

**AMENDMENT 1 to ADDENDUM NO. 68
TO THE AGREEMENT DATED JANUARY 8, 2021
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND RICONDO & ASSOCIATES, INC.**

Project: Additional Pre-Planning Activities for Environmental Assessment Development, Orlando International Airport

THIS AMENDMENT is effective this 21st day of August, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Aviation Authority"), and **RICONDO & ASSOCIATES, INC.** ("Consultant").

WITNESSETH:

WHEREAS, by Agreement dated January 8, 2021, Aviation Authority and Consultant entered into an agreement for Consultant to provide General Consulting Services; and

WHEREAS, under the Agreement, Consultant agreed to perform such additional services for the Aviation Authority as are contained in any additional scope of work established by the Aviation Authority in any addendum to the Agreement and accepted in writing by the Consultant; and

WHEREAS, the Aviation Authority and the Consultant desire to enter into this Amendment to the Agreement to provide for additional services to be rendered by the Consultant under the terms of said Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the Aviation Authority and the Consultant do hereby agree as follows:

1. Consultant shall perform additional services in accordance with the terms of the Agreement and the attached Exhibit "A." Consultant shall be paid for such additional services according to the payment terms set forth in the Agreement.
2. Consultant shall be compensated for such additional services in the **LUMP SUM amount of SEVEN THOUSAND FIVE HUNDRED TWO AND 51/100 DOLLARS (\$7,502.51)**, broken down as follows:

Professional Fees:	NTE:	\$0.00
Professional Fees:	LS:	\$7,502.51
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$7,502.51

3. Except as expressly modified in this Amendment, the Agreement dated January 8, 2021 and all prior addenda will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto by their duly authorized representatives, have executed this Amendment this day of Aug 26, 2024.

GREATER ORLANDO AVIATION AUTHORITY


boxSIGN 1V3Q39J4-19YZK9JW

By: Kevin J. Thibault, P.E.
Chief Executive Officer

Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Aug 22, 2024



By: boxSIGN 1J8RLK51-19YZK9JW
**NELSON MULLINS RILEY AND
SCARBOROUGH, Legal Counsel
Greater Orlando Aviation Authority**

RICONDO & ASSOCIATES, INC.


boxSIGN 4LWR3Z2Q-19YZK9JW

By: Pete Ricondo
Signature (Duly Authorized Rep.)

Pete Ricondo

Printed Name

Senior Vice President

Title

MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: August 13, 2024

ITEM DESCRIPTION

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

BACKGROUND

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

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

ISSUES

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

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

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

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

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

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

RECOMMENDED ACTION

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

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

July 8, 2024

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

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

Dear Mr. Friel:

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

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

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

5.3 Cultural Resource Assessment Survey

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

Schedule

The proposed services will be completed in Fiscal Year 2024.

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

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

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

Professional Fees

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

TABLE 1 – AMENDED BUDGET ESTIMATE

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

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

Sincerely,

RICONDO & ASSOCIATES, INC.



Pete Ricondo
Senior Vice President

ENCLOSURE – ACI Proposal including Professional Fee Breakdown and Hourly Rate; Truth in Negotiation Form
cc: 21041212

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

TRUTH IN NEGOTIATION CERTIFICATION

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

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

Consultant: Ricondo & Associates, Inc.

By:  _____

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

Date: 07/08/2024



ARCHAEOLOGICAL CONSULTANTS INC.

Florida's First Choice in Cultural Resource Management

06/05/2024

Ms. Susan Shaw
Environmental Science Associates

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

Dear Ms. Shaw:

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

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

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

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

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

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

A FULL SERVICE
CULTURAL
RESOURCE
MANAGEMENT
COMPANY

ARCHAEOLOGICAL
SURVEYS AND
EXCAVATIONS

HISTORIC
BUILDING
SURVEYS AND
EVALUATIONS

CULTURAL
RESOURCE
ASSESSMENTS

NATIONAL
REGISTER
NOMINATIONS

PRESERVATION
PLANNING

BIO-
ARCHAEOLOGY,
FORENSIC
ANTHROPOLOGY,
AND NAGPRA
COMPLIANCE

A MEMBER OF
ACRA
American Cultural Resources Association



ARCHAEOLOGICAL CONSULTANTS INC.

Florida's First Choice in Cultural Resource Management

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

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

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

Additional Terms and Conditions:

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

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

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

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

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



ARCHAEOLOGICAL CONSULTANTS INC.

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

Sincerely,

Party Responsible for Payment: _____

Maranda Almy Kles

Signed: _____

Maranda Almy Kles, PhD, RPA
President

Typed Name: _____

Attachment: ACI Insurance Coverage
B24117/MAK/cf

Title: _____ Date: _____

Email: _____

Phone: _____

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

04/04/2024

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

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

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

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

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

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

Supplemental Name - ARCHAEOLOGICAL CONSULTANTS, INC.

