

On **WEDNESDAY, JULY 21, 2021**, the **GREATER ORLANDO AVIATION AUTHORITY** met in regular session in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport (OIA), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 2:01 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present. *[Live Streaming from Orlando, FL]*

Authority members present,

M. Carson Good, Chairman
Mayor Buddy Dyer, Vice Chair
Mayor Jerry Demings, Treasurer
Craig Mateer
Dr. John L. Evans, Jr.
Tim Weisheyer

Also present,

Phillip N. Brown, Chief Executive Officer and
Secretary
Kathleen Sharman, Chief Financial Officer
Yovannie Rodriguez, Chief Administrative Officer
Thomas W. Draper, Chief of Operations
Carolyn Fennell, Senior Director of Public
Affairs
Davin Ruohomaki, Senior Director of Construction
and Engineering
Dan Gerber, Interim General Counsel
Anna Farmer, Executive Assistant to the CEO and
Recording Secretary

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. Lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

Before the meeting began, Chairman Good asked Father Bob Susann to bring the invocation.

APPROVAL OF MINUTES

1. Upon motion by Mayor Demings, second by Mr. Weisheyer, vote carried to accept the minutes from June 16, 2021 as written.

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Before proceeding with business, Mr. Gerber asked the Board to report any conflicts of interest or violations of the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine Law with regard to any agenda item. None were expressed by any Board member.

RECOGNIZING YEARS OF SERVICE

2. Mr. Brown recognized Mr. Troy Stone, Supervisor of Electronics with the Maintenance Department, for providing 20 years of excellent service to the Aviation Authority.

CONSENT AGENDA

3. Items L and M were considered separately. Upon motion by Mayor Dyer, second by Mayor Demings, vote carried to adopt a resolution as follows: It is hereby resolved by the Greater Orlando Aviation Authority Board that the following Consent Agenda items are approved, accepted, and adopted and execution of all necessary documents is authorized by the Aviation Authority's Officers or Chief Executive Officer:

A. accept for filing the following minutes: May 3, June 1, and June 14, 2021, Concessions/Procurement Committee; December 8, December 15, December 22, 2020 and May 25, June 1, June 8, June 15, June 22, and June 29, 2021, Construction Committee; September 25, September 29, October 6, October 8, October 27, and December 16, 2020 and April 27 (2 sets), and June 22, 2021, Professional Services Committee; May 7, 2021, MCO Art Committee; May 25, June 8, June 17, June 22, and June 23, 2021, Design Review Committee;

B. accept the recommendation to: (1) find the property listed in this memorandum no longer necessary, useful, or profitable in the operation of the Airport System; (2) request Orlando City Council concurrence and resolution of this finding; and (3) authorize staff to dispose of this property in accordance with the Aviation Authority's Policies and Procedures;

C. accept the recommendation of the Construction Committee to: (1) approve Amendment No. 5 to Addendum No. 21 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture for BP No. S00176, South Terminal C, Phase 1, Site Logistics Relocation (GMP No. 18-S) at the Orlando International Airport, for a total negotiated deductive GMP Amendment amount of (\$82,375.51), which includes a deductive amount of (\$78,440.51) for Owner Contingency, a deductive amount of (\$606) for Performance and Payment Bonds, and a deductive amount of (\$3,329) for the CM@R's Fee (4.211%), resulting in a revised GMP amount of \$45,256,097.49, with funding credited to Customer Facility Charges to the extent eligible, General Airport Revenue Bonds and Aviation Authority Funds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 101111**];

D. accept the recommendation of the Construction Committee to: (1) approve Amendment No. 4 to Addendum No. 19 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Hensel Phelps Construction for BP No. S00179, South Terminal C, Phase 1, Airside Concourse (GMP No. 6-S.6) at the Orlando International Airport, for a total negotiated deductive GMP Amendment amount of (\$1,036,131), which includes a deductive amount of (\$467,724) for Allowances, a deductive amount of (\$423,132) for CM@R Contingency, a deductive amount of (\$79,894) for Owner

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Contingency, a deductive amount of (\$6,835) for Performance and Payment Bonds, and a deductive amount of (\$58,546) for the CM@R's Fee (6.031%), resulting in a revised total GMP amount of \$21,531,672, with funding credited to Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101112]**;

E. accept the recommendation to: (1) approve the modification to the premises for the STC Retail Package 2 Concession; and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101113]**;

