

**ADDENDUM NO. 71  
TO THE AGREEMENT DATED SEPTEMBER 21, 2016  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND ANSER ADVISORY CONSULTING, LLC**

**Project: FY23 Services Related to Passenger Facility Charge Applications and Amendments and Grant Management Services, Orlando International Airport**

**THIS ADDENDUM** is effective this 19<sup>th</sup> day of October, 2022, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **ANSER ADVISORY CONSULTING, LLC** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated September 21, 2016 Authority and Consultant entered into an agreement for Consultant to provide Construction, Engineering and Financial consulting services; and

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

**WHEREAS**, the 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 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 **THREE HUNDRED SEVENTY-EIGHT THOUSAND ONE HUNDRED SIXTY-EIGHT AND NO/100 DOLLARS (\$378,168.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$378,168.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$0.00</u></b>
<b>Total:</b>		<b>\$378,168.00</b>

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 September 21, 2016 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 20 day of October, 2022.

**GREATER ORLANDO AVIATION AUTHORITY**

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

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this 21 day of Oct, 2022  
By:   
Rumberger, Kirk & Caldwell, PA,  
Legal Counsel, Greater Orlando  
Aviation Authority

**ANSER ADVISORY CONSULTING, LLC**

By:   
Signature (Duly Authorized Rep.)  
Robert K Brancheau  
Printed Name  
Executive Vice President  
Title





**HANDOUT**  
10/4/2022  
Item 14  
Revised Memo

# Memorandum

**To: Members of the Construction Committee**

**From: Marie Dennis, Director of Finance**

**Date: October 4, 2022**

**Re: Request for Recommendation of Approval of an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC (AAC) to provide FY23 Services related to Passenger Facility Charge Applications and Amendments and Grant Management Services at the Orlando International Airport**

On July 26, 2022, the Construction Committee recommended to the Aviation Authority Board approval of an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC (AAC) to extend the Agreement through December 31, 2022, to ensure a smooth transition of all services. On August 17, 2022, the Aviation Authority Board approved the new Addendum.

Consultant's proposal, dated September 23, 2022, is to provide services in preparation of Passenger Facility Charge (PFC) applications and amendments, assist with requests for federal agency approvals, and assist with PFC application close-out as well as grant management services.

If approved, these services would be effective the date of Aviation Authority Board approval.

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

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Funding is from previously approved Operation and Maintenance Funds. Funding source verified by Andrea Harper of Construction Finance on 9/28/22 as correct and available.

It is respectfully requested that the Construction Committee recommend to the Aviation Authority Board approval of an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$378,168.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$378,168.00</b>
AAC – Compliance Review Date	<u>JSS</u> 9/27/22
AAC – Funding Eligibility Review Date	9/29/22

Req. 92391



September 23, 2022

Ms. Marie Dennis  
Director of Finance  
Greater Orlando Aviation Authority  
5850 Cargo Road  
Orlando FL 32814

Dear Ms. Dennis:

Anser Advisory Consulting, LLC (AAC) is pleased to submit this proposal to provide PFC Support and Grant Management Services in support of the Authority's Capital Improvement Program activities at Orlando International and Orlando Executive Airports for FY 2023.

The new Capital Improvement Program (CIP) was approved by the Authority Board on September 21, 2022. The new CIP includes a series of projects (new and existing) that require the development and submission of new PFC applications. Current thinking is to divide these projects into two groups: one funded with PFC PAYGO (Group A) and one funded with PFC Bonds (Group B).

Group A includes design of Terminal C Phase 2.

Group B includes Airside 2 and 4 APM System Replacement, North Terminal Restroom Upgrades Phase 1, North Terminal Road Widening Approaching A & B Curbs, North Terminal Vertical Circulation Improvements, North Terminal Renovations Phase 1, New Runway 36L Cat II/III Infrastructure Design and Construction, and Security Detection System Improvements.

The funding plan included in the new CIP calls for a change to the plan of finance for the Terminal C ASC Gates C250-C253 project, which results in the requirement to amend PFC application 20.

