANALYTICAL SERVICES - SOUTHERN RESEARCH LABORATORIES		
TCLP Extraction Procedure (ZHE) (1311)	$65.00	Each
TCLP Volatile Organics by GC-MS (1311/8260B)	$135.00	Each
TCLP Semi-Volatile Organics by GC-MS (1311/8270)	$295.00	Each
TCLP 8 RCRA Metals (Solids & Wastes)	$165.00	Each
TCLP Chlorophenoxy Herbicides in Soil & Waste (1311/8151A)	$195.00	Each
TCLP Organophosphorus Pesticides in Soil & Waste (1311/8141)	$125.00	Each
TCLP Organochlorine Pesticides & PCBs (1311/8081A-82)	$165.00	Each
RCRA 8 Metals, Soil & Waste (As,Ba,Cd,Cr,Pb,Hg,Se,Ag)	$165.00	Each
RCRA 8 Metals, Water (As,Ba,Cd,Cr,Pb,Hg,Se,Ag)	$135.00	Each
RCRA 4 Metals, Soil & Waste (As,Cd,Cr,Pb,)	$95.00	Each
RCRA 4 Metals, Water (As,Cd,Cr,Pb,)	$80.00	Each
Volatile Organics~Low Level Method in Soil & Waste by GC-MS (5035/8260)	$135.00	Each
Volatile Organics in Water by GC-MS (5030/8260)	$125.00	Each

Semi-Volatile Organics in Soil & Waste by GC-MS (3550/8270)	$295.00	Each
Semi-Volatile Organics in Water by GC-MS (3510/8270)	$295.00	Each
Florida-Petroleum Range Organics in Soil (FL-PRO)	$90.00	Each
Florida-Petroleum Range Organics in Water (FL-PRO)	$85.00	Each
Used Oil (8260,8270,8081/8082/FL-PRO, As, Cd, Cr, Pb)-Backfill	$399.00	Each
PAHs in Soil and Waste by GC-MS (3550/8270C-SIM)-confirmation samples	$150.00	Each
PAHs in Water by GC-MS (3550/8270C-SIM)	$135.00	Each
Petroleum Solvents - Sites (Table B) (8260-VOA/PAHs/TRPH)	$310.00	Each
(8260-VOA/PAHs/TRPH/EDB/As/Cd/Cr/Pb/Chloride/Sulfate/TDS)	$398.00	Each
Gas & Kerosene Group (8260, 8270-SIM, FL-PRO, 8011, Pb) in Water	$310.00	Each
Gas & Kerosene Group (8260, 8270-SIM, FL-PRO) in Soil & Waste	$265.00	Each
Used Oil (8260,8270,8081/8082/FL-PRO, As, Cd, Cr, Pb)-Soil & Waste	$795.00	Each
Used Oil (8260,8270,8081/8082/FL-PRO, As, Cd, Cr, Pb)-Water	$795.00	Each
Table E (VOA,VOH,PAHs,As,Cd,Cr,Pb,TRPH) in Soil and Sediment	$395.00	Each
Table E (VOA,VOH,PAHs,EDB,As,Cd,Cr,Pb,TRPH,Chloride, Sulfate,TDS)-GW	$495.00	Each
Chlorophenoxy Herbicides in Soil & Waste (8151)	$195.00	Each
Chlorophenoxy Herbicides in Water (615/8151)	$195.00	Each
Organochlorine Pesticides in Soil & Waste (8081)	$135.00	Each
Organochlorine Pesticides in Water (608/8081)	$125.00	Each
Organophosphorus Pesticides in Soil & Waste (8141)	$185.00	Each
Organophosphorus Pesticides in Water (614/8141)	$175.00	Each
Preburn, Virgin {8260/FL- P RO/As/ Cd/Cr/Pb	$250.00	Each
Preburn, Non Virgin {8260/FL- P RO/As/ Cd/Cr/Pb/ 8082/TOX	$399.00	Each
ANALYTICAL SERVICES - SGS NORTH AMERICA INC		
Perfluoalkyl Substances in Water by (1633)	$385.00	Each
Perfluoalkyl Substances in Soil (1633)	$405.00	Each

MSE NTE Labor Fees	**$23,500.00**	78%
MSE NTE Expenses	**$1,210.00**	4%
NTE Subcontractor Expenses	**$5,290.00**	
Earth Tech Drilling	$2,000.00	7%
Southern Research Laboratories (MWBE)	$2,500.00	8%
SGS	$790.00	3%
Total NTE Amount	**$30,000.00**	

The above referenced fees and expenses are estimated. Actual fees and expenses will vary based on scope of work performed.

Attachment B

Subcontractor Backup

EARTH TECH DRILLING

2703 NW 19TH STREET, POMPANO BEACH, FL 33069

954.974.2424 FAX:954.974.2423

Environmental . Geotechnical

Contractor Name: Montrose **Date: 8/14/2024**

Site Name : Unit Rates **FAC ID#:**

PROPOSED SCOPE OF WORK:

	DPT Drilling Services	Unit	Unit Rate	Number of Units	Extended Price
1	Mobilization (From Pompano Beach, FL to Orlando, FL)		daily roundtrip	$ 1,300.00	$ -
2	Per Diem (2 Man Crew)		night	$ 575.00	$ -
3	DPT Rig w/ 2 Man Crew		day	$ 1,750.00	$ -
4	1/2 Day DPT Rig w/ 2 Man Crew (Up to 5 Hrs)		1/2 day	$ 1,500.00	$ -
5	Materials: 1" x 5' PVC Riser		each	$ 42.00	$ -
6	Materials: 1"x5' Pre-Pack Screen		each	$ 110.00	$ -
7	Vapor Probe - 1" x 5' w/ 4' .010" Screen & Test Port		each	$ 350.00	$ -
8	Materials: 2" PVC Well Installation w/ Augers		foot	$ 32.00	$ -
9	8" Flush Completion w/ 2'x2' Concrete Pad		each	$ 235.00	$ -
10	4" Above Grade Completion w/ 2'x2' Concrete Pad		each	$ 325.00	$ -
11	4" Bumper Post Installed - Painted		each	$ 135.00	$ -
12	Well Development (includes 1/2 hr w/ pump)		1/2 hour	$ 75.00	$ -
13	55 Gallon Drums		each	$ 80.00	$ -
14	Well Construction Permits (Orange County)		each	$ 55.00	$ -
15	Standby / Difficult Access		hour	$ 225.00	$ -
			TOTAL QUOTE PRICE		**$ -**

Notes: **ETD Policy: If pea gravel is encountered, borehole advancement is terminated. If client would like to continue borehole advancement, it is at the risk of the consultant, FDEP or property owner.**

Days to Complete Scope of Work: **Project No.:** _____

Subcontract Company Name: EARTH TECH DRILLING. Inc.

Subcontract Mailing Address: 2703 NW 19th Street, Pompano Beach, FL 33069

Signature and Title of Person Submitting Quote: *Charles Bucher* **Date: 8/14/2024**

Southern Research Laboratories, Inc.

279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

PRICING SCHEDULE FY2025
PREPARED FOR : Montrose Environmental Group

VOLATILE ORGANIC COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Volatile Organic Halocarbons (VOH)	EPA 8260	$65.00	$70.00
BTEX/MTBE (VOA)	EPA 8260	$55.00	$60.00
Volatile Organics (8260)	EPA 8260	$125.00	$135.00
1,4 Dioxane	EPA 8260SIM (Heated Purge)	$125.00	$130.00
Library Search (peaks > 10 ug/l	EPA 8260 TIC	$50.00	$50.00

SEMIVOLATILE COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Semivolatile Compounds (BNA)	EPA 8270	$295.00	$295.00
Polynuclear Aromatic Hydrocarbon Compounds	EPA 8270 SIM	$110.00	$125.00
EDB	EPA 8260SIM	$50.00	$60.00
Organochlorine Pesticides (Chlorinated)	EPA 8081	$125.00	$135.00
Organophosphorus Pesticides	EPA 8141	$175.00	$185.00
PCBs	EPA 8082	$90.00	$90.00
Chlorophenoxy Herbicides	EPA 8151	$195.00	$195.00
FLPRO	FLPRO	$85.00	$90.00
Library Search (peaks > 10 ug/l)	EPA 8270 TIC	$50.00	$50.00

METALS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Metals by ICP/ICP-MS	EPA 200.7/6010/6020	$16.00	$20.00
RCRA 8 Metals	EPA200.7/6010/245.1/7471	$135.00	$165.00
Mercury by Cold Vapor	EPA 245.1/7471	$40.00	$45.00
Mercury, Low Level	EPA 1631	$125.00	NA
Laboratory Flitration for Dissolved Metals	SOP	$10.00	NA

RCRA/WASTE CHARACTERIZATION

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS
TCLP Metals, RCRA 8*	EPA 6010/7471	$165.00
TCLP Volatiles*	EPA 8260	$135.00
TCLP Semivolatiles*	EPA 8270	$295.00
TCLP Pesticides*	EPA 8081	$125.00
TCLP Herbicides*	EPA 8151	$195.00
TCLP/SPLP Extraction	EPA 1311/1312	$65.00
ZHE Volatile Extraction	EPA 1311/1312	$65.00
Ignitabilty	EPA 1010	$75.00
Flashpoint	ASTM D93	$75.00
Corrosivity (pH)	EPA 9056	$15.00

*TCLP Extraction Fees not Included.

Southern Research Laboratories, Inc.

279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

PRICING SCHEDULE FY2025
PREPARED FOR : Montrose Environmental Group

UST GROUP TESTS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Table B, 62-777 (KAG)	Various	$310.00	$265.00
Table C, 62-777	Various	$675.00	$690.00
Virgin Preburn 62-713 (VOH/4 RCRA/FLPRO)	Various	NA	$250.00
Non Virgin Preburn, 62-713	Various	NA	$399.00
(VOH/FLPRO/4 RCRA/TOX/PCBs)			
MA-EPH/VPH [MA-EPH (Extractable Petroleum)] [MA-VPH (Volatile Petroleum Hydrocarbons)]	Various	NA	$325.00

GENERAL CHEMISTRY

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Alkalinity	EPA 310.1/SM2320B	$25.00	NA
CBOD	SM5210B	$50.00	NA
Chloride	EPA 300.0/9053	$25.00	$35.00
Hardness	SM 2340C	$35.00	NA
Hexavalent Chromium	EPA 7196A/SM 3500-CR	$35.00	$50.00
Nitrogen, Ammonia	350.1/350.3	$50.00	$50.00
Nitrogen, Nitrate	EPA 300.0/SM4500-NO3	$25.00	$35.00
Nitrogen, Nitrite	EPA 300.0/SM4500-NO2	$25.00	$35.00
Nitrogen, Nitrate+Nitrite	EPA 300.0/SM4500-NO3-NO2	$50.00	$35.00
Nitrogen, Total	TKN+NOX	$65.00	$85.00
Oil and Grease SGT-HEM	EPA 1664	$125.00	$125.00
pH	EPA 150.1/SM4500-H+B	$15.00	$15.00
Phenols, Total	420.2	$95.00	NA
Phosphorus, Ortho	EPA 300.0/EPA 365.3	$35.00	$35.00
Phosphorus, Total	EPA 365.3	$35.00	$35.00
Residue, Filterable (TDS)	SM 2540C	$25.00	NA
Residue, Non Filterable (TSS)	EPA 160.1	$25.00	NA
Sulfate	EPA 300.0/375.4	$35.00	$35.00
Sulfide	EPA 376.1/SM 4500-S-F	$35.00	$35.00
Total Halogens		$125.00	$125.00

MISC CHARGES

ITEM	COST PER SAMPLE
Rush Fee 24 Hr.	200% Surcharge
Rush Fee 48 Hr.	175% Surcharge
Rush Fee 72 Hr.	100% Surcharge
Environmental Impact Fee (per work order)	$15.00
Sample Disposal Fee (per sample)	$3.00
Holds OR Cancellations (Per sample)	$7.00
25g EnCore Sampler (SPLP ZHE)	$25.00

Prices quoted renect a 5-10 business day turnaround and Include the following service options:

- All necessary sampllng containers, coolers, and preservatives.
- Pre printed labels, • Sample kit delivery only
- Data delivery via email.

From: Gaudios, Susan (Orlando) <Susan.Gaudios@sgs.com>
Sent: Thursday, August 15, 2024 3:19 PM
To: Jim Cotton
Subject: Re: [EXTERNAL] GOAA PFAS testing

Method 1633 AQ $385/SO $405

Sent from my Verizon, Samsung Galaxy smartphone
Get Outlook for Android

From: Jim Cotton <jicotton@montrose-env.com>
Sent: Thursday, August 15, 2024 3:16:04 PM
To: Gaudios, Susan (Orlando) <Susan.Gaudios@sgs.com>
Subject: [EXTERNAL] GOAA PFAS testing

*** WARNING: this message is from an EXTERNAL SENDER. Please be cautious, particularly with links and attachments. ***

Hi Susan,

Would you mind replying to this email with costs for EPA 1633 in aqueous and solids? I need the pricing as backup to our GOAA proposals for work in their fiscal year 2025 beginning September 1st. A formal quote would be fine, too, but I need something in writing by EOD tomorrow.

Thank you!
Jim

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Attachment C

Truth in Negotiation Certification

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 Montrose Environmental Solutions, Inc.

By: James E. Cotton

Print Name: James E. Cotton

Date: August 16,2024

Addenda / Amendments Awarded per Agreement - Summary for Committee

Montrose Environmental Solutions, Inc. -- Agreement No. 202311-CEE2

Continuing Environmental Engineering Consultant Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Environmental Engineering Consultant Services	PSC	11/15/23	12/13/23	01/12/24		$0.00	$0.00
001	000	-	FY24 On Call Environmental Compliance Services	PSC	07/23/24	NA	08/01/24		$30,000.00	$30,000.00

Total for Montrose Environmental Solutions, Inc. for Agreement No. 202311-CEE2 **$30,000.00**

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 Engineering			
Montrose Environmental Solutions, Inc.	01/12/24	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	01/12/27

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
07/23/24		001	000	$30,000.00	$30,000.00

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: September 3, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with CDM Smith, Inc. for FY25 On-Call Resiliency Support for developing various Resiliency Programs and Implementation Alternatives at Orlando International Airport.

BACKGROUND

In 2023, the firms providing Continuing Environmental Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On December 13, 2023, the Aviation Authority Board approved a Continuing Environmental Engineering Consultant Services Agreement with the following firms:

- CDM Smith
- Montrose Environmental Solutions, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but are not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum, and hazardous material incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orland International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental 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 August 27, 2024, is to provide on-call resiliency support.

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 Engineering Consultant Services Agreement with CDM Smith, 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 $66,026.00. Funding is from Operation and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

RECOMMENDED ACTION

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

Not to Exceed Fees	$66,026.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$66,026.00**
CRI – Compliance Review Date	VM 08/27/2024
CRI – Funding Eligibility Review Date	08/27/2024

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with CDM Smith, Inc. for FY25 On-Call Resiliency Support for Developing Various Resiliency Programs and Implementation Alternatives at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that CDM Smith, Inc. proposes 37.9% MWBE participation in 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 Engineering Consultant Services Agreement with CDM Smith, Inc. for FY25 On-Call Resiliency Support for Developing Various Resiliency Programs and Implementation Alternatives at the 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: **$66,026.00**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	-	Actual Result	0.0%
Caucasian Female American	-	Actual Result	0.0%
Hispanic American	25,000.00	Actual Result	37.9%
Native American	-	Actual Result	0.0%
Other		Actual Result	0.0%
Total MWBE Participation	**25,000.00**	**Actual Result**	**37.9%**

6.b. Engineering / Professional Service Firm Information:

Name: **CDM Smith, Inc.**
Address: **101 Southhall Lane, Suite 200**
City, State, Zip: **Maitland, Florida 32751**
Telephone: **(407) 660-2552**

6.b. Name and Address of MWBE Subconsultant

Name: **ecoPreserve, LLC**
Address: 409 Fern Lake Dr.
City, State, Zip: Orlando, FL 32825
Telephone: 407-276-1764

6.c. *Identity: Hispanic American
Work Item(s): Resiliency Implementation Programming
Amount of Subcontract $25,000.00
Percent of Prime Contract (%): 37.9%

*** 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)**

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3555
Requestor's Name:	Keegan O'Brien	**Preparer's Extension:**	x3471
Preparer's Name:	Jessica Koller	**Solicitation #:**	N/A
Requestor's Department:	Environmental	**Contract # / Name:**	Environmental Engineering Consulting Services
Description:	FY2025 On-Call Resiliency Support	**Procurement Committee Date:**	September 3, 2024
Vendor:	CDM Smith, Inc.	**Agenda Item #:**	

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			$66,426.00			
Total Requisition:			$66,426.00			
Requisition Number:			97668			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97668	FY25 (Dept. 712) CDM	In Process	20-AUG-2024 09:52:1	USD	66,426.00	Wages, Alice M

101 Southhall Lane, Suite 200
Maitland, Florida 32751
tel: 407.660.2552

August 27, 2024

Mrs. Keegan O'Brien, P.E
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827

Subject: FY 2025 Resiliency Support, On-Call Consulting
Greater Orlando Aviation Authority

Dear Mrs. O'Brien:

CDM Smith Inc. (Consultant) is pleased to submit this proposal for on-call consulting services for the further development and implementation of resiliency programming for the Orlando International and Executive Airports. The scope of work is summarized below and will be executed in accordance with the Agreement for Continuing Environmental Engineering Consultant Services Orlando International and Executive Airports, between Greater Orlando Aviation Authority (Owner) and Consultant, dated July 1, 2024.

Consultant will be coordinating efforts with ecoPreserve, who as stated in their proposal included in **Attachment A**, has supported Owner for over 10 years, including providing a Sustainability Management Report in 2014. Their team of sustainability and resiliency consultants have also supported initiatives in many states, building sustainability at regional and local governments, for-profit and not-for-profit organizations, transit agencies, universities, and healthcare networks. Several of these projects have earned national recognition for their clients.

Scope of Work

Consultant will be available upon GOAA's request to provide on-call resiliency program development services for FY 2025.

When Owner requires assistance, Consultant will meet with Owner to identify the issues and determine the required actions. Prior to proceeding with on-call work, Consultant will obtain Owner's written approval.

The scope of work below is subject to change as desired by Owner, but serves as a basis for this proposal and includes the proposal as put forward by ecoPreserve included as **Attachment A.** ecoPreserve's proposal outlines an approach with three (3an initial components: Benchmarking of Energy Consumption, Establishment of an ARC Dashboard, and a Implementation of Effort

identified during the FY2024 activities. Consultant expected project and quality management tasks are defined below.

Task 1 – Resiliency Implementation Programming

Consultant will coordinate efforts, as directed, with Owner and ecoPreserve to further develop various Resiliency Programs and Implementation Alternatives. The following subtasks are anticipated and budgeted.

Subtask 1.1 – Energy Consumption Benchmarking and Establishment of an ARC Dashboard

On an as-requested basis, Consultant and ecoPreserve will complete a review of the Energy Star Portfolio Manager (ESPM) for select buildings confirming accuracy, assessing energy performance, and identifying trends or anomalies. Consultant will make updates to utility data in ESPM by gathering the latest source documentation for the energy sources and entering it into the Portfolio Manager. Consultant will utilize a second reviewer to ensure data entry accuracy. Consultant will add projects to the U.S Green Building Council (USGBC) system by uploading the necessary documentation for the LEED credits being pursued. Upon completion of adding additional projects to the USGBC system, Consultant and ecoPreserve will establish an ARC Dashboard and verify data by utilizing the verification criteria of accuracy, completeness, consistency, and validity.

Subtask 1.2 - Project Kickoff and Progress Meetings

Consultant will plan and coordinate a two (2) hour project kickoff meeting with Owner and ecoPreserve within the first 30-days from notice to proceed. Consultant will prepare a draft and final agenda and minutes from the kickoff meeting. Consultant proposes the initial project kickoff meeting to be held in-person at its Maitland, Florida office, or at another meeting place as directed by Owner, with the option for interested parties and remote project team members to call in and attend virtually.

Deliverables:

- Draft and Final Project Kickoff Agenda
- One (1) 2-Hour Project Kickoff Meeting
- Draft and Final Project Kickoff Minutes

Consultant will coordinate 30-minute monthly virtual progress meeting with Owner and ecoPreserve. Consultant will prepare a draft and final agenda and minutes from the meetings.

Deliverables:

- Draft and Final Progress Meeting Agendas
- Six (6) 30-Minute Monthly Progress Meetings
- Draft and Final Progress Minutes

Subtask 1.3 – Independent Review

Consultant will provide independent review of the project deliverables as proposed by ecoPreserve and listed below:

A. Benchmarking of Energy Consumption

B. Establishment of an ARC Dashboard

C. Implementation of Effort identified during the FY2024 activities

Subtask 1.4 – Project Management and Status Reports

Consultant's Project Manager will evaluate work performed and process subconsultant monthly invoices prior to submittal. Consultant will prepare and submit monthly status reports to accompany each invoice throughout the duration of this project.

Subtask 1.5 – Optional Tasks

Consultant's has budgeted for additional optional tasks. These additional tasks will be assigned as needed by Owner's project manager in writing.

Assumptions

1. All meetings will be held virtually unless specifically listed in the scope above.
    a. One (1) two (2) hour project kickoff meeting (in-person and virtual).
    b. Six (6) thirty (30) minute monthly progress meetings (virtual).
2. Review comments will be returned within two (2) weeks.
3. All deliverables will be provided as digital copies unless specifically listed.

Deliverables and Schedule

Deliverables will be mutually agreed upon between Owner and Consultant.

Work under this Task Order will be completed by September 27, 2025.

Compensation

Consultant will complete the work described on a not-to-exceed basis in the amount of **$66,026.** A breakdown of these costs can be found as **Attachment B** with a summary of DBE participation as **Attachment C.** Invoices will be submitted on monthly for the work performed based on the hours incurred and the hourly billing rates in the Contract, plus direct and subconsultant costs.

Authorization

If this proposal meets with your approval, work may be initiated by providing an Addendum to the Agreement for Continuing Environmental Engineering Services Contract dated July 1, 2024.

We look forward to working on this important project. Feel free to contact me at 407.497.8921 or by email with any questions or comments.

Sincerely,

Joshua Hirten, P.G.
Environmental Discipline Leader
CDM Smith
hirtenjj@cdmsmith.com

Eric Grotke, P.E., BCEE
Vice President
CDM Smith
grotkej@CDMSmith.com

cc: Oscar Vargas, ecoPreserve

Attachment A
ecoPreserve Proposed Scope of Services

PROPOSAL FOR ON-CALL CONSULTING

FOR SUSTAINABILITY PROGRAM DEVELOPMENT

Prepared for

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

Keegan O'Brien
Environmental Manager
Orlando International Airport
1 Jeff Fuqua Boulevard
Orlando, Florida 32827

Submitted by

ecoPreserve

409 Fern Lake Drive
Orlando, Florida 32825
www.ecopreserve.net
Certified DBE & B Corp

July 12, 2024

Keegan O'Brien
Environmental Manager
Greater Orlando Aviation Authority
Orlando, FL

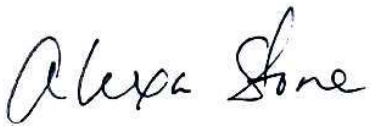
Dear Keegan,

We are honored to support the Greater Orlando Aviation Authority (GOAA) in furthering its established sustainability program. Having participated in the Authority's long history of innovative operations and efficient environmental design, we are pleased to contribute to its further achievements.

ecoPreserve is a local sustainability consulting company established in 2009. Beyond our Orlando headquarters, our sustainability and resiliency consultants have supported initiatives in many states, building sustainability at regional and local governments, for-profit and not-for-profit organizations, transit agencies, universities, and healthcare networks. Several of these projects have earned national recognition for our clients.

Our collaboration with your team will be the foundation for enduring, next-generation sustainability and resilience at GOAA. We are grateful for this opportunity to participate again in furthering GOAA's commitment to positive environmental change.

Sustainably Yours,



Alexa Stone, LEED AP, SFP, ENV SP
President

EXECUTIVE SUMMARY

ecoPreserve proposes developing a framework to update and extend the well-established sustainability initiatives of the Greater Orlando Aviation Authority (GOAA). Building on the sustainability accomplishments and goals of selected GOAA focus areas, the framework will provide strategy, cost, and value information to support the planning, budgeting, and completion of initiatives to achieve updated sustainability goals.

This project will provide key services and deliverables to assess sustainability, refine goals, and identify short—and long-term initiatives relevant to those goals.

ecoPreserve's proposed approach can be divided into 3 primary components. The project deliverables will be described in this document following the Executive Summary:

1. Gap Analysis & Best Practices Study:
   Review GOAA's current state sustainability efforts and achievements and those of 7-10 similarly sized airports. Document recommended best practices for airport sustainability and strategies for implementing them.

2. Goals Matrix:
   Based on the Gap Analysis and Best Practices Study, ecoPreserve will develop a goals matrix. This format gives decision-makers a clear view of specific, actionable, measurable goals and includes a cost/benefit analysis.

3. Sustainability Framework:
   Based on interviews and guidance, ecoPreserve will assess airport staff attitudes toward sustainability. The opportunities identified through that assessment will be recommended in a Sustainability Roadmap Document and its accompanying Sustainability Vision presentation.

SCOPE OF WORK

1. GAP ANALYSIS & BEST PRACTICES STUDY

The ecoPreserve team will research GOAA's existing sustainability goals, quantifiable targets, and achievements to form a current state baseline for the gap analysis. That baseline information will be reviewed in a facilitated Core Team meeting in which participants selected by GOAA share perspectives on environmental sustainability and resiliency.

The findings recorded by ecoPreserve's facilitator will be documented for review and further consideration of sustainability needs and suggested potential achievements.

After ecoPreserve consultants research GOAA's sustainability achievements and those of similarly sized airports, the Gap Analysis Report & Best Practices Study will document recommended best practices and implementation strategies.

DELIVERABLES

- **Gap Analysis Report & Best Practices Study.** This report will be organized and indexed as a desk guide for prioritizing and planning sustainability projects. After Goal Development, the *Sustainability Goals* will be an appendix of this report.

2. GOALS MATRIX

Based on the Gap Analysis Report and Best Practices Study, ecoPreserve will update GOAA's sustainability goals, eliminating gaps and ensuring each goal is specific, actionable, and measurable.

DELIVERABLES

- **Sustainability Goals.** Current and updated sustainability goals will be documented side-by-side. The tabular format will enable comparison of present and future targeted sustainability goals. These will be attached as an appendix to the Gap Analysis Report.
- **Cost and Impact Estimates.** The GOAA Sustainability Goals Report appendix will document the estimated costs and value of achieving updated sustainability goals. Rough Order of Magnitude (ROM) cost information of time, labor, materials, and equipment will be provided. Where available, the quantifiable potential value will be estimated.

3. SUSTAINABILITY FRAMEWORK

In preparing the framework, ecoPreserve will analyze the findings and participant feedback from the plan and lead a meeting where the core team shares perspectives on environmental sustainability and resiliency. Discussing current activities, possible needs, and suggested potential achievements will provide insight into which goals should first be addressed and how they can most efficiently and effectively be accomplished.

DELIVERABLES

- **Sustainability Roadmap.** The roadmap will present measurable short- and long-term actions supporting GOAA sustainability programs in a report/desk guide format.
- **Sustainability Vision.** ecoPreserve will develop an engaging presentation deck to effectively communicate the sustainability vision and objectives. The deck will foster engagement and collaboration among employees and stakeholders, ensuring alignment and support.

PRICING

Consulting support for this project will be billed hourly in accordance with ecoPreserve's approved GOAA rates. Project work will commence upon receipt of a Notice to Proceed and will continue until either a "not to exceed" threshold of $25,000 is reached or GOAA elects to terminate the project. As this is an "on call" contract, deliverables will be completed contingent upon the availability of sufficient hours. Invoices will be submitted monthly, reflecting hours worked, with payment terms of Net 30 days.

ecoPreserve Title	Billable Rates
Program Manager	$202
Consultant	$178
Sr. Project Manager	$144
Project Manager	$130

FOLLOW-ON SERVICES

FUNDING OPPORTUNITY RECOMMENDATIONS

ecoPreserve will research funding opportunities based on GOAA's identified initiatives and focus areas. As of July 2024, the Federal Aviation Administration (FAA) offers a broad range of grant programs relevant to sustainability.

1) Airport Improvement Program (AIP)
   - Terminal improvements
   - Airfield lighting and signage
2) Bipartisan Infrastructure Law (BIL) Grants
   - Modernizing terminal facilities
   - Airfield lighting and signage
3) FAA Sustainability Grants
   - Net-Zero Emission Goals
   - General Sustainability Projects
4) Voluntary Airport Low Emissions (VALE) Program
   - Emissions reduction
   - Charging infrastructure

STAKEHOLDER COMMUNICATION AND ENGAGEMENT

1) Conduct interdepartmental research, gathering information from internal and external representatives. This study will identify the communication strategies and media that have brought the most significant results in sustainability.
2) Document the research results, recommending communications content and strategies appropriate to the participating locations and departments.
3) Participate in GOAA's sustainability team, including kickoff and regular meetings. Collaborate to optimize the team's effectiveness as it focuses on updated sustainability goals.

STAFF EXPERTISE

Since 2009, ecoPreserve LLC has assisted the sustainability and resiliency initiatives of well-recognized organizations in Central Florida and nationwide. We are proud to have contributed specialized knowledge, analysis, and implementation activities furthering the sustainability and resiliency of these clients:

- **Local Governments:** Orange County, Osceola County, Lee County, City of Orlando, City of Palm Coast, City of Bartow, Gwinnett County, GA, City of Waco, Texas
- **Transportation Authorities:** Florida Department of Transportation, Greater Orlando Aviation Authority, Jacksonville Transportation Authority, MetroPlan Orlando, Philadelphia International Airport, Hartsfield-Jackson Atlanta International Airport, Dallas/Fort Worth International Airport, Port of Tampa
- **Federal Government:** U.S. Army Corp of Engineers, Department of Energy, Environmental Protection Agency, National Defense Resource Council, Department of Health
- **Higher Education Campus:** University of Central Florida, Florida, University of Florida, University of North Florida, Rollins College, Valencia College
- **Utilities:** Orlando Utilities Commission (OUC), Duke Energy
- **Hospitals:** AdventHealth, Orlando Health
- **Non-Profit Organizations:** The Four Rivers Foundation (4Roots), Goodwill Industries

ecoPreserve consultant expertise ranges from planning and program implementation to sustainable design, construction, and operations, from electric vehicle (EV) infrastructure design to Net Zero Energy (NZE) buildings, circular economies, and high-performance green building certifications.

Our team includes experienced professionals certified as engineers, project managers, commissioning agents, energy assessors, and energy managers. ecoPreserve consultants maintain accreditations in building, waste, and environmental certifications, including:

- Leadership in Energy and Environmental Design (LEED)
- WELL Buildings certification
- Green Globes Professional
- Envision Professional
- Waterfront Resiliency Professional
- Sustainable Facility Professional
- Certified Zero Waste Expert
- Stormwater Pollution Prevention Inspector

Attachment B
Budget Cost Breakdown

ATTACHMENT B - COST ESTIMATE
FY2025 Resiliency, On-Call Consulting
CDM Smith
8/27/2024

	Senior Officer	Senior Technical Specialist	Project Controls Manager	Technical Manager	Project III Professional	Project Controls Specialist	Contract Administrator	Project II Professional	Document Control	Total Hours	Professional Service Fees	Reimbursable Expenses
CDM Smith Billing Rates	$308	$270	$229	$202	$162	$127	$122	$119	$113			
Task 1 Sustainability Program Development	2	10	12	41	94	8	8	70	10	255	$41,026	
Subtask 1.1 Energy Consumption Benchmarking and Establishment of an ARC Dashboard			4	4	24					32	$5,612	
Subtask 1.2 Project Kickoff & Progress Meetings		2	2	8	6				2	20	$3,812	
Subtask 1.3 Independent Review			6	6	24				6	42	$7,152	
Subtask 1.4 Project Management and Status Reports	2	6		15		8	8			39	$7,258	
Subtask 1.5 Optional Tasks		2		8	40			70	2	122	$17,192	
Total [hours]	**2**	**10**	**12**	**41**	**94**	**8**	**8**	**70**	**10**	**255**	**$41,026**	
ecoPreserve Subconsultant Agreement											$25,000	
										REIMBURSABLE EXPENSES		
										PROFESSIONAL SERVICE FEES		
										TOTAL ESTIMATED PROJECT COSTS	**$66,026**	

Attachment C
DBE Participation

ATTACHMENT C - DBE PARTICIPATION SCHEDULE

FY2025 Resiliency, On-Call Consulting

CDM Smith

8/27/2024

Name of Subconsultant	Address	Proposed Scope of Services	Fee	Proposed Participation
ecoPreserve	409 Fern Lake Dr, Orlando, FL 32825	Resiliency Implementation Programming	$25,000.00	37%
Total Proposal Participation			$25,000.00	37%

Attachment D
Truth In Negotiation Certification

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 __CDM Smith, Inc._____

By:_____ _____

Print Name:___Joshua Hirten_____

Date: ___August 27, 2024_____

Addenda / Amendments Awarded per Agreement - Summary for Committee

CDM Smith Inc. -- Agreement No. 202311-CEE3

Continuing Environmental Engineering Consultant Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Environmental Engineering Consultant Services	PSC	11/15/23	12/13/23	07/01/24		$0.00	$0.00

Total for CDM Smith Inc. for Agreement No. 202311-CEE3 **$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 - Environmental Engineering			
CDM Smith Inc. Not a Minority Firm	07/01/24	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	07/01/27

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: September 3, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for FY25 On-Call Engineering Services at Orlando International Airport and Orlando Executive 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 August 14, 2024, is to provide on-call engineering services.

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 On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, 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 $100,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Addendum to 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	$100,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$100,000.00**
CRI – Compliance Review Date	DL 8/21/24
CRI – Funding Eligibility Review Date	8/21/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for FY25 On-Call Engineering Services at Orlando International Airport and Orlando Executive Airport.

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, Kimley-Horn and Associates, Inc. does not propose small business participation at this time.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 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 Civil Engineering Consultant Services
Description:	FY25 On-Call Engineering Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	Kimley-Horn & Associates, Inc.	**Agenda Item #:**	

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			$50,000.00			
301.716.170.5310010.000.000000			$50,000.00			
Total Requisition:			$100,000.00			
Requisition Number:			97678			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97678	9/3/24 FY25 On-Call C	Incomplete	20-AUG-2024 10:48:52	USD	100,000.00	Wages, Alice M

Kimley»Horn

August 14, 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: Greater Orlando Aviation Authority
Fiscal Year 2025 On-Call Engineering Services
Orlando International Airport and Orlando Executive Airport

Dear Keegan:

Attached, please find our proposal for the fiscal year 2025 on-call engineering services, in accordance with our Continuing On-Call Architecture and Civil Engineering Consultant Services contract (May 15, 2024) and approved rates.

The proposal submitted herein is for a total value of $100,000.00. All work completed under this authorization will be completed utilizing the contracted hourly rates, as shown on Table C-9, Summary of Contracted Hourly Rates, attached herein.

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/Senior Vice President

Brian S. Ashby, P.E.
Vice President

cc:
Enclosures
K:\ORL_Aviation_marketing\GOAA\2024-08-13-FY25 On-Call\Coverletter-OBrien-FY25 On Call Services -2024-08-13.docx

ATTACHMENT A: SCOPE OF SERVICES
ORLANDO INTERNATIONAL AIRPORT AND
ORLANDO EXECUTIVE AIRPORT
FISCAL YEAR 2025 ON-CALL ENGINEERING SERVICES
GREATER ORLANDO AVIATION AUTHORITY

OVERVIEW

The Greater Orlando Aviation Authority (GOAA) operates and maintains the Orlando International Airport (MCO) and Orlando Executive Airport (ORL). As part of the ongoing development and maintenance throughout the airport's property, there is a need for engineering services.

SCOPE:

Kimley-Horn will be available to GOAA to provide continuing engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; planning; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying services; 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 or 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 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.

TASK ONE – Fiscal Year 2025 On-Call Engineering Services

Kimley-Horn will be available to GOAA to provide continuing engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; planning; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying services; 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 or 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 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.

SCHEDULE

There are no set schedules for the services proposed. All schedules for services will be determined at the time services are requested.

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

TRUTH IN NEGOTIATION CERTIFICATION

FISCAL YEAR 2025 ON-CALL ENGINEERING SERVICES

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 14, 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
001	000	H-00378-MCO	H-00378-MCO STORMWATER PUMP SYSTEM PLAN Construction Administration Services for H-378	CCM	08/06/24	NA	08/09/24		$10,338.00	$10,338.00
002	000	-	East Airfield Site Development Planning	PSC	08/13/24	08/21/24	08/26/24		$1,225,970.00	$1,225,970.00

Total for Kimley-Horn and Associates, Inc. for Agreement No. 202404-CAE3 **$1,236,308.00**

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

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
08/13/24	08/21/24	002	000	$1,225,970.00	$1,225,970.00

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Oil/Water Separator (OWS) Maintenance Services at Orlando International Airport.

BACKGROUND

In 2023, the firms providing Continuing Environmental Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On December 13, 2023, the Aviation Authority Board approved a Continuing Environmental Engineering Consultant Services Agreement with the following firms:

- CDM Smith
- Montrose Environmental Solutions, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but are not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum, and hazardous material incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orland International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental 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 August 19, 2024, is to provide Oil/Water Separator (OWS) Maintenance Services.

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.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, 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 $52,082.00. Funding is from Operation and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$14,608.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$37,474.20
TOTAL	**$52,082.20**
CRI – Compliance Review Date	DL 8/26/24
CRI – Funding Eligibility Review Date	8/26/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Oil/Water Separator (OWS) Maintenance Services at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Terracon Consultants, Inc. proposes 3% MWBE participation in 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Oil/Water Separator (OWS) Maintenance Services at the 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: **$52,082.20**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	1,580.00	Actual Result	3.0%
Caucasian Female American	-	Actual Result	0.0%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other		Actual Result	0.0%
Total MWBE Participation	**1,580.00**	**Actual Result**	**3.0%**

6.b. Engineering / Professional Service Firm Information:

Name: **Terracon Consultants, Inc.**
Address: **1675 Lee Road**
City, State, Zip: **Winter Park, FL 32789**
Telephone: **(407) 740-6110**

6.b. Name and Address of MWBE Subconsultant

Name: **Southern Research Laboratories, Inc.**
Address: 2251 Lynx Lane, Suite 1
City, State, Zip: Orlando, FL 32804
Telephone: (407) 522-7100

6.c. *Identity: Black American
Work Item(s): Laboratory Services
Amount of Subcontract $1,580.00
Percent of Prime Contract (%): 3.0%

*** 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)**

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3555
Requestor's Name:	Keegan O'Brien	**Preparer's Extension:**	X2456
Preparer's Name:	Mikey Lima	**Solicitation #:**	N/A
Requestor's Department:	Environmental	**Contract # / Name:**	Environmental Engineering Consulting Services
Description:	FY 2025 Oil/Water Separator Quarterly Maintenance and Compliance	**Procurement Committee Date:**	September 3, 2024
Vendor:	Terracon Consultants, Inc.	**Agenda Item #:**	

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			$52,082.20			
Total Requisition:			$52,082.20			
Requisition Number:			97684			

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97684	FY25 (Dept.712) Terracon Oil Water S	In Process	20-AUG-2024 11:01:42	USD	52,082.20	Wages, Alice M	☐

1675 Lee Road
Winter Park, FL 32789
P (407) 740-6110
F (407) 740-6112
Terracon.com

August 19, 2024

Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827

Attention: Ms. Keegan O'Brien, P.E.
Telephone: 407-713-7080
Email: mary.obrien@goaa.org

Re: **Proposal for 2024-2025 Oil/Water Separator Quarterly Maintenance and Compliance**
Orlando International Airport
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C57

Dear Ms. O'Brien:

Terracon appreciates the opportunity to provide this proposal to conduct the oil/water separator (OWS) maintenance services at the Orlando International Airport (OIA). Quarterly maintenance of OWS pretreatment devices is required to uphold compliance with the City of Orlando's Fats, Oils and Grease (FOG) Management Program for wastewater discharge. The below described scope of work will include four (4) quarterly maintenance events covering the period through September 30, 2025. The maintenance services at the below noted sites will be performed by Petrotech Southeast, Inc. (Petrotech), of Astatula, Florida. The laboratory analytical testing services will be provided by Southern Research Laboratories, Inc. (SRL) of Altamonte Springs, Florida.

A. SCOPE OF SERVICES

Terracon will perform the quarterly maintenance and compliance reporting activities that will generally consist of the following:

- Motor Pool Facility Wash Rack area: one (1) tank with an approximate 1,200 gallons capacity.
- East Air Rescue Firefighting Facility (ARFF): one (1) tank with an approximate capacity of 1,500 gallons.
- West ARFF: one (1) tank with an approximate capacity of 1,500 gallons.
- Former AMI Leasing facility at Express Street: one (1) tank with an approximate capacity of 1,800 gallons.
- South Terminal Area: four (4) tanks with an approximate capacity of 1,000 gallons each.

Maintenance Services and Compliance Reporting

Maintenance activities include vacuum extraction of oil/water and sludge from the tanks, followed by pressure washing the interior of the tank and cleanout of appurtenances like trench drains and connection piping where accessible. Dependent on the condition of the tank and best management practices the volume of oily water and sludge may vary between maintenance periods. The actual volume removed from each OWS unit will be invoiced with the unit rates shown in **Attachment A** and in accordance with Petrotech's attached fee schedule. Each quarterly OWS maintenance event is anticipated to be completed in two (2) days, with one (1) day scheduled at the North Terminal and one (1) day scheduled at the South Terminal area. GOAA will be provided with a copy of the completed manifests from the waste disposal facility and the City of Orlando FOG Disposal Manifests records.

Waste Characterization

Sludge samples will be collected periodically and as needed for laboratory analyses to conduct waste characterization and maintaining the generator profile with the disposal facility. Laboratory analysis will be conducted by MWBE-certified SRL, in general accordance with their National Environmental Laboratory Accreditation Program approved Quality Assurance Plan, certified by the Florida Department of Health. The analytical suite will be determined based on the site-specific operations at each OWS area. For the purpose of this proposal, it is assumed that up to two (2) sludge samples will be collected for analysis of Toxicity Characteristic Leaching Procedure (TCLP) of metals by US Environmental Protection Agency (EPA) Method 6010, volatiles by EPA Method 8260 and semi-volatiles by EPA Method 8270. Any additional compounds analyzed will be invoiced in accordance with the attached SRL fee schedule.