F. accept the recommendation of the Ground Transportation Committee to amend the Ground Transportation Rules and Regulations at Orlando International Airport to become effective July 21, 2021;

G. accept the recommendation to: (1) approve an extension to the Valet Service and Remote Check-In Concession Agreement with Baggage Airline Guest Services, Inc. for a period up to six (6) months through January 31, 2022 and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101114]**;

H. accept the recommendation of the Concessions/Procurement Committee to: (1) approve Amendment No. 2, Second Renewal Option for Purchasing Contract 14-17, Smoke / Fire and Overhead Door Maintenance and Repair with Arbon Equipment Corporation; (2) authorize funding in the not-to-exceed amount of \$173,295.20 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101115]**;

I. accept the recommendation to approve: (1) the reappointment of Allyn Maycumber, the Orange County east of Goldenrod Road representative with a term expiring on April 4, 2025 and (2) the appointment of John Hermann, in the unincorporated noise-impacted area of Orange County category with a term expiring on April 2, 2022;

J. accept the recommended change to Organizational Policy, Section 120.02, Construction Committee, voting membership and confirm the appointment of the Director of Information Technology as a voting member;

K. accept the recommended changes to Organizational Policies, Section 120.081, Investment Policy for the Defined Benefit Retirement Plan; Section 120.082, Investment Policy for the Defined Contribution Retirement Plan; Section 120.083, Investment Policy for the Other Post-Employment Benefits Trust; and Section 120.084, Investment Policy for the Deferred Compensation Retirement Plan;

N. accept the recommended changes to Confirm Appointments to the Concessions/Procurement Committee (Organizational Policy 120.01) to include the appointment of the Chief Administrative Officer as the Vice Chair and the Senior Director of Marketing as a voting member effective August 2, 2021.

O. accept the recommendation to approve the recommendation for establishment of an ad hoc committee to evaluate and shortlist Executive Search Consultants.

RECOMMENDATION OF THE CHIEF EXECUTIVE OFFICER TO NOMINATE A DIRECTOR OF GENERAL AVIATION, ORLANDO EXECUTIVE AIRPORT

4. Mr. Brown presented the item.

Mr. Brown introduced Ms. Judith-Ann Jarrette and described her education and experience. He went on to say that this position was posted internally, and we had two applicants apply. Ms. Jarrette was selected for the position.

It was respectfully requested that the Aviation Authority Board resolve to confirm the nomination of Judith-Ann Jarrette as the Director of General Aviation, Orlando Executive Airport effective July 22, 2021.

Upon motion by Dr. Evans, second by Mr. Mateer, vote carried to approve the recommendation for Consent Agenda Item L, as presented.

RECOMMENDATION OF THE CHIEF EXECUTIVE OFFICER TO NOMINATE CANDIDATE FOR THE POSITION OF INTERIM DIRECTOR OF RISK MANAGEMENT

5. Mr. Brown presented the item.

Mr. Brown introduced Ms. Tricia Cottman and described her education and experience. He went on to say the current Director of Risk Management, Deborah Silvers, is retiring in August, and this interim appointment will be for the remainder of Ms. Silvers' employment; then Ms. Cottman will move into the Director of Risk Management position.

It was respectfully requested that the Aviation Authority Board resolve to accept the Chief Executive Officer's nomination and confirm the appointment of Tricia J. Cottman as Interim Director of Risk Management, effective July 22, 2021.

Upon motion by Mayor Dyer, second by Mr. Mateer, vote carried to approve the recommendation for Consent Agenda Item M, as presented.

PROCUREMENTS

6. Mr. Brown informed the Board of two upcoming procurements, a snack bar and a retail concession on Airside 2.

CHIEF EXECUTIVE OFFICER'S (CEO) REPORT

7. Mr. Brown indicated that a copy of the report was included in the board agenda with a copy on file. He highlighted three grant applications received from the Federal Aviation Administration (FAA) and the uptick in passenger traffic.

RECOMMENDATION TO APPROVE SOUTH TERMINAL COMPLEX, PHASE 1 ITEMS

8. Mr. Ruohomaki presented New Business Items A, B, and C together, as all three items pertain to the South Terminal Complex Program. Mr. Ruohomaki stated the South Terminal C, Phase 1 remains on target to complete early next year. He further indicated that each of these New Business Items have an individual memorandum included in the Board agenda package. Each memorandum has a detailed recommendation with the action requested

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by the Aviation Authority Board. He further stated two of the items are for Turner-Kiewit and one is for Hensel Phelps, the two Construction Management at Risk (CM@R) Entity Services on the job.