As a result, this proposal provides the support services to: (1) amend existing PFC application 20; (2) prepare a new PFC application for projects identified in Group A (PFC PAYGO); and (3) prepare a new PFC application for projects identified in Group B (PFC Bonds).

The scope of PFC support services included in this proposal consists of the following elements:





- Pre-application phase scoping and estimating effort to further define the projects to be included in the new PFC applications to allow for project cost development and detailed PFC eligibility calculations.
- Preparation of a new PFC application for Group A projects.
- Preparation of a new PFC application for Group B projects.
- Preparation of amendment to PFC application 20.
- Completion of all necessary PFC application actions including but not limited to notifications, air carrier consultations, applications, and approvals.
- PFC coordination with other GOAA stakeholders.
- Other support services as directed by GOAA Finance.

Assistance with PFC Quarterly Report update, review, and update of project information for PFC funded projects, preparation of PFC Cash Flow projections for active PFC approved projects, and assistance with closeout of existing PFC applications is included in this proposal.

In addition to the PFC support services, AAC proposes to assist the Authority with federal and state grant management. The Authority is the recipient of federal funding resulting from the new Infrastructure Investment and Job Act, known as the Bipartisan Infrastructure Law (BIL) signed on November 15, 2021. Federal funding is expected to come from two sources: formula-based Airport Infrastructure Grants (AIG) and discretionary, competitive Airport Terminal Program (ATP) funding. AIG in the amount of \$221 million will be disbursed over the next five years. On July 7, 2022, the Aviation Authority was notified that the FAA intends to award \$50.0 million in ATP Competitive funding in support of the restart of the Terminal C Airside Concourse (ASC) Gates C250-C253 project.

Similarly, the CIP includes a significant amount of FDOT funding, which requires oversight to ensure compliance and alignment of programmed funds with project needs.

Grant assistance will include developing grant eligible project cost, project scope and description, internal coordination for provision of required documentation, project cost review for allowable costs, develop and maintain schedules to identify ineligible costs that need to be included as part of the overall project, calculation of eligible total project costs and related matching share, support for third party reviews including annual single audit, monitor use of grant funds to ensure it aligns with the allowable period of performance, review actual expenditures and projected cash flow to recommend grant actions on supplemental funding as applicable, and any other services as requested by GOAA Finance.

Our estimated effort totals a not-to-exceed amount of \$378,168.00 with an estimate of hours and billing rates provided in Exhibit 1 and covers the period October 19, 2022, through September 30, 2023.

AAC does not propose any MWBE participation for these support services due to the specific nature of the proposed services.



We appreciate the opportunity to present this proposal and look forward with working with the Authority on this important project. Should you have any questions or if we may be of further assistance, please do not hesitate to contact me at (407) 595-2599.

Sincerely,

David O. Benouaich

Project Executive

[david.benouaich@anseradvisory.com](mailto:david.benouaich@anseradvisory.com)



## EXHIBIT 1 – BREAKDOWN OF HOURS AND FEES

	FY2023 Hours	Hourly Rate	PFC Support	Grant Assistance	Total FY2023 Fees
Benouaich, David, Director	180.00	\$ 222.00	\$ 27,972.00	\$ 11,988.00	\$ 39,960.00
Brancheau, Rob, Director	60.00	\$ 222.00	\$ 13,320.00	\$ -	\$ 13,320.00
Kleimmola, Andrew, Director	80.00	\$ 222.00	\$ 17,760.00	\$ -	\$ 17,760.00
Bryant, Patricia, Sr. Manager	480.00	\$ 210.00	\$ 20,160.00	\$ 80,640.00	\$ 100,800.00
Kurek, Michael, Sr. Manager	64.00	\$ 210.00	\$ -	\$ 13,440.00	\$ 13,440.00
Fojo, Dean, Sr. Manager	120.00	\$ 210.00	\$ 25,200.00	\$ -	\$ 25,200.00
Quick, Lance, Manager II <span style="border: 1px solid red; padding: 2px;">Managing Associate II</span>	120.00	\$ 170.00	\$ 20,400.00	\$ -	\$ 20,400.00
Barnett, LaChant, Manager	480.00	\$ 158.00	\$ -	\$ 75,840.00	\$ 75,840.00
Gonzalez, Jose, Manager	64.00	\$ 158.00	\$ -	\$ 10,112.00	\$ 10,112.00
Lee, Heather, Manager	192.00	\$ 158.00	\$ 21,235.20	\$ 9,100.80	\$ 30,336.00
Reinhart, Dustin, Cost Engineer II	120.00	\$ 121.00	\$ 14,520.00	\$ -	\$ 14,520.00
Hoffman, Vicki, Associate	160.00	\$ 103.00	\$ -	\$ 16,480.00	\$ 16,480.00
<b>TOTAL</b>	<b>2120.00</b>		<b>\$ 160,567.20</b>	<b>\$ 217,600.80</b>	<b>\$ 378,168.00</b>