B. COMPENSATION

Terracon is prepared to implement the above generally outlined scope of services immediately upon your authorization and notice to proceed. Our total estimated cost to complete the project is a Not To Exceed amount of **$52,082.20,** consisting of $14,608.00 in Professional Service Fees and $37,474.20 in Reimbursable Expenses as noted in **Attachment A.** The MWBE participation schedule and copy of the subcontractor estimates are provided in **Attachments B and C,** respectively. The Truth in Negotiation Certification is provided in **Attachment D.**

C. AUTHORIZATION

If this proposal meets with your approval, work may be initiated by sending an Addendum to the Continuing Environmental Engineering Services Contract dated January 8, 2024.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. If you have any questions or comments regarding this proposal or require additional services, please contact our office at 407-740-6110.

Sincerely,
Terracon Consultants, Inc.

Lydia Wing
Senior Geologist

Mark Mulligan, PG
Office Manager III

Attachment A – Estimated Costs
Attachment B – DBE Participation Schedule
Attachment C – Subcontractor Fee Schedule
Attachment D – Truth in Negotiation Certification

ATTACHMENT A

ESTIMATED COSTS

ATTACHMENT A - ESTIMATED COSTS
2024-2025 QUARTERLY OIL/WATER SEPARATOR MAINTENANCE
ORLANDO INTERNATIONAL AIRPORT
ORLANDO, ORANGE COUNTY, FLORIDA
TERRACON PROPOSAL NO. PH1247C57
August 19, 2024

DESCRIPTION	QTY.	RATE	UNIT	AMOUNT	PSF	RE
QUARTERLY MAINTENANCE EVENTS						
I. OIL/WATER SEPARATORS (Petrotech S.E., Inc.)						
a. Mobilization/Demobilization-Petrotech SE	2	$ 1,650.00	Per Event	$ 3,300.00		$ 3,300.00
b. Motor Pool Wash Rack- Oily Water	900	$ 0.55	Per Gallon	495.00		$ 495.00
c. Motor Pool Wash Rack- Oily Sludge	350	$ 1.25	Per Gallon	437.50		$ 437.50
d. Eastside Fire Station- Oily Water	11	$ 0.55	Per Gallon	6.05		$ 6.05
e. Eastside Fire Station- Oily Sludge	350	$ 1.25	Per Gallon	437.50		$ 437.50
f. Westside Fire Station- Oily Water	1100	$ 0.55	Per Gallon	605.00		$ 605.00
g. Westside Fire Station- Oily Sludge	350	$ 1.25	Per Gallon	437.50		$ 437.50
h. Former AMI Leasing Wash Rack- Oily Water	1100	$ 0.55	Per Gallon	605.00		$ 605.00
i. Former AMI Leasing Wash Rack- Oily Sludge	350	$ 1.25	Per Gallon	437.50		$ 437.50
j. South Terminal - Oily Water	3000	$ 0.55	Per Gallon	1,650.00		$ 1,650.00
k. South Terminal - Oily Sludge	250	$ 1.25	Per Gallon	312.50		$ 312.50
Subtotal Oil-Water Separator Maintenance				$ 8,723.55		
II. PROFESSIONAL SERVICES						
a. Mobilization - Terracon	2	$ 125.00	Per Event	$ 250.00		$ 250.00
b. Senior Project Manager	6	$ 177.00	Per Hour	$ 1,062.00	$ 1,062.00	
c. Project Manager	8	$ 100.00	Per Hour	800.00	$ 800.00	
d. Senior Technician	20	$ 82.00	Per Hour	1,640.00	$ 1,640.00	
e. Administrative	2	$ 75.00	Per Hour	150.00	$ 150.00	
Subtotal Professional Services				$ 3,902.00		
Subtotal Per Quarterly Event				$ 12,625.55		
Four Quarterly Maintenance and Reporting Events:	**4**	**$ 12,625.55**	**Each**	**$ 50,502.20**	**$ 14,608.00**	**$ 35,894.20**
WASTE CHARACTERIZATION						
III. LABORATORY SERVICES (Southern Research Labs)						
Oil/Water Separator Sludge						
a. TCLP Volatiles (EPA 8260)	2	$ 135.00	Each	$ 270.00		$ 270.00
b. TCLP Semi-Volatiles (EPA 8270)	2	$ 295.00	Each	$ 590.00		$ 590.00
c. TCLP Metals 8RCRA (EPA 6010)	2	$ 165.00	Each	$ 330.00		$ 330.00
d. TCLP Extraction (EPA 1311) [1 for each sample referenced above)]	6	$ 65.00	Each	$ 390.00		$ 390.00
Subtotal Laboratory Services				**$ 1,580.00**	$ -	**$ 1,580.00**
TOTAL ESTIMATED PROJECT COSTS				**$ 52,082.20**	**$ 14,608.00**	**$ 37,474.20**

TOTAL REIMBURSABLE EXPENSES	**$ 37,474.20**
TOTAL PROFESSIONAL SERVICE FEES	**$ 14,608.00**
TOTAL ESTIMATED PROJECT COSTS	**$ 52,082.20**

ATTACHMENT B

DBE PARTICIPATION SCHEDULE

ATTACHMENT B- DBE PARTICIPATION SCHEDULE
2024-2025 QUARTERLY OIL/WATER SEPARATOR MAINTENANCE
ORLANDO INTERNATIONAL AIRPORT
ORLANDO, ORANGE COUNTY, FLORIDA
TERRACON PROPOSAL NO. PH1247C57
August 19, 2024

Name of Subconsultant	Address	Proposed Scope of Services	FEE	Proposed Participation
Southern Research Laboratories, Inc.	279 Douglas Ave, Suite 1110, Altamonte Springs, FL 32714		$ 1,580.00	3.1%
		Total Proposed Participation	$ 1,580.00	3.1%

ATTACHMENT C

SUBCONTRACTOR FEE SCHEDULE

August 14, 2023

Lydia Wing
Terracon
1675 Lee Rd
Winter Park Fl 32789
407-740-6110

RE: GOAA Vacuum Truck Pricing (FY2025)

Dear Ms. Wing,

Petrotech Southeast, Inc. would like to take this opportunity to thank you for your interest in our services. Per your request, please find our proposal for the services you require.

Description of work: Petrotech Southeast, Inc. proposes to provide a vacuum truck and personnel to remove oily water and sludge from oil water separators at GOAA facilities in Orlando Florida. The non-hazardous waste material will be recycled and/or disposed of according to Florida's Department of Environmental Protection's regulations. All rates are based upon standard working hours 8 AM to 5 PM Monday through Friday.

Product / Service	Unit Type	Unit Price
Vacuum Truck (Portal to Portal)	Per Hour	$ 155.00
Oily waters	Per gal	$ 0.55
Solids / Sludge	Per Gal	$ 1.25
PPE Safety	Per man/day	$ 40.00
Current fuel rate on truck time only		12.90%

Estimate is for budgetary purpose only actual quantities invoiced. Payment Terms: Net 30 days. All other Petrotech Southeast, Inc. standard terms and conditions shall apply. Any applicable taxes and surcharges shall be invoiced accordingly.

If you have any questions regarding this service agreement, please do not hesitate to call me 813-892-3961.

Best regards,

Jason W. Yates
Vice President

ATTACHMENT D

TRUTH IN NEGOTIATION CERTIFICATION

Southern Research Laboratories, Inc.

279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

PRICING SCHEDULE FY2025
PREPARED FOR : TERRACON

VOLATILE ORGANIC COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Volatile Organic Halocarbons (VOH)	EPA 8260	$65.00	$70.00
BTEX/MTBE (VOA)	EPA 8260	$55.00	$60.00
Volatile Organics (8260)	EPA 8260	$125.00	$135.00
1,4 Dioxane	EPA 8260SIM (Heated Purge)	$125.00	$130.00
Library Search (peaks > 10 ug/l	EPA 8260 TIC	$50.00	$50.00

SEMIVOLATILE COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Semivolatile Compounds (BNA)	EPA 8270	$295.00	$295.00
Polynuclear Aromatic Hydrocarbon Compounds	EPA 8270 SIM	$110.00	$125.00
EDB	EPA 8260SIM	$50.00	$60.00
Organochlorine Pesticides (Chlorinated)	EPA 8081	$125.00	$135.00
Organophosphorus Pesticides	EPA 8141	$175.00	$185.00
PCBs	EPA 8082	$90.00	$90.00
Chlorophenoxy Herbicides	EPA 8151	$195.00	$195.00
FLPRO	FLPRO	$85.00	$90.00
Library Search (peaks > 10 ug/l)	EPA 8270 TIC	$50.00	$50.00

METALS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Metals by ICP/ICP-MS	EPA 200.7/6010/6020	$16.00	$20.00
RCRA 8 Metals	EPA200.7/6010/245.1/7471	$135.00	$165.00
Mercury by Cold Vapor	EPA 245.1/7471	$40.00	$45.00
Mercury, Low Level	EPA 1631	$125.00	NA
Laboratory Flitration for Dissolved Metals	SOP	$10.00	NA

RCRA/WASTE CHARACTERIZATION

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS
TCLP Metals, RCRA 8*	EPA 6010/7471	$165.00
TCLP Volatiles*	EPA 8260	$135.00
TCLP Semivolatiles*	EPA 8270	$295.00
TCLP Pesticides*	EPA 8081	$125.00
TCLP Herbicides*	EPA 8151	$195.00
TCLP/SPLP Extraction	EPA 1311/1312	$65.00
ZHE Volatile Extraction	EPA 1311/1312	$65.00
Ignitabilty	EPA 1010	$75.00
Flashpoint	ASTM D93	$75.00
Corrosivity (pH)	EPA 9056	$15.00

*TCLP Extraction Fees not Included.

Southern Research Laboratories, Inc.

279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

PRICING SCHEDULE FY2025
PREPARED FOR : TERRACON

UST GROUP TESTS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Table B, 62-777 (KAG)	Various	$310.00	$265.00
Table C, 62-777	Various	$675.00	$690.00
Virgin Preburn 62-713 (VOH/4 RCRA/FLPRO)	Various	NA	$250.00
Non Virgin Preburn, 62-713	Various	NA	$399.00
(VOH/FLPRO/4 RCRA/TOX/PCBs)			
MA-EPH/VPH [MA-EPH (Extractable Petroleum)] [MA-VPH (Volatile Petroleum Hydrocarbons)]	Various	NA	$325.00

GENERAL CHEMISTRY

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Alkalinity	EPA 310.1/SM2320B	$25.00	NA
CBOD	SM5210B	$50.00	NA
Chloride	EPA 300.0/9053	$25.00	$35.00
Hardness	SM 2340C	$35.00	NA
Hexavalent Chromium	EPA 7196A/SM 3500-CR	$35.00	$50.00
Nitrogen, Ammonia	350.1/350.3	$50.00	$50.00
Nitrogen, Nitrate	EPA 300.0/SM4500-NO3	$25.00	$35.00
Nitrogen, Nitrite	EPA 300.0/SM4500-NO2	$25.00	$35.00
Nitrogen, Nitrate+Nitrite	EPA 300.0/SM4500-NO3-NO2	$50.00	$35.00
Nitrogen, Total	TKN+NOX	$65.00	$85.00
Oil and Grease SGT-HEM	EPA 1664	$125.00	$125.00
pH	EPA 150.1/SM4500-H+B	$15.00	$15.00
Phenols, Total	420.2	$95.00	NA
Phosphorus, Ortho	EPA 300.0/EPA 365.3	$35.00	$35.00
Phosphorus, Total	EPA 365.3	$35.00	$35.00
Residue, Filterable (TDS)	SM 2540C	$25.00	NA
Residue, Non Filterable (TSS)	EPA 160.1	$25.00	NA
Sulfate	EPA 300.0/375.4	$35.00	$35.00
Sulfide	EPA 376.1/SM 4500-S-F	$35.00	$35.00
Total Halogens		$125.00	$125.00

MISC CHARGES

ITEM	COST PER SAMPLE
Rush Fee 24 Hr.	200% Surcharge
Rush Fee 48 Hr.	175% Surcharge
Rush Fee 72 Hr.	100% Surcharge
Environmental Impact Fee (per work order)	$15.00
Sample Disposal Fee (per sample)	$3.00
Holds OR Cancellations (Per sample)	$7.00
25g EnCore Sampler (SPLP ZHE)	$25.00

Prices quoted renect a 5-10 business day turnaround and Include the following service options:

- All necessary sampllng containers, coolers, and preservatives.
- Pre printed labels, • Sample kit delivery only
- Data delivery via email.

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terracon Consultants, Inc. -- Agreement No. 202311-CEE1

Continuing Environmental Engineering Consulting Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Environmental Engineering Consulting Services	PSC	11/15/23	12/13/23	01/09/24		$0.00	$0.00
001	000	-	FY24 On Call Environmental Engineering Consultant Services	PSC	07/23/24	NA	08/01/24		$30,000.00	$30,000.00

Total for Terracon Consultants, Inc. for Agreement No. 202311-CEE1 **$30,000.00**

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 Engineering			
Terracon Consultants, Inc.	01/09/24	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	01/09/27

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
07/23/24		001	000	$30,000.00	$30,000.00

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: September 3, 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 FY25 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

Consultant's proposal, dated August 19, 2024, is to provide on call environmental planning and NEPA compliance consulting services.

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.

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, 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 $35,812.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$35,812.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$35,812.00**
CRI – Compliance Review Date	DL 8/26/24
CRI – Funding Eligibility Review Date	8/26/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 FY25 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 limited and on-call nature of the services to be provided, Ricondo & Associates, Inc. does not propose small business participation in this addendum.

ATTACHMENT A

FINANCE FORM

Date:	August 20,2024	**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:**	General Consulting Services
Description:	FY25 On-Call Environmental Planning and NEPA Compliance	**Procurement Committee Date:**	September 3, 2024
Vendor:	Ricondo & Associates, Inc.	**Agenda Item #:**	

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**
301.712.170.5310005.000.000000			$35,812.00			
Total Requisition:			$35,812.00			
Requisition Number:			97676			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97676	FY25 (Dept. 712) Ricc	In Process	20-AUG-2024 10:42:4	USD	35,812.00	Wages, Alice M

RICONDO®

August 19, 2024

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

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

Dear Ms. O'Brien:

Ricondo & Associates, Inc. (Ricondo), in association with Environmental Science Associates (ESA), appreciates 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 (Aviation Authority), with a Not-to-Exceed Fee in the amount of $35,812.00. This proposed budget represents $10,000.00 for Ricondo and $25,812.00 for ESA. A copy of ESA's proposal is also attached to this letter for your reference.

These on-call 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 Aviation Authority 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 (including 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

The services provided under this agreement will be performed on an as-needed basis using Ricondo and ESA approved hourly rates. The proposed Not-to-Exceed Fee is $35,812.00.

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 (refer to **Table 1** below).

TABLE 1 –APPROVED HOURLY RATES

COMPANY	POSITION	HOURLY RATES
Ricondo	Senior Officer*	$400.00
Ricondo	Officer*	$390.00
Ricondo	Senior Director*	$345.00
Ricondo	Director*	$289.00
Ricondo	Manager*	$216.00
Ricondo	Senior Consultant*	$158.00
Ricondo	Technical Editor	$164.00
Ricondo	Senior Graphic Designer	$156.00
Ricondo	Graphic Designer	$122.00
Ricondo	Consultant*	$116.00
Ricondo	Technical Specialist	$ 75.00
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

*A travel premium (field) rate to cover expenses for the categories denoted above with an asterisk, allowing for an additional $50/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Chicago, Washington DC, Denver, and Dallas has also been approved; and an additional $35/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Miami.

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 – ESA Proposals; Truth in Negotiation Form

cc: 21041212

p:_projects\goaa (mco)\21041212-general_services\admin\02-scope\25-05-mco_environmental-nepa_advisory\081924_fy2025 on-call_environmental planning and nepa compliance consulting_mco.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: 08/19/2024

ESA

5401 South Kirkman Road
Suite 475
Orlando, FL 32819
407.403.6300 phone
407.403.6301 fax

esassoc.com

August 15, 2024

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

Subject: FY 2025 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) for FY 2025. 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

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 On-Call Environmental Engineering Consulting Services at Orlando International Airport.

BACKGROUND

In 2023, the firms providing Continuing Environmental Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On December 13, 2023, the Aviation Authority Board approved a Continuing Environmental Engineering Consultant Services Agreement with the following firms:

- CDM Smith
- Montrose Environmental Solutions, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but are not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum, and hazardous material incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orland International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental 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 August 16, 2024, is to provide On-Call Environmental Engineering Consulting Services.

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.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, 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 $30,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$30,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$30,000.00**
CRI – Compliance Review Date	DL 8/23/24
CRI – Funding Eligibility Review Date	8/23/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 On-Call Environmental Engineering Consulting Services at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the on-call, as-requested nature of the services to be provided, Terracon Consultants, Inc. does not propose small business participation in this addendum at this time.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3555
Requestor's Name:	Keegan O'Brien	**Preparer's Extension:**	X2456
Preparer's Name:	Mikey Lima	**Solicitation #:**	N/A
Requestor's Department:	Environmental	**Contract # / Name:**	Environmental Engineering Consulting Services
Description:	FY 2025 On-Call Environmental Engineering Consulting Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	Terracon Consultants, Inc.	**Agenda Item #:**	

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			$30,000.00			
Total Requisition:			$30,000.00			
Requisition Number:			97679			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97679	FY25 (Dept. 712) Terr	In Process	20-AUG-2024 10:52:2	USD	30,000.00	Wages, Alice M

1675 Lee Road
Winter Park, FL 32789
P (407) 740-6110
Terracon.com

August 16, 2024

Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827-4399

Attention: Ms. Keegan O'Brien
Telephone: 407-713-7080
Email: mary.obrien@goaa.org

Proposal for On-Call Environmental Engineering Consulting Services (FY25)
Orlando International and Executive Airports
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C46

Dear Ms. O'Brien:

In accordance with your request, Terracon Consultants, Inc. (Terracon) is pleased to present for your review and consideration our proposal to provide additional Fiscal Year 2024 On-Call Environmental Engineering Consulting Services on an as-needed basis at the Orlando International Airport (MCO) and Orlando Executive Airport (ORL). This proposal is provided as part of ongoing development and maintenance throughout the airport properties.

SCOPE OF SERVICES

Terracon will be available to GOAA (hereinafter "Authority") to provide continuing environmental consulting services and related professional services, including but not limited to conducting all phases of environmental review, planning, assessment and response; spill prevention planning and implementation, response and management plans; and interfacing with regulators and industry professionals to develop communication strategies, disposal options, soil (and other material and waste) management protocols, sampling and engagement with stakeholders; and all related services including coordination with the Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over facilities such as the Federal Aviation Authority (FAA), the Transportation Security Administration (TSA) and the Florida Department of Environmental Protection (FDEP).

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

SCHEDULE AND ESTIMATED FEES

There are no set schedules for services proposed. All schedules for services will be determined at the time the services are requested. Based on the scope requested, Terracon continues its commitment to utilize small business, minority and veteran-owned and disadvantaged business entities as feasible and available.

Terracon is prepared to implement the above generally outlined scope of services on an as-needed basis for a not to exceed amount of **$30,000.00**, utilizing Terracon's contract unit fee rates provided in **Attachment A.** The Truth in Negotiation Certification is provided as an **Attachment B.**

AUTHORIZATION

If this proposal meets with your approval, work may be initiated by issuing an Addendum to the Continuing Environmental Engineering Services Contract dated January 8, 2024.

Terracon appreciates the opportunity to provide these services to you and the Greater Orlando Aviation Authority. If you should have any questions or comments regarding this proposal, please contact either of the undersigned at 407-740-6110.

Sincerely,

Terracon Consultants, Inc.

Lydia Wing
Senior Geologist

Mark Mulligan, P.G.
Principal, Office Manager III

Attachment A – Terracon Compensation Schedule
Attachment B - Truth In Negotiation Certification

ATTACHMENT A

TERRACON COMPENSATION SCHEDULE

Excerpt from Terracon's Continuing Environmental Engineering Services Contract, dated January 8, 2024

Appendix A - Consultant's Compensation Schedule

Office	*Position*	*Hourly Rate*	*Effective*	*Renog. Date*	*Comments*
Terracon Consultants, Inc.					
HOME	Administrative	$75.00	01/05/24	01/05/25	
HOME	CADD Designer	$82.00	01/05/24	01/05/25	
HOME	CADD Designer	$65.00	07/11/18	07/11/19	
HOME	Clerical	$62.00	07/11/18	07/11/19	
HOME	Engineer	$89.00	01/05/24	01/05/25	
HOME	Engineer	$96.00	07/11/18	07/11/19	
HOME	Environmental Scientist	$92.00	01/05/24	01/05/25	
HOME	Field Geologist	$118.00	01/05/24	01/05/25	
HOME	Field Scientist	$73.00	01/05/24	01/05/25	
HOME	Multiplier	$2.95	01/05/24	01/05/25	
HOME	Multiplier	$2.93	07/11/18	07/11/19	
HOME	Principal	$251.00	01/05/24	01/05/25	
HOME	Principal	$247.00	07/11/18	07/11/19	
HOME	Project Archaeologist	$81.00	01/05/24	01/05/25	
HOME	Project Assistant	$80.00	01/05/24	01/05/25	
HOME	Project Manager	$100.00	01/05/24	01/05/25	
HOME	QC Reviewer	$220.00	01/05/24	01/05/25	
HOME	QC Reviewer	$192.00	07/11/18	07/11/19	
HOME	Senior Administrative Asst	$102.00	01/05/24	01/05/25	
HOME	Senior CADD Designer	$97.00	07/11/18	07/11/19	
HOME	Senior Engineer	$162.00	01/05/24	01/05/25	
HOME	Senior Engineer	$143.00	07/11/18	07/11/19	
HOME	Senior Environmental Technician	$75.00	07/11/18	07/11/19	
HOME	Senior Project Manager	$177.00	01/05/24	01/05/25	
HOME	Senior Project Manager	$169.00	07/11/18	07/11/19	
HOME	Senior Scientist	$157.00	01/05/24	01/05/25	
HOME	Senior Technician	$82.00	01/05/24	01/05/25	

ATTACHMENT B

TRUTH IN NEGOTIATION CERTIFICATION

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 ____Terracon Consultants, Inc.____

By:_____

Print Name:_____Mark Mulligan_____

Date: _____August 15, 2024__ _____

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terracon Consultants, Inc. -- Agreement No. 202311-CEE1

Continuing Environmental Engineering Consulting Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Environmental Engineering Consulting Services	PSC	11/15/23	12/13/23	01/09/24		$0.00	$0.00
001	000	-	FY24 On Call Environmental Engineering Consultant Services	PSC	07/23/24	NA	08/01/24		$30,000.00	$30,000.00

Total for Terracon Consultants, Inc. for Agreement No. 202311-CEE1 **$30,000.00**

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 Engineering			
Terracon Consultants, Inc.	01/09/24	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	01/09/27

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
07/23/24		001	000	$30,000.00	$30,000.00

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring at Orlando International Airport.

BACKGROUND

In 2023, the firms providing Continuing Environmental Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On December 13, 2023, the Aviation Authority Board approved a Continuing Environmental Engineering Consultant Services Agreement with the following firms:

- CDM Smith
- Montrose Environmental Solutions, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but are not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum, and hazardous material incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orland International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental 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 August 19, 2024, is to provide Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring.

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.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, 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 $31,687.00. Funding is from Operation and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$31,187.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$500.00
TOTAL	**$31,687.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Terracon Consultants, Inc. proposes 87.4% MWBE participation in 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring at the 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: **$31,687.00**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	-	Actual Result	0.0%
Caucasian Female American	27,687.00	Actual Result	87.4%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other		Actual Result	0.0%
Total MWBE Participation	**27,687.00**	**Actual Result**	**87.4%**

6.b. Engineering / Professional Service Firm Information:

Name: **Terracon Consultants, Inc.**
Address: **1675 Lee Road**
City, State, Zip: **Winter Park, FL 32789**
Telephone: **(407) 740-6110**

6.b. Name and Address of MWBE Subconsultant

Name: **Please see attached**
Address:
City, State, Zip:
Telephone:

6.c. *Identity:
Work Item(s):
Amount of Subcontract
Percent of Prime Contract (%):

*** 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)**

MWBE Subcontractor/Subconsultant Certification

Project Name & Number:	**Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring at the Orlando International Airport**
Prime Firm:	**Terracon Consultants, Inc.**
Addendum Amount:	**$31,687.00**

Company Name	**Grove Scientific & Engineering**		**RL Reed & Associates, Inc.**
Address	6140 Edgewater Drive		8901 Valencia Gardens Drive
City, State, Zip	Orlando, FL 32810		Orlando, FL 32825
Phone	407-298-2282		321-303-9033
Identity	Caucasian Female American		Caucasian Female American
Work Item	Air Permitting		Asbestos Monitoring
Amount of Subcontract	$23,687.00		4,000.00
Percentage	74.8%		12.6%
Company Name			
Address			
City, State, Zip			
Phone			
Identity			
Work Item			
Amount of Subcontract			
Percentage			
Company Name			
Address			
City, State, Zip			
Phone			
Identity			
Work Item			
Amount of Subcontract			
Percentage			
Company Name			
Address			
City, State, Zip			
Phone			
Identity			
Work Item			
Amount of Subcontract			
Percentage			
		$27,687.00	**87.4%**
		$31,687.00	

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3555
Requestor's Name:	Keegan O'Brien	**Preparer's Extension:**	X2456
Preparer's Name:	Mikey Lima	**Solicitation #:**	N/A
Requestor's Department:	Environmental	**Contract # / Name:**	Environmental Engineering Consulting Services
Description:	FY 2025 Air Permit Compliance Services and Asbestos Operations & Monitoring	**Procurement Committee Date:**	September 3, 2024
Vendor:	Terracon Consultants, Inc.	**Agenda Item #:**	

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			$31,687.00			
Total Requisition:			$31,687.00			
Requisition Number:			97682			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97682	FY25 (Dept. 712) Terr	In Process	20-AUG-2024 10:58:14	USD	31,687.00	Wages, Alice M

1675 Lee Road
Winter Park, FL 32789
P (407) 740-6110
F (407) 740-6112
Terracon.com

August 23, 2024

Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827-4399

Attention: Ms. Keegan O'Brien, P.E.
Telephone: 407-713-7080
Email: mary.obrien@goaa.org

Re: Proposal for FY25 Air Monitoring Services
Orlando International Airport
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C55r1

Dear Ms. O'Brien:

In accordance with your request, Terracon Consultants, Inc. (Terracon) is pleased to present for your review and consideration our proposal to conduct air permit compliance services and Asbestos Operations & Maintenance (O&M) monitoring for the Fiscal Year 2025 (FY25). In order to ensure Greater Orlando Aviation Authority's (GOAA's) compliance with the Florida Department of Environmental Protection (FDEP) air permit requirements, Terracon's sub consultant Grove Scientific and Engineering Company (GSE) will provide the below generally selected scope of services for Air Permitting. Asbestos O&M services will be conducted by RL Reed & Associates, Inc. (RL Reed) and will include on-call services that may include periodic surveillance, supplemental sampling, project monitoring services, operations and maintenance manual update, and/or awareness training as needed.

SCOPE OF SERVICES: AIR PERMITTING

The following tasks are to perform monthly record keeping and prepare an air pollution operating permit analysis to confirm that air permit exemption criteria are being satisfied:

Task 1 - Monthly record keeping

- Obtain fuel usage and hourly run time data on engines from client.
- Enter data in monthly record keeping program that complies with air permit requirements and review data.
- Submit monthly file electronically to client.
- Update monthly using data provided by client.

Task 2 - Prepare an air pollution operating permit exemption analysis

- Comprehensive review of current and historical diesel fuel usage.
- Confirm GOAA continues to remain under the air permit exemption threshold for both natural gas and facility-wide diesel usage on a monthly basis.
- Interact with GOAA to confirm the status of exemption.

Supplemental air permit tasks such as consulting regarding Terminal C support engines can be provided under separate cover when needed.

SCOPE OF SERVICES: ASBESTOS O&M

Asbestos O&M services will be provided on an on-call basis as needed and may include the following tasks:

Periodic Surveillance

- Verification of the presence and condition of reported asbestos containing materials (ACM), noting any deviations from the existing records, such as listed materials which are no longer present

Supplemental Sampling

- Sampling and analysis of any suspect ACM identified during the periodic surveillance that was not listed in the existing records.
- Homogeneous areas (HAs) will be identified along with the friability of the material and location on a chain-of-custody form and the samples will be transported to a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory for bulk sample analysis.
- Samples will be analyzed for the presence of asbestos fibers using Polarized Light Microscopy (PLM) in accordance with Environmental Protection Agency (EPA) Method 600/R-93/116.

Operations and Maintenance Manual Update

- Updating the existing O&M Program and Procedural Manual to reflect the results of the site verification and any supplemental sampling.
- Providing support to GOAA by providing annual notifications to tenants, custodial and employees regarding asbestos containing materials.

Awareness Training

If needed, RL Reed may provide training to supply the employees with an overview of the total asbestos program.

- Topics to be covered at the awareness training seminar generally include the two-hour Asbestos Hazard Emergency Response Act (AHERA) criteria at 40 Code of Federal Regulation (CFR) 763.
- Additional topics specific to the O&M Program can be addressed and sufficient time allocated for discussion.

Terracon Professional Services includes project management and review of all documentation, and administrative services.

SCHEDULE AND COMPENSATION

Terracon is prepared to implement the above generally outlined scope of services on an on-call basis immediately upon your notice to proceed.

Terracon is prepared to implement the above generally outlined scope of services on an as-needed basis for a not to exceed amount of **$31,687.00.** A breakdown of the estimated costs including the DBE participation may be found on **Attachments A** and **B,** respectively. A copy of the Terracon's contract unit fee rates and subcontractor fee schedules is provided in **Attachment C.**

The executed Truth in Negotiation Certification is provided in **Attachment D.**

AUTHORIZATION

If this proposal meets with your approval, work may be initiated by sending an Addendum to the Continuing Environmental Engineering Services Contract dated January 8, 2024.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. If you have any questions or comments regarding this proposal or require additional services, please contact our office at 407-740-6110.

Sincerely,
Terracon Consultants, Inc.

Lydia Wing
Senior Geologist

Mark Mulligan, P.G.
Office Manager III

Attachment A – Estimated Costs
Attachment B – DBE Participation Schedule
Attachment C – Terracon and Subcontractor Fee Schedules
Attachment D – Truth in Negotiation Certification

ATTACHMENT A

ESTIMATED COSTS

ATTACHMENT A - ESTIMATED COSTS
Proposal for Air Monitoring Services FY2025
Orlando International Airport
PROPOSAL NO. PH1247C55r2

	QTY.	RATE	UNIT	AMOUNT
I. REIMBURSABLE EXPENSES				
a. Estimated Reimbursable ACM Testing Expenses (RL Reed)	1	$ 750.00	Each	$ 500.00
Subtotal Reimbursable Expenses				$ 500.00
II. PROFESSIONAL SERVICE FEES				
TERRACON				
a. QC Reviewer		$ 220.00	Per Hour	
b. Senior Engineer		$ 162.00	Per Hour	
c. Senior Project Manager		$ 177.00	Per Hour	
d. CADD Designer		$ 82.00	Per Hour	$ 4,000.00
e. Senior Environmental Technician		$ 75.00	Per Hour	
f. Senior CADD Designer		$ 97.00	Per Hour	
g Senior Administrative Assistant		$ 102.00	Per Hour	
Subtotal Professional Services - Terracon				$ 4,000.00
GROVE SCIENTIFIC & ENGINEERING (MWBE)				
a. Principal		$ 134.00	Per Hour	$ 23,687.00
b. Senior Environmental Scientist		$ 71.00	Per Hour	
Subtotal Professional Services - Grove				$ 23,687.00
RL REED & ASSOCIATES (MWBE)				
a. Project Professional		$ 103.00	Per Hour	
b. Field Tech/Air Monitor		$ 47.00	Per Hour	
c. CAD		$ 47.00	Per Hour	$ 3,500.00
d. Admin. Support		$ 36.00	Per Hour	
e. Licensed Asbestos Consultants (LAC)		$ 125.00	Per Hour	
f. Certified Industrial Hygienist		$ 130.00	Per Hour	
Subtotal Professional Services - RL Reed				$ 3,500.00
Total Reimbursable Expenses				**$ 500.00**
Total Professional Service Fees				**$ 31,187.00**
TOTAL ESTIMATED PROJECT COSTS				**$ 31,687.00**

ATTACHMENT B

DBE PARTICIPATION SCHEDULE

ATTACHMENT B - DBE PARTICIPATION SCHEDULE

Proposal for Air Monitoring Services 2025
Orlando International Airport
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C55

Name of Subconsultant	Address	Proposed Scope of Services	FEE	Proposed Participation
Grove Scientific & Engineering	6140 Edgewater Drive, Suite F, Orlando, FL 32810	Air Permitting	$ 23,687.00	74.8%
RL Reed & Associates	8901 Valencia Gardens Drive, orlando, FL 32825	Asbestos Monitoring	$ 4,000.00	12.6%
Total Proposed Participation			$ 27,687.00	87.4%

ATTACHMENT C

TERRACON AND SUBCONTRACTOR FEE SCHEDULES

Excerpt from Terracon's Continuing Environmental Engineering Services Contract, dated January 8, 2024

Appendix A - Consultant's Compensation Schedule

Office	*Position*	*Hourly Rate*	*Effective*	*Renog. Date*	*Comments*
Terracon Consultants, Inc.					
HOME	Administrative	$75.00	01/05/24	01/05/25	
HOME	CADD Designer	$82.00	01/05/24	01/05/25	
HOME	CADD Designer	$65.00	07/11/18	07/11/19	
HOME	Clerical	$62.00	07/11/18	07/11/19	
HOME	Engineer	$89.00	01/05/24	01/05/25	
HOME	Engineer	$96.00	07/11/18	07/11/19	
HOME	Environmental Scientist	$92.00	01/05/24	01/05/25	
HOME	Field Geologist	$118.00	01/05/24	01/05/25	
HOME	Field Scientist	$73.00	01/05/24	01/05/25	
HOME	Multiplier	$2.95	01/05/24	01/05/25	
HOME	Multiplier	$2.93	07/11/18	07/11/19	
HOME	Principal	$251.00	01/05/24	01/05/25	
HOME	Principal	$247.00	07/11/18	07/11/19	
HOME	Project Archaeologist	$81.00	01/05/24	01/05/25	
HOME	Project Assistant	$80.00	01/05/24	01/05/25	
HOME	Project Manager	$100.00	01/05/24	01/05/25	
HOME	QC Reviewer	$220.00	01/05/24	01/05/25	
HOME	QC Reviewer	$192.00	07/11/18	07/11/19	
HOME	Senior Administrative Asst	$102.00	01/05/24	01/05/25	
HOME	Senior CADD Designer	$97.00	07/11/18	07/11/19	
HOME	Senior Engineer	$162.00	01/05/24	01/05/25	
HOME	Senior Engineer	$143.00	07/11/18	07/11/19	
HOME	Senior Environmental Technician	$75.00	07/11/18	07/11/19	
HOME	Senior Project Manager	$177.00	01/05/24	01/05/25	
HOME	Senior Project Manager	$169.00	07/11/18	07/11/19	
HOME	Senior Scientist	$157.00	01/05/24	01/05/25	
HOME	Senior Technician	$82.00	01/05/24	01/05/25	

August 9, 2024

Lydia Wing
Terracon
1675 Lee Road
Winter Park, FL 32789

RE: Proposal for Permitting Compliance and Monthly Records for 2025

Dear Lydia:

Grove Scientific & Engineering Company (GSE) has prepared this proposal to provide services and support to your company's ongoing engineering services contract for the Greater Orlando Aviation Authority (GOAA).

SCOPE OF SERVICES

Task 1 – Monthly record keeping

We propose to:

- Obtain fuel usage and hourly run time data on engines from client
- Enter data in monthly record keeping program that complies with air permit requirements and review data
- Submit monthly file electronically to client
- Update monthly using data provided by client

Cost Task 1

252 hours Senior Environmental Scientist @ $71.00/hr = $17,892.00

18 hours Principal @ $134.00/hr = $2,412.00

Total cost = $20,304.00

Task 2 - Prepare an air pollution operating permit analysis to confirm GOAA continues to meet air permit exemption criteria.

We propose to;

- Comprehensive review of current and historical diesel fuel usage.
- Confirm GOAA continues to remain under the air permit exemption threshold for both natural gas and facility-wide diesel usage on a monthly basis.
- Interact with GOAA to confirm status of exemption.

Cost Task 2

25 hours Senior Environmental Scientist @ $71.00/hr = $1,775.00

12 hours Principal @ $134.00/hr = $1,608.00

Total Fixed Cost = $3,383.00

Task 3 – General Consulting Budget for Consulting on Air Permit for Large Engines at South Terminal C.

We propose to;

- Budget for consulting on air permit for large engines to support South Terminal C. This is a general consulting budget to address air permit issues with the large engines that OUC current hold an air general permit for on GOAA's property. Time and materials will be billed against this budget as needed. If an air permit is needed for GOAA a separate proposal will be prepared addressing that scope.

Cost Task 3

25 hours Senior Environmental Scientist @ $71.00/hr = $1,775.00

40 hours Principal @ $134.00/hr = $5,360.00

Total Fixed Cost = $7,135.00

The project costs are summarized below:

Task 3 not included in this proposal.
Task 1 $20,304 plus
Task 2 $3,383 for a Total of $23,687.00

Project Cost Summary Table

1	Sr. Env. Scientist	252	71.00	17,892.00
	Principal	18	134.00	2,412.00
		Subtotal		**20,304.00**
2	Sr. Env. Scientist	25	71.00	1,775.00
	Principal	12	134.00	1,608.00
		Subtotal		**3,383.00**
~~**3**~~	~~Sr. Env. Scientist~~	~~25~~	~~71.00~~	~~1,775.00~~
	~~Principal~~	~~40~~	~~134.00~~	~~5,360.00~~
		~~**Subtotal**~~		~~**7,135.00**~~

Please let us know if we can provide any additional information for you regarding this proposal.

Sincerely,
Grove Scientific & Engineering Company

Sara Greivell

Sara Greivell,
President

Labor	
Project Professional	$103.00/hr
Field Tech/Air Monitor	~~$50.00/hr~~ $47/hr
CAD	$47.00/hr
Admin. Support	$36.00/hr
Licensed Asbestos Consultant (LAC)	$125.00/hr
Certified Industrial Hygienist (CIH)	$130.00/hr
Expenses	
Mileage	$0.57/mi
Fed Ex	$25.00
Lab, Equipment, Sub-Contractor Expenses	
Air-O-Cell Sporetrap	$65.00
Anderson Microbial Samples (fungi OR bacteria)	$65.00
Microbial Tape/Bulk (Fungi)	$65.00
PLM rush turnaround (per layer)	$26.25
PLMs	$15.75
PCM	$12.60
Lead soil, paint chip, 24 hr TAT	$30.00
IAQ Q-Trak Plus Monitors	$255.00/day
IAQRAE Monitor with PID	$255.00/day
TVA 1000 PID/FID	$225.00/day
RCRA Metals by ICAP	$100.00 ea
Metals by ICAP (except mercury)	$15.00
Mercury by cold vapor	$35.00
PM 10	$120.00/ea
Total VOC (mini can)	$450/ea
Bulk Dust Allergen (4 allergens analyzed per sample)	$50.00
Thermal Imaging Camera	$100.00/day
Microbial Bulk Wipe (Fungi AND Bacteria)	$60.00
Microbial Microvacuum by Weight	$60.00
Formaldehyde Samples (Badge)	$50.00
Formaldehyde Samples (Tube)	$79.00
Nuisance dust	$20.00
PEM sampler rental	$40.00
4 PCH (4-Phenylcyclohexene)	$150.00
Tenax Tube (for 4 PCH)	$20.00

8901 Valencia Gardens Dr., Orlando, FL 32825 Phone: 321-303-9033 Fax: 407-382-6231

FL. Licensed Asbestos Business ZA323

ATTACHMENT D

TRUTH IN NEGOTIATION CERTIFICATION

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 ____Terracon Consultants, Inc.____

By:_____

Print Name:_____Mark Mulligan_____

Date: _____August 23, 2024__

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terracon Consultants, Inc. -- Agreement No. 202311-CEE1

Continuing Environmental Engineering Consulting Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Environmental Engineering Consulting Services	PSC	11/15/23	12/13/23	01/09/24		$0.00	$0.00
001	000	-	FY24 On Call Environmental Engineering Consultant Services	PSC	07/23/24	NA	08/01/24		$30,000.00	$30,000.00

Total for Terracon Consultants, Inc. for Agreement No. 202311-CEE1 **$30,000.00**

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 Engineering			
Terracon Consultants, Inc.	01/09/24	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	01/09/27

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
07/23/24		001	000	$30,000.00	$30,000.00

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to Continuing Environmental Consulting Services Agreement with MSE Group, LLC for FY25 Wildlife Hazard Assessment and Abatement 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 August 19, 2024, is to provide natural resource management services for the management and abatement of wildlife species.

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.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Consulting Services Agreement with MSE Group, LLC 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 $276,951.00. Funding is from Operation and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 Environmental Consulting Services Agreement with MSE Group, LLC for the services contained herein and the amount as shown below:

Not to Exceed Fees	$219,618.00
Lump Sum Fees	$10,200.00
Not to Exceed Expenses	$47,133.00
TOTAL	**$276,951.00**
CRI – Compliance Review Date	DL 8/23/24
CRI – Funding Eligibility Review Date	8/23/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC. for FY25 Wildlife Hazard Assessment and Abatement at the Orlando International Airport.

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that MSE Group, LLC proposes 4% MWBE participation in 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 Environmental Consulting Services Agreement with MSE Group, LLC. for FY25 Wildlife Hazard Assessment and Abatement at the 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: **$276,951.00**

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	10,200.00	Actual Result	4%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other		Actual Result	0%
Total MWBE Participation	**10,200.00**	**Actual Result**	**4%**

6.b. Engineering / Professional Service Firm Information:

Name: **MSE Group, LLC**
Address: **5858 S. Semoran Blvd.**
City, State, Zip: **Orlando, FL 32822**
Telephone: **(407) 629-8180**

6.b. Name and Address of MWBE Subconsultant

Name: **EcoSpatial Analysts, Inc.**
Address: 881 Barton Blvd. Suite 145
City, State, Zip: Rockledge, FL 32955
Telephone: (321) 403-5147

6.c. *Identity: Caucasian Female American
Work Item(s): Wildlife Hazard Assessment and Survey
Amount of Subcontract $10,200.00
Percent of Prime Contract (%): 4%

*** 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)**

ATTACHMENT A

FINANCE FORM

Date:	August 20,2024	**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:	FY25 Wildlife Hazard Assessment and Abatement	**Procurement Committee Date:**	September 3, 2024
Vendor:	MSE Group, Inc.	**Agenda Item #:**	

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			$276,951.00			
Total Requisition:			$276,951.00			
Requisition Number:			97671			
Funding Approver:	*Andrea Harper*					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97671	FY25 (Dept. 712) MSE	In Process	20-AUG-2024 10:10:2	USD	276,951.00	Wages, Alice M

Proposal

ECOLOGICAL | ENVIRONMENTAL | ENGINEERING

August 19, 2024

Electronic Mail Delivery Only
mary.obrien@goaa.org

Keegan O'Brien, P.E.
Assistant Vice-Present of Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827

RE: **Proposal – Wildlife Hazard Assessment and Abatement**
Fiscal Year 25 (October 2024 – September 2025)
Orlando International Airport, Orlando, Florida
Continuing Environmental Consulting Services - May 7, 2021

Dear Ms. O'Brien:

MSE Group (MSE) is pleased to submit the following proposal to assist the Greater Orlando Aviation Authority (GOAA) by providing natural resource management services for the management and abatement of wildlife species within and immediately adjacent to the Orlando International Airport (OIA) property for Fiscal Year 25 (FY25) (October 2024 through September 2025). This proposal is submitted under MSE's Agreement for Continuing Environmental Consulting Services, dated May 7, 2021.