On May 18, 2016, the Aviation Authority Board approved an award of CM@R Entity Services to Turner Kiewit and on March 19, 2017, the Aviation Authority's Finance Committee approved an award of CM@R Entity Services to Hensel Phelps.

Using visual aids (copy on file); Mr. Ruohomaki presented a table that detailed each of the items, as follows:

ITEM	CM@R	Bid Package / GMP No.	Amount	Reason for Amendment	Proposed MWBE/LDB/VBE	Location
NB-A	Turner-Kiewit Joint Venture	BP-S00148 / GMP 7-S.2	\$2,250,291	* Decrease Allowances * Increase Owner Contingency	No Impact	Landside Terminal
NB-B	Hensel Phelps Construction	BP-S00168 / GMP 6-S.4	\$1,036,131	* Increase Owner Contingency	No Impact	Airside Terminal
NB-C	Turner-Kiewit Joint Venture	BP-S00178 / GMP 19-S	\$898,285	* Increase Owner Contingency	No Impact	Airfield

Chairman Good asked if there were any comments or questions regarding any of the items. There was no response to his inquiry.

New Business Item A

The scope of BP No. S00148 provides for the Landside Terminal Finishes and includes, but is not limited to, decorative handrails and smoke baffles, miscellaneous metals, ornamental metals, canopy enclosure system, overhead coiling doors and grilles, security grilles, acoustical ceiling, interior wall panels, column covers, carpet and resilient flooring, ceramic and glass tile, terrazzo flooring, access flooring, painting and coatings, specialties, signage, window washing system, equipment cranes, exit lane breach control, millwork and countertops, entrance floor grilles, interior landscape plant and accessories, rolling window shades, trash chutes, firesafing/fire stopping/fire caulking, baggage shutters, and site furnishings.

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee to: (1) approve Amendment No. 3 to Addendum No. 24 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture for BP No. S00148, South Terminal C, Phase 1, Landside Terminal Finishes (GMP No. 7-S.2), for a total negotiated GMP amendment amount of \$2,250,291, which includes a deductive amount of (\$483,941) from Allowances, \$2,626,760 for Owner Contingency, \$16,542 for Performance and Payment Bonds, and \$90,930

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for the CM@R's fee (4.211%), resulting in a revised total GMP amount of \$91,082,382, with funding from Passenger Facility Charges to the extent eligible, and General Airport Revenue Bonds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Mr. Mateer, second by Mr. Weisheyer, vote carried to approve the recommendation for New Business Item A, as presented [**FILED DOCUMENTARY NO. 101116**].

New Business Item B

The scope of BP No. S00168 includes the costs for the column covers, interior wall panels, tile, resilient tile and carpet, epoxy flooring, painting, interior specialties, roller window shades, bird control system, and low voltage systems.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee to: (1) approve Amendment No. 13 to Addendum No. 16 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Hensel Phelps Construction, for BP No. S00168, South Terminal C, Phase 1, Airside Terminal Interiors, Finishes and Specialties (GMP No. 6-S.4) at the Orlando International Airport, for a total negotiated GMP Amendment amount of \$1,036,131, which includes \$970,750 for Owner Contingency, \$6,835 for Performance and Payment Bond, and \$58,546 for the CM@R's Fee (6.031%), resulting in a revised GMP amount of \$65,113,470, with funding from General Airport Revenue Bonds; and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Mayor Dyer, second by Mayor Demings, vote carried to approve the recommendation for New Business Item B, as presented [**FILED DOCUMENTARY NO. 101117**].

New Business Item C

The scope of BP No. S00178 consists of the airfield civil work for the ramp areas, Remaining Overnight (RON) areas, taxiway extensions for Taxiways B and C, as well as newly constructed Taxiways E1, B9, B11, B12 and B13, and includes, but is not limited to, completion of the airfield civil sitework and utilities, apron and airfield paving, pavement markings, lighting, and various site logistics required for the Airside Terminal construction for South Terminal C.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee to: (1) approve Amendment No. 3 to Addendum No. 23 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00178, South Terminal C, Phase 1, Airfield Civil (GMP No. 19-S), for a total negotiated GMP Amendment amount of \$898,285, which includes \$831,885 for Owner Contingency, \$6,603 for Performance and Payment Bonds, \$23,499 for CCIP Insurance, and \$36,298 for CM@R's Fee (4.211%), resulting in a revised GMP amount of \$216,479,519, with funding from General Airport Revenue Bonds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute

the necessary documents following satisfactory review by legal counsel.

