

**ADDENDUM NO. 1
TO THE AGREEMENT DATED JULY 1, 2024
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND CDM SMITH, INC.**

Project: FY25 On-Call Resiliency Support, Orlando International Airport

THIS ADDENDUM is effective this 1st day of October, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Aviation Authority"), and **CDM SMITH, INC.** ("Consultant").

WITNESSETH:

WHEREAS, by Agreement dated July 1, 2024, Aviation Authority and Consultant entered into an agreement for Consultant to provide continuing environmental engineering 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 Addendum 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 **NOT TO EXCEED amount of SIXTY-SIX THOUSAND TWENTY-SIX AND NO/100 DOLLARS (\$66,026.00)**, broken down as follows:

Professional Fees:	NTE:	\$66,026.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$66,026.00

3. A. Consultant hereby certifies that it is not on the Scrutinized Companies that Boycott Israel List and is not engaged in a boycott of Israel, as defined in Florida Statutes § 287.135, as amended;

AND

B. (applicable to agreements that may be \$1,000,000 or more) - Consultant hereby certifies that it is: (1) not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as defined in

Florida Statutes § 287.135; and (2) not engaged in business operations in Cuba or Syria, as defined in Florida Statutes § 287.135, as amended.

4. Authority may terminate the Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or is engaged in business operations in Cuba or Syria.

5. Except as expressly modified in this Addendum, the Agreement dated July 1, 2024 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 Addendum this day of Sep 12, 2024.

GREATER ORLANDO AVIATION AUTHORITY

By: 
box SIGN 1V3Q39J4-1VLX7VXP
Kevin J. Thibault, P.E.
Chief Executive Officer

**Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Sep 11, 2024**


By: box SIGN 1J8RLK51-1VLX7VXP
**NELSON MULLINS RILEY AND
SCARBOROUGH, Legal Counsel
Greater Orlando Aviation Authority**

CDM SMITH, INC.

By: 
box SIGN 4PPLRK5Y-1VLX7VXP
Signature (Duly Authorized Rep.)
Eric J. Grotke

Printed Name
Vice President

Title



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 Orlando 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.

EXHIBIT A

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



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 (3) 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



Mrs. O'Brien
August 27, 2024
Page 3

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.



Mrs. O'Brien
August 27, 2024
Page 4

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,

A handwritten signature in blue ink, appearing to read 'Josh Hirten'.

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

A handwritten signature in blue ink, appearing to read 'Eric Grotke'.

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

<i>Add</i>	<i>Amd</i>	<i>Proj.</i>	<i>Description</i>	<i>PSC/CCM</i>		<i>Board</i>	<i>Exec.</i>	<i>PO#</i>	<i>\$ Amount</i>	<i>Cumul. per Add. \$ Amount</i>
000	000	-	Continuing Environmental Engineering Consultant Services	PSC	11/15/23	12/13/23	07/01/24		\$0.00	\$0.00
<i>Total for CDM Smith Inc. for Agreement No. 202311-CEE3</i>									\$0.00	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration		Current Expiration Date
		1st Extension		
		2nd Extension		
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

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.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.00 0000			\$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

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)