Scope of Work

We have a qualified team in place and ready to support GOAA with the following tasks.

Task 1: Wildlife Hazard Assessment Survey (WHAS)

Monthly wildlife hazard assessments will be conducted in accordance with the Federal Aviation Authority Advisory Circular 150/5200-38: *Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans.* The following is a summary of our methods which have been designed to monitor and manage wildlife hazards within and immediately adjacent to OIA.

- Conduct monthly surveys within the Airfield Operations Area using the Point Count Survey methodology at 20 monitoring stations:
    - Perform two survey rotations near sunrise and sunset, approximating peak airfield activity times (civil sunrise and sunset) at eight runway (RW) monitoring stations (RW-01 through RW-08).
    - Perform one survey rotation at 12 surface water (SW) monitoring stations (SW-01 through SW-12) between sunrise and 11:00am.
- Conduct monthly visual surveys within the Landside Operations Area, and new construction sites to document wildlife occurrences within and immediately adjacent to the Airport.
    - Survey will be conducted in areas readily accessible.
- Conduct monthly survey via boat at Mud Lake to document roosting and nesting sites. Surveys will be initiated prior to civil sunrise.
- MSE will notify GOAA personnel of any protected wildlife species' nesting activity observed during the monthly assessment.
- Manage Data

- Numerical data collected during WHAS field surveys (point count, wandering transects, roosting and nesting birds) will be entered into and maintained in Microsoft Excel, ArcGIS Pro, and Google Earth. All data will be subjected to QA/QC processes.
- Monthly data summaries will be submitted to GOAA Environmental and Wildlife Operations staff.

Task 2: Wildlife Hazard Abatement Operations (WHAO) within SW-04

Abatement of nesting bird species through the alteration of nesting habitat and egg addling will occur within SW-04. Our biologists will establish and maintain access to bird nesting areas on three islands located within SW-04 and conduct weekly site visits following the methods outlined below.

- Conduct weekly (March 2025 through July 2025) nesting bird and egg surveys (NBES) on the three islands within SW-04 as coordinated and supervised by Airfield Operations staff.
- Conduct weekly (October 2024 through February 2025 and August through September 2025) harassment walk-throughs on the three islands within SW-04 as coordinated and supervised by Airfield Operations staff.
  - During weekly harassment walk-throughs, we will addle eggs of nuisance and nesting birds' resident to the islands in general accordance with the Humane Society of the United States (HSUS) Wildlife Neighbors *Canada Goose Egg Addling Protocol* (January 2002) and consistent with the Florida Fish and Wildlife Conservation Commission abatement permit for GOAA.
- Data collected during NBES operations into Microsoft Excel and incorporated into the annual WHAR.
- MSE will notify GOAA personnel of any protected wildlife species nesting activity observed during the monthly assessment.

Task 3: Bald Eagle Nesting Survey

Bald eagle monitoring will be performed to establish potential threats to aircraft safety within and adjacent to OIA. The following tasks will be performed.

- Conduct monthly field surveys during bald eagle nesting season (October 1 thru May 15) to identify any new nests within 8.83 miles of the Air Traffic Control Tower.
- Evaluate data collected during field surveys to confirm presence/absence of bald eagles within the OIA property.
- Conduct monthly boat survey for nesting bald eagles and other significant raptors on Lake Nona during nesting season to confirm presence or absence of nesting birds.
- Coordinate with the Florida Audubon Eagle Watch Program in Maitland, Florida to obtain location information on any bald eagle nests recently identified within the survey area.
- Notify GOAA personnel of any bald eagle nesting activity observed during the monthly assessment to address the potential threat to aviation safety on any new or current nests within or adjacent to the airport.

Task 4: Small Unmanned Aerial Nesting Habitat Survey

Aerial surveys are an effective method for locating nesting birds. We will conduct up to six aerial surveys using a small Unmanned Aerial System (sUAS) – drone over OIA property and immediately adjacent areas. These surveys will document nesting birds including bald eagles, sandhill cranes, vultures, and wading birds. These species pose threats to aircraft and the surveys will provide valuable data to airfield operations. A summary of this task is outlined below.

- Prior to this survey, we will evaluate data collected during monthly surveys to identify the potential presence of nesting birds including, but not limited to, sandhill cranes, wood storks, and bald eagles.
- Coordinate proposed sUAS (small Unmanned Aerial System – drone) activity with ATC and GOAA Airfield Operations.
- Conduct 6 sUAS surveys (January through June 2025) within areas identified for the potential of nesting birds and other wildlife significant to airfield operations.
- Review aerial imagery obtained during sUAS operations and enter interpreted data obtained from the review into the Landside Excel spreadsheet for monthly submission to GOAA.
- Notify GOAA personnel of any protected wildlife species nesting activity observed during the monthly assessment.

Task 5: Wildlife Operations Support

- Assist GOAA Wildlife Operations staff as requested with wildlife species not previously addressed. Tasks may include, but not limited to:
    - Support for the GOAA Wildlife Operations Predator Release Program
    - Support for GOAA in the management of wildlife through the reduction of prey species, including fish, within waterways of OIA.

Task 6: Data Management

The following tasks will be performed:

- Data collected during wildlife surveys will be entered into and maintained in ArcGIS format. Data will include coordinates for each observation.
- Prepare two wildlife survey summary maps per quarter and submit with monthly avifauna data summaries to GOAA Environmental and Wildlife Operations staff. Maps will include total individuals observed and cumulative hazards.

Task 7: Wildlife Hazard Assessment Report - FY 2024 (WHAR FY24)

We will prepare and submit the annual *Wildlife Hazard Assessment Report* consistent with FAA AC 150/5200-38: *Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans.* This report will summarize wildlife data collected during FY 2024 and previously reported as the *Annual Avifauna Survey Summary Report* and the *Annual Protected Species Summary Report*.

- Coordinate with GOAA and wildlife agencies, if necessary, to obtain additional information on documented occurrences of threatened and endangered species.
- Prepare and submit the annual FY 2024 summary report documenting the findings of the Wildlife surveys which will include:
    - Description of methodologies
    - Coordination results with wildlife agencies
    - Findings of the surveys:

- Protected species observations
- Wildlife hazard observations
- Potential remedies to wildlife hazard

- Description of suitable protected species habitats within areas observed.
- Discussion and Analysis

Schedule

Upon your authorization, MSE will coordinate with the appropriate GOAA personnel to develop a project schedule that meets the time frames anticipated for the project.

Cost Proposal

The scope of services defined above will be completed on a **time and materials basis** under the Continuing Environmental Consulting Services, dated May 7, 2021. The estimated total for the seven tasks described herein will not exceed **$276,951.00** per the breakdown provided in **Attachment A.**

MWBE/LDB Commitment

We have teamed with EcoSpatial Analysts, Inc. who is a certified Orange County M/WBE. A breakout of the fees and expenses for each subconsultant is provided in **Attachment A.**

Closure

MSE appreciates the opportunity to submit our qualifications and we look forward to continuing our support to GOAA on this project. If you have any questions regarding our proposal or need additional information, please contact me at 407.405.8066 / ketremain@montrose-env.com or Christian H Miller at 321.663.8242 / chmiller@montrose-env.com.

Sincerely,
MSE Group

Kendra Tremain, PWS
Ecological Service Line Manager

Jeffrey Martineau
Operations Manager

Attachment A – Cost Estimate
Attachment B – Truth in Negotiation

cc. Jim Cotton, PG, Contract Manager
Christian H Miller, QAWB, Project Manager
Ellen Eveland, PE

Attachment A - Cost Estimate

Attachment A
Cost Estimate
Greater Orlando Airport Authority
Continuing Environmental Consulting Services - May 7, 2021
August 19, 2024

ITEM	RATE	UNIT	Number of Units	Total
MSE PERSONNEL LABOR				
Task 1: Wildlife Hazard Assessment Surveys				
Associate Engineer/Scientist	$178.00	Hour	12	$2,136.00
Senior II Professional	$150.00	Hour	0	$0.00
Senior I Professional	$130.00	Hour	468	$60,840.00
Project II Professional	$116.00	Hour	0	$0.00
Project I Professional	$102.00	Hour	0	$0.00
Staff II Professional	$87.00	Hour	168	$14,616.00
Technician	$60.00	Hour	0	$0.00
Admin/Clerical	$53.00	Hour	4	$212.00
Subtotal			**652**	**$77,804.00**
Task 2: Wildlife Hazard Abatement Operations w/in SW-04				
Associate Engineer/Scientist	$178.00	Hour	5	$890.00
Senior II Professional	$150.00	Hour	0	$0.00
Senior I Professional	$130.00	Hour	144	$18,720.00
Project II Professional	$116.00	Hour	0	$0.00
Project I Professional	$102.00	Hour	0	$0.00
Staff II Professional	$87.00	Hour	244	$21,228.00
Technician	$60.00	Hour	0	$0.00
Admin/Clerical	$53.00	Hour	0	$0.00
Subtotal			**393**	**$40,838.00**
Task 3: Bald Eagle Nesting Survey				
Associate Engineer/Scientist	$178.00	Hour	0	$0.00
Senior II Professional	$150.00	Hour	0	$0.00
Senior I Professional	$130.00	Hour	24	$3,120.00
Project II Professional	$116.00	Hour	0	$0.00
Project I Professional	$102.00	Hour	0	$0.00
Staff II Professional	$87.00	Hour	116	$10,092.00
Technician	$60.00	Hour	0	$0.00
Admin/Clerical	$53.00	Hour	0	$0.00
Subtotal			**140**	**$13,212.00**
Task 4: Small Unmanned Aerial Nesting Habitat Survey				
Associate Engineer/Scientist	$178.00	Hour	3	$534.00
Senior II Professional	$150.00	Hour	0	$0.00
Senior I Professional	$130.00	Hour	78	$10,140.00
Project II Professional	$116.00	Hour	0	$0.00
Project I Professional	$102.00	Hour	0	$0.00
Staff II Professional	$87.00	Hour	18	$1,566.00
Technician	$60.00	Hour	0	$0.00
Admin/Clerical	$53.00	Hour	2	$106.00
Subtotal			**101**	**$12,346.00**
Task 5: Wildlife Operations Support				
Associate Engineer/Scientist	$178.00	Hour	0	$0.00
Senior II Professional	$150.00	Hour	0	$0.00
Senior I Professional	$130.00	Hour	60	$7,800.00
Project II Professional	$116.00	Hour	0	$0.00
Project I Professional	$102.00	Hour	72	$7,344.00
Staff II Professional	$87.00	Hour	144	$12,528.00
Technician	$60.00	Hour	96	$5,760.00
Admin/Clerical	$53.00	Hour	0	$0.00
Subtotal			**372**	**$33,432.00**
Task 6: Data Management				
Associate Engineer/Scientist	$178.00	Hour	0	$0.00
Senior II Professional	$150.00	Hour	0	$0.00
Senior I Professional	$130.00	Hour	12	$1,560.00
Project II Professional	$116.00	Hour	0	$0.00
Project I Professional	$102.00	Hour	0	$0.00
Staff II Professional	$87.00	Hour	60	$5,220.00
Staff II Professional	$60.00	Hour	0	$0.00
Admin/Clerical	$53.00	Hour	0	$0.00
Subtotal			**72**	**$6,780.00**
Task 7: Wildlife Hazard Assessment Report FY24				
Associate Engineer/Scientist	$178.00	Hour	6	$1,068.00
Senior II Professional	$150.00	Hour	0	$0.00
Senior I Professional	$130.00	Hour	198	$25,740.00
Project II Professional	$116.00	Hour	0	$0.00
Project I Professional	$102.00	Hour	0	$0.00
Staff II Professional	$87.00	Hour	88	$7,656.00
Technician	$60.00	Hour	0	$0.00
Admin/Clerical	$53.00	Hour	14	$742.00
Subtotal			**306**	**$35,206.00**
Total Labor				**$219,618.00**
FIELD EQUIPMENT & EXPENSES				
Crew Truck	$130.00	Day	125	$16,250.00
ATV	$165.00	Day	12	$1,980.00
Boat Rental	$200.00	Day	67	$13,400.00
FWS/FNAI Wildlife Report	$119.00	Each	1	$119.00
Incidentals	$532.00	Each	12	$6,384.00
Total Directs				**$38,133.00**
SUBCONSULTANTS				
EcoSpatial Analysts	$10,200.00	Each	1	$10,200.00
Premier Drone	$1,500.00	Each	6	$9,000.00
Total Subconsultants				**$19,200.00**

MSE NTE Total		**$229,818.00**
Labor		$219,618.00
EcoSpatial		$10,200.00
MSE NTE Espense Total		**$47,133.00**
Equipment and Material Expenses		$38,133.00
Premier Drone		$9,000.00
	Total NTE Amount	**$276,951.00**

The above referenced fees and expenses are estimated. The actual fees and expenses will vary based on scope of work performed.

Attachment A1 - Cost Estimate
Continual Wildlife Hazard Assessment and Survey
ORLANDO INTERNATIONAL AIRPORT
(FY 2054) October 2024 - September 2025
Continuing Environmental Consulting Services - May 7, 2021
EcoSpatial Analysts, Inc.

	Cost
Tasks	
Task 1: Wildlife Hazard Report	
1.1 Develop two digital wildlife data layers with metadata per quarter (Fall, Winter, Spring, & Summer) to share with stakeholders and submit to GOAA's ArcGIS Online account (Total Individuals Observed and Fractal Map of Cumulative Hazard of Species Observed).	$4,080.00
1.2 Prepare two wildlife maps per quarter (December, March, June and September) provide edits to MSE comments, and submit to MSE for submittal to GOAA (Total Individuals Observed and Fractal Map of Cumulative Hazard of Species Observed).	$1,920.00
2.3 Coordinate with GOAA & MSE.	$480.00
Sub-Total	$6,480.00
Task 2: Wildlife Hazard Assessment Report - FY 20	
2.1 Develop digital wildlife data layers with metadata for Annual Summary of Listed Species Observed by Aerial & Ground Survey – FY 2024 and Fractal Map of Cumulative Hazard of Species Observed by Aerial & Ground Surveys FY 2024, (Fall, Winter, Spring, & Summer). Data layers will be share with stakeholders and submit to GOAA's ArcGIS Online account. Includes processing of monthly data from 2024 March to September, which was not conducted under the original Task Order.	$1,680.00
2.2 Prepare six wildlife maps for annual report, provide edits to MSE comments, and submit to MSE for submittal to GOAA (two for Listed Species Observed by Aerial & Ground Survey – FY 2024 & four Fractal Map of Cumulative Hazard of Species Observed by Aerial & Ground Surveys FY 2024, (Fall, Winter, Spring, & Summer).	$1,680.00
2.3 Coordinate with GOAA & MSE	$360.00
Sub-Total	$3,720.00
TOTAL ECOS NTE	**$10,200.00**

Montrose FY 2024/5 Mission Price List

Price Plans & Budget

Mission Admin
$500

Mission Flights
$1000

Total Per Rotation
$1500

- Plan Mapping Missions in Drone Deploy
- Subscription Costs
- Coordinate with FAA & GOAA
- Upload data to cloud for processing
- Deliverables
    - Orthomosaic Map Products
    - Electronic Delivery

*****Note: It is anticipated the rotation missions can be completed in one day but factors such as weather, daylight availability, GOAA work schedules and FAA approvals will impact the timeline and mission completeness. There is a fee of $300 if the mission is canceled on the day of the flight.

Robert McChesney
08/16/2024 Chief Pilot

Attachment B – Truth in Negotiation

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 MSE Group

By: _____

Print Name: Kendra Tremain

Date: August 19, 2024

Addenda / Amendments Awarded per Agreement - Summary for Committee

MSE Group, LLC -- Agreement No. 202104-CE6

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	05/07/21		$0.00	$0.00
001	000	-	FY21 Water Quality Monitoring Program	CCM	05/25/21	NA	06/08/21	93450	$24,273.12	$24,273.12
002	000	-	FY22 Water Quality Monitoring Program	CCM	09/21/21	NA	10/05/21	93838	$244,118.32	$244,118.32
003	000	-	FY22 Wildlife Hazard Assessment Surveys and Related Reports	CCM	09/28/21	NA	10/05/21	94082	$78,425.00	$78,425.00
004	000	-	FY22 Stormwater Best Management Practices (BMP) Audits for the South Terminal Complex for W-S00116	CCM	10/05/21	NA	10/22/21	1006872	$39,348.00	$39,348.00
005	000	-	FY23 Water Quality Monitoring Program	CCM	09/13/22	NA	10/24/22	95206	$249,744.17	$249,744.17
006	000	-	FY23 Wildlife Hazard Surveys and Related Reports	CCM	09/13/22	NA	10/24/22	95208	$82,232.00	$82,232.00
007	000	-	FY24 Water Quality Monitoring Program	PSC	08/29/23	09/27/23	10/12/23	97291	$249,970.36	$249,970.36
008	000	-	FY24 Wildlife Hazard Assessment Survey and Report	PSC	08/29/23	09/27/23	10/12/23	96614	$82,232.00	$82,232.00
008	001	-	Additional FY24 Wildlife Hazard Assessment Survey and Report Services	PSC	01/23/24	NA	01/24/24		$26,472.00	$108,704.00
008	002	-	Additional FY24 Wildlife Hazard Assessment Survey and Report Services	PSC	05/28/24	NA	06/05/24		$33,653.00	$142,357.00
009	000	-	First Extension	CCM	12/05/23	01/17/24	02/05/24		$0.00	$0.00

Total for MSE Group, LLC for Agreement No. 202104-CE6 **$1,110,467.97**

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				
MSE Group, LLC	Asian-Pacific American	05/07/21	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	05/07/24

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
08/29/23	09/27/23	007	000	$249,970.36	$249,970.36
08/29/23	09/27/23	008	000	$82,232.00	$332,202.36
01/23/24		008	001	$26,472.00	$358,674.36
05/28/24		008	002	$33,653.00	$392,327.36

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Industrial User Discharge Compliance Monitoring Activities at Orlando International Airport.

BACKGROUND

In 2023, the firms providing Continuing Environmental Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On December 13, 2023, the Aviation Authority Board approved a Continuing Environmental Engineering Consultant Services Agreement with the following firms:

- CDM Smith
- Montrose Environmental Solutions, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but are not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum, and hazardous material incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orland International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental 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 August 19, 2024, is to provide industrial User Discharge Compliance Monitoring Activites.

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.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, 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 $47,438.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$40,528.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$6,910.00
TOTAL	**$47,438.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Industrial User Discharge Compliance Monitoring Activities at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Terracon Consultants, Inc. proposes 2.1% MWBE participation in 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 Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Industrial User Discharge Compliance Monitoring Activities at the 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: **$47,438.00**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	990.00	Actual Result	2.1%
Caucasian Female American	-	Actual Result	0.0%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other		Actual Result	0.0%
Total MWBE Participation	**990.00**	**Actual Result**	**2.1%**

6.b. Engineering / Professional Service Firm Information:

Name: **Terracon Consultants, Inc.**
Address: **1675 Lee Road**
City, State, Zip: **Winter Park, FL 32789**
Telephone: **(407) 740-6110**

6.b. Name and Address of MWBE Subconsultant

Name: **Southern Research Laboratories, Inc.**
Address: 2251 Lynx Lane, Suite 1
City, State, Zip: Orlando, FL 32804
Telephone: (407) 522-7100

6.c. *Identity: Black American
Work Item(s): Laboratory Analytical Services
Amount of Subcontract $990.00
Percent of Prime Contract (%): 2.1%

*** 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)**

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3555
Requestor's Name:	Keegan O'Brien	**Preparer's Extension:**	X2456
Preparer's Name:	Mikey Lima	**Solicitation #:**	N/A
Requestor's Department:	Environmental	**Contract # / Name:**	Environmental Engineering Consulting Services
Description:	FY2025 Industrial User Discharge Compliance Monitoring Activities	**Procurement Committee Date:**	September 3, 2024
Vendor:	Terracon Consultants, Inc.	**Agenda Item #:**	

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			$47,438.00			
Total Requisition:			$47,438.00			
Requisition Number:			97683			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97683	FY25 (Dept. 712) Terr	In Process	20-AUG-2024 10:59:5	USD	47,438.00	Wages, Alice M

1675 Lee Road
Winter Park, FL 32789
P (407) 740-6110
F (407) 740-6112
Terracon.com

August 19, 2024

Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827

Attention: Ms. Keegan O'Brien, P.E.
Telephone: 407-713-7080
Email: mary.obrien@goaa.org

Re: Proposal for 2024/2025 Industrial User Discharge Compliance Monitoring Activities
Orlando International Airport Lift Stations
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C56

Dear Ms. O'Brien:

As per your request, the following is Terracon's scope of services to implement the compliance sampling, analyses and reporting activities as required by the City of Orlando Industrial User Discharge Permit (IUDP) for Orlando International Airport. The wastewater monitoring activities will be conducted at various lift stations (LS) as required by the IUDP (Permit CO106TA, dated February 27, 2023) covering the period through September 30, 2025.

A. SCOPE OF SERVICES

Terracon will perform sampling, analysis and reporting activities at two (2) lift stations located at the North Terminal (LS #218 and LS #221) and two (2) lift stations located at Terminal C (LS #235 and LS #236).

Each monitoring event will generally consist of the following activities:

- Set up and program an ISCO wastewater auto-sampler at each of the lift stations to perform sampling at 30-minute intervals over a 24-hour period of time.
- Collect the grab and 24-hour composite wastewater samples from each lift station for laboratory analysis as required by the IUDP. The wastewater samples will be submitted for laboratory analysis as presented on the following table for sodium by U.S. Environmental Protection Agency (EPA) Method 6020, copper by EPA Method 200.8, chloride by EPA Method 300.0 and Oil and Grease (O&G) by EPA Method 1664.
- Prepare monitoring reports for each compliance sample event detailing the field sampling methodology and analytical results. The report will be submitted to the Greater Orlando Aviation Authority (GOAA) for review, approval and subsequent submittal to the City of Orlando Environmental Control Section.

Resample events may be required if initial laboratory analytical results indicate an exceedance of City of Orlando effluent limits pursuant to Section 30.03 of Chapter 30 and as provided in the IUDP. For the purpose of this proposal, resample events have been included to consist of sample collection of two (2) lift stations for the aforementioned analytical methods.

B. QUALITY ASSURANCE/QUALITY CONTROL

All field sampling activities will be performed by Terracon following the applicable procedures and requirements described in Florida Department of Environmental Protection's *Standard Operating Procedures for Field Activities*, DEP-SOP-001/01, effective April 16, 2018. Laboratory analyses will be conducted by MWBE-certified Southern Research Laboratories, Inc. (SRL), in general accordance with their National Environmental Laboratory Accreditation Program approved Quality Assurance Plan, certified by the Florida Department of Health.

C. SAMPLE AND ANALYTICAL SCHEUDLE

The sample schedule and required analysis and reporting is summarized as follows:

Monitoring Event	Monitoring Report	Terminal C		North Terminal	
		Analysis	Lift Station No.	Analysis	Lift Station No.
November 2024	Terminal C 4th Qtr (2024) Monitoring Report	Copper	236		
	North Terminal Semi-Annual Report			Chlorides	218
				Chlorides	221
				Copper	218
				Sodium	218
				Sodium	221
				O&G	218
February 2025	Terminal C 1st Qtr (2025) Monitoring Report	Copper	236		
April 2025	North Terminal Semi-Annual Report			Chlorides	218
				Chlorides	221
May 2025	Terminal C 2nd Qtr (2025) Monitoring Report	Chlorides	235		
		Chorides	236		
		Copper	235		
		Copper	236		
		Sodium	235		
		Sodium	236		
		O&G	236		
August 2025	Terminal C 3rd Qtr (2025) Monitoring Report	Copper	235		
		Copper	236		
		Chlorides	235		
		Chorides	236		

A summary of the number of sample events per LS and number of samples per analytical parameter is provided as follows:

	LS #	Chloride EPA 300.0	Copper EPA 200.8	Sodium EPA 6020	O&G EPA 1664
Terminal C	235	2	2	1	0
	236	2	4	1	1
N Terminal	218	2	1	1	1
	221	2	0	1	0
Resample Event	218	1	1	1	1
Resample Event	236	1	1	1	1
	Totals:	10	9	6	4

D. COMPENSATION

Terracon is prepared to implement the above generally outlined scope of services immediately upon your authorization and notice to proceed. Our total estimated cost to complete the project is a Not To Exceed amount of **$47,438.00,** consisting of $40,528.00 in Professional Service Fees and $6,910.00 in Reimbursable Expenses as noted in **Attachment A.** The MWBE participation schedule and copy of the subcontractor estimates are provided in **Attachments B and C,** respectively. The Truth in Negotiation Certification is provided in **Attachment D.**

E. AUTHORIZATION

If this proposal meets with your approval, work may be initiated by sending an Addendum to the Continuing Environmental Engineering Services Contract dated January 8, 2024.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. If you have any questions or comments regarding this proposal or require additional services, please contact our office at 407-740-6110.

Sincerely,
Terracon Consultants, Inc.

Lydia Wing
Senior Geologist

Mark Mulligan, PG
Office Manager III

Attachment A – Estimated Costs
Attachment B – DBE Participation Schedule
Attachment C – Subcontractor Fee Schedule
Attachment D – Truth in Negotiation Certification

ATTACHMENT A

ESTIMATED COSTS

ATTACHMENT A - ESTIMATED COSTS
2024/2025 INDUSTRIAL USER DISCHARGE COMPLIANCE MONITORING - LIFT STATIONS
ORLANDO INTERNATIONAL AIRPORT
ORLANDO, ORANGE COUNTY, FLORIDA
TERRACON PROPOSAL NO. PH1247C56
August 19, 2024

DESCRIPTION	QTY.	RATE	UNIT	AMOUNT	RE	PSF
SAMPLE EVENTS						
I. FIELD SERVICES						
a. Mobilization of Crew and Equipment	2	$120.00	Each	$240.00	$240.00	
b. Field Geologist	12	$118.00	Per Hour	$1,416.00		$1,416.00
c. Environmental Scientist	12	$92.00	Per Hour	$1,104.00		$1,104.00
d. Sampling Supplies	2	$250.00	Each	$500.00	$500.00	
Subtotal Field Services Per Sample Event				$3,260.00		
Total Sample Events	**8**	**$3,260.00**	**Per Event**	**$26,080.00**	**$5,920.00**	**$20,160.00**
MONITORING REPORTS and PROJECT MANAGEMENT						
III. PROFESSIONAL SERVICES						
a. QC Reviewer	2	$220.00	Per Hour	$440.00		$440.00
b. Senior Engineer	8	$162.00	Per Hour	$1,296.00		$1,296.00
c. Senior Project Manager	4	$177.00	Per Hour	$708.00		$708.00
d. Senior Administrative Assistant	1	$102.00	Per Hour	$102.00		$102.00
Subtotal Professional Services Per Event				$2,546.00		
Total Monitoring Reports	**8**	**$2,546.00**	**Per Event**	**$20,368.00**	**$0.00**	**$ 20,368.00**
LABORATORY SERVICES (includes total quantuty of samples for all events)						
II. ANALYSIS						
a. Chloride (EPA 300.0)	10	$ 25.00	Each	$250.00	$250.00	
b. Copper (EPA 200.8)	9	$ 16.00	Each	$144.00	$144.00	
c. Sodium (EPA 6020)	6	$ 16.00	Each	$96.00	$96.00	
d. O&G (EPA1664)	4	$ 125.00	Each	$500.00	$500.00	
Total Laboratory Analysis				**$990.00**	**$990.00**	
TOTAL ESTIMATE PROJECT COST				**$47,438.00**		
TOTAL REIMBURSABLE EXPENSES (RE)					$6,910.00	
TOTAL PROFESSIONAL SERVICE FEES (PSF)						$40,528.00
TOTAL ESTIMATED PROJECT COSTS					**$47,438.00**	

ATTACHMENT B

DBE PARTICIPATION SCHEDULE

ATTACHMENT B- MWBE PARTICIPATION SCHEDULE

2024/2025 INDUSTRIAL USER DISCHARGE COMPLIANCE MONITORING - LIFT STATIONS
Orlando International Airport
Orlando, Orange County, Florida
August 19, 2024

Name of Subconsultant	Address	Proposed Scope of Services	FEE	Proposed Participation
Southern Research Laboratories, Inc.	279 Douglas Ave, Suite 1110, Altamonte Springs, FL 32714	Laboratory Analytical Services	$ 990.00	2%
Total Proposed Participation			$ 990.00	2%

ATTACHMENT C

SUBCONTRACTOR FEE SCHEDULE

Southern Research Laboratories, Inc.

279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

PRICING SCHEDULE FY2025
PREPARED FOR : TERRACON

VOLATILE ORGANIC COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Volatile Organic Halocarbons (VOH)	EPA 8260	$65.00	$70.00
BTEX/MTBE (VOA)	EPA 8260	$55.00	$60.00
Volatile Organics (8260)	EPA 8260	$125.00	$135.00
1,4 Dioxane	EPA 8260SIM (Heated Purge)	$125.00	$130.00
Library Search (peaks > 10 ug/l	EPA 8260 TIC	$50.00	$50.00

SEMIVOLATILE COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Semivolatile Compounds (BNA)	EPA 8270	$295.00	$295.00
Polynuclear Aromatic Hydrocarbon Compounds	EPA 8270 SIM	$110.00	$125.00
EDB	EPA 8260SIM	$50.00	$60.00
Organochlorine Pesticides (Chlorinated)	EPA 8081	$125.00	$135.00
Organophosphorus Pesticides	EPA 8141	$175.00	$185.00
PCBs	EPA 8082	$90.00	$90.00
Chlorophenoxy Herbicides	EPA 8151	$195.00	$195.00
FLPRO	FLPRO	$85.00	$90.00
Library Search (peaks > 10 ug/l)	EPA 8270 TIC	$50.00	$50.00

Sodium and copper = metals

METALS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Metals by ICP/ICP-MS	EPA 200.7/6010/6020	$16.00	$20.00
RCRA 8 Metals	EPA200.7/6010/245.1/7471	$135.00	$165.00
Mercury by Cold Vapor	EPA 245.1/7471	$40.00	$45.00
Mercury, Low Level	EPA 1631	$125.00	NA
Laboratory Flitration for Dissolved Metals	SOP	$10.00	NA

RCRA/WASTE CHARACTERIZATION

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS
TCLP Metals, RCRA 8*	EPA 6010/7471	$165.00
TCLP Volatiles*	EPA 8260	$135.00
TCLP Semivolatiles*	EPA 8270	$295.00
TCLP Pesticides*	EPA 8081	$125.00
TCLP Herbicides*	EPA 8151	$195.00
TCLP/SPLP Extraction	EPA 1311/1312	$65.00
ZHE Volatile Extraction	EPA 1311/1312	$65.00
Ignitabilty	EPA 1010	$75.00
Flashpoint	ASTM D93	$75.00
Corrosivity (pH)	EPA 9056	$15.00

*TCLP Extraction Fees not Included.

Southern Research Laboratories, Inc.

279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

PRICING SCHEDULE FY2025
PREPARED FOR : TERRACON

UST GROUP TESTS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Table B, 62-777 (KAG)	Various	$310.00	$265.00
Table C, 62-777	Various	$675.00	$690.00
Virgin Preburn 62-713 (VOH/4 RCRA/FLPRO)	Various	NA	$250.00
Non Virgin Preburn, 62-713	Various	NA	$399.00
(VOH/FLPRO/4 RCRA/TOX/PCBs)			
MA-EPH/VPH [MA-EPH (Extractable Petroleum)] [MA-VPH (Volatile Petroleum Hydrocarbons)]	Various	NA	$325.00

GENERAL CHEMISTRY

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Alkalinity	EPA 310.1/SM2320B	$25.00	NA
CBOD	SM5210B	$50.00	NA
Chloride	EPA 300.0/9053	$25.00	$35.00
Hardness	SM 2340C	$35.00	NA
Hexavalent Chromium	EPA 7196A/SM 3500-CR	$35.00	$50.00
Nitrogen, Ammonia	350.1/350.3	$50.00	$50.00
Nitrogen, Nitrate	EPA 300.0/SM4500-NO3	$25.00	$35.00
Nitrogen, Nitrite	EPA 300.0/SM4500-NO2	$25.00	$35.00
Nitrogen, Nitrate+Nitrite	EPA 300.0/SM4500-NO3-NO2	$50.00	$35.00
Nitrogen, Total	TKN+NOX	$65.00	$85.00
Oil and Grease SGT-HEM	EPA 1664	$125.00	$125.00
pH	EPA 150.1/SM4500-H+B	$15.00	$15.00
Phenols, Total	420.2	$95.00	NA
Phosphorus, Ortho	EPA 300.0/EPA 365.3	$35.00	$35.00
Phosphorus, Total	EPA 365.3	$35.00	$35.00
Residue, Filterable (TDS)	SM 2540C	$25.00	NA
Residue, Non Filterable (TSS)	EPA 160.1	$25.00	NA
Sulfate	EPA 300.0/375.4	$35.00	$35.00
Sulfide	EPA 376.1/SM 4500-S-F	$35.00	$35.00
Total Halogens		$125.00	$125.00

MISC CHARGES

ITEM	COST PER SAMPLE
Rush Fee 24 Hr.	200% Surcharge
Rush Fee 48 Hr.	175% Surcharge
Rush Fee 72 Hr.	100% Surcharge
Environmental Impact Fee (per work order)	$15.00
Sample Disposal Fee (per sample)	$3.00
Holds OR Cancellations (Per sample)	$7.00
25g EnCore Sampler (SPLP ZHE)	$25.00

Prices quoted renect a 5-10 business day turnaround and Include the following service options:

- All necessary sampllng containers, coolers, and preservatives.
- Pre printed labels, • Sample kit delivery only
- Data delivery via email.

ATTACHMENT D

TRUTH IN NEGOTIATION CERTIFICATION

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 ____Terracon Consultants, Inc.____

By:_____

Print Name:_____Mark Mulligan_____

Date: _____August 19, 2024__

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terracon Consultants, Inc. -- Agreement No. 202311-CEE1

Continuing Environmental Engineering Consulting Services

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	$ Amount	Cumul. per Add. $ Amount
000	000	-	Continuing Environmental Engineering Consulting Services	PSC	11/15/23	12/13/23	01/09/24		$0.00	$0.00
001	000	-	FY24 On Call Environmental Engineering Consultant Services	PSC	07/23/24	NA	08/01/24		$30,000.00	$30,000.00

Total for Terracon Consultants, Inc. for Agreement No. 202311-CEE1 **$30,000.00**

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 Engineering			
Terracon Consultants, Inc.	01/09/24	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	01/09/27

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
07/23/24		001	000	$30,000.00	$30,000.00

Published By: Name of Preparer of CC Memo
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Harsh Uchariya, Vice President of Information Technology *(Prepared by: Ian Brooks)*

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 2, Contract Adjustment, for Procurement Contract 24-101-C-RFP Information Technology Continuing Consulting Services Agreement to Barich Inc.

BACKGROUND

On May 24, 2024, the Aviation Authority Board awarded Request for Proposal, 24-101-RFP, Information Technology Consulting Services to Barich Inc. The Contract will expire on May 31, 2029.

The Contract requires Barich Inc. to provide a broad range of services associated with the planning and implementation of IT projects and initiatives that are identified in the Aviation Authority's Capital Improvement Plan, Information Technology Master Plan, the Aviation Authority's annual project planning process, and other IT projects and initiatives requested by the Aviation Authority. The Services may include project management; staff augmentation; research of specific technologies; research and concept development; IT business analysis; business case development, infrastructure and applications design, installation, configuration, development and testing; database management and administration; cyber and physical security; development of solicitation documents; functional, performance and interface requirements definition and documentation project planning; applications development, implementation and integration across multiple systems; operations and management of IT; assistance with IT roadmap or strategic plans; vendor and product evaluations and recommendations and other IT consulting services.

ISSUES

Contract Adjustment – Staff is requesting that the agreement to be revised to add the following scope of work to assess Terminal C Infrastructure at the Orlando International Airport. The Information Technology Department determined there is a need for a more consistent and comprehensive platform of communications infrastructure for Terminal C.

The Aviation Authority Information Technology presently maintains a record of information for the remainder of the campus that includes duct bank routing and pathway, specific cables installed, dark fiber capacity, and MDF/IDF terminations. The records are comprised of project as-built drawings, AutoCAD files and GIS.

This project for the South Terminal C will assess existing backbone fiber pathways, including site duct bank and intra-building conduits while documenting existing cables and identifying available dark fiber strands. Here the contractor will perform verification and comparison to as-built documents and reconcile data within CAD software.

The total cost for Amendment No.2 is a not-to-exceed amount of $243,440. Pricing is based on an hourly rate. The actual amount paid is based on actual work requested by the Aviation Authority and satisfactorily provided by the consultant.

SMALL BUSINESS

This contract includes a Minority and Women Business Enterprise (MWBE) participation requirement. The participation goal for this contract is 17% for MWBE. The Small Business Development Department certifies that the contract is in good standing as it relates to MWBE participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact for this Contract Adjustment is a not-to-exceed amount of $243,440. Funding required in the current and subsequent fiscal years will be allocated from the Capital Expenditure Fund, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) Approve Amendment No.2, Contract Adjustment to Procurement Contract 24-101-C-RFP, Information Technology Continuing Consulting Services with Barich Inc.; (2) authorize funding in the not-to-exceed amount of $243,440 from the Capital Expenditure Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENT A: Contract Summary
ATTACHMENT B: Finance Form

24-101-C-RFP, Information Technology Continuing Consulting Services Agreement
Barich Inc.

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	• PC Approved 03/12/2024 • Board Approved 04/24/2024, Item "N"	60 Months	06/01/2024 thru 5/31/2029	$0.00
Amendment No. 1	• **PC Meeting Approved 07/23/2024**	**Contract Adjustment**	**10/01/24 Thru 09/30/2025**	**$150,000.00**
Amendment No. 2	• **Pending PC Meeting Approval 09/3/2024**	**Contract Adjustment**	**09/19/2024 Thru (est) June 2025**	**$243,440.00**
Total Contract Value with all Changes (approved and proposed)				**$393,440.00**

Attachment A
Finance Form

Date:	07/22/2024	**Requestor's Extension:**	4548
Requestor's Name:	Paul Haust	**Preparer's Extension:**	3124
Preparer's Name:	Ian Brooks	**Solicitation #:**	N/A
Requestor's Department:	Information Technology	**Contract # / Name:**	Information Technology Consulting Services Agreement
Description:	STC Infrastructure Assessment	**Procurement Committee Date:**	TBD
Vendor:	Barich Inc	**Agenda Item #:**	TBD

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
Cap Ex: 310.521.210.5310009.000.501600			$243,440.00			
Total Requisition:			$243,440.00			
Requisition Number:			94992			
Funding Approver:						
OMB Notes:						

Attachment B
Contract Summary

BARICH, INC.
2241 E. Pecos Rd.
Chandler, Arizona 85225
OFFICE: (480) 361-4122
WEB: *www.barich.net*

On-Call STC Infrastructure Assessment Services

July 31, 2024

Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827-4399

Dear Mr. Palakal,

It is our pleasure to present the **Barich, Inc. (Barich)** response to the request for On-Call STC Infrastructure Assessment services provided under the existing W-372 On-Call IT Consulting Services Contract. For this request, Barich has partnered with **Burns Engineering, Inc. (Burns)**.

Attached is a high-level Statement of Work to fulfill the requirements set forth by The Authority. Barich will provide the consulting services with a defined not-to-exceed budget of **$243,440.00**, to be billed on a monthly basis. The Scope of Work to be performed, along with an anticipated schedule and hourly rates by role are included in the attached Scope of Work document. Barich services only include project oversight and invoice support services in accordance with contractual terms for the Principal in Charge and Project Administrator roles.

Barich Roles	Hourly Rate	Number of Hours (Not to Exceed)	Total
Principal-In-Charge	$206	24	$4,944.00
Project Administrator	$79	128	$10,112.00
			$15,056.00

If you have any questions regarding the service agreement or fee, please feel free to reach out to me directly. We would be pleased to address any issues at your convenience. Our team will be ready to begin work after notification of notice to proceed for the project.

Sincerely,

Justin Phy

Justin Phy
Principal-In-Charge
Barich, Inc.

GREATER ORLANDO AVIATION AUTHORITY

Scope of Work

for

On-Call STC Infrastructure Assessment

Document Version: *1.2*
Date: *07/31/2024*

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3. LIST OF DELIVERABLES 3
4. SCHEDULE 3
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6. FEES 4

Barich, Inc. (Barich) is pleased to provide a proposal for the documentation of existing communications infrastructure at Orlando International Airport related to the South Terminal Complex. To execute this work, Barich has partnered with Burns Engineering, Inc. (Burns) to provide this Scope of Work.

1. Overview

This proposal has been updated by Burns from the original version submitted in July 2023. The scope of work remains essentially the same, but the staffing has been updated to include participation with Jeremy Robbins and Josh Poulalion. Also, Burns rates have been updated to be in compliance with the current 2024 approved rates as part of the Barich IT On-call contract.

During 2023, the Burns team participated in several meetings with GOAA IT related to the need for a consistent, comprehensive platform of communications infrastructure related to the South Terminal Complex. GOAA IT presently maintains a record of information for the remainder of the campus that includes duct bank routing and pathway, specific cables installed, dark fiber capacity, and MDF/IDF terminations. The records are comprised of project as-built drawings, AutoCAD files and GIS.