Upon motion by Mr. Weisheyer, second by Mayor Demings, vote carried to approve the recommendation for New Business Item C, as presented [FILED DOCUMENTARY NO. 101118].

RECOMMENDATION OF THE CONSTRUCTION COMMITTEE TO APPROVE AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES (OWNER'S AUTHORIZED REPRESENTATIVE (OAR) PRIME ENTITY) AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI, INC. FOR CONSTRUCTION PHASE OAR SERVICES FOR BID PACKAGE (BP) NO. S00191, SOUTH TERMINAL C, PHASE 1 (STC) – BUILDOUT OF TENANT SPACE PROGRAM SOFT COSTS, AT THE ORLANDO INTERNATIONAL AIRPORT

9. Mr. Ruohomaki stated Item D is an addendum to the agreement with GCI, Geotech Consultants International, for construction phase on Owner Authorized Reps, (OAR) Services for South Terminal.

In 2017, five firms providing Continuing Program and Project Management Services (OAR Prime Entity) were selected through a competitive award process. On March 15, 2017, the Aviation Authority Board approved Continuing Program and Project Management Services (OAR Prime Entity), at the Orlando International Airport, with the following five firms:

- A2 Group, Inc.
- AECOM Technical Services, Inc.
- Geotechnical Consultants International, Inc. dba GCI, Inc.
- WSP USA, Inc. (formerly known as Parsons Brinckerhoff, Inc.)
- PSA Management, Inc. (formerly known as PSA Constructors, Inc.)

On December 22, 2020, the Construction Committee approved Addendum No. 139 to the Continuing Program and Project Management Services (OAR Prime Entity) Agreement with Geotech Consultants International, Inc. dba GCI, Inc. for Design Phase OAR Services for BP No. S00191, STC - Build-out of Tenant Space Program Soft Costs, at the Orlando International Airport, for the total not-to-exceed fee amount of \$84,960.

Design Phase OAR Services included, but were not limited to, design review, construction cost negotiation, and permitting for the six tenant buildout projects for the new airline and tenant spaces at the STC Landside Terminal (LST) and Airside Concourse (ASC).

In 2020, the Aviation Authority publicly advertised for Design/Build (D/B) contractors for the design and construction of the buildout of shell space in the new STC for approximately twenty different occupants, including airlines, Aviation Authority Departments, concessionaires, service providers and other users.

Staff has delineated the buildout of approximately 33,600 square feet of STC tenant space into six separate D/B projects. On February 2, 2021, the Aviation Authority Board approved the recommendation of the Construction Committee to award the following six projects to the identified contractors as shown below.

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Clancy & Theys Construction Co.:

BP No. S00182: LST Levels L1, L2 and L6, and ASC Levels L1 and L2 (D/B)

Collage Design and Construction Group, Inc. dba The Collage Companies:

BP No. S00183: ASC Level L1, West Concourse (D/B)

Gomez Construction Co.:

BP No. S00184: LST Level L1 (D/B)

H.W. Davis Construction, Inc.:

BP No. S00185: LST Levels L2 - L7 and Ground Transportation Facility (D/B)

T&G Corporation dba T&G Constructors:

BP No. S00186: ASC Level L1 Hub and North-South Concourse (D/B)

R.L. Burns, Inc.:

BP No. S00187: LST Level L2 Post-Security Screening Checkpoint and ASC Levels L2 - L4 (D/B)

A fee has been negotiated with Geotech Consultants International, Inc. dba GCI, Inc. for a total amount of \$439,842 for Construction Phase OAR Services for BP No. S00191, STC - Build-out of Tenant Space Program Soft Costs, at the Orlando International Airport. Construction Phase OAR Services will include, but are not limited to, construction project management, project control, contract administration, and construction coordination in support of six tenant buildout projects for new airlines and other tenant spaces at the STC Landside Terminal and Airside Concourse.

Geotech Consultants International, Inc. dba GCI, Inc. proposes to achieve 30.3% MWBE participation on this Addendum.