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: Anser Advisory Consulting, LLC



By: \_\_\_\_\_

Print Name: Robert K Brancheau

Date: 9/27/2022





**HANDOUT**  
**10/4/2022**  
**Item 14**  
**OSBD Memo**

**MEMORANDUM**

To: Members of the Construction Committee

From: George I. Morning, Director of Small Business Development Department

Date: October 04, 2022

Re: Request for Recommendation of Approval of an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC (AAC) to provide FY23 Services related to Passenger Facility Charge Applications and Amendments and Grant Management Services at the Orlando International Airport

We have reviewed the proposal and determined that Anser Advisory Consulting, LLC (AAC) does not propose small business participation on this Addendum due to the specific nature of the services to be provided.

Our analysis indicates that Anser Advisory Consulting, LLC (AAC) is eligible for award of the subject Addendum.

**TERMINAL C, PHASE 1X RESTART - TECHNOLOGY AND MULTI-MEDIA SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

10. [A handout was presented, which includes an Office of Small Business Development Memorandum.] Mr. Corthell presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Technology and Multi-Media Systems Specialty Engineer for South Terminal C, Phase 1, Agreement with Burns Engineering, Inc. for Additional Construction Phase Services for BP-S00195, South Terminal C, Phase 1X Restart - Technology and Multi-Media Services, for the total lump sum fee amount of \$2,552,904.00, with funding from General Airport Revenue Bonds and Passenger Facility Charges to the extent eligible; subject to funding consensus by the CFOC. [Subsequent to the Construction Committee meeting, the CFOC consensed funding for this item, as outlined above.]

**REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE ARCHITECT OF RECORD FOR SOUTH TERMINAL C, PHASE 1 AGREEMENT WITH HNTB CORPORATION FOR ADDITIONAL CONSTRUCTION PHASE SERVICES FOR BP-S00195, SOUTH TERMINAL C, PHASE 1X RESTART - ARCHITECT OF RECORD SERVICES (AND MAJOR SUBS), AT THE ORLANDO INTERNATIONAL AIRPORT.**

11. [A handout was presented, which includes a revised Memorandum and Backup Documentation, and an Office of Small Business Development Memorandum.] Mr. Corthell presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Gilliam, second by Mr. Pelletier, vote carried to recommend to the Aviation Authority approval an Addendum to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Construction Phase Services for South Terminal C, Phase 1X Restart - Architect of Record Services (& Major Subs), for the total amount of \$9,531,680.00, which includes the not-to-exceed fee amount of \$6,233,365.00, and the lump sum amount of \$3,298,315.00, with funding from General Airport Revenue Bonds, Passenger Facility Charges, and FDOT Grants to the extent eligible; subject to funding consensus by the CFOC. [Subsequent to the Construction Committee meeting, the CFOC consensed funding for this item, as outlined above.]