2. Scope of Work

This proposal specifically defines the scope of work for this infrastructure assessment to provide deliverables as outlined in Section 3. This project for the South Terminal Campus will assess existing backbone fiber pathways, including site duct bank and intrabuilding conduits. Document existing cables and identify available dark fiber strands. Perform verification and comparison to as-built documents and reconcile data within CAD software. We will engage GOAA IT periodically to review and gain acceptance of our findings and documentation. Our assessment will cover the following:

- STC OSP Pathways including terminations within at least 14 MDF/IDF rooms within ASC, LST, GTF, PKG, SAPM/ITF, ARFF, SMPOE, CEP, EPG and CPD. The pathways include approximately 30,000 linear feet of duct bank segments.
- ASC In Building Backbone Pathways including terminations in 21 IDF rooms and Zone Enclosures. The pathways include approximately 12,000 linear feet of overhead backbone conduit runs.
- LST In Building Backbone Pathways including terminations in 32 IDF rooms and Zone Enclosures. The pathways include approximately 7,500 linear feet of overhead conduit runs.
- GTF In Building Backbone Pathways including terminations in 8 IDF rooms. The pathways include approximately 1,200 linear feet of overhead conduit runs.

<u>Task Items:</u>

A. Site Survey
   (1) Locate/trace conduit start points
   (2) Inspect maintenance holes and cable

(3) Contents/labels
(4) Comm Room Inventory
(5) Use of GPS/GNSS device to verify asset locations in FL State Plane Coordinates
  (a) Interface capability with AutoCAD
  (b) Logging Centerpoint

B. Record Drawing and As-Built Analysis
(1) Meeting with GOAA IT staff to gather historical project data
(2) Cross check field survey against project record documents
(3) Assign project data to individual infrastructure assets

C. Pathway BIM/CAD
(1) Initial work session with GOAA IT on Implementation Process
(2) Draft reconciled, reviewed, and accepted data into AutoCAD
  (a) Utilize Feature Sets and attributes
(3) Working environment
  (a) Use E-Transmit with encryption to transfer data to/from GOAA
  (b) Burns will be responsible for their own work environment
  (c) Requires use of AutoCAD 2023
    (i) Use of AutoCAD MAP (if required)
(4) Editing and Updating will be done in CAD and then published to GIS
(5) Data Fields to be linked across GOAA Databases
  (a) FQID
  (b) UCI Number
  (c) FCID
  (d) Billable Identifiers (Customer ID Number, Tenant Leasing Info, Netplus)

3. List of Deliverables

A. Site Survey, Record Drawing and As-built Analysis, Pathway BIM/CAD and Review Meetings will be provided for the following facilities in prioritized order:
(1) STC Outside Plant Backbone
(2) ASC In-Building Backbone
(3) LST In-Building Backbone
(4) GTF In-Building Backbone

4. Schedule

The schedule will be developed with GOAA IT as part of initial project start-up to define interim submittal dates and final project completion. All work is anticipated to be complete eight (8) months after NTP.

5. Assumptions, Clarifications & Exceptions

Assumptions:

A. The Airport Authority will provide the GPS device for our use in identifying infrastructure coordinates.
B. Review and documentation for the North Terminal Complex and associated site infrastructure is not included within this scope of services.
C. The assessment does not include the SAPM/ITF facilities and outbuildings.

6. Fees

The fee for the administrative services associated with this scope of work is not-to-exceed $15,056, based on the rates below in accordance with contractual terms for the Principal in Charge and Project Administrator.

Principal in Charge hours are proposed for charges incurred for oversight and management of the sub-consultant resources. Coordination of staff turnover when required. Review and approval of monthly invoices, resolving any discrepancies with invoices.

Project Administrator hours are for coordination of time sheets, invoice coordination with sub-consultant, and the processing of invoices.

The fee for the engineering services associated with the scope of work as defined above is not-to-exceed $228,384, based on the rates below and included in the attached C-Tables.

The total fee for this scope of work is not-to-exceed $243,440.00.

Company	Position	Hours	Contract Rate	Cost
Barich, Inc.	Principal-In-Charge	24	$206.00/hr	$4,944.00
Barich, Inc.	Project Administrator	128	$79.00/hr	$10,112.00
Burns Engineering, Inc.	Senior Project Manager	56	$269.00/hr	$15,064.00
Burns Engineering, Inc.	Engineering Specialist II	724	$185.00/hr	$133,940.00
Burns Engineering, Inc.	Engineering Specialist I	588	$135.00hr	$79,380.00
				$243,440.00

ASSIGNMENTS:

END USER/LEAD DEPARTMENT:	Information Technology
PRESENTED at PC BY:	Ian Brooks
DRAFTED BY:	Ian Brooks
END-USER'S REVIEWER:	Danny Palakal
LEGAL COUNSEL:	
PURCHASING AGENT:	Jamie Lopez
FINANCE REVIEW BY:	
SMALL BUSINESS REVIEW BY:	

DRAFTING THE MEMO:
Memo items in green are to be completed by the End-User Department.
Memo items in orange is to be completed by Small Business.
Finance Form to be completed by the End-User and Signed by Finance.
Memo items in black are to be completed by:

- the assigned Purchasing Agent for procurements conducted by the Purchasing Department, or,
- Project Controls / assigned OAR for procurements conducted by other than the Purchasing Department

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GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Harsh Uchariya, Vice President of Information Technology

DATE: September 3, 2024

ITEM DESCRIPTION

Request for recommendation to the Aviation Authority Board for Approval of Amendment No. 1, Contract Adjustment, for Procurement Contract 24-280-C-RFP, Low Voltage Wiring and Installation Services (On Call) to Orlando Business Telephone Systems, Inc.

BACKGROUND

On June 19, 2024, the Aviation Authority Board awarded Request for Proposal, 24-280-RFP, Low Voltage Wiring and Installation Services (On Call) to Orlando Business Telephone Systems, Inc. The Contract will expire on July 31, 2029.

The Contract requires Orlando Business telephone Systems, Inc. to provide the Aviation Authority with Low Voltage Cabling Installation, Testing, and Repair Services on an on-call basis at the Orlando International Airport and the Orlando Executive Airport. The primary objective of this solicitation is to meet the Aviation Authority's ongoing need for low voltage and wiring installation services for installing low voltage voice and data wiring, conduit and rack pathways, related electrical power distribution to IT equipment, and any other necessary components for a complete Premise Distribution System ("PDS"), and Outside Plant ("OSP") backbone cabling and pathways system, serving complete voice, video, surveillance, access control, and data, wireless and cellular and other similar cabling subsystems on an "as needed" basis.

ISSUES

Contract Adjustment – Staff is requesting that the agreement to be revised to add the following scope of work to provide On-Call Low Voltage Wiring, Installation, Testing and Repair Services at the Orlando International Airport.

Term: 10/01/2024 – 09/30/2025

SMALL BUSINESS

The MWBE/LDB/VBE participation has been reviewed by the Office of Small Business Development (OSBD) and determined a small business participation goal was not recommended due to the specialized nature of the project.

ALTERNATIVES

None

FISCAL IMPACT

The fiscal impact for this Contract Adjustment is a not-to-exceed amount of $450,000. Funding required in the current and subsequent fiscal years will be allocated from Capital Expenditure Funds, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) Approve Amendment No.1, Contract Adjustment to Procurement Contract 24-280-E-RFP, Low Voltage Wiring and Installation Services (On Call) with Orlando Business Telephone Systems, Inc; (2) authorize funding in the not-to-exceed amount of $450,000 from the Capital Expenditure Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENTS

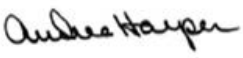
Attachment A – Finance Form
Attachment B – Contract History

ATTACHMENT A

FINANCE FORM

Date:	8/21/2024	**Requestor's Extension:**	3542
Requestor's Name:	Paul Haust	**Preparer's Extension:**	3124
Preparer's Name:	Ian Brooks	**Solicitation #:**	24-280-RFP
Requestor's Department:	Information Technology	**Contract # / Name:**	Low Voltage Wiring and Installation Services (On Call)
Description:	FY25 On Call LV Svcs	**Procurement Committee Date:**	TBD
Vendor:	OBTS	**Agenda Item #:**	TBD

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
308.521.170.5340007.000.501775			$450,000.00			$450,000.00
Total Requisition:			$450,000.00			$450,000.00
Requisition Number:			**97743**			
Funding Approver:						
OMB Notes:						

ATTACHMENT B

CONTRACT HISTORY

24-280-C-RFP, Low Voltage Wiring and Installation Services (On-Call)
Orlando Business Telephone Systems, Inc.

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	• PC Approved 5/28/2024 • Board Approved, 6/19/2024, Item K	60 Months	06/01/2024 thru 07/31/2029	$0.00
Amendment No. 1	• **Pending PC Meeting Approval 09/3/2024**	**Contract Adjustment**	**10/01/2024 Thru 09/30/2025**	**$450,000.00**
Total Contract Value with all Changes (approved and proposed)				**$450,000.00**

SECTION 01 11 00 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and General Conditions/Provisions of Contract, including Contractual Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 PROJECT DESCRIPTION

A. Project/Work Identification:

1. The General overall description of the Work of the Contract for the:

24-280, Amendment 1: LOW VOLTAGE WIRING AND INSTALLATION SERVICES
On-Call Low Voltage Services (FY25 – OBTS)
Orlando International Airport
Orlando, Florida

can be summarized for purposes of administration and payment in the manner of project segments as follows:

2. The Project consists of:

Installing conduit and copper / fiber communications cabling that includes (but not limited to) Category 5E/6/6A, single-mode fiber, multi-mode fiber (very limited MM fiber), coax, and multi-conductor wiring. All cabling is installed terminated and tested as part of OIA's Premise Distribution (PDS) or as directed. Some installation activities are highlighted below.

On-demand testing PDS jacks, patch panels, all components in OIA's PDS installation, replacing / repairing as needed.

Installing intra-building fiber and copper cables. Fiber sizes from 6 to 288 strands, or as directed.

Provide and install all manner of racks, cabinets, ladder rack, typical comm room components,and install OFCI (Owner Furnished Contractor Installed) cabinets and racks when directed.

Perform fiber fusion splicing, installing fiber connectors of all types; ST, SC, LC, etc., install LIUs, and all manner of fiber distribution network components.

Installing Outside Plant (OSP) fiber and copper cables, creating first service entry cross connect fields, provide and install TVSS.

Perform all cable services necessary for a fiber and copper infrastructure, for wired and wireless networks.

Install electric power outlets typically 120vac, but not limited to 120vac. *All installations by licensed and GOAA approved electric contractor.

Install conduit for intra- and inter-building communication cabling. All building communication cables are required to be in metallic (EMT typical) conduit. Install rigid conduit or buried PVC where required.

Perform OSP directional bores, trenching, cable locating, all maner of OSP work.

Provide and install OSP pedestals and terminals for campus distribution.

Creating fiber optic channels spanning End One – End Two locations creating connections needed to for Ethernet based switches and network devices (or any devices requiring such a fiber channel). Fiber channels are required to tested with OTDR and all related documentation completed by Technicians. OTDRs are required for all fiber tests and installations.

NOTE: All communication cabling follows TIA/EIA Commercial Building standards and BICSI standards as referenced in GOAA's Master Design Guidelines.

1.3 CONTRACTOR USE OF PREMISES

A. Limit use of the premises to construction activities within areas indicated; allow for any Owner and tenant occupancy, and use by the public.

1. Minimize any disruption to all operating areas, including parking areas.

a. Existing public services and utility systems shall remain in operation during the construction period, excluding times required for installation of new work unless specifically allowed by the Contract.

b. Schedule and coordinate outages and interruptions of public service with the OAR. See the specific forms for processes and time constraints. Utilize the following forms:

1) Form #018 System Interruption/Utility Outage Notification.

2) Form #018a System Interruption/Utility Outage Notification Procedured.

3) Form #018b Roofing Impact Notification

4) Form #018c Security System Interruption/Outage Request

2. Provide all temporary directional signage, safety, and barricading required for passenger services.

    a. Submit a plan indicating signage, safety, and barricading for access routes, storage areas and work sites, at the pre-construction meeting.

    b. Directional signing at the access gate and or along the delivery route to the storage area or work site shall be as directed by the OAR.

3. Confine operations to areas within Contract limits indicated. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed.

4. Access to site shall be shown on the plans or as directed by the OAR. Do not permit any unauthorized construction personnel or traffic on the site. Provide for traffic control to and from the various construction areas. Immediately clean-up any debris deposited along the access road as a result of construction traffic.

    a. Keep driveways and entrances serving the premises clear and available to the Owner, Tenant, their employees at all times, and the public. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.

5. All material orders for delivery to the site will use as a delivery address the access point at the Contractor’s storage site.

    a. Coordinate with the OAR and allow for the least possible disruption of the facilities normal operations for delivery of materials and removal of demolished and discarded materials.

    b. Delivery of materials and removal of demolished and discarded materials shall be scheduled as follows:

        1) Schedule and coordinate all deliveries and removal of debris with the Owner, or between the hours of 10:00 PM and 6:00 AM each day of the work week.

6. The limits of construction material storage areas, equipment storage areas, and parking areas shall be as indicated in the documents or as directed by the OAR. Erect and maintain suitable fencing, marking and warning devices suitable for both day/night use to delineate the perimeter of all such areas. Refer to specification Section 01 55 30 Requirements for Use of Canal Road.

a. Parking management cards may be used to provide contractor parking in the terminal garages and terminal top parking. These cards will cost $60 per card per month, taxes not included.

B. Use of the Existing Building: Maintain the existing building in a weathertight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.

1.4 OWNER OCCUPANCY

A. Full Owner Occupancy: The Owner, its tenants, and the public will occupy the site and existing building and adjacent facilities (outside the limits of the construction area unless specified) during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts, facilitate occupancy usage, and protect persons and property in the project area during the entire construction period. Perform the Work so as not to interfere with the Owner's operations.

1. All work may be carried out without time restrictions unless otherwise directed by the Owner, or time restrictions due to Airport Operations within work areas (such as Customs, FIS, scheduled flights, other). It is the responsibility of the Contractor to be aware of time restrictions.

2. Unless otherwise directed by the Owner or dictated by specific Airport Operations area restrictions (see above 1.4.A.1), work shall be scheduled between the hours of 7:00 AM until 6:00 PM each day.

3. Access into Comm Rooms and Work Areas; it is the responsibility of the Contractor to coordinate physical access prior to work start into; Technology Rooms / Communication Rooms, Work Areas, and ancillary work areas necessary for tasks to be accomplished.

1.5 LAWS, PERMITS, AND REGULATIONS

A. Comply with all applicable laws, ordinances, regulations, codes, ADA requirements.

B. Obtain and pay for all license and permits, all fees and charges for connection to outside services and parking for Contractor's vehicles.

C. Abide by FAA and Owner’s safety and security regulations and procedures relative to access to, and work in, Airport Operations Areas and secured facilities.

D. Comply with Owner’s insurance requirements.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01 11 00

Orlando Business Telephone Systems, Inc.
5345 L. B. McLeod Road, Orlando, Florida 32811
Tel: 407 996-9000 Fax: 407 996-6123
www.obtssolutions.com

8-21-2024

Greater Orlando Aviation Authority
Orlando International Airport
5850-B Cargo Road
Orlando, FL 32827

Labor Rates for the period of 10/1/24 to 9/30/25

$65.00 an hr. for Lead Tech for Standards Labor Hours

$87.00 an hr. for Lead Tech for Overtime Labor Hours

Material Mark Up will be at 15%.

Sub-Contractors Mark Up will be at 15%.

If you have any questions, or need to contact me directly, you can reach me at 407-996-1104 or via email: linda@obtssolutions.net

Sincerely,

Linda Childress Frymyer, CFO

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Harsh Uchariya, Vice President of Information Technology

DATE: September 3, 2024

ITEM DESCRIPTION

Request for recommendation to the Aviation Authority Board for Approval of Amendment No. 1, Contract Adjustment, for Procurement Contract 24-280-E-RFP, Low Voltage Wiring and Installation Services (On Call) to Quality Cable Contractors, Inc.

BACKGROUND

On June 19, 2024, the Aviation Authority Board awarded Request for Proposal, 24-280-RFP, Low Voltage Wiring and Installation Services (On Call) to Quality Cable Contractors, Inc. The Contract will expire on July 31, 2029.

The Contract requires Quality Cable Contractors, Inc. to provide the Aviation Authority with Low Voltage Cabling Installation, Testing, and Repair Services on an on-call basis at the Orlando International Airport and the Orlando Executive Airport. The primary objective of this solicitation is to meet the Aviation Authority's ongoing need for low voltage and wiring installation services for installing low voltage voice and data wiring, conduit and rack pathways, related electrical power distribution to IT equipment, and any other necessary components for a complete Premise Distribution System ("PDS"), and Outside Plant ("OSP") backbone cabling and pathways system, serving complete voice, video, surveillance, access control, and data, wireless and cellular and other similar cabling subsystems on an "as needed" basis.

ISSUES

Contract Adjustment – Staff is requesting that the agreement to be revised to add the following scope of work to provide On-Call Low Voltage Wiring, Installation, Testing and Repair Services at the Orlando International Airport.

Term: 10/01/2024 – 09/30/2025

SMALL BUSINESS

The MWBE/LDB/VBE participation has been reviewed by the Office of Small Business Development (OSBD) and determined a small business participation goal was not recommended due to the specialized nature of the project.

ALTERNATIVES

None

FISCAL IMPACT

The fiscal impact for this Contract Adjustment is a not-to-exceed amount of $450,000. Funding required in the current and subsequent fiscal years will be allocated from Capital Expenditure Funds, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) Approve Amendment No.1, Contract Adjustment to Procurement Contract 24-280-E-RFP, Low Voltage Wiring and Installation Services (On Call) with Quality Cable Contractors, Inc; (2) authorize funding in the not-to-exceed amount of $450,000 from the Capital Expenditure Fund; 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 – Finance Form
Attachment B – Contract History

ATTACHMENT A

FINANCE FORM

Date:	8/21/2024	**Requestor's Extension:**	3542
Requestor's Name:	Paul Haust	**Preparer's Extension:**	3124
Preparer's Name:	Ian Brooks	**Solicitation #:**	24-280-RFP
Requestor's Department:	Information Technology	**Contract # / Name:**	Low Voltage Wiring and Installation Services (On Call)
Description:	FY25 On Call LV Svcs	**Procurement Committee Date:**	TBD
Vendor:	QCC	**Agenda Item #:**	TBD

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 23 Amount**	**FY24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**TOTAL CONTRACT**
308.521.170.5340007.000.501775			$450,000.00			$450,000.00
Total Requisition:			$450,000.00			$450,000.00
Requisition Number:			**97708**			

Funding Approver: Andrea Harper

OMB Notes:

ATTACHMENT B

CONTRACT HISTORY

24-280-E-RFP, Low Voltage Wiring and Installation Services (On-Call)
Quality Cable Contractors, Inc.

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	• PC Approved 5/28/2024 • Board Approved, 6/19/2024, Item K	60 Months	06/01/2024 thru 07/31/2029	$0.00
Amendment No. 1	• **Pending PC Meeting Approval 09/3/2024**	**Contract Adjustment**	**10/01/2024 Thru 09/30/2025**	**$450,000.00**
			Total Contract Value with all Changes (approved and proposed)	**$450,000.00**

SECTION 01 11 00 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and General Conditions/Provisions of Contract, including Contractual Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 PROJECT DESCRIPTION

A. Project/Work Identification:

1. The General overall description of the Work of the Contract for the:

24-280, Amendment 1: LOW VOLTAGE WIRING AND INSTALLATION SERVICES
On-Call Low Voltage Services (FY25 – QCC)
Orlando International Airport
Orlando, Florida

can be summarized for purposes of administration and payment in the manner of project segments as follows:

2. The Project consists of:

Installing conduit and copper / fiber communications cabling that includes (but not limited to) Category 5E/6/6A, single-mode fiber, multi-mode fiber (very limited MM fiber), coax, and multi-conductor wiring. All cabling is installed terminated and tested as part of OIA's Premise Distribution (PDS) or as directed. Some installation activities are highlighted below.

On-demand testing PDS jacks, patch panels, all components in OIA's PDS installation, replacing / repairing as needed.

Installing intra-building fiber and copper cables. Fiber sizes from 6 to 288 strands, or as directed.

Provide and install all manner of racks, cabinets, ladder rack, typical comm room components,and install OFCI (Owner Furnished Contractor Installed) cabinets and racks when directed.

Perform fiber fusion splicing, installing fiber connectors of all types; ST, SC, LC, etc., install LIUs, and all manner of fiber distribution network components.

Installing Outside Plant (OSP) fiber and copper cables, creating first service entry cross connect fields, provide and install TVSS.

Perform all cable services necessary for a fiber and copper infrastructure, for wired and wireless networks.

Install electric power outlets typically 120vac, but not limited to 120vac. *All installations by licensed and GOAA approved electric contractor.

Install conduit for intra- and inter-building communication cabling. All building communication cables are required to be in metallic (EMT typical) conduit. Install rigid conduit or buried PVC where required.

Perform OSP directional bores, trenching, cable locating, all maner of OSP work.

Provide and install OSP pedestals and terminals for campus distribution.

Creating fiber optic channels spanning End One – End Two locations creating connections needed to for Ethernet based switches and network devices (or any devices requiring such a fiber channel). Fiber channels are required to tested with OTDR and all related documentation completed by Technicians. OTDRs are required for all fiber tests and installations.

NOTE: All communication cabling follows TIA/EIA Commercial Building standards and BICSI standards as referenced in GOAA's Master Design Guidelines.

1.3 CONTRACTOR USE OF PREMISES

A. Limit use of the premises to construction activities within areas indicated; allow for any Owner and tenant occupancy, and use by the public.

1. Minimize any disruption to all operating areas, including parking areas.

a. Existing public services and utility systems shall remain in operation during the construction period, excluding times required for installation of new work unless specifically allowed by the Contract.

b. Schedule and coordinate outages and interruptions of public service with the OAR. See the specific forms for processes and time constraints. Utilize the following forms:

1) Form #018 System Interruption/Utility Outage Notification.

2) Form #018a System Interruption/Utility Outage Notification Procedured.

3) Form #018b Roofing Impact Notification

4) Form #018c Security System Interruption/Outage Request

2. Provide all temporary directional signage, safety, and barricading required for passenger services.

    a. Submit a plan indicating signage, safety, and barricading for access routes, storage areas and work sites, at the pre-construction meeting.

    b. Directional signing at the access gate and or along the delivery route to the storage area or work site shall be as directed by the OAR.

3. Confine operations to areas within Contract limits indicated. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed.

4. Access to site shall be shown on the plans or as directed by the OAR. Do not permit any unauthorized construction personnel or traffic on the site. Provide for traffic control to and from the various construction areas. Immediately clean-up any debris deposited along the access road as a result of construction traffic.

    a. Keep driveways and entrances serving the premises clear and available to the Owner, Tenant, their employees at all times, and the public. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.

5. All material orders for delivery to the site will use as a delivery address the access point at the Contractor’s storage site.

    a. Coordinate with the OAR and allow for the least possible disruption of the facilities normal operations for delivery of materials and removal of demolished and discarded materials.

    b. Delivery of materials and removal of demolished and discarded materials shall be scheduled as follows:

        1) Schedule and coordinate all deliveries and removal of debris with the Owner, or between the hours of 10:00 PM and 6:00 AM each day of the work week.

6. The limits of construction material storage areas, equipment storage areas, and parking areas shall be as indicated in the documents or as directed by the OAR. Erect and maintain suitable fencing, marking and warning devices suitable for both day/night use to delineate the perimeter of all such areas. Refer to specification Section 01 55 30 Requirements for Use of Canal Road.

a. Parking management cards may be used to provide contractor parking in the terminal garages and terminal top parking. These cards will cost $60 per card per month, taxes not included.

B. Use of the Existing Building: Maintain the existing building in a weathertight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.

1.4 OWNER OCCUPANCY

A. Full Owner Occupancy: The Owner, its tenants, and the public will occupy the site and existing building and adjacent facilities (outside the limits of the construction area unless specified) during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts, facilitate occupancy usage, and protect persons and property in the project area during the entire construction period. Perform the Work so as not to interfere with the Owner's operations.

1. All work may be carried out without time restrictions unless otherwise directed by the Owner, or time restrictions due to Airport Operations within work areas (such as Customs, FIS, scheduled flights, other). It is the responsibility of the Contractor to be aware of time restrictions.

2. Unless otherwise directed by the Owner or dictated by specific Airport Operations area restrictions (see above 1.4.A.1), work shall be scheduled between the hours of 7:00 AM until 6:00 PM each day.

3. Access into Comm Rooms and Work Areas; it is the responsibility of the Contractor to coordinate physical access prior to work start into; Technology Rooms / Communication Rooms, Work Areas, and ancillary work areas necessary for tasks to be accomplished.

1.5 LAWS, PERMITS, AND REGULATIONS

A. Comply with all applicable laws, ordinances, regulations, codes, ADA requirements.

B. Obtain and pay for all license and permits, all fees and charges for connection to outside services and parking for Contractor's vehicles.

C. Abide by FAA and Owner’s safety and security regulations and procedures relative to access to, and work in, Airport Operations Areas and secured facilities.

D. Comply with Owner’s insurance requirements.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01 11 00

QUALITY CABLE CONTRACTORS, INC.

Offering our services to Central Florida Since 1986
Phone systems, Voice, Data, Fiber Optics, CATV Cabling, Security Cameras
GOAA MBE/LDB CERTIFIED

August 13, 2024

Greater Orlando Aviation Authority
Construction Committee

RE: GOAA 24-280 LOW VOLTAGE RATES 2024-2025

Dear Procurement Committee:

As requested, please see attached rates. If you require another format, please feel free to reach out to us.

Sincerely,

Gabriel del Rio
Quality Cable Contractors, Inc.
CEO

1936 Premier Row Orlando, FL 32809
Phone 407-246-0606 Fax 407-482-5942
E-mail: info@qcciorlando.com
www.qcciorlando.com

QUALITY CABLE CONTRACTORS, INC.

Offering our services to Central Florida Since 1986
Phone systems, Voice, Data, Fiber Optics, CATV Cabling, Security Cameras
GOAA MBE/LDB CERTIFIED

DESCRIPTION	HOURLY LABOR RATE STANDARD ($)
a. Project Manager	$75.00
b. Lead Technician	$61.50
c. Cable Installer	$51.50
	HOURLY LABOR RATE NON-STANDARD/OVERTIME ($)
d. Project Manager	$93.75
e. Lead Technician	$76.87
f. Cable Installer	$64.38
DESCRIPTION	MARKUP (%)
g. Contractors Mark-up % over its cost for Parts, Materials, Rentals, and Components purchased (e.g. 1% should be entered as .01) h. Subcontractor Labor and Materials Markup	0.2(% expressed in decimals)
Misc Materials (includes screws, labels, nuts, bolts, etc.)	Up to $35

1936 Premier Row Orlando, FL 32809
Phone 407-246-0606 Fax 407-482-5942
E-mail: info@qcciorlando.com
www.qcciorlando.com

Published By: Ian Brooks
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Harsh Uchariya, Vice President of Information Technology

DATE: September 3, 2024

ITEM DESCRIPTION

Request for recommendation to the Aviation Authority Board for Approval of Amendment No. 1, First Renewal, for Procurement Contract 23-148-OEC, Cisco Hardware, Smartnet Licenses and Related Products, Services and Solutions to Veytec, Inc.

BACKGROUND

On January 18, 2023, the Aviation Authority Board awarded Supplemental Contract 23-148-OEC, Cisco Hardware, Smartnet Licenses and Related Products, Services and Solutions through the utilization of State of Florida Alternate Contract Source #43220000-NASPO-19-ACS to Veytec, Inc. The current term expires on September 30, 2024.

All Aviation Authority-owned Cisco Network Switch Hardware, SmartNet, Licenses, Related Products, Services, and Solutions require support and maintenance to ensure the continuous support of the Aviation Authority's operations. A network switch connects devices (such as computers, printers, wireless access points) in a network to each other. This equipment is required to replace all end of life and unsupported hardware and licenses within the Aviation Authority infrastructure network. All Cisco hardware and software applications are proprietary, protected by copyright, and covered under the license agreement term.

The Aviation Authority's Procurement Department makes every effort to obtain competitive pricing on initial agreement purchases and renewal. However, in many cases, the agreements and the technical expertise required are only available directly from the original hardware or software manufacturer and Cisco partners. Additionally, acquiring a maintenance agreement or support services from unauthorized Cisco resellers could void hardware warranties, result in equipment downtime, violate copyright laws, or may result in procuring counterfeit Cisco products.

The Aviation Authority also has Cisco SaaS licensing agreements in which the Aviation Authority does not own the software but for which the Aviation Authority has purchased access. The Cisco agreements are required to support the operational needs of the Aviation Authority. Cisco's SaaS licensing agreements eliminate the need to purchase computer hardware and "traditional" software licenses. Computer hardware maintenance is the responsibility of the SaaS provider, and software upgrades are included in the annual renewal costs.

The Aviation Authority also has Internet-Based Subscription Service agreements in which the provider grants the Aviation Authority access to a proprietary database. The database is created by and continually updated by the service provider, Veytec Inc. Using a Subscription Service agreement eliminates the Aviation Authority's need to contract for services to develop these databases and then continue to contract for services to update the database regularly. These activities are included in the annual renewal costs.

ISSUES

Contract Renewal – Staff is requesting that the agreement to be renewed to co-term with the State of Florida Alternate Contract Source #43220000-NASPO-19-ACS.

Term: 10/01/2024 – 09/30/2025

The Cisco Supplement Agreement with Veytec, Inc. is for multiple purchases of Cisco Hardware, SmartNet, Licenses, Related Products, Services and Solutions as allowed by Aviation Authority Policy 450.03, "Government Contract/Annual Contract" which permits the procurement of items from a supplier based on a requirements contract/annual/multi-year agreement with any public entity.

The Cisco Supplemental Agreement with Veytec, Inc. offers the following benefits to the Aviation Authority:

(1) Hardware and Software Discount: 42% - 50% off list price. (The Cisco State of Florida Contract #AR3227 requires a minimum discount of #5% on Hardware and 10% on SmartNet.)
(2) SmartNet Discount: 15% - 23% off of list price.
(3) Reduces the costs of issuing multiple solicitations throughout the year.
(4) Enables the Aviation Authority to order products and services in a more time efficient manner and allows co-terming of SmartNet services to the existing Annual Renewal Dates.
(5) Warranties become effective when the units are delivered and installed by the Aviation Authority's IT Department.
(6) Provides historical data in one place to forecast future IT purchases and budgets.
(7) Provides up to $10,000 per year in Cisco Training Credits for additional training for Network Staff that can lead to Cisco Certification.
(8) Veytec, Inc. has agreed to pass along to the Aviation Authority any additional discounts provided by Cisco.

Each SmartNet renewal may range from a pro-rated period of fewer than twelve (12) months to a not-to-exceed period of (12) months as appropriate for the renewal agreement purchased.

The number of Cisco computer hardware and software applications requiring technical maintenance and support has increased over time, and the warranties expire throughout the year. As equipment reaches end-of-life and removed from service, those warranties are not renewed.

SMALL BUSINESS

The MWBE/LDB/VBE participation has been reviewed by the Office of Small Business Development (OSBD) and determined that the State of Florida Contract #43220000-NASPO-19-ACS does not lend itself to MWBD/LDB/VBE participation.

ALTERNATIVES

None

FISCAL IMPACT

The fiscal impact for this Contract Renewal is a not-to-exceed amount of $1,100,000. Funding is from Capital Expenditure and Operations and Maintenance Funds. Funds anticipated to be spent in the current fiscal year are within budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) approve Amendment No.1, Contract Renewal to Procurement Supplemental Contract 23-148-OEC, Cisco Hardware, SmartNet, Licenses and Related Products, Services and Solutions to Veytec, Inc.; (2) authorize funding in the not-to-exceed amount of $1,100,000 from the Capital Expenditure and Operations and Maintenance Funds; (3) authorize the Procurement Department to issue the necessary documents following satisfactory review by legal counsel.

ATTACHMENTS

Attachment A – Finance Form
Attachment B – Contract History

ATTACHMENT A

FINANCE FORM

Greater Orlando Aviation Authority

Date:	7-Aug-24	**Requestor's Extension:**	3512
Requestor's Name:	Jason Gross/ Paul Haust	**Preparer's Extension:**	3541
Form Preparer's Name:	Shiv Persaud	**Purchasing Solicitation #:**	23-148-OEC
Requestor's Department:	Information Technology		State of Florida Agreement #43220000-NASPO-19-ACS, Cisco Hardware, SmartNet, Licenses, Related Products, Services and Solutions
Description:	Cisco Hardware, SmartNet, Licenses, Related Products, Services, and Solutions	**Committee Date:**	9/3/2024
Vendor:	Veytec, Inc.	**Committee Agenda Item#:**	TBD

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	Total Contract
301.521.170.5460001.000.100799 (O&M)			600,000.00			600,000.00
308.521.170.5640003.000.501721 (CAPEX)			500,000.00			500,000.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	-	-	1,100,000.00		-	1,100,000.00
Requisition Number	BPA					

Funding Approver: Andrea Harper

OMB Notes:

ATTACHMENT B

CONTRACT HISTORY

23-148-OEC, Cisco Hardware, SmartNet, Licenses and Related Products, Services and Solutions
Veytec, Inc.

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	• PC Approved 12/12/2024, New Business Item B • Board Approved, 01/18/2023, New Business Item C	22 Months	12/01/2022 thru 09/30/2024	$3,078,000.00
Amendment No. 1	• **Pending PC Meeting Approval 09/3/2024**	**Contract Renewal**	**10/01/2024 Thru 09/30/2025**	$1,100,000.00
Total Contract Value with all Changes (approved and proposed)				**$4,178,000.00**

VEYTEC, INC
2301 SILVER STAR RD ORLANDO, FL 32804
Phone: 407-849-6391 - Fax: 407-849-0461

QUOTATION

Date	Quote #
06/20/24	AAAQ14212-04

Sold To: **GREATER ORLANDO AVIATION AUTHORITY**
FATIMA CALKINS
8652 CASA VERDE RD
BDG 811
ORLANDO, FL 32827

Ship To: **GREATER ORLANDO AVIATION AUTHORITY**
FATIMA CALKINS
8652 CASA VERDE RD
BDG 811
ORLANDO, FL 32827

State Contract #AR3227 Participating Addendum for FL
Agreement #43220000-NASPO-19-ACS

Multiyear Cisco Hardware, Smartnet and Licenses Quotation

Account Manager
FLOYD HENSON

Description

Cisco Hardware, Smartnet and Licenses Multiyear Quotation

Hardware and Software Discount (off list) 42% - 50%
(Discount varies as Cisco's discount to Veytec varies)

Smartnet Discount (off list) 15% - 23%
(Discount varies as Cisco's discount to Veytec varies)

Additionally, Veytec will provide GOAA up to $ 10,000.00 per year in Cisco Training Credits.

Cisco State of Florida contract # AR3227 requires minimum discount of 35% on Hardware and 10% on Smartnet.

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Harsh Uchariya, Vice President of Information Technology

DATE: September 3, 2024

ITEM DESCRIPTION

Request for recommendation to the Aviation Authority Board for Approval of Amendment No. 2, Contract Adjustment, for Procurement Contract 24-101-C-RFP Information Technology Continuing Consulting Services Agreement to Barich Inc.

BACKGROUND

On May 24, 2024, the Aviation Authority Board awarded Request for Proposal, 24-101-RFP, Information Technology Consulting Services to Barich Inc. The Contract will expire on May 31, 2029.

The Contract requires Barich Inc. to provide a broad range of services associated with the planning and implementation of IT projects and initiatives that are identified in the Aviation Authority's Capital Improvement Plan (CIP), Information Technology Master Plan (ITMP), the Aviation Authority's annual project planning process, and other IT projects and initiatives requested by the Aviation Authority. The Services may include project management; staff augmentation; research of specific technologies; research and concept development; IT business analysis; business case development, infrastructure and applications design, installation, configuration, development and testing; database management and administration; cyber and physical security; development of solicitation documents; functional, performance and interface requirements definition and documentation project planning; applications development, implementation and integration across multiple systems; operations and management of IT; assistance with IT roadmap or strategic plans; vendor and product evaluations and recommendations and other IT consulting services.

ISSUES

Contract Adjustment – Staff is requesting that the agreement to be revised to add the following scope of work to assess Terminal C Infrastructure at the Orlando International Airport. The Information Technology Department determined there is a need for a more consistent and comprehensive platform of communications infrastructure for Terminal C.

The Aviation Authority Information Technology presently maintains a record of information for the remainder of the campus that includes duct bank routing and pathway, specific cables installed, dark fiber capacity, and MDF/IDF terminations. The records are comprised of project as-built drawings, AutoCAD files and GIS.

This project for the South Terminal C will assess existing backbone fiber pathways, including site duct bank and intra-building conduits while documenting existing cables and identifying available dark fiber strands. Here the contractor will perform verification and comparison to as-built documents and reconcile data within CAD software.

The total cost for Amendment #2 is a not-to-exceed amount of $243,440. Pricing is based on an hourly rate. The actual amount paid is based on actual work requested by the Aviation Authority and satisfactorily provided by the consultant.

SMALL BUSINESS

This contract includes a Minority and Women Business Enterprise (MWBE) participation requirement. The participation goal for this contract is 17% for MWBE. The Small Business Development Department certifies that the contract is in good standing as it relates to MWBE participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact for this Contract Adjustment is a not-to-exceed amount of $243,440 with funding from previously approved Capital Expenditure funds from project W-S00155.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) Approve Amendment No.2, Contract Adjustment to Procurement Contract 24-101-C-RFP, Information Technology Continuing Consulting Services with Barich Inc.; (2) authorize funding in the not-to-exceed amount of $243,440 from the Capital Expenditure Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENT A: Finance Form
ATTACHMENT B: Contract Summary

Greater Orlando Aviation Authority

Date:	*8/22/2024*	**CCM / PC:**	PC
Requestor's Name:	*Paul Haust*	**Requestor's Extension:**	4548
Form Preparer's Name:	*Ian Brooks*	**Preparer's Extension:**	3124
Requestor's Department:	*Information Technology*	**Contract # / Name**	Information Technology Consulting Services Agreement
Description:	*STC Infrastructure Assessment*	**Committee Date:**	9/3/2024
Vendor:	**Barich Inc.**	**Committee Agenda Item#:**	

NON-PROJECT FUNDS: O&M, CAPEX, 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
	243,440.00					243,440.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	243,440.00	-	-	-	-	243,440.00
BPA or Requisition Number	W-S00155					

Funding Approver: _____

OMB Notes: per Melvin, AVP CF

219,178
176,016
93,702
200,294
689,190.00

Attachment B
Contract Summary

24-101-C-RFP, Information Technology Continuing Consulting Services Agreement
Barich Inc.

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	• PC Approved 03/12/2024 • Board Approved 04/24/2024, Item "N"	60 Months	06/01/2024 thru 5/31/2029	$0.00
Amendment No. 1	• **PS Approved 07/23/2024**	**Contract Adjustment**	**10/01/24 Thru 09/30/2025**	**$150,000.00**
Amendment No. 2	• **Pending PC Meeting Approval 09/3/2024**	**Contract Adjustment**	**09/19/2024 Thru (est) June 2025**	**$243,440.00**
Total Contract Value with all Changes (approved and proposed)				**$393,440.00**

BARICH, INC.
2241 E. Pecos Rd.
Chandler, Arizona 85225
OFFICE: (480) 361-4122
WEB: *www.barich.net*

On-Call STC Infrastructure Assessment Services

July 31, 2024

Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827-4399

Dear Mr. Palakal,

It is our pleasure to present the **Barich, Inc. (Barich)** response to the request for On-Call STC Infrastructure Assessment services provided under the existing W-372 On-Call IT Consulting Services Contract. For this request, Barich has partnered with **Burns Engineering, Inc. (Burns)**.

Attached is a high-level Statement of Work to fulfill the requirements set forth by The Authority. Barich will provide the consulting services with a defined not-to-exceed budget of **$243,440.00**, to be billed on a monthly basis. The Scope of Work to be performed, along with an anticipated schedule and hourly rates by role are included in the attached Scope of Work document. Barich services only include project oversight and invoice support services in accordance with contractual terms for the Principal in Charge and Project Administrator roles.

Barich Roles	Hourly Rate	Number of Hours (Not to Exceed)	Total
Principal-In-Charge	$206	24	$4,944.00
Project Administrator	$79	128	$10,112.00
			$15,056.00

If you have any questions regarding the service agreement or fee, please feel free to reach out to me directly. We would be pleased to address any issues at your convenience. Our team will be ready to begin work after notification of notice to proceed for the project.

Sincerely,

Justin Phy

Justin Phy
Principal-In-Charge
Barich, Inc.

GREATER ORLANDO AVIATION AUTHORITY

Scope of Work

for

On-Call STC Infrastructure Assessment

Document Version: *1.2*
Date: *07/31/2024*

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Barich, Inc. (Barich) is pleased to provide a proposal for the documentation of existing communications infrastructure at Orlando International Airport related to the South Terminal Complex. To execute this work, Barich has partnered with Burns Engineering, Inc. (Burns) to provide this Scope of Work.

1. Overview

This proposal has been updated by Burns from the original version submitted in July 2023. The scope of work remains essentially the same, but the staffing has been updated to include participation with Jeremy Robbins and Josh Poulalion. Also, Burns rates have been updated to be in compliance with the current 2024 approved rates as part of the Barich IT On-call contract.

During 2023, the Burns team participated in several meetings with GOAA IT related to the need for a consistent, comprehensive platform of communications infrastructure related to the South Terminal Complex. GOAA IT presently maintains a record of information for the remainder of the campus that includes duct bank routing and pathway, specific cables installed, dark fiber capacity, and MDF/IDF terminations. The records are comprised of project as-built drawings, AutoCAD files and GIS.

2. Scope of Work

This proposal specifically defines the scope of work for this infrastructure assessment to provide deliverables as outlined in Section 3. This project for the South Terminal Campus will assess existing backbone fiber pathways, including site duct bank and intrabuilding conduits. Document existing cables and identify available dark fiber strands. Perform verification and comparison to as-built documents and reconcile data within CAD software. We will engage GOAA IT periodically to review and gain acceptance of our findings and documentation. Our assessment will cover the following:

- STC OSP Pathways including terminations within at least 14 MDF/IDF rooms within ASC, LST, GTF, PKG, SAPM/ITF, ARFF, SMPOE, CEP, EPG and CPD. The pathways include approximately 30,000 linear feet of duct bank segments.
- ASC In Building Backbone Pathways including terminations in 21 IDF rooms and Zone Enclosures. The pathways include approximately 12,000 linear feet of overhead backbone conduit runs.
- LST In Building Backbone Pathways including terminations in 32 IDF rooms and Zone Enclosures. The pathways include approximately 7,500 linear feet of overhead conduit runs.
- GTF In Building Backbone Pathways including terminations in 8 IDF rooms. The pathways include approximately 1,200 linear feet of overhead conduit runs.