The fiscal impact is \$439,842. Funding is from General Airport Revenue Bonds.

Chairman Good asked if there were any comments or questions on this item. There was no response to his inquiry.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Program and Project Management Services (OAR Prime Entity) Agreement with Geotech Consultants International, Inc. dba GCI, Inc. for Construction Phase OAR Services for BP No. S00191, STC - Build-out of Tenant Space Program Soft Costs, at the Orlando International Airport, for a total amount of \$439,842, which includes the not-to-exceed fee of \$419,842 and the not-to-exceed reimbursable expenses amount of \$20,000, with funding from General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Mayor Dyer, second by Mr. Weisheyer, vote carried to approve the

recommendation for New Business Item D, as presented [FILED DOCUMENTARY NO. 101119].

RECOMMENDATION TO UTILIZE FEDERAL FUNDING TO DEFEASE MULTIPLE SERIES OF OUTSTANDING BONDS AND APPROVE THE AUTHORIZING RESOLUTION FOR THE DEFEASANCE OF CERTAIN SERIES OF OUTSTANDING BONDS

10. Ms. Sharman stated Item E is a recommendation to Utilize Federal Funding to Defeasance Multiple Series of Outstanding Bonds and Approve the Authorizing Resolution for the Defeasance of Certain Series of Outstanding Bonds presented this item. She began by defining the term defease; to deposit enough money in a dedicated account to be able to redeem or pay up a bond when it is legally allowed to be repaid. She went on to say this is a request to use some of the Aviation Authority’s federal assistance relief money to defease multiple series of bonds. She used the analogy of pre-paying the principal portion on your mortgage as a way to save money on the interest.

Using visual aids (copy on file); Ms. Sharman presented a table detailing the Federal Funding Relief received by the Aviation Authority related to COVID-19.

- Coronavirus Aid, Relief and Economic Security Act (CARES) - \$170.7 million
- Coronavirus Response and Relief Supplemental Appropriation Act, 2021 (CRRSA) - \$41.6 million
- American Rescue Plan Act of 2021 (ARPA) - \$171.3 million

Program	MCO	Plus Dedicated Concession Funding	Total Award to MCO	ORL	Total Award to MCO & ORL
CARES*	\$ 166,771,779	N/A	\$ 166,771,779	\$ 4,000,000	\$ 170,771,779
CRSSA	36,372,038	5,260,599	41,632,637	23,000	41,655,637
ARPA	150,267,392	21,042,395	171,309,787	59,000	171,368,787
TOTAL	\$ 353,411,209	\$ 26,302,994	\$ 379,714,203	\$ 4,082,000	\$ 383,796,203

The Aviation Authority may utilize these Program Funds at their discretion to reimburse operating expenses, pay debt service, defease outstanding bonds and/or reimburse capital expenditures.

Management has evaluated various strategic options to utilize a portion of the Program Funds to defease multiple series of outstanding General Airport Revenue Bonds (GARB). The utilization of a significant portion of these Program Funds to defease outstanding bonds would benefit the Aviation Authority, airlines, and airport users for the following

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reasons:

- Generates substantial debt service savings of approximately \$32 million;
- Improves debt service coverage and debt per enplanement metrics;
- Decreases rates and charges in the near term which creates a favorable competitive position for the airport; and
- Places the Aviation Authority in a favorable position to access the capital markets in the future.

Various analyses have been performed to determine which series of GARB bonds are eligible to be defeased as well as determining how to best utilize the funding to provide the most beneficial debt service savings to the Aviation Authority. Principal amounts maturing October 1, 2022, through and including October 1, 2030, were specifically identified to provide near term financial relief. Additionally, the Series 2010A GARB will be defeased completely and therefore the defeasance includes principal amounts maturing October 1, 2031, and 2032.

Of the bonds under consideration for defeasance, the Series 2010A, 2011B and 2015A have a portion of debt service that is PFC-supported debt. However, no PFC-supported debt will be defeased as the Aviation Authority does not intend to file an amendment to its PFC approval in connection with this transaction, as would be required by 14 CFR § 158.37. PFC-supported debt will remain outstanding and continue to be paid by Passenger Facility Charges.