**REQUEST FOR APPROVAL OF PURCHASE OF CABLE MANAGEMENT ITEMS FROM AGATI FURNITURE, UTILIZING CONTINGENCY FUNDS TO SUPPLEMENT THE PURCHASE FROM W-S00145, SOUTH TERMINAL C, PHASE 1 - OWNER FURNISHED FF&E AND IT ITEMS, AT THE ORLANDO INTERNATIONAL AIRPORT.**

12. [A handout was presented, which includes a revised Memorandum and Backup Documentation, additional Backup Documentation, and an Office of Small Business Development Memorandum.] Ms. Merck presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve the purchase of Cable Management Items from Agati Furniture, utilizing Contingency funds to supplement the purchase from W-S00145, South Terminal C, Phase 1-Owner Furnished FF&E and IT Items, for the total amount of \$8,541.10, with funding from previously approved General Airport Revenue Bonds.

**GENERAL**

**REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING ROOFING CONSTRUCTION SERVICES AGREEMENT WITH P&A ROOFING AND SHEET METAL, INC. FOR R-00100, ON-CALL EMERGENCY ROOF REPAIRS AND WATERPROOFING MAINTENANCE, AT THE ORLANDO INTERNATIONAL AIRPORT.**

13. *This item was deferred.*

**REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE CONSTRUCTION-ENGINEERING-FINANCIAL CONSULTING SERVICES AGREEMENT WITH ANSER ADVISORY CONSULTING, LLC TO PROVIDE FY 2023 SERVICES RELATED TO PASSENGER FACILITY CHARGE APPLICATIONS AND AMENDMENTS AND GRANT MANAGEMENT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

14. [A handout was presented, which includes a revised Memorandum and an Office of Small Business Development Memorandum.] Mr. Brancheau presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Gilliam, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory

Consulting, LLC to provide FY 2023 Services related to Passenger Facility Charge Applications and Amendments, and Grant Management Services., for the total not-to-exceed fee amount of \$378,168.00, with funding from previously approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING TRANSPORTATION PLANNING SERVICES AGREEMENT WITH HDR ENGINEERING, INC. FOR FY 2023 ON-CALL HORIZONTAL DEVELOPMENT PLAN REVIEW SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

15. *[A handout was presented, which includes a revised Memorandum and an Office of Small Business Development Memorandum.]* Mr. Sorondo presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Gilliam, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for FY 2023 On-Call Horizontal Development Plan Review Services, for the total amount of \$25,000.00, with funding from previously approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING TRANSPORTATION PLANNING SERVICES AGREEMENT WITH HDR ENGINEERING, INC. FOR FY 2023 ON-CALL TRANSPORTATION PLANNING SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

16. *[A handout was presented, which includes a revised Memorandum and an Office of Small Business Development Memorandum.]* Mr. Sorondo presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Gilliam, vote carried to approve an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for FY 2023 On-Call Transportation Planning Services, for the total not-to-exceed fee amount of \$50,000.00, with funding from previously approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING TRANSPORTATION PLANNING SERVICES AGREEMENT WITH HNTB CORPORATION FOR FY 2023 ON-CALL HORIZONTAL DEVELOPMENT PLAN REVIEW SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

17. *[A handout was presented, which includes a revised Memorandum and Backup Documentation, additional Backup Documentation, and an Office of Small Business Development Memorandum.]* Mr. Sorondo presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Gilliam, vote carried to approve an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for FY 2023 On-Call Horizontal Development Plan Review Services, for the total not-to-exceed fee amount of \$10,000.00, with funding from previously approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING TRANSPORTATION PLANNING SERVICES AGREEMENT WITH HNTB CORPORATION FOR FY 2023 ON-CALL TRANSPORTATION PLANNING SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

18. *[A handout was presented, which includes a revised Memorandum, additional Backup Documentation, and an Office of Small Business Development Memorandum.]* Mr. Sorondo presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Gilliam, vote carried to approve an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for FY 2023 On-Call Transportation Planning Services, for the total not-to-exceed fee amount of \$25,000.00, with funding from previously approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO AND ASSOCIATES, INC. TO PROVIDE FY 2023 ON-CALL DESIGN REVIEW COMMITTEE SUPPORT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

19. *[A handout was presented, which includes a revised Memorandum and an Office of Small Business Development Memorandum.]* Mr. Carreau presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve of an Addendum to the General Consulting Services Agreement with Ricondo and Associates, Inc. to provide FY 2023 On-Call Design Review Committee Support Services, for the total not-to-exceed fee amount of \$15,828.00, with funding from previously approved Operation and Maintenance Funds.





## GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4392

### MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Vice Chair, Construction Committee

DATE: October 19, 2022

### ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC for Fiscal Year (FY) 2023 Services related to Passenger Facility Charges Applications and Amendments, and Grant Management Services at the Orlando International Airport

### BACKGROUND

In 2016, the firms providing Construction-Engineering-Financial Consulting Services were selected through a competitive award process. On August 10, 2016, the Aviation Authority Board approved a Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC.

This no-cost base agreement established the negotiated hourly rates, and services are procured on an as-needed or annual basis. The Services include, but are not limited to, review of construction contracts and change orders for eligibility for federal, state and Passenger Facility Charge (PFC) funding and for contract compliance; perform third party reviews of change orders prior to submission to the Authority's Construction Committee; verify that change orders adequately describe the contract change and include plan revisions where applicable; verify independent cost estimates and cost recapitulation worksheets to ensure that change order pricing is aligned with the scope of work; verify funding source and availability of funds for change orders; review change order pricing for supporting documentation and appropriate mark-ups; perform labor burden analysis for change order labor rates; review scope description, verify availability of funds, review supporting documentation, and independent estimates for job order contracts; perform independent estimates; collect, maintain, analyze, and publish change order, professional fees, and labor rate databases; perform reviews for Davis-Bacon wage compliance on Airport Improvement Program (AIP) funded projects; prepare and publish a monthly Capital Project Cost report; review professional services fee proposals for approved billing rates, supporting documentation, proper funding source and availability of funding; ensure support of certain capital projects that includes review of pay applications, certified payrolls, construction change orders, and other analysis required to support various projects; development of monthly cost reports for all active projects; assistance in the development of Capital Improvement Program (CIP), including price escalation, evaluation of financing alternatives as it relates to eligibility for the AIP, Florida Department of Transportation (FDOT), and PFC funding; cash flow projections for capital projects based on funding sources and assist in preparation of applications for federal, state, and PFC funding; assisting the Engineering, Construction, and Finance Departments in preparation for Construction Committee and other meetings; and, perform construction audits. The Services may also include oversight services in support of emergency or disaster recovery efforts; assisting the construction department and legal counsel on construction claims reviews, dispute review board proceedings, and legal proceedings; and, performing such other extension of staff services necessary to support the Authority.

## **ISSUES**

A fee has been negotiated with Anser Advisory Consulting, LLC for a total amount of \$378,168 for FY 2023 Services related to PFC Applications and Amendments, and Grant Management Services at the Orlando International Airport. Services will include, but are not limited to, the preparation of PFC applications and amendments, assistance with requests for federal agency approvals, assistance with PFC application close-out, and grant management services. Services will be provided through September 30, 2023.

The Aviation Authority has reviewed the proposal from Anser Advisory Consulting, LLC, and determined that, due to the specific nature of the services to be provided, Anser Advisory Consulting, LLC does not propose any small business participation on this addendum and certifies that Anser Advisory Consulting, LLC is in good standing as it relates to its small business.

On October 4, 2022, the Construction Committee recommended approval of an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC for FY 2023 Services related to PFC Applications and Amendments, and Grant Management Services at the Orlando International Airport, as outlined in the memorandum.

## **ALTERNATIVES**

None.

## **FISCAL IMPACT**

The fiscal impact is \$378,168. Funding is from previously-approved Operations and Maintenance Funds.

## **RECOMMENDED ACTION**

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve an Addendum to the Construction-Engineering-Financial Consulting Services Agreement with Anser Advisory Consulting, LLC for FY 2023 Services related to Passenger Facility Charges Applications and Amendments, and Grant Management Services at the Orlando International Airport, for a total not-to-exceed fee amount of \$378,168, with funding from previously-approved Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.