<u>Task Items:</u>

A. Site Survey
   (1) Locate/trace conduit start points
   (2) Inspect maintenance holes and cable

(3) Contents/labels
(4) Comm Room Inventory
(5) Use of GPS/GNSS device to verify asset locations in FL State Plane Coordinates
  (a) Interface capability with AutoCAD
  (b) Logging Centerpoint

B. Record Drawing and As-Built Analysis
(1) Meeting with GOAA IT staff to gather historical project data
(2) Cross check field survey against project record documents
(3) Assign project data to individual infrastructure assets

C. Pathway BIM/CAD
(1) Initial work session with GOAA IT on Implementation Process
(2) Draft reconciled, reviewed, and accepted data into AutoCAD
  (a) Utilize Feature Sets and attributes
(3) Working environment
  (a) Use E-Transmit with encryption to transfer data to/from GOAA
  (b) Burns will be responsible for their own work environment
  (c) Requires use of AutoCAD 2023
    (i) Use of AutoCAD MAP (if required)
(4) Editing and Updating will be done in CAD and then published to GIS
(5) Data Fields to be linked across GOAA Databases
  (a) FQID
  (b) UCI Number
  (c) FCID
  (d) Billable Identifiers (Customer ID Number, Tenant Leasing Info, Netplus)

3. List of Deliverables

A. Site Survey, Record Drawing and As-built Analysis, Pathway BIM/CAD and Review Meetings will be provided for the following facilities in prioritized order:
(1) STC Outside Plant Backbone
(2) ASC In-Building Backbone
(3) LST In-Building Backbone
(4) GTF In-Building Backbone

4. Schedule

The schedule will be developed with GOAA IT as part of initial project start-up to define interim submittal dates and final project completion. All work is anticipated to be complete eight (8) months after NTP.

5. Assumptions, Clarifications & Exceptions

Assumptions:

A. The Airport Authority will provide the GPS device for our use in identifying infrastructure coordinates.
B. Review and documentation for the North Terminal Complex and associated site infrastructure is not included within this scope of services.
C. The assessment does not include the SAPM/ITF facilities and outbuildings.

6. Fees

The fee for the administrative services associated with this scope of work is not-to-exceed $15,056, based on the rates below in accordance with contractual terms for the Principal in Charge and Project Administrator.

Principal in Charge hours are proposed for charges incurred for oversight and management of the sub-consultant resources. Coordination of staff turnover when required. Review and approval of monthly invoices, resolving any discrepancies with invoices.

Project Administrator hours are for coordination of time sheets, invoice coordination with sub-consultant, and the processing of invoices.

The fee for the engineering services associated with the scope of work as defined above is not-to-exceed $228,384, based on the rates below and included in the attached C-Tables.

The total fee for this scope of work is not-to-exceed $243,440.00.

Company	Position	Hours	Contract Rate	Cost
Barich, Inc.	Principal-In-Charge	24	$206.00/hr	$4,944.00
Barich, Inc.	Project Administrator	128	$79.00/hr	$10,112.00
Burns Engineering, Inc.	Senior Project Manager	56	$269.00/hr	$15,064.00
Burns Engineering, Inc.	Engineering Specialist II	724	$185.00/hr	$133,940.00
Burns Engineering, Inc.	Engineering Specialist I	588	$135.00hr	$79,380.00
				$243,440.00

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary Hunt, Vice President of Facilities

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Approve Addendum No. 8 to the Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services with Lea + Elliott, Inc., for the FY 2025 System Safety Program Plan (SSPP) and Operation and Maintenance (O&M) Support for the Automated People Mover (APM) Systems at Orlando International Airport (MCO)

BACKGROUND

With respect to the Base Agreement for Specialty APM and Passenger Rail Systems Consulting Services dated January 4, 2021 (W420), Lea+Elliott is to provide APM Consultant Services related to Airsides 1, 2, 3, & 4 and the South APM for SSPP Support and O&M Oversight services at MCO.

Lea+Elliott is uniquely qualified to provide these value-added services to the Authority based on their in-depth knowledge and experience with MCO's APM system technologies, especially as it relates to safety and the day-to-day operation of the APMs by the O&M Contractors.

On September 5, 2023, the Procurement Committee approved Addendum 7 to the Specialty APM and Passenger Rail Systems Consulting Services with Lea+ Elliott, Inc., for the FY 2024 SSPP and Maintenance O&M Support for the APM Systems at MCO.

ISSUES

Consultant's proposal, dated July 25, 2024, is to provide the following services.

- Support to the implementation of the GOAA approved APM SSPP.
- Conduct an annual review for compliance with the SSPP (1/3 of the SSPP).
- Support GOAA with the FDOT related SSPP meetings, reviews and hazard assessments.
- Update the SSPP in accordance with APM system modifications and other GOAA Policies/directions as provided.
- Provide document review, operations, maintenance support services, and quality control services in support of the APM O&M program.

Staff recommends that a performance bond is not applicable for this type of Addendum. If approved, effective date October 1, 2024.

SMALL BUSINESS

This Contact does not include a Minority and Women Business Enterprise (MWBE) or Local Developing Business (LDB) participation requirement due to the limited and specialized scope.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact of this award is for a not-to-exceed amount of $266,869.53 for the one-year period. 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) approve Addendum No. 8, to the Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services with Lea + Elliott, Inc., for the FY 2025 System Safety Program Plan and Operation and Maintenance (O&M) Support for the Automated People Mover (APM) Systems.; (2) authorize funding in the not-to-exceed amount of $266,869.53 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.

ATTACHMENTS
Attachment A– Finance Form

ATTACHMENT A

FINANCE FORM

Date:	08/22/2024	**Requestor's Extension:**	
Requestor's Name:	Eric Filbert	**Preparer's Extension:**	2495
Preparer's Name:	John Field	**Solicitation #:**	
Requestor's Department:	Facilities	**Contract # / Name:**	safety inspection services for the Specialty Automated People Mover (APM) and Passenger Rail Systems project
Description:	FY2025 O&M	**Procurement Committee Date:**	09/03/2024
Vendor:	Lea + Elliott, Inc.	**Agenda Item #:**	

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**
301.631.210.5310009.000.000000		266,869.53				266,869.53
Total Requisition:		266,869.53				266,869.53
Requisition Number:		97727				
Funding Approver:	Andrea Harper					
OMB Notes:						

LEA ELLIOTT

July 25, 2024 LE-GOAA-NCP-1344-0028

Eugene Angel
Manager, Maintenance Contracts-Fleet
Orlando International Airport
8550 Casa Verde Road
Orlando, FL 32827-4329

SUBJECT: Lea+Elliott Proposal for Orlando APM SSPP Support and O&M Oversight Services FY2025 (October 1, 2024 – September 30, 2025)
W420 - Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services

Dear Mr. Angel,

With respect to the (W420) Base Agreement for Specialty Automated People Mover (APM) And Passenger Rail Systems Consulting Services dated January 4, 2021, Lea+Elliott is pleased to submit our FY2025 fee proposal to provide APM Specialty Consultant Services related to Airsides 1, 2, 3, & 4 and the South APM for SSPP Support, and Airsides 1 & 3 and South APMs for Operations & Maintenance (O&M) Oversight services at Orlando international Airport. Attached are the Scope of Work descriptions of the proposed work and associated spreadsheet breakdown of the proposed fees for both the SSPP Support services (Attachment 1, Attachment 1a, and Attachment 1b) and the O&M Oversight services (Attachment 2 and Attachment 2a).

Lea+Elliott is uniquely qualified to provide these value-added services to the Authority based on our in-depth knowledge and experience with the Orlando International Airport's APM system technologies, especially as it relates to safety and the day-to-day operation of the APMs by the O&M Contractors. As detailed in the attached Scope of Work, this proposal includes SSPP Support for both Crystal Mover Services Inc. (CMSI) and Alstom. However, at the direction of GOAA, SSPP and O&M Oversight of individual support tasks identified in the Attachments shall only be performed at the request of GOAA and O&M Oversight tasks are restricted to only one (1) APM O&M Contractor, (CMSI) as it relates to the Airsides 1 and 3 Gate Link, and Terminal Link APM Systems. This fee proposal reflects a reduced proposal estimate as requested by GOAA; however, the individual Tasks for SSPP and O&M remain the same. Lea+Elliott will diligently track the budget related to SSPP and O&M and notify GOAA, in writing, when the budget reaches 75% of the budget total identified for SSPP and O&M support and will request additional funding (if necessary) to complete the tasks identified.

We are pleased that we have been able to identify an overall MWBE participation of approximately 20% for the SSPP Support Services. On the other hand, due to the specialized nature of the work and the limited scope associated with the O&M Oversight Services, we were unable to utilize any MWBE/LDB participation for this work.

In addition to the above, Lea+Elliott has also attached herein the signed Truth In Negotiation Certification for your use.

We appreciate the opportunity to be of service to GOAA on these very important Tasks and look forward to continued success in working together with you. Should you have any questions or comments please contact me.

Sincerely,

LEA+ELLIOTT, INC.



Gregory W. Love
Associate Principal

5200 Blue Lagoon Drive, Ste. 250 | Miami, Florida 33126 Phone 305.500.9390 Fax 305.500.9391

ATTACHMENT-1

SPECIALTY AUTOMATED PEOPLE MOVER (APM) and PASSENGER RAIL SYSTEMS CONSULTING SERVICES - PROPOSED BUDGET
FY2025 (October 1, 2024 – September 30, 2025)

SYSTEM SAFETY PROGRAM PLAN (SSPP) SUPPORT SERVICES

I. GENERAL SCOPE STATEMENT

Under the direction of the Authority, the System Safety Program Plan (SSPP) support scope of work for Lea+Elliott (APM Specialty Consultant) will include all tasks identified below, with the exception of those identified in the subsequent section titled, "Scope not Included". In accordance with Section 4.5 of the SSPP, the APM Specialty Consultant provides on-call assistance to the Authority for the following activities, as requested by GOAA.

Part 1: Compliance Safety Reviews - Conduct periodic safety reviews to verify compliance with requirements of the SSPP, specifically, Section 11.2, and Attachment 12-APM General Safety Inspection Checklist and Attachment 13-Worker and Workplace Safety Inspection Checklist. The safety reviews will include review of the records and physical conditions at the following APM related spaces/locations in accordance with the above-referenced Attachments.

For Airsides 1 & 3 Gate Link and Terminal Link APM Systems

1) GOAA areas including guideway, emergency walkway, and APM station facilities.
2) APM Contractor's areas including vehicles, APM stations operating system equipment, unit substations, emergency generators, central control operating system equipment, guideway operating system equipment and other wayside operating system equipment and maintenance shops.

For Airsides 2 & 4 Gate Link

3) GOAA areas including guideway and running surface, emergency walkway, Central Control/Comm Center, APM station facilities, unit substations and emergency generators.
4) APM Contractor's areas including vehicles, APM stations operating system equipment, guideway operating system equipment, central control operating system equipment, and other wayside operating system equipment and maintenance shops.

The Independent Auditor will conduct annual audits, which will check 1/3 of the overall SSPP items on an annual basis which in effect will verify compliance with the entire SSPP on a triennial basis. The Independent Auditor's role and activities are exclusively related to this activity, which includes attending related meetings, review and development of related documents, submittal of related documents and reports, and other related activities in support of annual audits.

Part 2: FDOT Reviews and Audits - Support FDOT related SSPP meetings, review and develop responses to FDOT comments related to hazards, audits, corrective action plans, etc.

Part 3: Hazards Analysis and Reporting - Support investigation of potential hazards and audit required corrective action based on results of Hazard Management Process on an as needed basis.

Part 4: Emergency Management Support – Advisory support of APM Emergency Response Safety Drills. This scope only anticipates tabletop and live drills that will be conducted during the above-referenced Fiscal year (FY) period.

ATTACHMENT-1

SPECIALTY AUTOMATED PEOPLE MOVER (APM) and PASSENGER RAIL SYSTEMS CONSULTING SERVICES - PROPOSED BUDGET
FY2025 (October 1, 2024 – September 30, 2025)

SYSTEM SAFETY PROGRAM PLAN (SSPP) SUPPORT SERVICES

Part 5: Annual Review and Update Support - Support the update of the SSPP document, coordinate with stakeholders and attend regularly scheduled meetings related to SSPP updates.

Part 6: Ancillary Support of SSPP – Participate in regularly scheduled SSPP Working Group, Construction Management Office (CMO), and Leadership Team meetings and activities.

II. SCOPE NOT INCLUDED

The SSPP support scope does not include System Security Oversight, as this is covered by airport security.

III. FEES

The fees to support the above SSPP scope items for FY2025 have been identified in the attached table. The summary page identifies the anticipated MWBE participation.

The fees identified on the attached anticipate the continued participation of Cost Management Inc. (CMI), which is a MWBE firm that is part of the L+E Team under the GOAA W-420 Project.

END OF DOCUMENT

ATTACHMENT 1a

SPECIALTY AUTOMATED PEOPLE MOVER (APM) and PASSENGER RAIL SYSTEMS CONSULTING SERVICES

APM SYSTEM SAFETY PROGRAM PLAN (SSPP) SUPPORT

PROPOSED BUDGET (FY2025) (October 1, 2024 - September 30, 2025)

ORLANDO INTERNATIONAL AIRPORT

		2024				2025				TOTAL	
		Current Rates	Travel Premium Rates	Hours	Dollars ($)	Current Rates	Travel Premium Rates	Hours	Dollars ($)	Hours	Dollars ($)
Sr. Project Manager	**L+E**	**$338.00**		4.50	$ 1,521.00	**$354.90**		4.50	$ 1,597.05	9.00	$ 3,118.05
			$383.00	10.50	$ 4,021.50		**$402.15**	10.50	$ 4,222.58	21.00	$ 8,244.08
Sr. Consultant - APM / Project Manager	**L+E**	**$280.00**		61.00	$ 17,080.00	**$294.00**		61.00	$ 17,934.00	122.00	$ 35,014.00
Sr. Consultant - APM	**L+E**	**$280.00**		14.00	$ 3,920.00	**$294.00**		14.00	$ 4,116.00	28.00	$ 8,036.00
Engineer 3	**L+E**	**$217.00**		28.00	$ 6,076.00	**$227.85**		0.00	$ -	28.00	$ 6,076.00
			$262.00		$ -		**$275.10**		$ -	0.00	$ -
Engineer 2	**L+E**	**$162.00**		0.00	$ -	**$170.10**		0.00	$ -	0.00	$ -
			$207.00		$ -		**$217.35**		$ -	0.00	$ -
Engineer / CAD	**L+E**	**$107.00**		0.00	$ -	**$112.35**		0.00	$ -	0.00	$ -
Senior Administrative Asst	**L+E**	**$104.00**		9.00	$ 936.00	**$109.20**		9.00	$ 982.80	18.00	$ 1,918.80
Subconsultants	**DBE Participation (WMBE Certification)**										
Safety Director	**CMI**	**$159.00**		48.00	$ 7,632.00	**$159.00**		48.00	$ 7,632.00	96.00	$ 15,264.00
	Sub-Totals			**175.00**	**$41,186.50**			**147.00**	**$36,484.43**	**322.00**	**$77,670.93**

Note:

1. For budgetary purposes, travel to the site to support this project will be necessary. Therefore, the GOAA approved Travel Premium rate is used for 2024 and a projected Travel Premium rate for 2025 is used to develop this budgetary numbers.
2. For budgetary purposes, a billing and travel premium rate increase of 5% is assumed starting January 2025. All rate increases must be approved by GOAA. Rate increase request will be submitted to GOAA on the scheduled renegotiation date for GOAA approval.
3. Assumes this effort starts on October 1, 2024 and ends September 30, 2025.
4. Assumes SSPP Internal Audit (i.e. Part 1 of Attachment 1b) for FY25 starts September 1, 2024.

Attachment 1b
Lea+Elliott, Inc.
SSPP Support
FY 2024 (October 1, 2023 - September 30, 2024)
Summary

| Detailed Scope-FY 2025 | | Hours/Fees | | |

Attachment 1b
Lea+Elliott, Inc.
SSPP Support
FY 2024 (October 1, 2023 - September 30, 2024)
Summary

| Detailed Scope-FY 2025 | | Hours/Fees | | |

ATTACHMENT-2

SPECIALTY AUTOMATED PEOPLE MOVER (APM) and PASSENGER RAIL SYSTEMS CONSULTING SERVICES - PROPOSED BUDGET
FY2025 (October 1, 2024 – September 30, 2025)

APM OPERATIONS & MAINTENANCE (O&M) OVERSIGHT

Lea+Elliott will provide the following scope of services under this additional services agreement as it relates to Phase 2 O&M with the Airsides 1 & 3 (Gate Link), and Terminal Link APM O&M Contractor. However, at the direction of GOAA, O&M Oversight of individual support tasks identified below shall only be performed at the request of GOAA.

The following scope is limited to activities related to Crystal Mover Services, Inc. (CMSI) only.

I. SCOPE OF WORK

The services of the APM Specialty Consultant shall generally consist of, but are not limited to, auditing the operations and maintenance services being performed by Crystal Mover Services, Inc. (CMSI) (the "APM O&M Contractor"), and supporting the Greater Orlando Aviation Authority (GOAA) in performance of said services. The services of the APM O&M Contractor include, but are not limited to daily operations and maintenance of the Orlando Airport's APMs (Airside 1 & 3 (Gate Link) and Terminal Link APMs), including all vehicles and systems, facilities and capital asset management, Automatic Train Control System (ATC), and all other subsystems comprising the APM Systems. The APM Specialty Consultant shall perform the scope of work as defined in Task A, Task B, and Task C below, which include documentation of findings based on oversight/observations of the Contractor's work, make recommendations related to said findings as appropriate, meet with GOAA staff and others as required by GOAA and provide technical expertise with regards to the APM System Availability requirements including Service Mode Availability (SMA), Fleet Availability (FA) and Station Availability (SA).

II. APM CONSULTANT'S TASKS

Specific tasks to be performed by the APM Consultant may include:

Task A. Document Review

Review relevant documents as appropriate related to the APM System Operations & Maintenance to ensure performance of system operations in accordance with approved operations plans and schedules. Provide written comments and make recommendations as necessary to support GOAA with making decisions and providing direction to the APM Contractor.

Task B. Operations and Maintenance Support Services

1. Monitor and track any APM operational or functional vehicle/guideway/station/system performance issues. As part of this effort, Lea+Elliott will also attend meetings with the APM O&M Contractor and GOAA to help bring such issues to closure.

2. Track any equipment failures, prepare corresponding analysis reports, and identify any trends in equipment failure.
3. Review and evaluate APM System Availability Reports with GOAA and provide comments and recommendations to GOAA related to accuracy and completeness of each report including acceptance and rejections of the Contractor's proposed exclusions of reported downtime events.
4. Review and evaluate all APM O&M Contractor's invoices to provide comments and recommendations as to payments and appropriate payment deductions if required in accordance with the O&M Agreement.
5. Review, track, and provide written responses to any proposed modifications to the Operating System and support GOAA in the procurement and implementation of such modifications. *Depending on the complexity of these changes an additional Task Order may be required.*

Task C. Quality Assurance Quality Control Services

1. Monitor and review the APM O&M Contractor's contractual compliance with the O&M Phase 2 Quality Assurance requirements and provide comments and recommendations to GOAA.

III. ORIGINAL O&M SCOPE ITEMS

The following O&M Oversight support scope items were previously identified and performed by Lea+Elliott as part of the original O&M Oversight scope and are currently not part of this proposal. However, at GOAA's direction, these items may be performed by L+E as an additional task item:

1. Review/audit Contractor's work for compliance with contract requirements, and established operations & maintenance processes and procedures as defined by the APM Manufacturer and as required by GOAA.
2. Review staffing changes proposed by the Contractor. Identify any potentially negative impacts from said changes to Orlando APM's O&M and recommend actions that may be considered by GOAA for mitigation as appropriate.
3. Provide oversight of the CMSI's Maintenance Management Information Systems (MMIS) and the Alstom Site Information Management System (SIMS) for all aspects of APM operations including vehicles, wayside, facilities, power, and electronics. The MMIS and SIMS are used to audit all operational responsibilities of the Contractor including scheduled maintenance, spare parts inventory management and Configuration Control.
4. Review Contractor preventative and corrective maintenance programs for contract compliance.

ATTACHMENT-2

SPECIALTY AUTOMATED PEOPLE MOVER (APM) and PASSENGER RAIL SYSTEMS CONSULTING SERVICES - PROPOSED BUDGET
FY2025 (October 1, 2024 – September 30, 2025)

APM OPERATIONS & MAINTENANCE (O&M) OVERSIGHT

5. Monitor Contractor performance, and conduct audits and inspections as necessary to confirm contractor is properly documenting and performing appropriate O&M activities as stipulated in the contract.
6. Monitor and review the Contractor's O&M contractual compliance for the following:
    a) Providing all contractual O&M training programs such as driver, vehicle, track, power and safety training and associated certifications of Contractor staff, exclusive of the SSPP Program.
    b) Audit Contractor's O&M training department to verify that Contractor maintains training capability and implements an adequate training schedule, exclusive of the SSPP Program.
7. Provide GOAA with written reports of findings for all items as defined above, exclusive of the SSPP Program.

END OF DOCUMENT

ATTACHMENT 2a

SPECIALTY AUTOMATED PEOPLE MOVER (APM) and PASSENGER RAIL SYSTEMS CONSULTING SERVICES

APM OPERATIONS & MAINTENANCE (O&M) SUPPORT

PROPOSED BUDGET (FY2025) (October 1, 2024 - September 30, 2025)

ORLANDO INTERNATIONAL AIRPORT

		2024						2025						TOTAL	
		Current	Travel Premium	Task A. Document Reviews	Task B. O&M Support Services	Task C. QA/QC Servise		Current	Travel Premium	Task A. Document Reviews	Task B. O&M Support Services	Task C. QA/QC Servise		Airside 2 & 4 APM	
				Hours	Hours	Hours	Dollars ($)			Hours	Hours	Hours	Dollars ($)	Hours	Dollars ($)
Sr. Project Manager	**L+E**	**$338.00**		6.00	2.00	12.00	$ 6,760.00	**$354.90**		6.00	2.00	12.00	$ 7,098.00	40.00	$ 13,858.00
			$383.00	0.00	4.00	0.00	$ 1,532.00		**$402.15**	0.00	4.00	0.00	$ 1,608.60	8.00	$ 3,140.60
Sr. Consultant - APM / Project Manager	**L+E**	**$280.00**		36.00	126.00	24.00	$ 52,080.00	**$294.00**		36.00	126.00	24.00	$ 54,684.00	372.00	$ 106,764.00
Sr. Consultant - APM	**L+E**	**$280.00**		0.00	0.00	0.00	$ -	**$294.00**		0.00	0.00	0.00	$ -	0.00	$ -
			$325.00	0.00	48.00	0.00	$ 15,600.00		**$341.25**	0.00	48.00	0.00	$ 16,380.00	96.00	$ 31,980.00
Engineer 3	**L+E**	**$217.00**		0.00	0.00	0.00	$ -	**$227.85**		0.00	0.00	0.00	$ -	0.00	$ -
			$262.00	0.00	48.00	0.00	$ 12,576.00		**$275.10**	0.00	48.00	0.00	$ 13,204.80	96.00	$ 25,780.80
Engineer 2	**L+E**	**$162.00**		0.00	0.00	0.00	$ -	**$170.10**		0.00	0.00	0.00	$ -	0.00	$ -
			$207.00	0.00	0.00	0.00	$ -		**$217.35**	0.00	0.00	0.00	$ -	0.00	$ -
Engineer / CAD	**L+E**	**$107.00**		0.00	0.00	0.00	$ -	**$112.35**		0.00	0.00	0.00	$ -	0.00	$ -
Senior Administrative Asst	**L+E**	**$104.00**		12.00	12.00	12.00	$ 3,744.00	**$109.20**		12.00	12.00	12.00	$ 3,931.20	72.00	$ 7,675.20
	Sub-Totals			**54.00**	**240.00**	**48.00**	**$92,292.00**			**54.00**	**240.00**	**48.00**	**$96,906.60**	**684.00**	**$189,198.60**

Note:

1. For budgetary purposes, travel to the site for this Project maybe necessary to support O&M related site meetings, site inspections, site observations, and other site related O&M activities, as required by GOAA. Therefore, the GOAA approved Travel Premium rate is used for 2024 and a projected Travel Premium rate for 2025 is used to develop this budgetary numbers.
2. For budgetary purposes, a billing and travel premium rate increase of 5% is assumed starting January 2025. All rate increases must be approved by GOAA. Rate increase request will be submitted to GOAA on the scheduled renegotiation date for GOAA approval.
3. Assumes this effort starts on October 1, 2024 and ends September 30, 2025.
4. Refer to Attachment-2, Section II - APM Consultant's Task.

Owner's Representative

Estimating / Scheduling

Value Engineering

Life Cycle Costing

LEED Consulting

Constructability Review

Cashflow Projections

Change Orders

Claims Analysis

Contract Administration

Commissioning

Construction Auditing

Facilities Condition Assessment

Information Technology

Database Development

Program Management Software Modules

158 Terra Mango Loop

Suite B

Orlando, FL 32835

Tel: 407.293.4168

Fax: 407.293.0944

Website: www.cminc.biz

Email: cmi@cminc.biz

12 February 2024

Mr. Gregory Love, LEED AP BD+C
Senior Associate
Lea + Elliott, Inc.
5200 Blue Lagoon Drive
Suite 250
Miami, Florida 33126

CMI No. P-5161.3	
Project: Greater Orlando Aviation Authority Specialty APM & Passenger Rail Systems - FY25 Safety Inspection Services	
NTE Labor Fee	$15,264.00
Total NTE Fee	**$15,264.00**
Fifteen Thousand, Two Hundred and Sixty-Four Dollars	

Dear Gregory

We hereby submit our fee proposal to provide OAR Consulting Services. Our understanding is that we will provide safety inspection services for the Specialty Automated People Mover (APM) and Passenger Rail Systems project.

SERVICES

Our scope will be to support the OAR team with safety compliance and reporting services.

FEE SCHEDULE

Our anticipated staffing plan equates to an NTE Fee. Our fee is based on part-time work.

Name	Position	No. of Hours	Rate ($)	Total ($)
William (Bill) White	Safety Director	96	159.00	15,264.00
			Total NTE Fee	**$15,264.00**

MWBE / LDB PARTICIPATION

CMI is certified by the Authority as a MWBE firm for providing these professional services.

EXCLUSIONS

This proposal excludes: scheduling, cost estimating, office space rental, utilities, computers, printers and copiers.

PAYMENT

We will invoice in accordance with the terms of our Subcontract Agreement.

Issued By:

CMI

Ganesh Jiawon, President

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: Lea+Elliott, Inc.

By: Gregory W. Love

Print Name: Gregory W. Love

Date: 7/25/2024

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for Fiscal Year 2025 Horizontal Permitting 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

The consultant's proposal dated August 15, 2024, is to provide on-call horizontal permitting review services at the Orlando International Airport. Such services include, but are not limited to, the review of proposed horizontal development within properties controlled by the Aviation Authority. HNTB's review will be summarized in comments that will be provided to the Aviation Authority for review prior to distributing to applicants or other stakeholders. Other stakeholders may include municipalities, Orange County, adjacent developments, or other governmental or quasi-governmental entities. The scope may also include meetings, workshops, or presentations, as required.

Services cannot commence before the date of Aviation Authority Board 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 HNTB Corporation 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 $10,000.00. Funding is from previously-approved Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 Transportation Planning Services Agreement with HNTB Corporation for the services contained herein and amount as shown below:

Not to Exceed Fees	$10,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$10,000.00**
CRI – Compliance Review Date	DL 8/26/24
CRI – Funding Eligibility Review Date	8/26/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for Fiscal Year 2025 Horizontal Permitting 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, HNTB Corporation does not propose small business participation at this time.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 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:	Horizontal Permitting Review	**Procurement Committee Date:**	September 3, 2024
Vendor:	HNTB Corporation	**Agenda Item #:**	

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**
301.711.170.5310013.000.000000			$10,000.00			
Total Requisition:			$10,000.00			
Requisition Number:			97693			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97693	FY25 (Dept.711) HNTB	In Process	20-AUG-2024 16:48:43	USD	10,000.00	Wages, Alice M

August 15, 2024

Mr. Brad Friel
Senior Vice President of Multi-Modal Planning and Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

Re: On Call Professional Services for Continuing Transportation Planning
Professional Fee Proposal: **FY 25 On Call Horizontal Permitting Review Services**
October 1, 2024 through September 30, 2025
Orlando International Airport (MCO)

Dear Mr. Friel:

HNTB Corporation (HNTB) is pleased to submit this proposal for transportation consulting services associated with supporting Greater Orlando Aviation Authority (GOAA) staff with Horizontal Permitting Review Services on an as-needed basis for the fiscal year 2024. HNTB will utilize this authorization to perform review of proposed development in accordance with GOAA's Horizontal Permitting Review and Regulations. HNTB will prepare a Task Authorization form including an hourly estimate of fees to complete each task as it is assigned to assist GOAA with managing the overall budget of this agreement.

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

SCOPE

Generally, the scope of work will include, but is not limited to, the review of proposed horizontal development within properties controlled by GOAA. HNTB's review will be summarized in comments that will be provided to GOAA for review prior to distributing to applicants or other stakeholders. Other stakeholders may include municipalities, Orange County, adjacent developments, or other governmental or quasi-governmental entities. The scope may also include meetings, workshops, or presentations, as required by the Client.

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 hourly rate schedule on file with GOAA. A recommended labor budget Not-to-Exceed (NTE) fee authorization of $10,000 is requested for the Consultant to accomplish the miscellaneous activities as assigned by the Client.

DBE/MWBE/LDB

Since this scope of services is for an on-call contract, the specific DBE/MWBE/LDB firms to be utilized cannot be identified at this time. As such, HNTB has provided our commitment to pursue and fulfill the DBE/MWBE/LDB objectives.

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: George Gilhooley

Date: 8/19/2024

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:	$10,000	$0	$0	$10,000	**$10,000**
3.0 Not to Exceed Reimbursable Expenses:	$0	$0	$0	$0	**$0**
4.0 TOTAL CONTRACT VALUE:	**$10,000**	**$0**	**$0**	**$10,000**	**$10,000**

Total Lump Sum Labor Hours:	0	0	0	0	**0**
Total Not to Exceed Reimbursable Labor Hours:	52	0	0	52	**52**
TOTAL LABOR HOURS:	**52**	**0**	**0**	**52**	**52**
Average Hourly Rate:	$192	#DIV/0!	#DIV/0!	$192	$192

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-4
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	52	$10,000	0	$0	0	$0	0	$0	52	$10,000	$192
Not to Exceed Reimbursable Expenses		$0		$0		$0		$0		$0	
Sub-Total - HNTB	**52**	**$10,000**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**52**	**$10,000**	$192
Total Not to Exceed Amount:	**52**	**$10,000**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**52**	**$10,000**	$192

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

Greater Orlando Aviation Authority
On Call Horizontal Review
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 Reviews	10.0	$3,400	0.0	$0	42.0	$6,600	0.0	$0	0.0	$0	0.0	$0	52.0	$10,000	$192
		$0		$0		$0		$0		$0		$0	0.0	$0	#DIV/0!
		$0		$0		$0		$0		$0		$0	0.0	$0	#DIV/0!
TOTAL NOT TO EXCEED REIMBURSABLE FEE:	**10.0**	**$3,400**	**0.0**	**$0**	**42.0**	**$6,600**	**0.0**	**$0**	**0.0**	**$0**	**0.0**	**$0**	**52.0**	**$10,000**	**$192**

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
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 MASTER MOBILITY 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
014	000	-	LYNX Busses Siting Support Services	PSC	08/13/24	NA	08/20/24		$54,960.00	$54,960.00

Total for HNTB Corporation for Agreement No. 202104-CTP2 **$1,338,759.00**

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
08/13/24		014	000	$54,960.00	$94,960.00

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for Fiscal Year 2025 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

The consultant's proposal dated August 15, 2024 is to provide on-call transportation planning services at the Orlando International Airport. Such services include, but are not limited to the review, analysis, and providing recommendations for traffic planning and traffic engineering issues identified by the Aviation Authority. The scope may also include meetings, workshops, or presentations, as required.

Services cannot commence before the date of Aviation Authority Board 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 HNTB Corporation 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 $45,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval 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	$45,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$45,000.00**
CRI – Compliance Review Date	DL 8/26/24
CRI – Funding Eligibility Review Date	8/26/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for Fiscal Year 2025 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, HNTB Corporation does not propose small business participation at this time.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 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:**	September 3, 2024
Vendor:	HNTB Corporation	**Agenda Item #:**	

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**
301.711.170.5310013.000.000000			$45,000.00			
Total Requisition:			$45,000.00			
Requisition Number:			97692			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97692	FY25 (Dept.711) HNTE	In Process	20-AUG-2024 16:47:02	USD	45,000.00	Wages, Alice M

August 15, 2024

Mr. Brad Friel
Senior Vice President of Multi-Modal Planning and Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

Re: On Call Professional Services for Continuing Transportation Planning
Professional Fee Proposal: **FY 25 On-Call Transportation Planning Services**
October 1, 2024 through September 30, 2025
Orlando International Airport (MCO)

Dear Mr. Friel:

HNTB Corporation (HNTB) is pleased to submit this proposal for transportation consulting services associated with supporting Greater Orlando Aviation Authority (GOAA) staff with on-call transportation planning, traffic engineering and technical support on an as-needed basis for the fiscal year 2024. HNTB will utilize this authorization to perform miscellaneous transportation planning and traffic engineering services requested by GOAA that are not associated with other work authorizations. HNTB will prepare a Task Authorization form including an hourly estimate of fees to complete each task as it is assigned to assist GOAA with managing the overall budget of this agreement.

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

SCOPE

Generally, the scope of work will include, but is not limited to, the review, analysis, and providing recommendations for traffic planning and traffic engineering issues identified by GOAA. The scope may also include meetings, workshops, or presentations, as required by the Client.

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 hourly rate schedule on file with GOAA. A recommended labor budget Not-to-Exceed (NTE) fee authorization of $45,000 is requested for the Consultant to accomplish the miscellaneous activities as assigned by the Client.

DBE/MWBE/LDB

Since this scope of services is for an on-call contract, the specific DBE/MWBE/LDB firms to be utilized cannot be identified at this time. As such, HNTB has provided our commitment to pursue and fulfill the DBE/MWBE/LDB objectives.

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: George Gilhooley

Date: 8/19/2024

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:	$45,000	$0	$0	$45,000	**$45,000**
3.0 Not to Exceed Reimbursable Expenses:	$0	$0	$0	$0	**$0**
4.0 TOTAL CONTRACT VALUE:	**$45,000**	**$0**	**$0**	**$45,000**	**$45,000**

Total Lump Sum Labor Hours:	0	0	0	0	**0**
Total Not to Exceed Reimbursable Labor Hours:	253	0	0	253	**253**
TOTAL LABOR HOURS:	**253**	**0**	**0**	**253**	**253**
Average Hourly Rate:	$178	#DIV/0!	#DIV/0!	$178	$178

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-4
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	253	$45,000	0	$0	0	$0	0	$0	253	$45,000	$178
Not to Exceed Reimbursable Expenses		$0		$0		$0		$0		$0	
Sub-Total - HNTB	**253**	**$45,000**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**253**	**$45,000**	$178
Total Not to Exceed Amount:	**253**	**$45,000**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**253**	**$45,000**	$178

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-4
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	253	$45,000	0	$0	0	$0	0	$0	253	$45,000	$178
Not to Exceed Reimbursable Expenses		$0		$0		$0		$0		$0	
Sub-Total - HNTB	**253**	**$45,000**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**253**	**$45,000**	$178
Total Not to Exceed Amount:	**253**	**$45,000**	**0**	**$0**	**0**	**$0**	**0**	**$0**	**253**	**$45,000**	$178

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-9
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 MASTER MOBILITY 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
014	000	-	LYNX Busses Siting Support Services	PSC	08/13/24	NA	08/20/24		$54,960.00	$54,960.00

Total for HNTB Corporation for Agreement No. 202104-CTP2 **$1,338,759.00**

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
08/13/24		014	000	$54,960.00	$94,960.00

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2025 On-Call Transportation Planning 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

The consultant's proposal dated August 27, 2024 is to provide on-call transportation planning services for the Orlando International Airport. HDR Engineering, Inc. will utilize this authorization to perform miscellaneous transportation planning and traffic engineering tasks requested by GOAA that are not associated with other on-going work authorizations.

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.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with HDR Engineering, 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 $60,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

RECOMMENDED ACTION

is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum 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	$60,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$60,000.00**
CRI – Compliance Review Date	DL 8/29/24
CRI – Funding Eligibility Review Date	8/29/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2025 On-Call Transportation Planning 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.

ATTACHMENT A

FINANCE FORM

Date:	August 27, 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:**	September 3, 2024
Vendor:	HDR Engineering, Inc.	**Agenda Item #:**	

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			$60,000.00			
Total Requisition:			$60,000.00			
Requisition Number:			97694			

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97694	FY25 (Dept.711) HDR	In Process	20-AUG-2024 16:50:17	USD	60,000.00	Wages, Alice M

August 27, 2024

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

Re: Addendum to Continuing Transportation Planning Services Agreement dated October 1, 2021: FY25 On-Call Professional Transportation Planning Services

Dear Brad:

HDR Engineering, Inc. (HDR) is pleased to submit this proposal to provide professional transportation planning consulting services to GOAA on an as-needed basis. HDR will utilize this authorization to perform miscellaneous transportation planning and traffic engineering tasks requested by GOAA that are not associated with other on-going work authorizations. Each task will be tracked as it is assigned to assist GOAA with managing the overall budget of this agreement, which per your request, has been set at $60,000 for FY25.

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, Matt Wiesenfeld (HDR); HDR Accounting Department

hdrinc.com

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Exhibit A - Scope of Services for FY25 On-Call Professional Transportation Planning Consulting Services

SCOPE

The specific scope of services is yet to be determined but will consist of miscellaneous transportation planning and traffic engineering tasks and services 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 FY25 between October 1, 2024 and September 30, 2025. The Consultant will coordinate with Client staff about the schedule for each work request.

FEE

Services provided under this agreement will be performed on an as-needed basis using HDR's approved hourly rate schedule. A recommended labor budget fee authorization of $60,000 is requested for the Consultant to accomplish the miscellaneous activities as assigned by the Client, as follows:

HDR Engineering, Inc. (labor, hourly not to exceed)	$ 60,000.00
Total	$ 60,000.00

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 2024 HOURLY RATE SCHEDULE
(Negotiated/Approved Date 09/13/2023)

	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: August 27, 2024

hdrinc.com

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Orlando, FL 32801
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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
008	002	-	RESERVED for future use	CCM	12/31/24	NA				$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
010	002	-	Additional FY24 On-Call Transportation Planning Services	PSC	08/13/24	NA			$70,000.00	$205,000.00
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

Addenda / Amendments Awarded per Agreement - Summary for Committee

Total for HDR Engineering, Inc. for Agreement No. 202104-CTP1	**$1,173,067.00**

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
08/13/24		010	002	$70,000.00	$424,948.00

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2025 Horizontal Development 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

The consultant's proposal dated August 27, 2024, is to provide on-call horizontal development plan review services for Orlando International Airport. Such services include, but are not limited to, the review of proposed horizontal development within properties controlled by the Aviation Authority. HDR's review will be summarized in comments that will be provided to the Aviation Authority for review prior to distributing to applicants or other stakeholders. Other stakeholders may include municipalities, Orange County, adjacent developments, or other governmental or quasi-governmental entities. The scope may also include meetings, workshops, or presentations, as required.

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.

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. 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 $20,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 Transportation Planning Services Agreement with HDR Engineering, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$20,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$20,000.00**
CRI – Compliance Review Date	DL 8/29/24
CRI – Funding Eligibility Review Date	8/29/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2025 Horizontal Development 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 nature of the services to be provided, HDR Engineering, Inc. does not propose small business participation at this time.

ATTACHMENT A

FINANCE FORM

Date:	August 27, 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:	Horizontal Plan Review Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	HDR Engineering, Inc.	**Agenda Item #:**	

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**
301.711.170.5310013.000.000000			$20,000.00			
Total Requisition:			$20,000.00			
Requisition Number:			97695			
Funding Approver:	*Andrea Harper*					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97695	FY25 (Dept.711) HDR	In Process	20-AUG-2024 16:52:38	USD	20,000.00	Wages, Alice M

August 27, 2024

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

Re: Addendum to Continuing Transportation Planning Services Agreement dated October 1, 2021: FY25 Horizontal Development Review Services

Dear Brad:

HDR Engineering, Inc. (HDR) is pleased to submit this proposal to provide professional design review services for horizontal development at Orlando International Airport (MCO) on an as-needed basis, utilizing the Authority's adopted *Horizontal Permitting Rules and Regulations*. Each review will be tracked as it is assigned to assist GOAA with managing the overall budget of this agreement, which per your request has been set at $20,000 for FY25.

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

hdrinc.com

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Orlando, FL 32801
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Exhibit A - Scope of Services for FY25 Horizontal Development Review Services

SCOPE

The specific tasks are yet to be determined but will consist of on-call design review services for horizontal development at Orlando International Airport (MCO), utilizing the Authority's adopted *Horizontal Permitting Rules and Regulations*.

SCHEDULE

The Consultant will work as expeditiously as possible to meet the Client's schedule for individual design reviews occurring during FY25 between October 1, 2024 and September 30, 2025. The Consultant will coordinate with Client staff about the schedule for each design review request received.

FEE

Services provided under this agreement will be performed on an as-needed basis using HDR's approved hourly rate schedule. A recommended labor budget fee authorization of $20,000 is requested for the Consultant to accomplish the miscellaneous activities as assigned by the Client, as follows:

HDR Engineering, Inc. (labor, hourly not to exceed)	$ 20,000.00
Total	$ 20,000.00

DBE/MWBE/LDB

The specific scope of services and nature of the design reviews under this contract addendum are uncertain. This includes the timing of when design review packages are received, as well as the specific disciplines required to complete a review. Based on this uncertainty, 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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Orlando, FL 32801
T 407.420.4200 **F** 407.420.4242

GOAA 2024 HOURLY RATE SCHEDULE
(Negotiated/Approved Date 09/13/2023)

	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

hdrinc.com

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Orlando, FL 32801
T 407.420.4200 F 407.420.4242

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: August 27, 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
008	002	-	RESERVED for future use	CCM	12/31/24	NA				$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
010	002	-	Additional FY24 On-Call Transportation Planning Services	PSC	08/13/24	NA			$70,000.00	$205,000.00
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

Addenda / Amendments Awarded per Agreement - Summary for Committee

Total for HDR Engineering, Inc. for Agreement No. 202104-CTP1	**$1,173,067.00**

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority for Approval of an Addendum of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2025 On-Call General Consulting Services at the 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

Consultant's proposal, dated August 19, 2024, is to provide Fiscal Year 2025 on-call general consulting services. These services may relate to, but not necessarily be limited to professional consulting services for: airfield analysis, terminal planning/programming, landside planning (e.g., roadways, parking facilities, terminal curbfronts, rental car facilities/spaces), airspace analysis, vertiport planning, airport activity forecasting, capital improvement program support and implementation services, cargo and general aviation facility concept development, benchmarking analysis, preparation of 3D renderings, aircraft parking plan analyses, and other miscellaneous general consulting and advisory services, as deemed necessary by the Aviation Authority.