The following series of GARB bonds are recommended for defeasance:

Series	Proposed Principal Redemption
2010A	\$ 15,160,000
2011B	54,575,000
2013A	26,265,000
2015A	16,250,000
2016A	16,215,000
2017A Subordinated	<u>95,960,000</u>
Total	\$224,425,000

The bonds recommended for defeasance have various optional redemption dates; some are currently callable, and others have call options ranging from October 1, 2023, to October 1, 2027. Program Funds would be deposited into escrow accounts and State and Local Government Series (SLGS) securities, or other allowable investment securities pursuant to the governing bond documents, earning guaranteed rates would be purchased. The maturity date of the SLGS securities will coincide with each series of bond's optional redemption date for the purpose of a legal defeasance. Escrow deposit requirements based on current rates, are approximately \$220.8 million. Included in this defeasance, \$1,720,425 of scheduled interest due in 2022 and 2023 will be paid with Program Funds. This is the total interest amount due prior to the call date of the 2013A Bonds.

As the use of these Program Funds would require the funds to be recognized as Revenues

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under the Bond Resolution, the Aviation Authority is required to amend the FY21 Budget by the amount equal to the escrow deposit requirement currently estimated to be \$220.8 million.

This proposed transaction is subject to receipt of the anticipated ARPA grant as described above. The Aviation Authority plans to utilize Discretionary Funds on an interim basis to defease the bonds while awaiting receipt of Program Funds. Upon receipt of Program Funds, the Discretionary Fund will be reimbursed.

Below is a summary of estimated net debt service savings based on current SLGS rates for the escrow deposits:

Reduction of debt service	\$253.5 million
Approximate escrow deposit requirement	\$220.8 million
Approximate net debt service savings	\$32.7 million

Discretionary Funds will be utilized on an interim basis to defease the bonds until Program Funds are received. The costs related to the execution of the defeasance is estimated not to exceed \$100,000 to be funded from Operating and Maintenance Funds.

Ms. Sharman noted for the record that FAA Guidance states debt supported by Passenger Facility Charges (PFC) cannot redeemed. Ms. Sharman confirmed that none of the bonds being paid off supports PFCs. She then described how the transaction would work; the funds will be irrevocably deposited in an escrow account that is created specifically to hold the money to will pay off these bonds. Further saying, investments that are permitted under the bond resolution will be purchased so that the maturity dates of the investments coincide with the date that the bonds can legally be repaid, which constitutes a legal defeasance and for purposes of financial reporting, the debt will then no longer be on our books.

Ms. Sharman summed up the presentation by informing the Board that this transaction will generate approximately \$32 million in additional savings; but even more important, doing this, the Aviation Authority is able to keep our airline rates and charges lower in the near term, which creates a more favorable competitive position for the airport, which should encourage airlines to provide more service, which in turn produces more passengers to spend money on rental cars and on concessions here at the airport as well as generating additional economic benefit through the entire Central Florida region.

Dr. Evans asked Ms. Sharman to give the Board assurance that the fees associated with this transaction are competitive, and that due diligence is taking place. Ms. Sharman responded that a competitive process is done for all our consultants, financial advisors, legal, and bond counsel. She then said that the Aviation Authority goes through this process about every three years, and there are generally two one-year options; in addition, we have had the same two trustees for a long time.

Chairman Good asked if there were any additional comments or questions on this item.

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Mayor Demings asked for the dates when the bonds will be paid off, and he asked if the documents would come back to the Board confirming the bonds will be paid off. Ms. Sharman advised she is planning to bring a confirming resolution back to the Board after it goes to the Orlando City Council. Her plan is to get this done in August and September, as the debt for all the metrics at year-end will put the Aviation Authority in a better financial position as we go into bonds next year. She stated she will bring this back as an information item once the transaction has been completed.

Mr. Weisheyer provided a compliment saying not only is this a prudent financial decision, it is a smart business decision, and it is a long-term strategic benefit for the Authority. He then said he applauded the innovation and thought that went into making this decision and bringing it to the Authority Board.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation to (1) authorize the proposed use of federal funding to defease certain series of bonds as presented in this memorandum, subject to receipt of the commitment of Program Funds; (2) adopt the Authorizing Resolution providing for the payment or defeasance of certain series of bonds; (3) authorize amendments to the FY21 Revenue and Debt Service Budget to reflect an amount equal to the estimated escrow deposit requirement currently estimated to be \$220.8 million but, in any event, not exceed \$223 million; (4) approve the use of Discretionary Funds on an interim basis to defease the bonds until Program Funds are received; (5) approve the costs related to the execution of the defeasance not to exceed \$100,000 to be funded from Operation and Maintenance Fund; (6) request Orlando City Council concurrence of these actions if deemed necessary by legal counsel; and (7) authorize the Chairman, Vice Chairman or other Authorized Officer of the Aviation Authority and the Secretary or Assistant Secretary of the Aviation Authority to approve, modify, execute and deliver the final form of all documents required in connection with the defeasance of such bonds, subject to satisfactory review by legal counsel, and to take other such actions as may be necessary or helpful for the defeasance.