CERTIFICATE HOLDER**CANCELLATION**

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

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

AUTHORIZED REPRESENTATIVE





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

Osceola Plain

Addenda / Amendments Awarded per Agreement - Summary for Committee

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

Add	Amd	Proj.	Description	PSC/CCM		Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	General Consulting Services Agreement	PSC		12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21	93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21	93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting 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 Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

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

Addenda / Amendments Awarded per Agreement - Summary for Committee

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

Addenda / Amendments Awarded per Agreement - Summary for Committee

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

Addenda / Amendments Awarded per Agreement - Summary for Committee

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

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

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

Addenda / Amendments Awarded per Agreement - Summary for Committee

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

ATTACHMENT A

FINANCE FORM

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

NON-PROJECT FUNDS: CAPEX

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

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

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 13, 2024

ITEM DESCRIPTION

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

SMALL BUSINESS

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

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

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

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7179

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

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

1. Construction Information:

Amendment Amount: _____

2. MWBE Goal by Group Representation:

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

3.a. Prime Contractor Information:

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

3.b. Name and Address of MWBE Subcontractor

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

3.c. *Identity: _____

Work Item(s): _____

Amount of Subcontract _____

Percent of Prime Contract (%): _____

4. Engineering/Professional Services Information:

Amendment Amount: \$7,502.51

5. MWBE Goal by Group Representation:

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

6.b. Engineering / Professional Service Firm Information:

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

6.b. Name and Address of MWBE Subconsultant

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

6.c. *Identity: Caucasian Female American

Work Item(s): Cultural Resource Assessment Survey

Amount of Subcontract \$7,502.51

Percent of Prime Contract (%): 100%

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



MEMORANDUM

TO: Members of the Aviation Authority

FROM: Marquez A. Griffin, Chair, Procurement Committee

DATE: August 21, 2024

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Approve Multiple Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. (Ricondo) at the Orlando International Airport (MCO)

BACKGROUND

On December 9, 2020, the Aviation Authority Board approved the General Consulting Services Agreement with Ricondo, following a competitive award process in compliance with state statutes and Aviation Authority policies.

The agreement is structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The scope of advertised services includes 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); the Transportation Security Administration (TSA); the 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.

As of July 2024, a total of 71 addenda, and applicable amendments, to the General Consulting Services Agreement with Ricondo have been approved. A summary of these approvals can be provided upon request.

ISSUES

Per the Aviation Authority's Policy 450.04, the Aviation Authority Board must approve all contract addenda and applicable amendments that result in the value of any contract being increased, in the aggregate, by \$250,000 or more over the contract value. The Procurement Committee (PC) recommended approval of addenda to the above-referenced agreement, as follows:

- Amendment to Addendum No. 68 for Additional Pre-Planning Activities for Environmental Assessment Development at MCO, for the total not-to-exceed expenses amount of \$7,502.51, with funding from previously-approved Capital Expenditure Funds. Addendum No. 68 was approved by the Procurement Committee on June 19, 2024, for the total amount of \$227,536. Since then, additional services to support the initial pre-planning activities are required and will include a Cultural Resources Assessment Survey (CRAS). This CRAS entails shovel tests being performed in areas proposed for project-related surface disturbance is anticipated to occur, including areas that may be disturbed by construction materials transport, staging and other temporary disturbances. Ricondo is adding Archaeological Consultants, Inc., a certified Minority and Women Business Enterprise (MWBE) firm, to its team for these additional services.

The Aviation Authority has reviewed the proposal from Ricondo and determined that Ricondo proposes 100% MWBE participation on this Amendment. With this amendment, the cumulative small business participation for Addendum No. 68 is 4% and certifies that Ricondo is in good standing as it relates to its small business participation. *[Reference PC Meeting held August 13, 2024, Agenda Item No. III-C].*

- Addendum for FY 2024 On-Call Environmental Planning and National Environmental Policy Act (NEPA) Compliance Consulting Services at MCO, for the total not-to-exceed fees amount of \$38,258, with funding from previously-approved Operations and Maintenance Funds. Services will provide on-call environmental planning and NEPA compliance consulting services as needed by the Aviation Authority. Services are related to strategy planning for NEPA compliance relative to new, proposed development or modifications/expansions 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. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo does not propose any small business participation on this Addendum and certifies that Ricondo is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held August 13, 2024, Agenda Item No. III-A].*

As these addenda and applicable amendments will result in an aggregate increase to the Aviation Authority's Agreement with Ricondo exceeding \$250,000, Aviation Authority Board approval is required.

SMALL BUSINESS

Individual small business participation is included for each of the addenda listed above.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is a total not-to-exceed amount of \$45,760.51. Funding is from previously-approved Capital Expenditure Funds and previously-approved Operations and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee for the General Consulting Services Agreement with Ricondo & Associates, Inc. to: (1) approve an Amendment to Addendum No. 68 for Additional Pre-Planning Activities for Environmental Assessment Development at MCO, for the total not-to-exceed expenses amount of \$7,502.51, with funding from previously-approved Capital Expenditure Funds; (2) approve an Addendum for FY 2024 On-Call Environmental Planning and National Environmental Policy Act (NEPA) Compliance Consulting Services at MCO, for the total not-to-exceed fees amount of \$38,258, with funding from previously-approved Operations and Maintenance Funds; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.