Services cannot commence before the date of Aviation Authority 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 General Consulting Services Agreement with Ricondo and Associates, Inc. does exceed 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 $150,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$150,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$150,000.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 FY25 On-Call General Consulting Services at the Orlando International Airport (MCO).

SMALL BUSINESS

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

ATTACHMENT A

FINANCE FORM

Date:	August 20, 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:	On-Call Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	Ricondo & Associates, Inc.	**Agenda Item #:**	

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**
301.711.170.5310005.000.000000			$150, 000.00			
Total Requisition:			$150, 000.00			
Requisition Number:			97686			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97686	FY25 (Dept. 711) Ricc	In Process	20-AUG-2024 11:12:19	USD	150,000.00	Wages, Alice M

RICONDO®

August 19, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard
Orlando, FL 32824

RE: Proposal FY2025 On-Call General Consulting Services for Work to be Performed at Orlando International Airport

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to provide on-call, as needed, general consulting services with a Not-to-Exceed Fee in the amount of $150,000.00. The purpose of this budget is to assist the Greater Orlando Aviation Authority (the Aviation Authority) with miscellaneous general consulting efforts or advisory services on an as-needed basis, as requested by the Aviation Authority as it relates to projects for Orlando International Airport (MCO) during Fiscal Year (FY) 2025.

These services may relate to, but not necessarily be limited to professional consulting services for: airfield analysis, terminal planning/programming, landside planning (e.g., roadways, parking facilities, terminal curbfronts, rental car facilities/spaces), airspace analysis, vertiport planning, airport activity forecasting, capital improvement program support and implementation services, cargo and general aviation facility concept development, benchmarking analysis, preparation of 3D renderings, aircraft parking plan analyses, and other miscellaneous general consulting and advisory services, as deemed necessary by the Aviation Authority.

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 the most current, approved hourly rates for Ricondo. The proposed Not-to-Exceed Fee is $150,000.00.

Hourly Rates

It is mutually understood that work under this Addendum for On-Call General Consulting Services would only be undertaken when requested by Aviation Authority staff. Services performed under this Addendum would be compensated based on Ricondo approved hourly rates for FY 2025 (refer to **Table 1**).

TABLE 1 – FY 2025 APPROVED HOURLY RATES

COMPANY	POSITION	HOURLY RATES
Ricondo	Senior Officer*	$400.00
Ricondo	Officer*	$390.00
Ricondo	Senior Director*	$345.00
Ricondo	Director*	$289.00
Ricondo	Manager*	$216.00
Ricondo	Senior Consultant*	$158.00
Ricondo	Technical Editor	$164.00
Ricondo	Senior Graphic Designer	$156.00
Ricondo	Graphic Designer	$122.00
Ricondo	Consultant*	$116.00
Ricondo	Technical Specialist	$75.00

*A travel premium (field) rate to cover expenses for the categories denoted above with an asterisk, allowing for an additional $50/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Chicago, Washington DC, Denver, and Dallas has also been approved; and an additional $35/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Miami.

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

cc: Kevin Thompson
Christopher DeLoatche
21041212

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: 08/19/2024

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Judith-Ann Jarrette, Vice President, ORL Operations

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2025 On-Call General Consulting Services at the Orlando Executive Airport (ORL).

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

Consultant’s proposal, dated August 19, 2024, is to provide Fiscal Year 2025 on-call general consulting services at Orlando Executive Airport. These services may relate to, but not necessarily be limited to professional consulting services for: airfield and airspace analyses, helicopter and vertical takeoff and landing concept planning, capital improvement program support and implementation services, general aviation facility concept development, landside road and parking modeling and conceptual planning, and other miscellaneous general consulting and advisory services, as deemed necessary by the Aviation Authority.

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.

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 and Associates, Inc. does exceed 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 $10,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation AuthorityBoard adoption of the FY25 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$10,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$10,000.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 FY25 On-Call General Consulting Services at the Orlando Executive Airport (ORL).

SMALL BUSINESS

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

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3139
Requestor's Name:	Judith-Ann Jarrett	**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:	On-Call Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	Ricondo & Associates, Inc.	**Agenda Item #:**	

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**
901.441.870.5310005.000.000000			$10, 000.00			
Total Requisition:			$10, 000.00			
Requisition Number:			97707			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97707	FY25 (OEA) Ricondo (	In Process	21-AUG-2024 12:21:22	USD	10,000.00	Wages, Alice M

RICONDO®

August 19, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard
Orlando, FL 32824

RE: Proposal FY2025 On-Call General Consulting Services for Work to be Performed at Orlando Executive Airport

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to provide on-call, as needed, general consulting services with a Not-to-Exceed Fee in the amount of $10,000.00. The purpose of this budget is to assist the Greater Orlando Aviation Authority (the Aviation Authority) with miscellaneous general consulting efforts or advisory services on an as-needed basis, as requested by the Aviation Authority during Fiscal Year (FY) 2025 as it relates to projects for Orlando Executive Airport (ORL).

These services may relate to, but not necessarily be limited to professional consulting services for: airfield and airspace analyses, helicopter and vertical takeoff and landing concept planning, capital improvement program support and implementation services, general aviation facility concept development, landside road and parking modeling and conceptual planning, and other miscellaneous general consulting and advisory services, as deemed necessary by the Aviation Authority.

Schedule

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

Professional Fees

The services provided under this agreement will be performed on an as-needed basis using the most current, approved hourly rates for Ricondo. The proposed Not-to-Exceed Fee is $10,000.00.

Hourly Rates

It is mutually understood that work under this Addendum for On-Call General Consulting Services would only be undertaken when requested by Aviation Authority staff. Services performed under this Addendum would be compensated based on Ricondo approved hourly rates for FY 2025 (refer to **Table 1**).

TABLE 1 – FY 2025 APPROVED HOURLY RATES

COMPANY	POSITION	HOURLY RATES
Ricondo	Senior Officer*	$400.00
Ricondo	Officer*	$390.00
Ricondo	Senior Director*	$345.00
Ricondo	Director*	$289.00
Ricondo	Manager*	$216.00
Ricondo	Senior Consultant*	$158.00
Ricondo	Technical Editor	$164.00
Ricondo	Senior Graphic Designer	$156.00
Ricondo	Graphic Designer	$122.00
Ricondo	Consultant*	$116.00
Ricondo	Technical Specialist	$75.00

*A travel premium (field) rate to cover expenses for the categories denoted above with an asterisk, allowing for an additional $50/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Chicago, Washington DC, Denver, and Dallas has also been approved; and an additional $35/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Miami.

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

cc: Kevin Thompson
Christopher DeLoatche
21041212

ENCLOSURES –Truth in Negotiation Form

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: 08/19/2024

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

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: September 3, 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 Project Implementation Staff Extension Services at the 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 Counseling 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 Aviaon 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 August 19, 2024 is to provide fiscal year 2025 Project Implementation Staff Extension Services. Consulting services to be completed as part of this addendum as an extension of staff to the Aviation Authority may be related to, but are not necessarily be limited to, professional consulting services for: Strategic Planning, Congestion Management, Master Planning, Terminal Planning/Programming, Capital Improvement Program/Implementation Support and other Miscellaneous services requested by the Aviation Authority.

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.

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 & Associated does exceed the $250,000 threshold; thus, this agenda item does 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 $100,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$100,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$100,000.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 Project Implementation Staff Extension Services at the Orlando International Airport (MCO)

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Ricondo & Associates, Inc. does not propose small business participation in this addendum, as the services being provided are for staff extension.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3139
Requestor's Name:	Brad Friel	**Preparer's Extension:**	X3121
Preparer's Name:	Vito Rodriguez	**Solicitation #:**	N/A
Requestor's Department:	Multi-Modal Planning and Environmental	**Contract # / Name:**	General Consulting Services
Description:	Staff Extension	**Procurement Commit ee Date:**	September 3, 2024
Vendor:	Ricondo & Associates	**Agenda Item #:**	

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**
301.711.170.5310005.000.000000			$100,000.00			
Total Requisition:			$100,000.00			
Requisition Number:			97688			
Funding Approver:	Andrea Harper					
OMB Notes:	req to be reduced					

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97688	FY25 (Dept.711) Ricor	In Process	20-AUG-2024 11:15:48	USD	150,000.00	Wages, Alice M

RICONDO®

August 19, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard
Orlando, FL 32824

RE: Proposal for Fiscal Year (FY) 2025 Project Implementation Staff Extension Services
Orlando International Airport (MCO)

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) and Poulos & Bennett, LLC (Poulos & Bennett) appreciate the opportunity to submit this proposal to provide as needed, project implementation staff extension services for the Greater Orlando Aviation Authority (the Aviation Authority) for Fiscal Year (FY) 2025, starting on October 1, 2024, ending on September 30, 2025.

Consulting services to be completed as part of this addendum as an extension of staff to the Aviation Authority may be related to, but are not necessarily be limited to, professional consulting services for:

- Strategic Planning,
- Congestion Management,
- Master Planning,
- Terminal Planning/Programming,
- Capital Improvement Program or Project implementation support, and
- Other miscellaneous general consulting services requested by the Aviation Authority.

Participation in virtual or in-person meetings as requested by the Aviation Authority on specific projects or implementation-related topics is also included.

Schedule

The proposed services will be completed within FY2025, ending on September 30, 2025.

Professional Fees

Services provided under this agreement will be performed on an as-needed basis using the most current, approved hourly rates for Ricondo and Poulos & Bennett. The proposed Not-to-Exceed Fee is $100,000.00.

A copy of Poulos & Bennett's proposal is attached for your reference.

Hourly Rates

The approved hourly rates for Ricondo and Poulos & Bennett are noted in **Table 1**.

TABLE 1 – APPROVED HOURLY RATES

POSITION	HOURLY RATE
Ricondo/Senior Officer	$400.00
Ricondo/Manager	$216.00
Poulos & Bennett, LLC/Principal	$311.00
Poulos & Bennett, LLC/Director, Development Services	$298.00
Poulos & Bennett, LLC/Development Manager	$178.00
Poulos & Bennett, LLC/Senior Engineer	$169.00
Poulos & Bennett, LLC/Project Manager	$169.00
Poulos & Bennett, LLC/Senior Project Manager	$165.00
Poulos & Bennett, LLC/Project Engineer	$133.00
Poulos & Bennett, LLC/Senior CADD Designer	$129.00
Poulos & Bennett, LLC/Development Coordinator	$112.00
Poulos & Bennett, LLC/Administrative Assistant	$ 69.00

Minority/Women Business Enterprise (MWBE) Participation

Poulos & Bennett, LLC is registered as an MWBE.

We appreciate the opportunity to continue serving and supporting the Aviation Authority. 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, P.E.
Senior Vice President

ENCLOSURE – Poulos & Bennett's Proposal; Truth in Negotiation Form

cc: 21041212

p:_projects\goaa (mco)\21041212-general_services\admin\02-scope\25-04-mco_project_implementation_support\fy2025 project implementation staff extension services-08192024.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: 08/19/2024

POULOS & BENNETT

Orlando Office
2602 E. Livingston Street
Orlando, Florida 32803

(407) 487-2594
poulosandbennett.com

Jacksonville Office
7563 Philips Hwy., Suite 303
Jacksonville, Florida 32256

August 13, 2024
[Revised August 20, 2024]

Via Email

Pete Ricondo
Senior Vice President
Ricondo & Associates Inc.
1146 Corporate Blvd., Suite 140
Orlando, FL 32817
pricondo@ricondo.com

Subject: Proposal
Orlando International Airport (MCO)
FY 2025 Consulting and Advisory Services
Poulos & Bennett Job No. 24-122

Dear Mr. Ricondo:

Pursuant to your and the Greater Orlando Aviation Authority's (Authority) request, Poulos & Bennett, LLC (Poulos & Bennett) is pleased to provide this proposal for professional consulting and advisory services in support of airport project and development initiatives at the Orlando International Airport (MCO). These consulting services are proposed to be provided to the Authority on a continuing, as-needed basis.

These consulting services may be related to, but are not necessarily limited to, professional consulting services for strategic planning, congestion management, master planning, terminal planning/programming, capital improvement program support and implementation, and other miscellaneous general consulting services requested by the Authority.

Proposed Schedule

The proposed services will be provided upon approval through September 30, 2025.

Proposed Fees

The proposed budget fee for these FY 2025 services is a Not To Exceed fee of $100,000.00.

Hourly Rates

These consulting services will be provided on an as-requested basis, utilizing Poulos & Bennett's hourly rates up to the Not to Exceed budget amount.

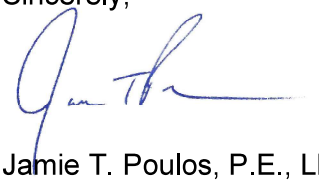
Poulos & Bennett Hourly Rates

Position	Hourly Rate
Principal	$311.00
Director, Development Services	$298.00
Development Manager	$178.00
Senior Engineer	$169.00
Project Manager	$169.00
Senior Project Manager	$165.00
Project Engineer	$133.00
Senior CADD Designer	$129.00
Development Coordinator	$112.00
Administrative Assistant	$69.00

Hourly services will be billed in accordance with the hourly rates listed above. Should the cost of hourly services requested by the Authority exceed the budget established in this proposal, Poulos & Bennett will submit an amendment to avoid interruption of services.

We appreciate the opportunity to provide this proposal to you in support of the Authority's planning efforts.

Sincerely,



Jamie T. Poulos, P.E., LEED A.P.
Partner
Poulos & Bennett, LLC

AMS:lab

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

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: September 3, 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 Fiscal Year 2025 Noise Abatement Office Support Services at the 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

Consultant’s proposal, dated August 21, 2024, is to provide Fiscal Year 2025 noise abatement office support services, Aviation Noise Abatement Committee (ANAC) Support, and potable noise monitoring support. Environmental Science Associates (ESA) will be the primary subconsultant for Ricondo under this task with Carolyn Binder supporting the tracking of labor effort, progress reports, status updates, and coordination with the Aviation Authority staff for all related invoicing matters

Noise abatement office support services may include conducting airspace operational analysis, noise, land use and environmental support and public outreach and communications. As needed, the preparing of noise office products, such as weekly noise summaries, complaint summaries and responses, and noise technical reports; conduct noise modeling analyses that may include the use of alternative noise metrics; conduct land use database and procedure analyses; develop flight track density graphics to analyze existing and/or proposed flight paths; portable noise monitoring, including monitor setup and data analysis; other noise and data analyses. ESA will also be technical expertise in support of the ANAC. This support will include the preparation of meeting materials and attendance at up to four ANAC meetings. ESA will assist GOAA with portable noise monitoring efforts. ESA will use their noise monitoring experience and expertise to assist in the planning of potential noise monitoring activities and locations,

as well as the setup, and breakdown of portable noise monitors. ESA will also support data and technical analysis of portable noise monitoring data.

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.

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 and Associates, Inc. does exceed 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 $196,096.00. Funding is from Operations and Maintenance Funds, subject to Aviatoin Authority board adoption 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$196,096.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$196,096.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 FY25 Noise Abatement Office 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 have determined that Ricondo & Associates, Inc. proposes 1.4% MWBE participation in 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for FY25 Noise Abatement Office Support Services at the Orlando International Airport (MCO).**

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: **$196,096.00**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	-	Actual Result	0.0%
Caucasian Female American	2,808.00	Actual Result	1.4%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other		Actual Result	0.0%
Total MWBE Participation	**2,808.00**	**Actual Result**	**1.4%**

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: **Carolyn Binder CPA, LLC**
Address: 3674 Winding Lake Circle
City, State, Zip: Orlando, FL 32835
Telephone: 407-319-0301

6.c. *Identity: Caucasian Female American
Work Item(s): Project control support services
Amount of Subcontract $2,808.00
Percent of Prime Contract (%): 1.4%

*** 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)**

ATTACHMENT A

FINANCE FORM

Date:	August 20, 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:	Noise Office Support Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	Ricondo & Associates, Inc.	**Agenda Item #:**	

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**
301.411.170.5310009.000.000000			$196,096.00			
Total Requisition:			$196,096.00			
Requisition Number:			97702			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97702	FY25 (411) PO to Ricc	In Process	21-AUG-2024 10:36:14	USD	196,096.00	Cason, Diane C

RICONDO®

August 21, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard
Orlando, FL 32824

RE: Proposal for Fiscal Year (FY) 2025 Noise Office Support at the Orlando International Airport (MCO)

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo), Carolyn Binder, CPA, and Environmental Science Associates (ESA) appreciate the opportunity to submit this proposal to provide as needed noise office support for the Greater Orlando Aviation Authority (the Aviation Authority). ESA's services to be completed as part of this addendum may include airspace operational analysis, noise, land use and environmental support and public outreach and communications. Carolyn Binder, CPA will be responsible for project control support services including the tracking of labor effort, progress reports, status updates, and coordination with the Aviation Authority staff for all related invoicing matters.

Below is a breakdown of the anticipated services to be provided. ESA's scope of work, including staffing assumptions, is included as an attachment to this proposal.

Noise Office Support

This support may include conducting airspace operational analysis, noise, land use and environmental support and public outreach and communications. As needed, ESA will prepare noise office products, such as weekly noise summaries, complaint summaries and responses, and noise technical reports; conduct noise modeling analyses that may include the use of alternative noise metrics; conduct land use database and procedure analyses; develop flight track density graphics to analyze existing and/or proposed flight paths; portable noise monitoring, including monitor setup and data analysis; other noise and data analyses. This proposal assumes 25-hours per week for a period of up to twelve (12) months of support. Deliverables may include technical memos, PowerPoint presentations and other supporting materials as required.

Aviation Noise Abatement Committee Support

ESA will provide technical expertise in support of the Aviation Noise Abatement Committee (ANAC). This support will include the preparation of meeting materials and attendance by up to two (2) ESA staff members at up to four (4) ANAC meetings. Meeting materials may include presentations, noise and complaint reports, and other technical analyses to be presented to the ANAC.

Portable Noise Monitoring Support

ESA will assist GOAA with portable noise monitoring efforts. ESA will use their noise monitoring experience and expertise to assist in the planning of potential noise monitoring activities and locations, as well as the setup, and breakdown of portable noise monitors. ESA will also support data and technical analysis of portable noise monitoring data. This proposal assumes one (1) ESA staff member will conduct field visits in support of the setup and breakdown of portable noise monitors.

Hourly Rates

The approved hourly rates for Ricondo, Carolyn Binder, CPA, and ESA are noted in **Table 1**.

TABLE 1 – APPROVED HOURLY RATES

COMPANY	POSITION	HOURLY RATES
Ricondo	Senior Officer*	$400.00
Ricondo	Officer*	$390.00
Ricondo	Senior Director*	$345.00
Ricondo	Director*	$289.00
Ricondo	Manager*	$216.00
Ricondo	Senior Consultant*	$158.00
Ricondo	Technical Editor	$164.00
Ricondo	Senior Graphic Designer	$156.00
Ricondo	Graphic Designer	$122.00
Ricondo	Consultant*	$116.00
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
Carolyn Binder	CPA/Senior Consultant	$117.00

NOTE: A travel premium (field) rate to cover expenses for the categories denoted above with an asterisk, allowing for an additional $50/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Chicago, Washington DC, Denver, and Dallas has also been approved; and an additional $35/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Miami.

Professional Fees

As noted in **Table 2**, the Not to Exceed (NTE) fee amount for the proposed services based on the aforementioned scope of services is $196,096.00. Copies of ESA's and Carolyn Binder's proposals for these services are attached for your reference.

TABLE 2 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM/POSITION	HOURLY RATE	LABOR HOURS	COST
Ricondo/Senior Officer	$400.00	16	$ 6,400.00
Carolyn Binder, CPA/Senior Consultant	$117.00	24	$ 2,808.00
ESA/Senior Principal Consultant	$296.00	2	$ 592.00
ESA/Principal Consultant 6	$265.00	4	$ 1,060.00
ESA/Principal Consultant 4	$242.00	4	$ 968.00
ESA/Managing Consultant 3	$198.00	4	$ 792.00
ESA/Senior Consultant 4	$153.00	566	$ 86,598.00
ESA/Senior Consultant 4 with Travel Premium	$183.00	146	$ 26,718.00
ESA/Senior Consultant 3	$135.00	4	$ 540.00
ESA/Associate Consultant 3	$129.00	532	$ 68,628.00
ESA/Senior Publications Specialist	$125.00	4	$ 500.00
ESA/Publications Specialist	$123.00	4	$ 492.00
TOTAL COSTS			**$ 196,096.00**
WOMEN BUSINESS ENTREPRISE (WBE) / DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION			**1.43%**

Minority/Women Business Enterprise (MWBE) Participation

Carolyn Binder, CPA is registered as a WBE, DBE, ACDBE, and SBE.

Schedule

The proposed services will be completed in Fiscal Year 2025.

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 – ESA and Carolyn Binder, CPA Proposals including Professional Fee Breakdown and Hourly Rate; Truth in Negotiation Form

cc: 21041212

p:_projects\goaa (mco)\21041212-general_services\admin\02-scope\25-10-noise_office\2024-08-21-revised\08192024_fy2025 noise office support.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: 08/21/2024

CAROLYN BINDER, CPA, LLC

Scope of Services

Greater Orlando Aviation Authority

Carolyn Binder, CPA, LLC's scope of work for the Greater Orlando Aviation Authority.

Project Control Support Activities

Carolyn Binder will be responsible for project control support services including, but not limited to,

- Reviewing billing/invoices/task authorizations/project budgets for clerical accuracy
- Tracking labor effort
- Creating progress reports internally and for GOAA management
- Coordinating with other subconsultants, Ricondo, and Aviation Authority staff for all related invoicing matters
- Providing status updates, as needed

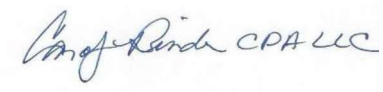
Engagement Administration

Carolyn Binder, CPA acknowledges that during the engagement she will have access to and become acquainted with various trade secrets, innovations, processes, information, records, and specifications owned or licensed by GOAA and Ricondo. Carolyn Binder, CPA agrees that she will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with the Airport.

Proposal Price

Our hourly rate to provide these services is **$117/hour, with an anticipated budget of 24 hours = NTE $2,808.**

Sincerely,



Carolyn Binder
Carolyn Binder, CPA, LLC
9300 Conroy Windermere Road #2093
Windermere, Florida 34786
407-319-0301
www.bindercpafirm.com

ESA

5401 South Kirkman Road
Suite 475
Orlando, FL 32819
407.403.6300 phone
407.403.6301 fax

esassoc.com

August 21, 2024

Mr. Pete Ricondo
Senior Vice President
Ricondo
3504 Lake Lynda Drive, Suite 165
Orlando, FL 32817

Subject: FY25 As Needed Noise Office Support
Greater Orlando Aviation Authority

Dear Pete:

Environmental Science Associates (ESA) is pleased to offer this proposal to provide FY25 as needed noise office support for the Greater Orlando Aviation Authority (GOAA). Services anticipated as part of this effort are outlined below:

Task 1 –Noise Office Support

Description: The Consultant will support GOAA as needed in support of its noise office activities. This support may include conducting airspace operational analysis, noise, land use and environmental support and public outreach and communications. Deliverables may include technical memos, PowerPoint presentations and other supporting materials as required. The level of effort associated with this task is limited to the available budget. Task 1 is broken into the following subtasks:

1. **Noise Office Support:** ESA will assist GOAA with the day-to-day operation of the noise office. Tasks that ESA may support include, but are not limited to:

    - Preparation of noise office products, such as weekly noise summaries, complaint summaries and responses, and noise technical reports.
    - Conduct noise modeling analyses that may include the use of alternative noise metrics; outputs may include noise values at specific locations, contour GIS files, and contour images.
    - Conduct land use database and procedure analyses.
    - Develop flight track density graphics to analyze existing and/or proposed flight paths.
    - Review of GOAA noise website and brochure.
    - Other noise and data analysis tasks as needed.

    Assumptions: This task will be performed remotely by ESA staff and no in-person visits will be required. ESA assumes up to approximately twenty (20) hours per week for a period of up to twelve (12) months of support for this task.

Deliverables: To be determined.

2. **ANAC Support**: ESA will provide technical expertise in support of the Aviation Noise Abatement Committee (ANAC). This support will include the preparation of meeting materials and attendance at up to four (4) ANAC meetings. Meeting materials may include presentations, noise and complaint reports, and other technical analyses to be presented to the ANAC.

   Assumptions: Up to two (2) ESA staff members will attend, in-person, up to four (4) ANAC meetings.

   Deliverables: ANAC meeting materials, including noise presentation and quarterly complaint summary.

3. **Portable Noise Monitoring Support**: ESA will assist GOAA with portable noise monitoring efforts. ESA will use their noise monitoring experience and expertise to assist in the planning of potential noise monitoring activities and locations, as well as the setup, and breakdown of portable noise monitors. ESA will also support data and technical analysis of portable noise monitoring data.

   Assumptions: One (1) ESA staff member will conduct field visits in support of the setup and breakdown of portable noise monitors.

   Deliverables: To be determined.

Estimated Cost

ESA estimated cost for these services is **$186,888** to be billed on a not to exceed basis at ESA's GOAA approved contract rates. Services for each task are limited to the available budget.

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		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):	$400		$450		$345		$395		$289		$339		$216		$266		$158		$116		$164				
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	labor hours	Cost	Avg. Hourly Rate
Tasks																									
Noise Office Support	16	$6,400	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	16	$6,400	$400
ANAC Support	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	
Portable Noise Monitoring Support	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	16	$6,400	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	0	$0	16	$6,400	$400

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

NAME OF FIRM	Senior Principal Consultant		Principal Consultant 6		Principal Consultant 4		Managing Consultant 3		Senior Consultant 4		Senior Consultant 4 with Travel Premium		Senior Consultant 3		Associate Consultant 3		Senior Publications Specialist		Publications Specialist		TOTAL		
Rate ($/Hour):	$296		$265		$242		$198		$153		$183		$135		$129		$125		$123		labor hours	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Tasks																							
Task 1																							
Noise Office Support	2	$592	4	$1,060	4	$968	4	$792	550	$84,150		$0	4	$540	500	$64,500	4	$500	4	$492	1,076	$153,594	$143
ANAC Support		$0		$0		$0		$0	16	$2,448	66	$12,078		$0	32	$4,128		$0		$0	114	$18,654	$164
Portable Noise Monitoring Support		$0		$0		$0		$0		$0	80	$14,640		$0		$0		$0		$0	80	$14,640	$183
Labor (NTE)	2	$ 592	4	$ 1,060	4	$ 968	4	$ 792	566	$ 86,598	146	$ 26,718	4	$ 540	532	$ 68,628	4	$ 500	4	$ 492	1270	$ 186,888	$147
TOTAL NOT TO EXCEED FEES:	2	$ 592	4	$ 1,060	4	$ 968	4	$ 792	566	$ 86,598	146	$ 26,718	4	$ 540	532	$ 68,628	4	$ 500	4	$ 492	1270	$ 186,888	

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

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: September 3, 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 for Advanced Air Mobility Support Services at the Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviaon Authority Board through a competitive award process to provide General Counseling 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 Aviaon 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 August 19, 2024 is to provide advanced air mobility (AAM) support services. These services may relate to, but not necessarily be limited to professional consulting services for: coordination of AAM Task Force meetings and external outreach activities, preparation of AAM pre- and post-meeting materials, analysis and drafting of vertical takeoff and landing site plans, vertical takeoff and landing airspace analysis, AAM conceptual operations planning, and AAM report documentation, as deemed necessary by the Aviation Authority. Ricondo will support up to twelve (12) meetings of the AAM Task Force or other Aviation Authority meetings of which AAM is the primary topic of discussion.

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.

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 & Associated does exceed the $250,000 threshold; thus, this agenda item does 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 $60,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 General Consulting Services Agreement with Ricondo & Associates Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$60,000.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$60,000.00**
CRI – Compliance Review Date	DL 8/22/24
CRI – Funding Eligibility Review Date	8/22/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 Advanced Air Mobility 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 have determined that Ricondo & Associates, Inc. does not propose small business participation in this addendum due to the on-call, as-needed nature of the services to be provided.

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3139
Requestor's Name:	Brad Friel	**Preparer's Extension:**	X3121
Preparer's Name:	Vito Rodriguez	**Solicitation #:**	N/A
Requestor's Department:	Multi-Modal Planning and Environmental	**Contract # / Name:**	General Consulting Services
Description:	AAM Support Services	**Procurement Committee Date:**	September 3, 2024
Vendor:	Ricondo & Associates	**Agenda Item #:**	

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**
301.711.170.5310005.000.000000			$60,000.00			
Total Requisition:			$60,000.00			
Requisition Number:			97687			

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97687	FY25 (Dept. 711) Ricc	In Process	20-AUG-2024 11:14:0(	USD	60,000.00	Wages, Alice M

RICONDO®

August 19, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard
Orlando, FL 32824

RE: Proposal FY2025 On-Call Advanced Air Mobility (AAM) Support Services to be Performed at Orlando International Airport

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to provide on-call, as needed, general consulting services with a Not-to-Exceed Fee in the amount of $60,000.00. The purpose of this budget is to assist the Greater Orlando Aviation Authority (the Aviation Authority) with advisory services on an as-needed basis, as requested by the Aviation Authority as it relates to advanced air mobility (AAM) projects for Orlando International Airport (MCO) during Fiscal Year (FY) 2025.

These services may relate to, but not necessarily be limited to professional consulting services for: coordination of AAM Task Force meetings and external outreach activities, preparation of AAM pre- and post-meeting materials, analysis and drafting of vertical takeoff and landing site plans, vertical takeoff and landing airspace analysis, AAM conceptual operations planning, and AAM report documentation, as deemed necessary by the Aviation Authority. Ricondo will support up to twelve (12) meetings of the AAM Task Force or other Aviation Authority meetings of which AAM is the primary topic of discussion. Two (2) Ricondo staff will attend each of these meetings.

Schedule

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

Professional Fees

The services provided under this agreement will be performed on an as-needed basis using the most current, approved hourly rates for Ricondo. The proposed Not-to-Exceed Fee is $60,000.00.

Hourly Rates

It is mutually understood that work under this Addendum for On-Call General Consulting Services would only be undertaken when requested by Aviation Authority staff. Services performed under this Addendum would be compensated based on Ricondo approved hourly rates for FY 2025 (refer to **Table 1**).

TABLE 1 – FY 2025 APPROVED HOURLY RATES

COMPANY	POSITION	HOURLY RATES
Ricondo	Senior Officer*	$400.00
Ricondo	Officer*	$390.00
Ricondo	Senior Director*	$345.00
Ricondo	Director*	$289.00
Ricondo	Manager*	$216.00
Ricondo	Senior Consultant*	$158.00
Ricondo	Technical Editor	$164.00
Ricondo	Senior Graphic Designer	$156.00
Ricondo	Graphic Designer	$122.00
Ricondo	Consultant*	$116.00
Ricondo	Technical Specialist	$75.00

*A travel premium (field) rate to cover expenses for the categories denoted above with an asterisk, allowing for an additional $50/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Chicago, Washington DC, Denver, and Dallas has also been approved; and an additional $35/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Miami.

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

cc: Kevin Thompson
Christopher DeLoatche
21041212

ENCLOSURE – Truth in Negotiation Form

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: 08/19/2024

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

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: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority for Approval of an Addendum of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year 2025 On-Call Signage and Design Consulting Services at the 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

Consultant’s proposal, dated August 19, 2024, is to provide Fiscal Year 2025 on-call signage design and consulting services. These services may relate to, but not necessarily be limited to assistance with signage/wayfinding projects from concept development to final completion; Review of Aviation Authority sign design guidelines; Project scope definition assistance; Field observations and signage/wayfinding design recommendations; Coordination meetings as required; Preparation of field survey findings; Preparation of Rough Order of Magnitude cost estimates to assist Aviation Authority Planning with the establishment of project budgets; and project-based construction administration duties.

Services cannot commence before the date of Aviation Authority 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 General Consulting Services Agreement with Ricondo and Associates, Inc. does exceed 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 $122,712.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	$122,712.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$122,712.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 FY25 On-Call Signage and Design Consulting 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 Ricondo & Associates, Inc. proposes 1.1% MWBE and 97.6% LDB participation in 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for FY25 On-Call Signage and Design Consulting Services at the Orlando International Airport (MCO).**

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: **$122,712.00**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	-	Actual Result	0.0%
Caucasian Female American	1,404.00	Actual Result	1.1%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other		Actual Result	0.0%
Total MWBE Participation	**1,404.00**	**Actual Result**	**1.1%**

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: **Carolyn Binder CPA, LLC**
Address: 3674 Winding Lake Circle
City, State, Zip: Orlando, FL 32835
Telephone: 407-319-0301

6.c. *Identity: Caucasian Female American
Work Item(s): Project control support services
Amount of Subcontract $1,404.00
Percent of Prime Contract (%): 1.1%

*** 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)**

LDB/VBE 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for FY25 On-Call Signage and Design Consulting Services at the Orlando International Airport (MCO).**

1. Construction Information:

Addendum Amount:

2.a. Name and Address of Prime Contractor

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

2.b. Name and Address of LDB/VBE Subcontractor

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

2.c. LDB or VBE?
***Identity:**
Work Item(s):
Amount of Subcontract:
Percent of Prime Contract (%)

3. Engineering/Professional Services Information:

Addendum Amount: **$122,712.00**

4.a. 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**

4.b. Name and Address of LDB/VBE Subconsultant

Name: **Artistic Identity, LLC**
Address: 1621 Curry Ford Rd
City, State, Zip: Orlando, FL 32806
Telephone: 321-231-0566

4.c. LDB or VBE? LDB
***Identity:** Caucasian Male
Work Item(s) Signage Design and Consulting Services
Amount of Subcontract $119,708.00
Percent of Prime Contract (%) 97.6%

*** In Items 2.c. and 4.c. above specify the identity of LDB/VBE Subcontractors and E/PS Firms (e.g. Black American, Hispanic American, Asian Subcontinent American, Asian Pacific American, Caucasian Female American, Native American & Other)**

ATTACHMENT A

FINANCE FORM

Date:	August 20, 2024	**Requestor's Extension:**	x3139
Requestor's Name:	Brad Friel	**Preparer's Extension:**	X2255
Preparer's Name:	Karla Carman	**Solicitation #:**	N/A
Requestor's Department:	Multi-Modal Planning and Environmental	**Contract # / Name:**	General Consulting Services
Description:	On-Call Signage	**Procurement Committee Date:**	September 3, 2024
Vendor:	Ricondo & Associates, Inc.	**Agenda Item #:**	

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**
301.711.170.5310005.000.000000			$122,712.00			
Total Requisition:			$122,712.00			
Requisition Number:			97746			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97746	FY25 (Dept.711) Ricor	In Process	23-AUG-2024 14:42:37	USD	122,712.00	Wages, Alice M

RICONDO®

August 19, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard
Orlando, FL 32824

RE: Proposal for Fiscal Year (FY) 2025 On-Call Signage Design and Consulting Services at the Orlando International Airport (MCO)

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo), Carolyn Binder, CPA, and Artistic Identity LLC (Artistic Identity) appreciate the opportunity to submit this proposal to assist the Greater Orlando Aviation Authority (the Aviation Authority) planning department with on-call signage design and consulting services for the period extending from October 1, 2024, through September 30, 2025.

Services to be completed as part of this addendum will include:

- Assistance with signage/wayfinding projects, from concept development to final completion
- Review of Aviation Authority sign design guidelines
- Project scope definition assistance
- Field observations and signage/wayfinding design recommendations
- Coordination meetings as required
- Preparation of field survey findings
- Preparation of Rough Order of Magnitude cost estimates to assist Aviation Authority Planning with the establishment of project budgets
- Project-based construction administration duties

Carolyn Binder, CPA will be responsible for project control support services including the tracking of labor effort, progress reports, status updates, and coordination with the Aviation Authority staff for all related invoicing matters.

Schedule

The proposed services are for the period beginning October 1, 2024, through September 30, 2025.

Hourly Rates

The approved hourly rates for Ricondo, Carolyn Binder, CPA, and Artistic Identity' s are noted in **Table 1**.

TABLE 1 –APPROVED HOURLY RATES

POSITION	HOURLY RATE
Ricondo/Senior Officer	$400.00
Carolyn Binder, CPA/Senior Consultant	$117.00
Artistic Identity/Senior Project Manager	$156.00
Artistic Identity/Administrative Assistant	$67.00

Professional Fees

As noted in **Table 2**, the Not to Exceed (NTE) fee amount for the proposed services based on the aforementioned assumption is $122,712.00. A copy of Artistic Identity's proposal for these services is attached for your reference.

TABLE 2 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM/POSITION	HOURLY RATE	LABOR HOURS	COST
Ricondo/Senior Officer	$400.00	4	$ 1,600.00
Carolyn Binder, CPA/Senior Consultant	$117.00	12	$ 1,404.00
Artistic Identity/Senior Project Manager	$170.00	694	$ 117,980.00
Artistic Identity/Senior Cad Technician	$101.00	0	$ 0.00
Artistic Identity/Cad Technician	$70.00	0	$ 0.00
Artistic Identity/Office Manager	$72.00	24	$ 1,728.00
TOTAL COSTS			**$ 122,712.00**
LOCAL DEVELOPING BUSINESS (LDB) PARTICIPATION			**96.14%**
WOMEN BUSINESS ENTREPRISE (WBE) PARTICIPATION			**1.14%**

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

Artistic Identity is registered as a LDB.

Carolyn Binder, CPA is registered as a WBE, DBE, ACDBE, and SBE.

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

cc: Kevin Thompson
Christopher DeLoatche
21041212

ENCLOSURE – Artistic Identity and Carolyn Binder, LLC Proposals including Professional Fee Breakdown and Hourly Rate; Truth in Negotiation Form

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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 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: 08/19/2024

ARTISTIC IDENTITY

Pete Ricondo (Ricondo)
Greater Orlando Airport Authority
Orlando International Airport
One Fuqua Blvd.
Orlando, FL 32827

Re: Professional Fee Proposal: **Signage Design and Consulting On Call Services for Orlando International Airport,** for the GREATER ORLANDO AIRPORT AUTHORITY

Dear Ricondo:

ARTISTIC IDENTITY LLC appreciates the opportunity to submit our Fee Proposal for the above referenced services for your consideration.

SIGNAGE DESIGN & CONSULTING ON CALL SERVICES

These on call services as proposed to GOAA Planning will consist of:

- Assist GOAA with Signage / Wayfinding Projects, from concept development to final completion, as requested.
- Assist GOAA with long-term signage strategies that align with GOAA's Wayfinding & Signage Program goals and evolving needs. This could include assessing the overall signage system and recommending improvements or updates, as requested.
- Conduct usability studies to ensure that signage effectively communicates information to various user groups, including those with disabilities or non-native speakers, as requested.
- Regularly review signage to ensure it meets current accessibility standards and regulations, and provide recommendations for any necessary updates, as requested.
- Review GOAA Sign Design Guidelines and provide comments for incorporation, as requested.
- Assist in recommendation and coordination of vendors or contractors for signage fabrication and installation, ensuring alignment with project specifications and quality standards, as requested.
- Provide training for GOAA's Wayfinding & Signage Program and Graphic Shop staff on the maintenance and management of signage systems, including best practices for content updates and troubleshooting, as requested.
- Assist GOAA to define project scope, as requested.
- Provide Quality Control for GOAA Signage / Wayfinding Projects, as requested.
- Conduct field observation and provide design recommendations, as requested.
- Attend coordination meetings as required
- Provide written documentation of all field findings, project coordination, and design recommendations, as requested.

- Prepare Rough Order of Magnitude cost estimates to assist GOAA Planning and establishing project budgets, as requested.

Construction Administration Duties (Project Based):

- Oversee site preparation and construction activities related to signage installation, as requested.
- Coordinate with contractors to ensure that signage is installed according to design specifications and quality standards, as requested.
- Implement quality control measures to ensure that signage meets design and construction standards, as requested.
- Conduct inspections and address any issues or discrepancies during installation, as requested.
- Ensure that all construction activities comply with relevant codes, regulations, and GOAA policies, as requested.
- Address any compliance issues promptly and take corrective actions as needed and requested.
- Conduct regular site visits to monitor progress and address any construction-related issues, as requested.
- Provide recommendations for adjustments or improvements based on field observations, as requested.
- Coordinate with architects, engineers, and other professionals to ensure seamless integration of signage into the overall project, as requested.
- Facilitate communication between different parties to resolve any conflicts or issues, as requested.
- Address and resolve construction-related issues or disputes that arise during the project, as requested.
- Facilitate problem-solving discussions and implement solutions to keep the project on track, as requested.
- Maintain detailed records of construction activities, including site conditions, changes, and inspections, as requested.
- Prepare and distribute progress reports and other documentation to GOAA stakeholders as needed & requested.

PRELIMINARY SCHEDULE

Based on GOAA's funding, this effort will be for approximately 12 months from Oct 1, 2024 thru Sep 30th, 2025.

PROFESSIONAL FEES
See attached tables for hours and fees.

SUMMARY OF PROPOSED NOT TO EXCEED PROFESSIONAL FEES:

FIRM	FEE
ARTISTIC IDENTITY Not to Exceed Fees	$119,708
Not to Exceed Reimbursables Expenses	$0
TOTAL	$119,708

The proposed **ARTISTIC IDENTITY LLC** professional fees were calculated as follows and are not to exceed:

ARTISTIC IDENTITY LLC Professional Fee Breakdown:

Senior Project Manager		Senior Cad Technician		Cad Technician		Office Manager		Total	
$170		$101		$70		$72			
Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost
694	$117,980	0	$0		$0			694	$117,980
	$0	0	$0	0	$0	0		0	$0
	$0	0	$0		$0	24	$1,728	24	$1,728
	$0	0	$0		$0			0	$0
694	**$117,980**	0	**$0**	0	**$0**	24	**$1,728**	718	$119,708

HOURLY RATES:

The hourly rates provided are consistent with our Consulting agreement and are summarized as follows:

FIRM	POSITION	HOURLY RATE
ARTISTIC IDENTITY	Senior Project Manager	$170.00
ARTISTIC IDENTITY	Senior Cad Technician	$101.00
ARTISTIC IDENTITY	Cad Technician	$70.00
ARTISTIC IDENTITY	Office Manager	$72.00

We hope this proposal meets with your approval and as always, I am available to discuss with you or your staff any aspect of the information contained herein. **ARTISTIC IDENTITY LLC** is committed to servicing GOAA with our fullest capabilities. I look forward to hearing from you soon.

Sincerely,

ARTISTIC IDENTITY

Robert Jarvis

Robert Jarvis
Sr. Project Manager

CAROLYN BINDER, CPA, LLC

Scope of Services

Greater Orlando Aviation Authority

Carolyn Binder, CPA, LLC's scope of work for the Greater Orlando Aviation Authority.

Project Control Support Activities

Carolyn Binder will be responsible for project control support services including, but not limited to,

- Reviewing billing/invoices/task authorizations/project budgets for clerical accuracy
- Tracking labor effort
- Creating progress reports internally and for GOAA management
- Coordinating with other subconsultants, Ricondo, and Aviation Authority staff for all related invoicing matters
- Providing status updates, as needed

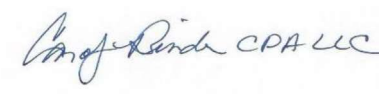
Engagement Administration

Carolyn Binder, CPA acknowledges that during the engagement she will have access to and become acquainted with various trade secrets, innovations, processes, information, records, and specifications owned or licensed by GOAA and Ricondo. Carolyn Binder, CPA agrees that she will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with the Airport.

Proposal Price

Our hourly rate to provide these services is **$117/hour, with an anticipated budget of 12 hours = NTE $1,404.**

Sincerely,



Carolyn Binder
Carolyn Binder, CPA, LLC
9300 Conroy Windermere Road #2093
Windermere, Florida 34786
407-319-0301
www.bindercpafirm.com

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Jacqueline Chin, Assistant Vice President, Airline Relations

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo and Associates, Inc. for FY25 On-Call Operational Readiness Staffing and Support Services at the Orlando International Airport.

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 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

Consultant's proposal, dated August 12, 2024, is to provide FY25 operational readiness staffing and support services. These services include but are not limited to performing specialized and advanced administrative functions and public meeting assignments.

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 are provided from October 1, 2024, to September 30, 2025.

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, 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 $215,973.00. Funding is from Operation and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 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 General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$215,973.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$215,973.00**
CRI – Compliance Review Date	DL 8/21/24
CRI – Funding Eligibility Review Date	8/21/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 FY25 On-Call Operational Readiness Staffing and 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 have determined that Ricondo & Associates, Inc. does not propose small business participation in this addendum, as the services being provided are for staff extension.

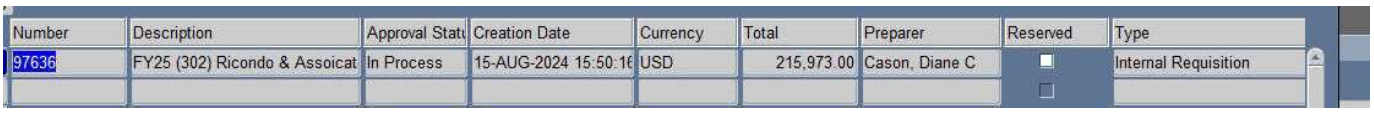
ATTACHMENT A

FINANCE FORM

Date:	8/12/2024	**CCM / PC:**	PC
Requestor's Name:	Jackie Chin	**Requestor's Extension:**	3830
Form Preparer's Name:	Kevin Toth A.A.E.	**Preparer's Extension:**	2213
Requestor's Department:	Airline Relations	**Purchasing Solicitation #:**	
Description:	FY25 Operational Readiness Staffing	**Committee Date:**	9/3/2024
Vendor:	Ricondo & Associates, Inc.	**Committee Agenda Item #:**	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount	TOTAL CONTRACT
301.302.170.5310005.000.000000		215,973.00				
Total Requisition:		215,973.00				
Requisition Number:		97636				
Funding Approver:		8/16/24				
OMB Notes:						



Number	Description	Approval Statu	Creation Date	Currency	Total	Preparer	Reserved	Type
97636	FY25 (302) Ricondo & Assoicat	In Process	15-AUG-2024 15:50:16	USD	215,973.00	Cason, Diane C	☐	Internal Requisition
							☐	

RICONDO®

August 12, 2024

Ms. Jacqueline Chin
Greater Orlando Aviation Authority
Assistant VP – Airline Relations
5855 Cargo Road
Orlando, FL 32827-4349

RE: Proposal for Fiscal Year (FY) 2025 On-Call Operational Readiness Staffing and Support Services

Dear Ms. Chin:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal to assist the Greater Orlando Aviation Authority (GOAA) with various projects and support as it relates to activating new or upgraded facilities and operational readiness support services, for the period extending from October 1, 2024 through September 30, 2025. These services will require support from Ricondo to provide the following technical assessments:

- Assist with various Operational Readiness Activation and Transition (ORAT) programs.
- Assess impacts associated with airlines relocations.
- Assist with technical review processes.
- Assist with the coordination and development of familiarization and training plans.
- Assist with collection of information for schedule development and monitor construction milestones.
- Assist with the implementation of transition plans.
- Coordinate with various GOAA departments and tenants to ensure stakeholders are engaged in the ORAT programs including the update of checklists tracking the status of activation activities.
- Support the development of metrics for measuring progress and reporting methodologies covering stakeholders' key tasks and dependencies in achieving operational readiness.
- Support the development of new processes and procedures to support operations in the new facilities.
- Track and monitor testing, training and orientation activities.
- Assist with the management of ORAT programs using reporting tools, such as AutoCAD; Adobe Photoshop, Acrobat, Illustrator; SketchUp, SharePoint, Microsoft Office, GIS applications, etc.

Schedule

The proposed services are for the period beginning October 1, 2024 through September 30, 2025.

Hourly Rates

Ricondo's approved hourly rates are noted in **Table 1**.

TABLE 1 – RICONDO APPROVED HOURLY RATES FOR FY 2025

POSITION	HOURLY RATES
Senior Officer	$350.00
Senior Director	$295.00
Senior Director with Travel Premium	$330.00
Senior Consultant	$139.00
Senior Consultant with Travel Premium	$174.00

Professional Fees

This proposal is predicated on the following labor hour assumptions and a budget Not to Exceed (NTE) $216,000 shown on **Table 2.**

TABLE 2 – BUDGET ESTIMATE – LABOR COST

POSITION	HOURLY RATES	LABOR HOURS	LABOR COST
Senior Officer	$350.00	0	$ -
Senior Director	$295.00	7	$ 2,065.00
Senior Director w/Travel Premium	$330.00	0	$ -
Senior Consultant	$139.00	1,430	$ 198,770.00
Senior Consultant with Travel Premium	$174.00	87	$ 15,138.00
TOTAL COST		**1,524**	**$ 215,973.00**

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-583-6825 or via email at singolia@ricondo.com.

Sincerely,
RICONDO & ASSOCIATES, INC.

Shane Ingolia
Director
ENCLOSURE – Truth in Negotiation Form

cc: 21041212

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: 8/12/2024

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	08/01/24		$80,000.00	$260,000.00
044	004	-	Additional FY24 On-Call General Consulting Services	**PSC**	08/27/24	NA			$89,884.00	$349,884.00
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	08/01/24		$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	$22,954.50	$22,954.50
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
068	001	-	Additional Pre-Planning Activities for Environmental Assessment Development	**PSC**	08/13/24	08/21/24	08/26/24		$7,502.51	$235,038.51
069	000	-	Airport Layout Plan (ALP) Update Support Services	**PSC**	07/23/24	NA	08/01/24		$40,000.00	$40,000.00
070	000	-	Project Implementation Staff Support Services	**PSC**	07/23/24	NA	08/01/24		$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
072	000	W-00525-MCO	W-00525-MCO MCO MASTER PLAN UPDATE Professional Consulting Services for W-525	**CCM**	08/06/24	08/21/24	08/26/24		$4,799,486.00	$4,799,486.00
073	000	-	FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services	**PSC**	08/13/24	08/21/24	08/26/24		$38,258.00	$38,258.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC **$18,642,768.01**

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	$22,954.50	$1,859,502.50
06/11/24	06/19/24	067	000	$151,239.00	$2,010,741.50
06/11/24	06/19/24	068	000	$227,536.00	$2,238,277.50
07/23/24		044	003	$80,000.00	$2,318,277.50
07/23/24		059	001	$13,062.00	$2,331,339.50
07/23/24		069	000	$40,000.00	$2,371,339.50

Addenda / Amendments Awarded per Agreement - Summary for Committee

07/23/24		070	000	$32,805.00	$2,404,144.50
07/23/24		071	000	$48,443.00	$2,452,587.50
08/13/24	08/21/24	068	001	$7,502.51	$2,460,090.01
08/13/24	08/21/24	073	000	$38,258.00	$2,498,348.01
08/27/24		044	004	$89,884.00	$2,588,232.01

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Scott Shedek, Vice President of Construction

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide FY25 Staff Extension Services for Safety Manager, for the Construction Department at the Orlando International Airport

BACKGROUND

On May 18, 2022, the Aviation Authority Board approved Geotech Consultants International, Inc. dba GCI Inc. for Continuing Program and Project Management Services and related services at Orlando International Airport and Orlando Executive Airport, including performing as the Owner's Authorized Representative (OAR). These services are described in the Agreement for Professional Services dated June 7, 2022.

ISSUES

Consultant's proposal, dated August 20, 2024, is to provide staff extension services for a Safety Manager to assist with implementation of the Authority's construction safety program. Support includes but is not limited to project management services to oversee, coordinate, and monitor the implementation of safety on assigned construction projects. It is recommended that a performance bond not be required for these professional services.

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.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI 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 $224,930.00. Funding is from Operations & Maintenance Funds, subject to Aviation Authority Board adaption of the FY25 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 Geotech Consultants International, Inc. dba GCI Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$224,930.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$224,930.00**
CRI – Compliance Review Date	VM 08/27/2024
CRI – Funding Eligibility Review Date	08/27/2024

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc., dba GCI, Inc. to provide FY25 Staff Extension Services for Safety Manager, for the Construction Department at the Orlando International Airport.

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Geotech Consultants International, Inc., dba GCI, Inc. does not propose small business participation for this addendum as the services being provided are staffing support.

GCI INC.

August 20, 2024

Mr. Scott Shedek
Vice President of Construction
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

Subject: **FY25 Staff Extension – Safety Manager**
Orlando International Airport

Dear Mr. Shedek:

GCI Inc. is pleased to submit this proposal to provide FY25 Staff Extension services at Orlando International Airport. This proposal has been prepared based on our understanding of the requested scope of work.

Provide Safety Manager services for the Construction Department to assist with implementing the Authority's construction safety program. Support includes but is not limited to project management services to oversee, coordinate, and monitor the implementation of safety on assigned construction projects.

Our estimated man-hour requirements and applicable unit rates for these support services are attached to this proposal. The total contract value is estimated at **$224,930.00** for fiscal year 2025. This amount consists of $224,930.00 for Not to Exceed Fees and $0.00 for Not to Exceed Expenses

MWBE/LDB participation is not expected at this time.

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 work.

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

Sincerely,

GCI INC

for Owusu Amaning
President

Orlando International Airport

FY 25 Staff Extension - Safety Manager 20-Aug-24

Construction OAR Staffing Estimate

Role	Individual	Firm	2024			2025									Total
			Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Project Manager (Safety Manager)	L. Wilson	GCI	123	107	112	112	107	112	117	112	112	117	112	112	1,355
															0
															0
															0
TOTAL STAFF HOURS			123	107	112	112	107	112	117	112	112	117	112	112	1,355

Orlando International Airport

FY 25 Staff Extension - Safety Manager **20-Aug-24**

Construction OAR Staffing Estimate

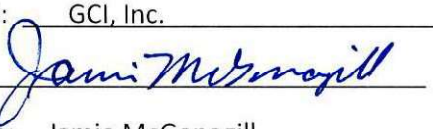
Role	Firm	Hourly Rate	Total Hours	Total Fee
Project Manager (Safety Manager)	GCI	$166.00	1,355	$224,930.00
SUBTOTAL			**1,355**	**$224,930.00**
REIMBURSABLE EXPENSES:				$0.00
SUBTOTAL				**$0.00**
TOTAL:				**$224,930.00**
MWBE/LDB PARTICIPATION:			**% Participation**	
		$0.00	0.00%	$0.00
SUBTOTAL				**$0.00**

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: GCI, Inc.

By: 

Print Name: Jamie McGonagill

Date: 8/20/2024

ATTACHMENT A

FINANCE FORM

Date:	August 22, 2024	**CCM / PC:**	PC
Requestor's Name:	Scott Shedek	**Requestor's Extension:**	X2465
Form Preparer's Name:	Jamie McGonagill	**Preparer's Extension:**	X6565
Requestor's Department:	Construction	**Purchasing Solicitation #:**	N/A
Description:	FY25 OAR Services - Safety	**Committee Date:**	September 3, 2024
Vendor:	GCI, Inc	**Committee Agenda Item #:**	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**FY28 Amount**	**TOTAL CONTRACT**
Construction – Safety		$224,930.00				
301.715.170.5310009.000.000000						
Total Requisition:		$224,930.00				
Requisition Number:		97729				

Funding Approver: Andrea Harper

OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97729	FY25 PC 2024-09-03 (	In Process	22-AUG-2024 22:23:26	USD	224,930.00	Ciaglia, Tara A

Addenda / Amendments Awarded per Agreement - Summary for Committee

Geotech Consultants International, Inc., dba GCI, Inc. -- Agreement No. 202204-OAR2

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	06/07/22		$0.00	$0.00
001	000	V-00977-MCO	V-00977-MCO A-GARAGE ELEVATOR-STAIR VESTIBULES EPOXY & BOLLARD INSTALL Construction Phase OAR Services for V-977	CCM	07/12/22	NA	07/26/22	1007138	$10,595.00	$10,595.00
002	000	G-00038-MCO	G-00038-MCO TERMINAL B - ROADWAY SIGNAGE UPGRADES Construction Phase OAR Services for G-00038	CCM	07/26/22	NA	08/04/22	1007143	$15,140.00	$15,140.00
003	000	-	PART-TIME FY23 SMALL CONSTRUCTION PROJECTS AND STAFF EXTENSION SERVICES FOR THE CONSTRUCTION DEPARTMENT	CCM	09/06/22	NA	09/14/22	95163	$97,920.00	$97,920.00
004	000	-	FY23 Staff Extension Services for the Construction Department for Safety Management	CCM	09/06/22	NA	09/14/22	95198	$141,780.00	$141,780.00
005	000	-	FY23 Small Construction Projects and Staff Extension Services for the Construction Department	CCM	09/06/22	NA	09/14/22	95112	$141,780.00	$141,780.00
006	000	-	FY23 Staff Extension Support Services for the Engineering and Construction Department	CCM	09/06/22	09/21/22	09/26/22	95116	$425,340.00	$425,340.00
007	000	V-00979-ORL	V-00979-ORL ORL COLONIAL PROMENADE RTU HVAC SUITE 4308 UPGRADE Construction Phase OAR Services for V-979	CCM	09/27/22	NA	10/20/22	1007169	$3,965.00	$3,965.00
008	000	-	FY23 Staff Extension Services for the Engineering & Construction Department including APM and Electrical Support	CCM	09/27/22	NA	10/20/22	95219	$20,328.00	$20,328.00
009	000	-	FY23 Staff Extension Services for the Small Business Department	CCM	09/27/22	NA	10/20/22	96219	$212,160.00	$212,160.00
010	000	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Construction Phase OAR Services for H-S00027	CCM	10/11/22	NA	11/08/22	1007176	$52,058.00	$52,058.00
010	001	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	12/06/22	NA	12/01/22		$37,664.00	$89,722.00
010	002	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	01/31/23	NA	02/06/23		$41,832.00	$131,554.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

010	003	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 & 2, and Additional Construction Phase OAR Services for H-S00027	CCM	04/25/23	NA	04/27/23		$10,368.00	$141,922.00
010	004	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	05/30/23	NA	06/01/23		$2,112.00	$144,034.00
010	005	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 through 4, and Additional Construction Phase OAR Services for H-S00027	CCM	06/27/23	NA	06/29/23		$9,696.00	$153,730.00
010	006	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 through 5, and Additional Construction Phase OAR Services for H-S00027	CCM	07/25/23	NA	08/01/23		$3,264.00	$156,994.00
010	007	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027 Temporary Quick-Turn- Around Facility	CCM	10/10/23	NA	11/09/23		$1,920.00	$158,914.00
011	000	V-00985-MCO	V-00985-MCO B-GARAGE ELEVATOR-STAIR VESTIBULES EPOXY & BOLLARD INSTALL Construction Phase OAR Services for V-985	CCM	10/25/22	NA	11/08/22	1007190	$12,729.00	$12,729.00
013	000	-	Staff Extension Support Services to Support Terminal C Phase 1X Airfield Civil Restart	CCM	11/22/22	NA	12/19/22	1007220	$222,372.00	$222,372.00
014	000	-	FY23 Program Management and Oversight OAR Services for Terminal C Digital Asset Integration into Maximo	CCM	11/22/22	NA	12/19/22	96096	$237,968.00	$237,968.00
015	000	-	FY23 Staff Extension Support Services For Operational Readiness to the Executive Administration Department	CCM	11/22/22	12/14/22	12/19/22	95622	$443,872.00	$443,872.00
016	000	-	FY23 On Call Estimating Services	CCM	12/06/22	NA	12/22/22	95669	$50,000.00	$50,000.00
017	000	E-00268-MCO	E-00268-MCO ARFF STATION AIR CURTAINS Construction Phase OAR Services for E-268	CCM	01/24/23	NA	02/06/23	1007231	$3,726.00	$3,726.00
018	000	V-00987-MCO	V-00987-MCO A & B GARAGE EXPANSION JOINT REPLACEMENT Construction Phase OAR Services for V-987	CCM	01/24/23	NA	02/06/23	1007226	$14,887.00	$14,887.00
019	000	E-S00013-MCO	E-S00013-MCO TERM C, LST LEVEL 1 CONDUIT INSTALLATION Construction Phase OAR Services for E-S00013	CCM	01/31/23	NA	02/06/23	1007234	$4,928.00	$4,928.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

020	000	H-00356-MCO	H-00356-MCO MCO GUARDRAIL REPAIRS 2022/2023 Construction Phase OAR Services for H-356	**CCM**	02/28/23	NA	03/20/23	1007278	$7,000.00	$7,000.00
021	000	H-00358-MCO	H-00358-MCO TERMINAL A LOADING DOCK DRIVE LANE SLAB REPLACEMENT Construction Phase OAR Services for H-358	**CCM**	03/21/23	NA	03/22/23	1007301	$33,159.00	$33,159.00
022	000	V-00991-MCO	V-00991-MCO B-SIDE BAG MAKE-UP AREA GUARDRAIL REPLACEMENT Construction Phase OAR Services for V-991	**CCM**	03/21/23	NA	03/22/23	1007298	$14,265.00	$14,265.00
023	000	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Construction Phase OAR Services for V-S00033 Terminal C CBP and TSA Regulatory Changes (D/B)	**CCM**	03/28/23	NA	04/03/23	1007303	$73,904.00	$73,904.00
024	000	V-00994-MCO	V-00994-MCO ALASKA AIRLINES RELOCATION (D/B) Design and Construction Phase OAR Services for V-994	**CCM**	04/11/23	NA	04/18/23	1007320	$20,985.00	$20,985.00
025	000	V-00993-MCO	V-00993-MCO AIRSIDES 1-4 SERVICE AREAS TRITURATOR CANOPIES (D/B) Construction Phase OAR Services for V-993	**CCM**	04/11/23	NA	04/18/23	1007393	$10,475.00	$10,475.00
026	000	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Design and Construction Phase OAR Services for BP-S199	**CCM**	04/25/23	NA	04/27/23	1007355	$39,933.00	$39,933.00
026	001	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Additional Design and Construction Phase OAR Services for BP-S199	**CCM**	05/02/23	05/17/23	05/24/23	AMD 1007355	$595,131.00	$635,064.00
026	002	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Additional Design and Construction Phase OAR Services for BP-S199	**CCM**	11/21/23	NA	12/04/23		$34,620.00	$669,684.00
026	003	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Extension and No Cost Reallocation for Design and Construction Phase OAR Services for BP-S199	**CCM**	04/09/24	NA	04/15/24		$0.00	$669,684.00
027	000	R-00099-MCO	R-00099-MCO TERMINALS A & B RENTAL CAR QTA CANOPY LEAKS Construction Phase OAR Services for R-099	**CCM**	04/25/23	NA	04/27/23	1007354	$11,170.00	$11,170.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

028	000	V-00981-MCO	V-00981-MCO HYATT 4TH FLOOR WATER HEATER PIPING REPAIR Construction Phase OAR Services for R-099	**CCM**	04/25/23	NA	04/27/23	1007324	$50,350.00	$50,350.00
029	000	G-00042-MCO	G-00042-MCO ROADWAY AND GARAGE - SIGN UPDATES Construction Phase OAR Services for G-00042	**CCM**	05/09/23	NA	05/15/23	1007344	$3,840.00	$3,840.00
030	000	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Design Phase OAR Services for V-980	**CCM**	05/30/23	NA	06/09/23	1007373	$151,376.00	$151,376.00
030	001	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Additional Design Phase OAR Services for V-980	**CCM**	01/30/24	NA	02/02/24		$30,972.00	$182,348.00
030	002	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Additional Design Phase OAR Services for V-980	**CCM**	08/13/24	NA	08/14/24		$53,280.00	$235,628.00
031	000	V-00999-MCO	V-00999-MCO A & B GARAGES BARRIER CABLE REPAIR Construction Phase OAR Services for V-999	**CCM**	05/30/23	NA	06/01/23	1007380	$2,105.00	$2,105.00
032	000	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Construction Phase OAR Services for V-S00033	**CCM**	06/06/23	NA	06/09/23	1007376	$7,680.00	$7,680.00
032	001	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Additional Construction Phase OAR Services for V-S00033	**CCM**	07/11/23	NA	07/11/23		$23,040.00	$30,720.00
033	000	V-01000-MCO	V-01000-MCO LEVEL 3 TSA BREAKROOM AND RESTROOM REBUILD Construction Phase OAR Services	**CCM**	06/06/23	NA	06/21/23	1007397	$8,797.00	$8,797.00
034	000	V-01002-MCO	V-01002-MCO TERMINALS A AND B CENTER CORE CCTV INSTALLATION Construction Phase OAR Services for V-1002	**CCM**	07/25/23	NA	08/01/23	1007414	$19,990.00	$19,990.00
035	000	-	FY24 Staff Extension Services to Airline Relations	**PSC**	09/05/23	09/27/23	10/04/23	96602	$593,427.00	$593,427.00
036	000	-	FY24 Staff Extension for Small Projects, Including Project Manager and Project Coordinator Services, for the Construction Department	**PSC**	09/05/23	09/27/23	10/04/23	96904	$332,862.00	$332,862.00
036	001	-	Reduction in Services for FY24 Staff Extension for Small Projects, Including Project Manager and Project Coordinator Services, for the Construction Department	**PSC**	07/23/24	NA	08/01/24		($100,000.00)	$232,862.00
037	000	-	FY24 On-Call Estimating Services for the Engineering and Construction Department	**PSC**	09/05/23	09/27/23	10/12/23	97392	$50,000.00	$50,000.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

038	000	V-S00043-MCO	V-S00043-MCO TERMINAL C EGRESS STAIR VISION SCREENS Construction Phase OAR Services for V-S00043	**CCM**	10/10/23	NA	10/20/23	1007462	$8,996.00	$8,996.00
039	000	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Construction Phase OAR Services for W-00490	**CCM**	10/10/23	NA	11/01/23	1007456	$140,754.00	$140,754.00
039	001	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Additional Construction Phase OAR Services for W-00490	**CCM**	04/30/24	NA	05/16/24		$67,584.00	$208,338.00
039	002	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Additional Construction Phase OAR Services for W-00490	**CCM**	07/23/24	NA	07/26/24		$42,750.00	$251,088.00
040	000	E-S00019-MCO	E-S00019-MCO TERMINAL C EXIT SIGNAGE IN LANDSIDE AND AIRSIDE Construction Phase OAR Services for E-S00019	**CCM**	10/24/23	NA	10/27/23	1007502	$4,900.00	$4,900.00
041	000	V-01010-MCO	V-01010-MCO TERMINAL A EAST LEVEL 1 OFFICE CREATION Design Phase OAR Services for V-01010	**CCM**	10/24/23	NA	10/30/23	1007491	$29,808.00	$29,808.00
042	000	V-S00044-MCO	V-S00044-MCO TERMINAL C TENANT BUILDOUT (COMPLETION OF BP-S187) Construction Phase OAR Services for V-S00044	**CCM**	11/07/23	NA	11/08/23	1007476	$19,968.00	$19,968.00
043	000	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE Construction Phase OAR Services for E-281	**CCM**	11/21/23	NA	12/04/23	1007479	$219,914.00	$219,914.00
043	001	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE No Cost Revision for Construction Phase OAR Services for E-281,	**CCM**	01/30/24	NA	02/02/24		$0.00	$219,914.00
043	002	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE Additional Construction Phase OAR Services for E-281	**CCM**	02/13/24	NA	02/14/24		$87,890.00	$307,804.00
044	000	V-S00049-MCO	V-S00049-MCO COPA AIRLINES RELOCATION Construction Phase OAR Services for V-S00049	**CCM**	02/27/24	NA	03/04/24	1007587	$3,474.00	$3,474.00
044	001	V-S00049-MCO	V-S00049-MCO COPA AIRLINES RELOCATION Additional Construction Phase OAR Services for V-S00049	**CCM**	07/16/24	NA	07/19/24		$3,780.00	$7,254.00
045	000	V-S00050-MCO	V-S00050-MCO AVIANCA AIRLINES RELOCATION Construction Phase OAR Services for V-S00050	**CCM**	02/27/24	NA	03/04/24	1007588	$2,418.00	$2,418.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

046	000	V-S00051-MCO	V-S00051-MCO AEROMEXICO AIRLINES RELOCATION Construction Phase OAR Services for V-S00051	**CCM**	02/27/24	NA	03/04/24	1007589	$3,342.00	$3,342.00
047	000	H-00374-MCO	H-00374-MCO TRITURATOR SEWER LINE REPLACEMENT (DESIGN/BUILD) Construction Phase OAR Services for H-374	**CCM**	06/25/24	NA	06/28/24	1007699	$19,130.00	$19,130.00
048	000	-	FY 25 Staff Extension Services to Airline Relations	**PSC**	08/27/24	09/18/24			$549,148.00	$549,148.00

Total for Geotech Consultants International, Inc., dba GCI, Inc. for Agreement No. 202204-OAR2 **$5,490,621.00**

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				
Geotech Consultants International, Inc., dba GCI, Inc.	Black American	06/07/22	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	06/07/25

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
09/05/23	09/27/23	035	000	$593,427.00	$593,427.00
09/05/23	09/27/23	036	000	$332,862.00	$926,289.00
09/05/23	09/27/23	037	000	$50,000.00	$976,289.00
07/23/24		036	001	($100,000.00)	$876,289.00
08/27/24	09/18/24	048	000	$549,148.00	$1,425,437.00

Published By: Jamie McGonagill
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Scott Shedek, Vice President of Construction

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide FY25 Staff Extension Services for Small Projects, including Project Manager and Project Coordinator services, for the Construction Department at the Orlando International Airport

BACKGROUND

On May 18, 2022, the Aviation Authority Board approved Geotech Consultants International, Inc. dba GCI Inc. for Continuing Program and Project Management Services and related services at Orlando International Airport and Orlando Executive Airport, including performing as the Owner's Authorized Representative (OAR). These services are described in the Agreement for Professional Services dated June 7, 2022.

ISSUES

Consultant's proposal, dated August 20, 2024, is to provide project management and project control services for the Construction Department, and other departments as assigned, to help oversee the Authority's construction program. Support includes, but is not limited to, project management and project control services for directing, coordinating, and managing projects from inception to completion, attending and/or chairing meetings, preparing presentations, generating, and presenting memos for GOAA committees.

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 provided from 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 Geotech Consultants International, Inc. dba GCI Inc. exceeds the $250,000 threshold; thus, this agenda items 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 $532,384.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority budget.

RECOMMENDED ACTION

It is respectfully requested that the Construction Committee approve Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$532,384.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$532,384.00**
CRI – Compliance Review Date	VM 08/27/2024
CRI – Funding Eligibility Review Date	08/27/2024

August 20, 2024

Mr. Scott Shedek
Vice President of Construction
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

Subject: FY25 Small Projects Staff Extension
Orlando International Airport

Dear Mr. Shedek:

GCI Inc. is pleased to submit this proposal to provide FY25 Staff Extension services at the Orlando International Airport. This proposal has been prepared based on our understanding of the following scope of work.

Provide project management and project control services for the Construction Department, and other departments as assigned, to help oversee the Authority's construction program. Support includes, but is not limited to, project management and project control services for directing, coordinating, and managing projects from inception to completion, attending and/or chairing meetings, preparing presentations, and generating and presenting memos for GOAA committees.

Our estimated man-hour requirements and applicable unit rates for completion of the project are attached to this proposal. The total contract value is estimated at **$532,384.00**. This amount consists of **$532,384.00** for Not to Exceed Fees and **$0.00** for Not to Exceed Expenses.

MWBE/LDB participation is not expected at this time.

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,

GCI, Inc.

for Owusu Amaning
Managing Principal

Orlando International Airport

Construction - Small Projects Staff Extension FY25 20-Aug-24

Role	Individual	Firm	2024			2025									Total
			Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Project Manager	J. Pancoast / Gabi Stephan	GCI	184	160	168	168	160	168	176	168	168	176	168	168	2,032
Sr. Project Coordinator	N. Supaswud	GCI	184	160	168	168	160	168	176	168	168	176	168	168	2,032
TOTAL STAFF HOURS			**368**	**320**	**336**	**336**	**320**	**336**	**352**	**336**	**336**	**352**	**336**	**336**	**4,064**

Orlando International Airport

Construction - Small Projects Staff Extension FY25				20-Aug-24
Role	**Firm**	**Hourly Rate**	**Total Hours**	**Total Fee**
Project Manager	GCI	$166.00	2,032	$337,312.00
Sr. Project Coordinator	GCI	$96.00	2,032	$195,072.00
SUBTOTAL			**4,064**	**$532,384.00**
REIMBURSABLE EXPENSES:				
				$0.00
SUBTOTAL				**$0.00**
TOTAL:				**$532,384.00**
MWBE/LDB PARTICIPATION:			**% Participation**	
		$0.00	0.00%	$0.00
SUBTOTAL				**$0.00**

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: GCI, Inc.

By: 

Print Name: Jamie McGonagill

Date: 8/20/24

ATTACHMENT A

FINANCE FORM

Date:	August 22, 2024	**CCM / PC:**	PC
Requestor's Name:	Scott Shedek	**Requestor's Extension:**	X2465
Form Preparer's Name:	Jamie McGonagill	**Preparer's Extension:**	X6565
Requestor's Department:	Construction	**Purchasing Solicitation #:**	N/A
Description:	FY25 OAR Services Small Projects	**Committee Date:**	September 3, 2024
Vendor:	GCI, Inc	**Committee Agenda Item #:**	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**FY28 Amount**	**TOTAL CONTRACT**
Construction – Smal Projects		$532,384.00				
301.715.170.5310009.000.000000						
Total Requisition:		532,384.00				
Requisition Number:		97730				
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97730	FY25 PC 2024-09-03 (	In Process	22-AUG-2024 22:32:06	USD	532,384.00	Ciaglia, Tara A

Addenda / Amendments Awarded per Agreement - Summary for Committee

Geotech Consultants International, Inc., dba GCI, Inc. -- Agreement No. 202204-OAR2

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	06/07/22		$0.00	$0.00
001	000	V-00977-MCO	V-00977-MCO A-GARAGE ELEVATOR-STAIR VESTIBULES EPOXY & BOLLARD INSTALL Construction Phase OAR Services for V-977	CCM	07/12/22	NA	07/26/22	1007138	$10,595.00	$10,595.00
002	000	G-00038-MCO	G-00038-MCO TERMINAL B - ROADWAY SIGNAGE UPGRADES Construction Phase OAR Services for G-00038	CCM	07/26/22	NA	08/04/22	1007143	$15,140.00	$15,140.00
003	000	-	PART-TIME FY23 SMALL CONSTRUCTION PROJECTS AND STAFF EXTENSION SERVICES FOR THE CONSTRUCTION DEPARTMENT	CCM	09/06/22	NA	09/14/22	95163	$97,920.00	$97,920.00
004	000	-	FY23 Staff Extension Services for the Construction Department for Safety Management	CCM	09/06/22	NA	09/14/22	95198	$141,780.00	$141,780.00
005	000	-	FY23 Small Construction Projects and Staff Extension Services for the Construction Department	CCM	09/06/22	NA	09/14/22	95112	$141,780.00	$141,780.00
006	000	-	FY23 Staff Extension Support Services for the Engineering and Construction Department	CCM	09/06/22	09/21/22	09/26/22	95116	$425,340.00	$425,340.00
007	000	V-00979-ORL	V-00979-ORL ORL COLONIAL PROMENADE RTU HVAC SUITE 4308 UPGRADE Construction Phase OAR Services for V-979	CCM	09/27/22	NA	10/20/22	1007169	$3,965.00	$3,965.00
008	000	-	FY23 Staff Extension Services for the Engineering & Construction Department including APM and Electrical Support	CCM	09/27/22	NA	10/20/22	95219	$20,328.00	$20,328.00
009	000	-	FY23 Staff Extension Services for the Small Business Department	CCM	09/27/22	NA	10/20/22	96219	$212,160.00	$212,160.00
010	000	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Construction Phase OAR Services for H-S00027	CCM	10/11/22	NA	11/08/22	1007176	$52,058.00	$52,058.00
010	001	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	12/06/22	NA	12/01/22		$37,664.00	$89,722.00
010	002	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	01/31/23	NA	02/06/23		$41,832.00	$131,554.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

010	003	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 & 2, and Additional Construction Phase OAR Services for H-S00027	CCM	04/25/23	NA	04/27/23		$10,368.00	$141,922.00
010	004	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	05/30/23	NA	06/01/23		$2,112.00	$144,034.00
010	005	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 through 4, and Additional Construction Phase OAR Services for H-S00027	CCM	06/27/23	NA	06/29/23		$9,696.00	$153,730.00
010	006	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 through 5, and Additional Construction Phase OAR Services for H-S00027	CCM	07/25/23	NA	08/01/23		$3,264.00	$156,994.00
010	007	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027 Temporary Quick-Turn- Around Facility	CCM	10/10/23	NA	11/09/23		$1,920.00	$158,914.00
011	000	V-00985-MCO	V-00985-MCO B-GARAGE ELEVATOR-STAIR VESTIBULES EPOXY & BOLLARD INSTALL Construction Phase OAR Services for V-985	CCM	10/25/22	NA	11/08/22	1007190	$12,729.00	$12,729.00
013	000	-	Staff Extension Support Services to Support Terminal C Phase 1X Airfield Civil Restart	CCM	11/22/22	NA	12/19/22	1007220	$222,372.00	$222,372.00
014	000	-	FY23 Program Management and Oversight OAR Services for Terminal C Digital Asset Integration into Maximo	CCM	11/22/22	NA	12/19/22	96096	$237,968.00	$237,968.00
015	000	-	FY23 Staff Extension Support Services For Operational Readiness to the Executive Administration Department	CCM	11/22/22	12/14/22	12/19/22	95622	$443,872.00	$443,872.00
016	000	-	FY23 On Call Estimating Services	CCM	12/06/22	NA	12/22/22	95669	$50,000.00	$50,000.00
017	000	E-00268-MCO	E-00268-MCO ARFF STATION AIR CURTAINS Construction Phase OAR Services for E-268	CCM	01/24/23	NA	02/06/23	1007231	$3,726.00	$3,726.00
018	000	V-00987-MCO	V-00987-MCO A & B GARAGE EXPANSION JOINT REPLACEMENT Construction Phase OAR Services for V-987	CCM	01/24/23	NA	02/06/23	1007226	$14,887.00	$14,887.00
019	000	E-S00013-MCO	E-S00013-MCO TERM C, LST LEVEL 1 CONDUIT INSTALLATION Construction Phase OAR Services for E-S00013	CCM	01/31/23	NA	02/06/23	1007234	$4,928.00	$4,928.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

020	000	H-00356-MCO	H-00356-MCO MCO GUARDRAIL REPAIRS 2022/2023 Construction Phase OAR Services for H-356	**CCM**	02/28/23	NA	03/20/23	1007278	$7,000.00	$7,000.00
021	000	H-00358-MCO	H-00358-MCO TERMINAL A LOADING DOCK DRIVE LANE SLAB REPLACEMENT Construction Phase OAR Services for H-358	**CCM**	03/21/23	NA	03/22/23	1007301	$33,159.00	$33,159.00
022	000	V-00991-MCO	V-00991-MCO B-SIDE BAG MAKE-UP AREA GUARDRAIL REPLACEMENT Construction Phase OAR Services for V-991	**CCM**	03/21/23	NA	03/22/23	1007298	$14,265.00	$14,265.00
023	000	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Construction Phase OAR Services for V-S00033 Terminal C CBP and TSA Regulatory Changes (D/B)	**CCM**	03/28/23	NA	04/03/23	1007303	$73,904.00	$73,904.00
024	000	V-00994-MCO	V-00994-MCO ALASKA AIRLINES RELOCATION (D/B) Design and Construction Phase OAR Services for V-994	**CCM**	04/11/23	NA	04/18/23	1007320	$20,985.00	$20,985.00
025	000	V-00993-MCO	V-00993-MCO AIRSIDES 1-4 SERVICE AREAS TRITURATOR CANOPIES (D/B) Construction Phase OAR Services for V-993	**CCM**	04/11/23	NA	04/18/23	1007393	$10,475.00	$10,475.00
026	000	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Design and Construction Phase OAR Services for BP-S199	**CCM**	04/25/23	NA	04/27/23	1007355	$39,933.00	$39,933.00
026	001	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Additional Design and Construction Phase OAR Services for BP-S199	**CCM**	05/02/23	05/17/23	05/24/23	AMD 1007355	$595,131.00	$635,064.00
026	002	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Additional Design and Construction Phase OAR Services for BP-S199	**CCM**	11/21/23	NA	12/04/23		$34,620.00	$669,684.00
026	003	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Extension and No Cost Reallocation for Design and Construction Phase OAR Services for BP-S199	**CCM**	04/09/24	NA	04/15/24		$0.00	$669,684.00
027	000	R-00099-MCO	R-00099-MCO TERMINALS A & B RENTAL CAR QTA CANOPY LEAKS Construction Phase OAR Services for R-099	**CCM**	04/25/23	NA	04/27/23	1007354	$11,170.00	$11,170.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

028	000	V-00981-MCO	V-00981-MCO HYATT 4TH FLOOR WATER HEATER PIPING REPAIR Construction Phase OAR Services for R-099	**CCM**	04/25/23	NA	04/27/23	1007324	$50,350.00	$50,350.00
029	000	G-00042-MCO	G-00042-MCO ROADWAY AND GARAGE - SIGN UPDATES Construction Phase OAR Services for G-00042	**CCM**	05/09/23	NA	05/15/23	1007344	$3,840.00	$3,840.00
030	000	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Design Phase OAR Services for V-980	**CCM**	05/30/23	NA	06/09/23	1007373	$151,376.00	$151,376.00
030	001	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Additional Design Phase OAR Services for V-980	**CCM**	01/30/24	NA	02/02/24		$30,972.00	$182,348.00
030	002	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Additional Design Phase OAR Services for V-980	**CCM**	08/13/24	NA	08/14/24		$53,280.00	$235,628.00
031	000	V-00999-MCO	V-00999-MCO A & B GARAGES BARRIER CABLE REPAIR Construction Phase OAR Services for V-999	**CCM**	05/30/23	NA	06/01/23	1007380	$2,105.00	$2,105.00
032	000	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Construction Phase OAR Services for V-S00033	**CCM**	06/06/23	NA	06/09/23	1007376	$7,680.00	$7,680.00
032	001	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Additional Construction Phase OAR Services for V-S00033	**CCM**	07/11/23	NA	07/11/23		$23,040.00	$30,720.00
033	000	V-01000-MCO	V-01000-MCO LEVEL 3 TSA BREAKROOM AND RESTROOM REBUILD Construction Phase OAR Services	**CCM**	06/06/23	NA	06/21/23	1007397	$8,797.00	$8,797.00
034	000	V-01002-MCO	V-01002-MCO TERMINALS A AND B CENTER CORE CCTV INSTALLATION Construction Phase OAR Services for V-1002	**CCM**	07/25/23	NA	08/01/23	1007414	$19,990.00	$19,990.00
035	000	-	FY24 Staff Extension Services to Airline Relations	**PSC**	09/05/23	09/27/23	10/04/23	96602	$593,427.00	$593,427.00
036	000	-	FY24 Staff Extension for Small Projects, Including Project Manager and Project Coordinator Services, for the Construction Department	**PSC**	09/05/23	09/27/23	10/04/23	96904	$332,862.00	$332,862.00
036	001	-	Reduction in Services for FY24 Staff Extension for Small Projects, Including Project Manager and Project Coordinator Services, for the Construction Department	**PSC**	07/23/24	NA	08/01/24		($100,000.00)	$232,862.00
037	000	-	FY24 On-Call Estimating Services for the Engineering and Construction Department	**PSC**	09/05/23	09/27/23	10/12/23	97392	$50,000.00	$50,000.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

038	000	V-S00043-MCO	V-S00043-MCO TERMINAL C EGRESS STAIR VISION SCREENS Construction Phase OAR Services for V-S00043	**CCM**	10/10/23	NA	10/20/23	1007462	$8,996.00	$8,996.00
039	000	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Construction Phase OAR Services for W-00490	**CCM**	10/10/23	NA	11/01/23	1007456	$140,754.00	$140,754.00
039	001	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Additional Construction Phase OAR Services for W-00490	**CCM**	04/30/24	NA	05/16/24		$67,584.00	$208,338.00
039	002	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Additional Construction Phase OAR Services for W-00490	**CCM**	07/23/24	NA	07/26/24		$42,750.00	$251,088.00
040	000	E-S00019-MCO	E-S00019-MCO TERMINAL C EXIT SIGNAGE IN LANDSIDE AND AIRSIDE Construction Phase OAR Services for E-S00019	**CCM**	10/24/23	NA	10/27/23	1007502	$4,900.00	$4,900.00
041	000	V-01010-MCO	V-01010-MCO TERMINAL A EAST LEVEL 1 OFFICE CREATION Design Phase OAR Services for V-01010	**CCM**	10/24/23	NA	10/30/23	1007491	$29,808.00	$29,808.00
042	000	V-S00044-MCO	V-S00044-MCO TERMINAL C TENANT BUILDOUT (COMPLETION OF BP-S187) Construction Phase OAR Services for V-S00044	**CCM**	11/07/23	NA	11/08/23	1007476	$19,968.00	$19,968.00
043	000	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE Construction Phase OAR Services for E-281	**CCM**	11/21/23	NA	12/04/23	1007479	$219,914.00	$219,914.00
043	001	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE No Cost Revision for Construction Phase OAR Services for E-281,	**CCM**	01/30/24	NA	02/02/24		$0.00	$219,914.00
043	002	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE Additional Construction Phase OAR Services for E-281	**CCM**	02/13/24	NA	02/14/24		$87,890.00	$307,804.00
044	000	V-S00049-MCO	V-S00049-MCO COPA AIRLINES RELOCATION Construction Phase OAR Services for V-S00049	**CCM**	02/27/24	NA	03/04/24	1007587	$3,474.00	$3,474.00
044	001	V-S00049-MCO	V-S00049-MCO COPA AIRLINES RELOCATION Additional Construction Phase OAR Services for V-S00049	**CCM**	07/16/24	NA	07/19/24		$3,780.00	$7,254.00
045	000	V-S00050-MCO	V-S00050-MCO AVIANCA AIRLINES RELOCATION Construction Phase OAR Services for V-S00050	**CCM**	02/27/24	NA	03/04/24	1007588	$2,418.00	$2,418.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

046	000	V-S00051-MCO	V-S00051-MCO AEROMEXICO AIRLINES RELOCATION Construction Phase OAR Services for V-S00051	**CCM**	02/27/24	NA	03/04/24	1007589	$3,342.00	$3,342.00
047	000	H-00374-MCO	H-00374-MCO TRITURATOR SEWER LINE REPLACEMENT (DESIGN/BUILD) Construction Phase OAR Services for H-374	**CCM**	06/25/24	NA	06/28/24	1007699	$19,130.00	$19,130.00
048	000	-	FY 25 Staff Extension Services to Airline Relations	**PSC**	08/27/24	09/18/24			$549,148.00	$549,148.00

Total for Geotech Consultants International, Inc., dba GCI, Inc. for Agreement No. 202204-OAR2 **$5,490,621.00**

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				
Geotech Consultants International, Inc., dba GCI, Inc.	Black American	06/07/22	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	06/07/25

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
09/05/23	09/27/23	035	000	$593,427.00	$593,427.00
09/05/23	09/27/23	036	000	$332,862.00	$926,289.00
09/05/23	09/27/23	037	000	$50,000.00	$976,289.00
07/23/24		036	001	($100,000.00)	$876,289.00
08/27/24	09/18/24	048	000	$549,148.00	$1,425,437.00

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Scott Shedek, Vice President of Construction

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide FY25 Staff Extension Services for Small Projects, including Project Manager and Project Coordinator services, for the Construction Department at the Orlando International Airport

BACKGROUND

On May 18, 2022, the Aviation Authority Board approved Geotech Consultants International, Inc. dba GCI Inc. for Continuing Program and Project Management Services and related services at Orlando International Airport and Orlando Executive Airport, including performing as the Owner's Authorized Representative (OAR). These services are described in the Agreement for Professional Services dated June 7, 2022.

ISSUES

Consultant's proposal, dated August 20, 2024, is to provide project management and project control services for the Construction Department, and other departments as assigned, to help oversee the Authority's construction program. Support includes, but is not limited to, project management and project control services for directing, coordinating, and managing projects from inception to completion, attending and/or chairing meetings, preparing presentations, generating, and presenting memos for GOAA committees.

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 provided from 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 Geotech Consultants International, Inc. dba GCI Inc. exceeds the $250,000 threshold; thus, this agenda items 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 $532,384.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority budget.

RECOMMENDED ACTION

It is respectfully requested that the Construction Committee approve Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	$532,384.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$532,384.00**
CRI – Compliance Review Date	VM 08/27/2024
CRI – Funding Eligibility Review Date	08/27/2024

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc., dba GCI, Inc. to provide FY25 Staff Extension Services for Small Projects, including Poject Manager and Project Coordinator services, for the Construction Department at the Orlando International Airport.

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Geotech Consultants International, Inc., dba GCI, Inc. does not propose small business participation for this addendum as the services being provided are staffing support.

August 20, 2024

Mr. Scott Shedek
Vice President of Construction
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

Subject: FY25 Small Projects Staff Extension
Orlando International Airport

Dear Mr. Shedek:

GCI Inc. is pleased to submit this proposal to provide FY25 Staff Extension services at the Orlando International Airport. This proposal has been prepared based on our understanding of the following scope of work.

Provide project management and project control services for the Construction Department, and other departments as assigned, to help oversee the Authority's construction program. Support includes, but is not limited to, project management and project control services for directing, coordinating, and managing projects from inception to completion, attending and/or chairing meetings, preparing presentations, and generating and presenting memos for GOAA committees.

Our estimated man-hour requirements and applicable unit rates for completion of the project are attached to this proposal. The total contract value is estimated at **$532,384.00**. This amount consists of **$532,384.00** for Not to Exceed Fees and **$0.00** for Not to Exceed Expenses.

MWBE/LDB participation is not expected at this time.

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,

GCI, Inc.

for Owusu Amaning
Managing Principal

Orlando International Airport

Construction - Small Projects Staff Extension FY25 20-Aug-24

Role	Individual	Firm	2024			2025									Total
			Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Project Manager	J. Pancoast / Gabi Stephan	GCI	184	160	168	168	160	168	176	168	168	176	168	168	2,032
Sr. Project Coordinator	N. Supaswud	GCI	184	160	168	168	160	168	176	168	168	176	168	168	2,032
TOTAL STAFF HOURS			**368**	**320**	**336**	**336**	**320**	**336**	**352**	**336**	**336**	**352**	**336**	**336**	**4,064**

Orlando International Airport

Construction - Small Projects Staff Extension FY25				20-Aug-24
Role	**Firm**	**Hourly Rate**	**Total Hours**	**Total Fee**
Project Manager	GCI	$166.00	2,032	$337,312.00
Sr. Project Coordinator	GCI	$96.00	2,032	$195,072.00
SUBTOTAL			**4,064**	**$532,384.00**
REIMBURSABLE EXPENSES:				
				$0.00
SUBTOTAL				**$0.00**
TOTAL:				**$532,384.00**
MWBE/LDB PARTICIPATION:			**% Participation**	
		$0.00	0.00%	$0.00
SUBTOTAL				**$0.00**

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: GCI, Inc.

By: 

Print Name: Jamie McGonagill

Date: 8/20/24

ATTACHMENT A

FINANCE FORM

Date:	August 22, 2024	**CCM / PC:**	PC
Requestor's Name:	Scott Shedek	**Requestor's Extension:**	X2465
Form Preparer's Name:	Jamie McGonagill	**Preparer's Extension:**	X6565
Requestor's Department:	Construction	**Purchasing Solicitation #:**	N/A
Description:	FY25 OAR Services Small Projects	**Committee Date:**	September 3, 2024
Vendor:	GCI, Inc	**Committee Agenda Item #:**	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	**FY 24 Amount**	**FY25 Amount**	**FY26 Amount**	**FY27 Amount**	**FY28 Amount**	**TOTAL CONTRACT**
Construction – Smal Projects		$532,384.00				
301.715.170.5310009.000.000000						
Total Requisition:		532,384.00				
Requisition Number:		97730				
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97730	FY25 PC 2024-09-03 (	In Process	22-AUG-2024 22:32:06	USD	532,384.00	Ciaglia, Tara A

Addenda / Amendments Awarded per Agreement - Summary for Committee

Geotech Consultants International, Inc., dba GCI, Inc. -- Agreement No. 202204-OAR2

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	06/07/22		$0.00	$0.00
001	000	V-00977-MCO	V-00977-MCO A-GARAGE ELEVATOR-STAIR VESTIBULES EPOXY & BOLLARD INSTALL Construction Phase OAR Services for V-977	CCM	07/12/22	NA	07/26/22	1007138	$10,595.00	$10,595.00
002	000	G-00038-MCO	G-00038-MCO TERMINAL B - ROADWAY SIGNAGE UPGRADES Construction Phase OAR Services for G-00038	CCM	07/26/22	NA	08/04/22	1007143	$15,140.00	$15,140.00
003	000	-	PART-TIME FY23 SMALL CONSTRUCTION PROJECTS AND STAFF EXTENSION SERVICES FOR THE CONSTRUCTION DEPARTMENT	CCM	09/06/22	NA	09/14/22	95163	$97,920.00	$97,920.00
004	000	-	FY23 Staff Extension Services for the Construction Department for Safety Management	CCM	09/06/22	NA	09/14/22	95198	$141,780.00	$141,780.00
005	000	-	FY23 Small Construction Projects and Staff Extension Services for the Construction Department	CCM	09/06/22	NA	09/14/22	95112	$141,780.00	$141,780.00
006	000	-	FY23 Staff Extension Support Services for the Engineering and Construction Department	CCM	09/06/22	09/21/22	09/26/22	95116	$425,340.00	$425,340.00
007	000	V-00979-ORL	V-00979-ORL ORL COLONIAL PROMENADE RTU HVAC SUITE 4308 UPGRADE Construction Phase OAR Services for V-979	CCM	09/27/22	NA	10/20/22	1007169	$3,965.00	$3,965.00
008	000	-	FY23 Staff Extension Services for the Engineering & Construction Department including APM and Electrical Support	CCM	09/27/22	NA	10/20/22	95219	$20,328.00	$20,328.00
009	000	-	FY23 Staff Extension Services for the Small Business Department	CCM	09/27/22	NA	10/20/22	96219	$212,160.00	$212,160.00
010	000	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Construction Phase OAR Services for H-S00027	CCM	10/11/22	NA	11/08/22	1007176	$52,058.00	$52,058.00
010	001	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	12/06/22	NA	12/01/22		$37,664.00	$89,722.00
010	002	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	01/31/23	NA	02/06/23		$41,832.00	$131,554.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

010	003	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 & 2, and Additional Construction Phase OAR Services for H-S00027	CCM	04/25/23	NA	04/27/23		$10,368.00	$141,922.00
010	004	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027	CCM	05/30/23	NA	06/01/23		$2,112.00	$144,034.00
010	005	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 through 4, and Additional Construction Phase OAR Services for H-S00027	CCM	06/27/23	NA	06/29/23		$9,696.00	$153,730.00
010	006	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY No Cost Time Extension of Addendum 10 and Amendments 1 through 5, and Additional Construction Phase OAR Services for H-S00027	CCM	07/25/23	NA	08/01/23		$3,264.00	$156,994.00
010	007	H-S00027-MCO	H-S00027-MCO TEMPORARY QUICK-TURN-AROUND FACILITY Additional Construction Phase OAR Services for H-S00027 Temporary Quick-Turn- Around Facility	CCM	10/10/23	NA	11/09/23		$1,920.00	$158,914.00
011	000	V-00985-MCO	V-00985-MCO B-GARAGE ELEVATOR-STAIR VESTIBULES EPOXY & BOLLARD INSTALL Construction Phase OAR Services for V-985	CCM	10/25/22	NA	11/08/22	1007190	$12,729.00	$12,729.00
013	000	-	Staff Extension Support Services to Support Terminal C Phase 1X Airfield Civil Restart	CCM	11/22/22	NA	12/19/22	1007220	$222,372.00	$222,372.00
014	000	-	FY23 Program Management and Oversight OAR Services for Terminal C Digital Asset Integration into Maximo	CCM	11/22/22	NA	12/19/22	96096	$237,968.00	$237,968.00
015	000	-	FY23 Staff Extension Support Services For Operational Readiness to the Executive Administration Department	CCM	11/22/22	12/14/22	12/19/22	95622	$443,872.00	$443,872.00
016	000	-	FY23 On Call Estimating Services	CCM	12/06/22	NA	12/22/22	95669	$50,000.00	$50,000.00
017	000	E-00268-MCO	E-00268-MCO ARFF STATION AIR CURTAINS Construction Phase OAR Services for E-268	CCM	01/24/23	NA	02/06/23	1007231	$3,726.00	$3,726.00
018	000	V-00987-MCO	V-00987-MCO A & B GARAGE EXPANSION JOINT REPLACEMENT Construction Phase OAR Services for V-987	CCM	01/24/23	NA	02/06/23	1007226	$14,887.00	$14,887.00
019	000	E-S00013-MCO	E-S00013-MCO TERM C, LST LEVEL 1 CONDUIT INSTALLATION Construction Phase OAR Services for E-S00013	CCM	01/31/23	NA	02/06/23	1007234	$4,928.00	$4,928.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

020	000	H-00356-MCO	H-00356-MCO MCO GUARDRAIL REPAIRS 2022/2023 Construction Phase OAR Services for H-356	**CCM**	02/28/23	NA	03/20/23	1007278	$7,000.00	$7,000.00
021	000	H-00358-MCO	H-00358-MCO TERMINAL A LOADING DOCK DRIVE LANE SLAB REPLACEMENT Construction Phase OAR Services for H-358	**CCM**	03/21/23	NA	03/22/23	1007301	$33,159.00	$33,159.00
022	000	V-00991-MCO	V-00991-MCO B-SIDE BAG MAKE-UP AREA GUARDRAIL REPLACEMENT Construction Phase OAR Services for V-991	**CCM**	03/21/23	NA	03/22/23	1007298	$14,265.00	$14,265.00
023	000	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Construction Phase OAR Services for V-S00033 Terminal C CBP and TSA Regulatory Changes (D/B)	**CCM**	03/28/23	NA	04/03/23	1007303	$73,904.00	$73,904.00
024	000	V-00994-MCO	V-00994-MCO ALASKA AIRLINES RELOCATION (D/B) Design and Construction Phase OAR Services for V-994	**CCM**	04/11/23	NA	04/18/23	1007320	$20,985.00	$20,985.00
025	000	V-00993-MCO	V-00993-MCO AIRSIDES 1-4 SERVICE AREAS TRITURATOR CANOPIES (D/B) Construction Phase OAR Services for V-993	**CCM**	04/11/23	NA	04/18/23	1007393	$10,475.00	$10,475.00
026	000	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Design and Construction Phase OAR Services for BP-S199	**CCM**	04/25/23	NA	04/27/23	1007355	$39,933.00	$39,933.00
026	001	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Additional Design and Construction Phase OAR Services for BP-S199	**CCM**	05/02/23	05/17/23	05/24/23	AMD 1007355	$595,131.00	$635,064.00
026	002	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Additional Design and Construction Phase OAR Services for BP-S199	**CCM**	11/21/23	NA	12/04/23		$34,620.00	$669,684.00
026	003	BP-S00199-MCO	BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B) Extension and No Cost Reallocation for Design and Construction Phase OAR Services for BP-S199	**CCM**	04/09/24	NA	04/15/24		$0.00	$669,684.00
027	000	R-00099-MCO	R-00099-MCO TERMINALS A & B RENTAL CAR QTA CANOPY LEAKS Construction Phase OAR Services for R-099	**CCM**	04/25/23	NA	04/27/23	1007354	$11,170.00	$11,170.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

028	000	V-00981-MCO	V-00981-MCO HYATT 4TH FLOOR WATER HEATER PIPING REPAIR Construction Phase OAR Services for R-099	**CCM**	04/25/23	NA	04/27/23	1007324	$50,350.00	$50,350.00
029	000	G-00042-MCO	G-00042-MCO ROADWAY AND GARAGE - SIGN UPDATES Construction Phase OAR Services for G-00042	**CCM**	05/09/23	NA	05/15/23	1007344	$3,840.00	$3,840.00
030	000	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Design Phase OAR Services for V-980	**CCM**	05/30/23	NA	06/09/23	1007373	$151,376.00	$151,376.00
030	001	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Additional Design Phase OAR Services for V-980	**CCM**	01/30/24	NA	02/02/24		$30,972.00	$182,348.00
030	002	V-00980-MCO	V-00980-MCO CCTV RENEWAL & REPLACEMENT - PHASE 1 D/B Additional Design Phase OAR Services for V-980	**CCM**	08/13/24	NA	08/14/24		$53,280.00	$235,628.00
031	000	V-00999-MCO	V-00999-MCO A & B GARAGES BARRIER CABLE REPAIR Construction Phase OAR Services for V-999	**CCM**	05/30/23	NA	06/01/23	1007380	$2,105.00	$2,105.00
032	000	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Construction Phase OAR Services for V-S00033	**CCM**	06/06/23	NA	06/09/23	1007376	$7,680.00	$7,680.00
032	001	V-S00033-MCO	V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B) Additional Construction Phase OAR Services for V-S00033	**CCM**	07/11/23	NA	07/11/23		$23,040.00	$30,720.00
033	000	V-01000-MCO	V-01000-MCO LEVEL 3 TSA BREAKROOM AND RESTROOM REBUILD Construction Phase OAR Services	**CCM**	06/06/23	NA	06/21/23	1007397	$8,797.00	$8,797.00
034	000	V-01002-MCO	V-01002-MCO TERMINALS A AND B CENTER CORE CCTV INSTALLATION Construction Phase OAR Services for V-1002	**CCM**	07/25/23	NA	08/01/23	1007414	$19,990.00	$19,990.00
035	000	-	FY24 Staff Extension Services to Airline Relations	**PSC**	09/05/23	09/27/23	10/04/23	96602	$593,427.00	$593,427.00
036	000	-	FY24 Staff Extension for Small Projects, Including Project Manager and Project Coordinator Services, for the Construction Department	**PSC**	09/05/23	09/27/23	10/04/23	96904	$332,862.00	$332,862.00
036	001	-	Reduction in Services for FY24 Staff Extension for Small Projects, Including Project Manager and Project Coordinator Services, for the Construction Department	**PSC**	07/23/24	NA	08/01/24		($100,000.00)	$232,862.00
037	000	-	FY24 On-Call Estimating Services for the Engineering and Construction Department	**PSC**	09/05/23	09/27/23	10/12/23	97392	$50,000.00	$50,000.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

038	000	V-S00043-MCO	V-S00043-MCO TERMINAL C EGRESS STAIR VISION SCREENS Construction Phase OAR Services for V-S00043	**CCM**	10/10/23	NA	10/20/23	1007462	$8,996.00	$8,996.00
039	000	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Construction Phase OAR Services for W-00490	**CCM**	10/10/23	NA	11/01/23	1007456	$140,754.00	$140,754.00
039	001	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Additional Construction Phase OAR Services for W-00490	**CCM**	04/30/24	NA	05/16/24		$67,584.00	$208,338.00
039	002	W-00490-MCO	W-00490-MCO CHANGING REGULATORY PROGRAM OVERSIGHT SERVICES Additional Construction Phase OAR Services for W-00490	**CCM**	07/23/24	NA	07/26/24		$42,750.00	$251,088.00
040	000	E-S00019-MCO	E-S00019-MCO TERMINAL C EXIT SIGNAGE IN LANDSIDE AND AIRSIDE Construction Phase OAR Services for E-S00019	**CCM**	10/24/23	NA	10/27/23	1007502	$4,900.00	$4,900.00
041	000	V-01010-MCO	V-01010-MCO TERMINAL A EAST LEVEL 1 OFFICE CREATION Design Phase OAR Services for V-01010	**CCM**	10/24/23	NA	10/30/23	1007491	$29,808.00	$29,808.00
042	000	V-S00044-MCO	V-S00044-MCO TERMINAL C TENANT BUILDOUT (COMPLETION OF BP-S187) Construction Phase OAR Services for V-S00044	**CCM**	11/07/23	NA	11/08/23	1007476	$19,968.00	$19,968.00
043	000	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE Construction Phase OAR Services for E-281	**CCM**	11/21/23	NA	12/04/23	1007479	$219,914.00	$219,914.00
043	001	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE No Cost Revision for Construction Phase OAR Services for E-281,	**CCM**	01/30/24	NA	02/02/24		$0.00	$219,914.00
043	002	E-00281-MCO	E-00281-MCO AIRSIDE 4 PA SYSTEM UPGRADE Additional Construction Phase OAR Services for E-281	**CCM**	02/13/24	NA	02/14/24		$87,890.00	$307,804.00
044	000	V-S00049-MCO	V-S00049-MCO COPA AIRLINES RELOCATION Construction Phase OAR Services for V-S00049	**CCM**	02/27/24	NA	03/04/24	1007587	$3,474.00	$3,474.00
044	001	V-S00049-MCO	V-S00049-MCO COPA AIRLINES RELOCATION Additional Construction Phase OAR Services for V-S00049	**CCM**	07/16/24	NA	07/19/24		$3,780.00	$7,254.00
045	000	V-S00050-MCO	V-S00050-MCO AVIANCA AIRLINES RELOCATION Construction Phase OAR Services for V-S00050	**CCM**	02/27/24	NA	03/04/24	1007588	$2,418.00	$2,418.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

046	000	V-S00051-MCO	V-S00051-MCO AEROMEXICO AIRLINES RELOCATION Construction Phase OAR Services for V-S00051	**CCM**	02/27/24	NA	03/04/24	1007589	$3,342.00	$3,342.00
047	000	H-00374-MCO	H-00374-MCO TRITURATOR SEWER LINE REPLACEMENT (DESIGN/BUILD) Construction Phase OAR Services for H-374	**CCM**	06/25/24	NA	06/28/24	1007699	$19,130.00	$19,130.00
048	000	-	FY 25 Staff Extension Services to Airline Relations	**PSC**	08/27/24	09/18/24			$549,148.00	$549,148.00

Total for Geotech Consultants International, Inc., dba GCI, Inc. for Agreement No. 202204-OAR2 **$5,490,621.00**

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				
Geotech Consultants International, Inc., dba GCI, Inc.	Black American	06/07/22	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	06/07/25

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	$ Amt	Cumulative
09/05/23	09/27/23	035	000	$593,427.00	$593,427.00
09/05/23	09/27/23	036	000	$332,862.00	$926,289.00
09/05/23	09/27/23	037	000	$50,000.00	$976,289.00
07/23/24		036	001	($100,000.00)	$876,289.00
08/27/24	09/18/24	048	000	$549,148.00	$1,425,437.00

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Scott Shedek, Vice President of Construction

DATE: September 3, 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 Project Management Services for Technology Projects 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 August 19, 2024, is to provide FY2025 Project Management Services for Technology Projects. These services include but are not limited to assistance to the GOAA staff in the area of technology support services, field inspection, and coordination for technology projects.

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 $149,970.00. 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	$149,970.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$149,970.00**
CRI – Compliance Review Date	DL 8/26/24
CRI – Funding Eligibility Review Date	8/26/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 Project Management Services for Technology Projects, 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 in this addendum, as the services being provided are for staffing support.

ATTACHMENT A

FINANCE FORM

Date:	September 3, 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 Project Management Services	**Committee Date:**	09.03.2024
Vendor:	AECOM	**Committee Agenda Item #:**	

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

Account Code Format:	FY 24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount	TOTAL CONTRACT
301.715.170.5310009.000.000000		$149,970.00				
Total Requisition:		$149,970.00				
Requisition Number:		97733				
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97733	FY25 PC 2024-09-03 .	In Process	23-AUG-2024 08:32:1:	USD	149,970.00	Ciaglia, Tara A

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

AECOM

August 19, 2024

Mr. Scott Shedek
Vice President of Construction
GREATER ORLANDO AVIATION AUTHORITY
5850 Cargo Road
Orlando, Florida 32827-4399

Subject: Technology Projects Staffing
Orlando International Airport

Dear Mr. Shedek:

AECOM is pleased to submit this proposal to provide Project Management services for projects defined by the Senior Director of Planning, Engineering and 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 Management Services that will include but not be limited to, providing assistance to the GOAA staff in the area of technology support services, field inspection and coordination for technology projects. 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 $149,970.00.

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.

HAHN INTEGRATED SYSTEMS, INC.

August 15, 2024

Scott Shedek
GOAA-Orlando International Airport
One Jeff Fugua Boulevard
Orlando, FL 32827

Dear Mr. Shedek,

Please accept this proposal to provide OAR (Owner's Authorized Representative) Services for the GOAA (Greater Orlando Airport Authority) technology projects at Orlando International Airport. The proposed scope of work will include the following services described:

- Provide technology OAR support services.
- Provide field inspections and oversee Owner and Contractor Low Voltage Systems activities.
- Coordinate with scheduling and purchasing on all IT (Information Technology) procurement items.
- Attend meetings and provide special systems coordination with other project disciplines.
- Assist project OAR team as required.
- Systems QA/QC for IT Network / Fire Alarm & Safety / Communication Rooms.

Hahn Integrated shall provide the services in accordance with the provisions of the GOAA standard agreement for professional services. HISC will coordinate with GOAA on providing the best position and/or HISC staff person for each of the Owner's O&M task requests. The proposed staffing levels for the period of 10/1/2024 - 9/30/2025 are summarized below.

Position	RATE	HOURS	TOTAL
Principal	$197*w/travel	240	$47,280
Senior Project Manager	$150	451	$67,650
QA/QC	$146	240	$35,040
Total		**931**	**$149,970**

We appreciate the opportunity to present this proposal and we look forward to working on the GOAA projects. Should you have any questions or need additional information, call me at 720-225-7061.

Sincerely,

Laura L. Hahn

Laura L. Hahn
President

Greater Orlando Aviation Authority
Hahn Integrated Systems Inc
Projected Hours by Task
(October 1, 2024 – September 30, 2025)

C-Table 1 – Rate Table

Position	2025 Hours	2025 Rates	TOTAL
Principal	240	$197	$47,280
Senior Project Manager	451	$150	$67,650
QA/QC	240	$146	$35,040
Total	**931**		**$149,970**

C-Table 2 – Summary Hours by Proposal

Position	Sponsor	Task Description	Total
Principal	Christina Taylor	O&M (Operations & Maintenance)	$47,280
Senior Project Manager	Christina Taylor	O&M Specialty Systems/Technology	$67,650
QA/QC	Christina Taylor	O&M Specialty Systems/Technology	$35,040
Total			**$149,970**

C-Table 3 – Project Hours by Proposed Task, By Month

Position	Project	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
Principal	O&M Specialty Systems	20	20	20	20	20	20	20	20	20	20	20	20	**240**
Sr. PM	O&M Specialty Systems	37	37	37	37	37	38	38	38	38	38	38	38	**451**
QA/QC	O&M Specialty Systems	20	20	20	20	20	20	20	20	20	20	20	20	**240**
Total		**77**	**77**	**77**	**77**	**77**	**78**	**78**	**78**	**78**	**78**	**78**	**78**	**931**

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

Project Management Services

Phase of Project:		Project Management Services	TOTAL CONTRACT
1.0 Lump Sum Fee:		$0	$0
2.0 Not to Exceed Reimbursable Fee:		$149,970	$149,970
3.0 Not to Exceed Reimbursable Expenses:		$0	$0
4.0 TOTAL CONTRACT VALUE:		**$149,970**	**$149,970**

Total Lump Sum Labor Hours:		0	**0**
Total Not to Exceed Reimbursable Labor Hours:		931	**931**
TOTAL LABOR HOURS:	**0**	**931**	**931**
Average Hourly Rate:	**$0.00**	**$161.08**	**$161.08**

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-4
SUMMARY OF NOT TO EXCEED REIMBURSABLE FEES AND EXPENSES
Project Management Services

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
Hahn Integrated Systems, Inc.												
Not to Exceed Reimbursable Fee								931	$149,970	931	149,970	$161.08
Not to Exceed Reimbursable Expenses											$0	
Sub-Total HAHN								**931**	**$149,970**	**931**	**$149,970**	$161.08
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**	**931**	**$149,970**	**931**	**$149,970**	$161.08

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

Project Management Services

Hahn Integrated Systems, Inc.	Principal * w/travel		Sr. Project Manager		QA/QC		TOTAL		
Rate ($/Hour):	$197		$150		$146				Avg. Hourly
	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	Rate
Project Controls									
Project Management	240	$47,280	451	$67,650	240	$35,040	931	$149,970	$161.08
Total	240	$47,280	451	$67,650	240	$35,040	931	$149,970	$161.08

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

Project Management Services

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
Hahn Integrated Systems, Inc.	Principal * w/travel	$197.00
Hahn Integrated Systems, Inc.	Sr Project Manager	$150.00
Hahn Integrated Systems, Inc.	QA/QC	$146.00

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: **R**oss Spence

Date: August 22, 2024

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	97571	$26,200.00	$26,200.00
027	000	-	FY25 Staff Extension Support Services for Project Controls	**PSC**	08/13/24	08/21/24			$173,120.00	$173,120.00

Total for AECOM Technical Services, Inc. for Agreement No. 202204-OAR1 **$14,639,273.00**

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
08/13/24	08/21/24	027	000	$173,120.00	$893,126.00

Published By: Lisa Stoeckert
Reviewed By:

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Arlene Grant, Manger Tenant/Concessions Projects

DATE: September 3, 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 Project Management services at Orlando International Airport.

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 August 22, 2024, is to provide FY2025 Project Management Services for Tenant/Concessions Projects. These services include, but are not limited to, providing assistance to the GOAA staff in the area of construction project management, contract administration, project inspection, and construction coordination for tenant and concessions projects.

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 March 31, 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 $554,160.00. Funding is from Operations and Maintenance Funds subject to Aviation Authority Board adoption of the FY25 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	$554,160.00
Lump Sum Fees	$0.00
Not to Exceed Expenses	$0.00
TOTAL	**$554,160.00**
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 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 Project Management Services at Orlando International Airport.

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that AECOM Technical Services, Inc. proposes 99% MWBE participation in 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 Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2025 Project Management Services 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: **$554,160.00**

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	549,360.00	Actual Result	99%
Caucasian Female American	-	Actual Result	0%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other		Actual Result	0%
Total MWBE Participation	**549,360.00**	**Actual Result**	**99%**

6.b. Engineering / Professional Service Firm Information:

Name: **AECOM Technical Services, Inc.**
Address: **7650 West Courtney Campbell Causeway**
City, State, Zip: **Tampa, FL 33607**
Telephone: **813-636-2425**

6.b. Name and Address of MWBE Subconsultant

Name: **Hiers Construction Management, Inc.**
Address: P.O. Box 783232
City, State, Zip: Winter Garden, FL 34778-3232
Telephone: 813-541-2884

6.c. *Identity: Black American
Work Item(s): Project Management Services
Amount of Subcontract $549,360.00
Percent of Prime Contract (%): 99%

*** 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)**

ATTACHMENT A

FINANCE FORM

Date:	8/22/2024	**Requestor's Extension:**	2465
Requestor's Name:	Scott Shedek	**Preparer's Extension:**	4159
Preparer's Name:	Ross Spence	**Solicitation #:**	
Requestor's Department:	Construction	**Contract # / Name:**	Continuing Program and Management
Description:	FY25 Tenant/Concessions	**Procurement Committee Date:**	09/03/2024
Vendor:	AECOM	**Agenda Item #:**	

NON-PROJECT FUNDS: O&M

Account Code Format:	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.715.170.5310009.000.000000			$554,160.00			
Total Requisition:			$554,160.00			
Requisition Number:			97731			
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97731	FY25 PC 2024-09-03	In Process	22-AUG-2024 22:47:0	USD	554,160.00	Ciaglia, Tara A

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

AECOM

August 22, 2024

Ms. Arlene Grant
Manager, Tenant/Concessions Projects
GREATER ORLANDO AVIATION AUTHORITY
5850 Cargo Road
Orlando, Florida 32827-4399

Subject: Staff Extension – Tenant/Concessions Projects
Orlando International Airport

Dear Ms. Grant:

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 Technical Services, Inc. hours are proposed for charges incurred for Project Management Services that will include but not be limited to, providing assistance to the GOAA staff in the areas of construction project inspection, contract administration, and construction coordination for tenant and concessions projects. The proposed time period is from October 1, 2024 through March 31, 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 $554,160.00. This work will commence as soon as the Authority issues a Notice to Proceed (NTP).

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.

Hiers Construction Management Inc.

August 22, 2024

HCMI Project

AECOM Technical Services, Inc.
11064 Canal Road
Orlando, Florida 32827

Project: Planning, Engineering and Construction	
HCMI Staffing Fee	$549,360.00
Sub-consultants Staffing Fee	$0
Reimbursable Expense Allowance	$0
Total Estimated Fee	$549,360.00
Five Hundred Forty-Nine Thousand Three Hundred Sixty Dollars	

We hereby submit our fee proposal to render one (1) Sr. Program Manager and two (2) Sr. Project Managers for the Tenant/Concessions Projects Department (Ms. Arlene Grant, Manager of Tenant/Concessions Projects) at the Orlando International Airport (MCO).

Project Description
The scope of our services for the proposed project will include but not limited to, providing assistance to the GOAA staff in the areas of construction program management, project management, project control, contract administration, project inspection, and construction coordination for tenant and concessions projects.

Services
Our scope will be to provide the Authority with one (1) Sr. Program Manager and two (2) Sr. Project Managers for services from October 1, 2024 through March 31, 2025.

Fee Summary
Based on the attached worksheets, our anticipated staffing plan equates to a total **NTE Fee** of **$549,360.00 (Five Hundred Forty-Nine Thousand Three Hundred Sixty Dollars)** distributed as follows:

NTE Professional Fees	$ 549,360.00
NTE Reimbursable Expenses	$ 0.00
TOTAL	$ 549,360.00

Our fee is based on regular time of forty hours per week. No costs have been included in our fee proposal for any overtime as we do not expect there to be any overtime. **Please note that this proposal is based on utilizing our Current rate for October 1, 2024 thru March 31, 2025.**

Payment
We will invoice in accordance with the terms of our Contract.

Best regards,
Hiers Construction Management Inc.

Isaac Jay Collins
President

Orlando International Airport
Continuing Program and Project Management Services

Project Management Staff Extensions

FY 25				
Individual	**Firm**	**Hourly Rate**	**Total Hours**	**Total Fee**
I. Jay Collins Sr. Program Manager	**Hiers Construction Management Inc.**	**$215.00**	**1,008**	**$ 216,720.00**
Lourder Louis Sr. Project Manager	**Hiers Construction Management Inc.**	**$165.00**	**1,008**	**$ 166,320.00**
Kenneth Tran Sr. Project Manager	**Hiers Construction Management Inc.**	**$165.00**	**1,008**	**$ 166,320.00**
SUBTOTAL			**3,024**	**$ 549,360.00**
Reimbursable Expenses				$ -
SUBTOTAL				**$ -**
TOTAL:				**$ 549,360.00**
MWBE/LDB PARTICIPATION:		100%	% Participation	$ 549,360.00
TOTAL				**$ 549,360.00**

Orlando International Airport

Continuing Program and Project Management Services

Project Management Staff Extensions

ROLE	INDIVIDUAL	FIRM	2024			2025			TOTAL
			Oct	Nov	Dec	Jan	Feb	Mar	
GOAA Staff Support Services	I. Jay Collins Sr. Program Manager	Hiers Construction Management Inc.	184	152	168	176	160	168	1,008
GOAA Staff Support Services	Lourder Louis Sr. Project Manager	Hiers Construction Management Inc.	184	152	168	176	160	168	1,008
GOAA Staff Support Services	Kenneth Tran Sr. Project Manager	Hiers Construction Management Inc.	184	152	168	176	160	168	1,008
TOTAL STAFF HOURS			**552**	**456**	**504**	**528**	**480**	**504**	**3,024**

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

Project Management Services

Phase of Project:		Project Management Services	TOTAL CONTRACT
1.0 Lump Sum Fee:		$0	$0
2.0 Not to Exceed Reimbursable Fee:		$554,160	$554,160
3.0 Not to Exceed Reimbursable Expenses:		$0	$0
4.0 TOTAL CONTRACT VALUE:		**$554,160**	**$554,160**

Total Lump Sum Labor Hours:		0	**0**
Total Not to Exceed Reimbursable Labor Hours:		3,072	**3,072**
TOTAL LABOR HOURS:	**0**	**3,072**	**3,072**
Average Hourly Rate:	**$0.00**	**$180.39**	**$180.39**

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-4
SUMMARY OF NOT TO EXCEED REIMBURSABLE FEES AND EXPENSES
Project Management Services

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								48	$4,800	48	4,800	$100.00
Not to Exceed Reimbursable Expenses											$0	
Sub-Total AECOM								**48**	**$4,800**	**48**	**$4,800**	**$100.00**
Hiers Construction Management Inc.												
Not to Exceed Reimbursable Fee								3,024	$549,360	3,024	$549,360	$181.67
Not to Exceed Reimbursable Expenses											$0	
Sub-Total Hiers								**3,024**	**549,360**	**3,024**	**$549,360**	**$181.67**
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**	**3,072**	**$554,160**	**3,072**	**$554,160**	$180.39

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

Project Management Services

AECOM	Sr. Project Manager		Project Manager		Project Coordinator III		TOTAL		
Rate ($/Hour):	$159		$126		$100				Avg. Hourly
	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	Rate
Project Controls									
Program Management Oversight		$0	0	$0	48	$4,800	48	$4,800	$100.00
		$0		$0		$0	0	$0	$0.00
Total	0	$0	0	$0	48	$4,800	48	$4,800	$100.00

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-5
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES

Project Management Services

Hiers Construction Management Inc.	Sr. Program Manager		Sr. Project Manager		Project Manager		TOTAL		
Rate ($/Hour):	$215		$165		$0				Avg. Hourly
	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	Rate
OAR Services									
Project Management	1008	$216,720	2016	$332,640		$0	3,024	$549,360	$181.67

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-7a, C-7b and C-7c
PARTICIPATION SCHEDULES

Project Management Services

TABLE C-7a DBE PARTICIPATION SCHEDULE

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

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	ADDRESS	MWBE CLASSIFICATION	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Hiers Construction Management Inc.	3050 Pirates Retreat Court #206	Minority Owned	Project Management Services	$549,360.00	99.1%
TOTAL PROPOSED PARTICIPATION				$549,360.00	99.1%

TABLE C-7c LDB PARTICIPATION SCHEDULE

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

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

Project Management Services

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 Coordinator III	$100.00

FIRM	POSITION	CONTRACT HOURLY RATE
Hiers Construction Management Inc.	Senior Program Manager	$215.00
Hiers Construction Management Inc.	Senior Project Manager	$165.00

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.	0
			TOTAL	**0**
Lisa Stoeckert	Project Accountant	McKeown	Project Coordinator for Project Controls/PC Dept.	0
			TOTAL	**0**
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.													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Lisa Stoeckert	Project Accountant	McKeown	Project Coordinator for Project Controls/PC Dept.													0
			Total	0	0	0	0	0	0	0	0	0	0	0	0	0
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: June 27, 2024

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	97571	$26,200.00	$26,200.00
027	000	-	FY25 Staff Extension Support Services for Project Controls	**PSC**	08/13/24	08/21/24			$173,120.00	$173,120.00

Total for AECOM Technical Services, Inc. for Agreement No. 202204-OAR1 **$14,639,273.00**

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
08/13/24	08/21/24	027	000	$173,120.00	$893,126.00

GREATER ORLANDO AVIATION AUTHORITY
Innovation Connecting the World

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Tricia Cottman, Vice President, Risk Management

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Procurement Comittee to Approve Amendment No. 2, Second Renewal Option for Purchasing Agreement PS-576 Business Continuity Program Consulting Services with A Going Concern, Inc.

BACKGROUND

The initial term of the contract was for 60 months, which commenced on December 1, 2018, expired November 30, 2023, with the Aviation Authority having options to renew the contract for five additional periods of one year each.

The First Renewal Option commenced on December 1, 2023, expiring November 30, 2024, for a not-to-exceed amount of $247,500.

This agreement requires A Going Concern, Inc. to provide on-site and off-site professional consulting services to maintain and enhance the overall Business Continuity Program and Strategic Operational Risk Index, which may include, but not limited to, create and document departmental plans and updates, develop and conduct exercise and test scenarios, assist with resolution of action items, maintain plan records, updates, trainings, exercises, and governing documentation such as the Threat and Risk Matrix, develop and present training materials, coordinate on the Emergency Management Accreditation Program (EMAP) certification process, develop, train, and implement the Strategic Operational Risk Index (SORI), maintain SORI governing documents, trainings, assessments, and facilitate the SORI workflow process, and support and coordinate other BCP and SORI activities as assigned.

ISSUES

A Going Concern, Inc. agrees to the second renewal option through November 30, 2025. Based on the information known, the Consultant has performed satisfactorily during the initial contract term and the first renewal term.

The one-year value for the second renewal option is for a not-to-exceed amount of $285,000, this amount does include an increase as allowed per the terms and conditions of the agreement, for a 3% adjustment to the hourly rate. The amount paid to the Consultant is based on the work requested, performed, and approved by the Aviation Authority.

Staff is requesting the second renewal option to allow time for revising the scope of work to meet updated Strategic Goals for the Aviation Authority. It is anticipated that in lieu of future renewal options, the department will take the new scope out for advertisement in 2025.

SMALL BUSINESS

The Small Business Department reviewed the scope of the above referenced solicitation and did not recommend a small business participation goal due to the limited scope and the lack of certified small business firms that are ready, willing, and able to participate.

ALTERNATIVES

None

FISCAL IMPACT

The fiscal impact of this award is for a not-to-exceed amount of $285,000 for the second renewal option. 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) approve Amendment No. 2, Second Renewal Option, for Purchasing Agreement PS-576, Business Continuity Program (BCP) Consulting Services with A Going Concern, Inc.; (2) authorize funding in the not-to-exceed amount of $285,000 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.

ATTACHMENTS
Attachment A– Finance Form
Attachment B – Contract History

Greater Orlando Aviation Authority

Date:	*8/23/2024*	**CCM / PC:**	PC
Requestor's Name:	*Tricia Cottman*	**Requestor's Extension:**	2818
Form Preparer's Name:	*Sharda Sanassi*	**Preparer's Extension:**	2108
Requestor's Department:	*Risk Management*	**Purchasing Solicitation #:**	PS-576
Description:	*Professional Svcs: Business Continuity Program*	**Committee Date:**	
Vendor:	**A Going Concern**	**Committee Agenda Item#:**	

NON-PROJECT FUNDS: O&M, CAPEX, 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
301.513.170.5310009.000.000000	-	245,000.00	40,000.00			285,000.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	-	245,000.00	40,000.00	-	-	285,000.00
BPA or Requisition Number		**97754**	**97756**			

Funding Approver: Andrea Harper
OMB Notes:

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97754	FY25 A Going Concern	In Process	26-AUG-2024 13:53:42	USD	245,000.00	Sanassi, Sharda

Attachment B

Contract History

Purchasing Agreement PS-576

Consulting Services for Business Continuity Program

A Going Concern, Inc.

Contract	Approvals	Description	Term	Dollars
Initial Term	• PSC 10/16/2018 • Board 11/7/2018, Item N	Contract Award	12/1/2018 through 11/30/2023	$890,744.00
Amendment No.1	VPP signed 11/7/2023	1st Renewal Option	12/1/2023 through 11/30/2024	$247,500.00
Amendment No.2	• **Pending PC 9/3/2024** • **Pending Board 9/18/2024**	**2ND Renewal Option**	**12/1/2024 through 11/30/2025**	**$285,000.00**

Total Contract Value with all Changes (approved and proposed): $1,423,244.00