Upon motion by Mayor Demings, second by Mr. Weisheyer, vote carried to approve the recommendation for New Business Item E, as presented [**FILED DOCUMENTARY NO. 101120**].

RECOMMENDATION TO AWARD PURCHASING INVITATION FOR BIDS (IFB) 93182-21, JANITORIAL SUPPLIES TO MULTIPLE SUPPLIERS

11. Mr. Friel stated that Item F is a recommendation to Approve Award for Purchasing Invitation for Bid 93182-21, Janitorial Supplies to Multiple Suppliers.

The award of this IFB will result in ten (10) Blanket Purchase Agreements (BPAs) for various janitorial supplies, provided on an "as-needed" basis, through June 30, 2022. The IFB listed forty (40) separate items, each with estimated quantities for a 12-month period. (See attached Exhibit A for details)

At its January 15, 2020 meeting, the Aviation Authority Board approved the award of Purchasing Request for Written Quotations 92901-20, Restroom Supplies, for Multiple Suppliers in the not-to-exceed value of \$2,138,016.84 for nine (9) items which resulted in

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five (5) BPA's, primarily paper products, hand soap, urinal deodorizers and plastic liners.

At its February 2, 2021, meeting the Aviation Authority Board approved the extension of those BPA's through June 30, 2021 as a result of the reduction in use due to the COVID-19 Pandemic. The total expenditures against the BPA's for the period of January 1, 2020 through June 30, 2021 are \$1,873,601.51. IFB 93182-21 includes the addition of thirty-one (31) items for standard janitorial supplies utilized by all Authority departments, as well as disinfecting products required for COVID-19.

The Small Business Development Department has reviewed the requirements for this purchase and has determined that, due to a lack of ready, willing and able certified small businesses for these items, this procurement does not lend itself to Minority Women Business Enterprise (MWBE), Local Developing Business (LDB), and/or Veteran's Business Enterprise (VBE) participation.

On April 22, 2021, eighteen (18) responses were received and reviewed:

<u>Firm</u>	<u>Number of Items Bid</u>
All Florida Paper	12 of 40
Central Poly-Bag Corp.	8 of 40
Cypress Supply, Inc.	5 of 40
Head to Heels Safety Supplies	10 of 40
Imperial Dade	27 of 40
Interboro Packaging	11 of 40
Northgate Limited, Inc.	5 of 40
Nuvida Plastic Products	4 of 40
PRIDE Enterprises	4 of 40
Pyramid School Products	19 of 40
Revolution Bag	6 of 40
Southeastern Paper Group	5 of 40
Staples Contract and Commercial, LLC	22 of 40
Unipak Corp.	26 of 40
US Compliance Centers, Inc.	10 of 40
Veritiv Operating Company	10 of 40
Williams Distribution, LLC.	4 of 40
Zep Sales and Services	6 of 40

For a bidder to be found responsive to the IFB, the Bidders must include all costs associated with delivery to the Aviation Authority in their unit prices; that certificates from each Manufacturer be provided stating that the Bidder is authorized to sell their product(s); that references must be provided; and that samples and specification/cut sheets be provided for items bid as alternates to the products listed.

The IFB did not require that the Bidders bid all items, and allows the Aviation Authority the right to make awards by individual item, group of items, all or none, or a combination thereof, with one or more Bidders.

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Staff reviewed all bids and found that:

- No Bidders submitted prices for all products listed on the Price Sheet;
- Mathematical errors occurred in numerous responses;
- Alternate items, as allowed, were tested and some of the items were found unacceptable;
- References for the three (3) responsive and responsible Bidders with the lowest prices for each item were verified and were found to be satisfactory;
- Manufacturer's certificates for the three (3) responsive and responsible Bidders with the lowest prices for each item were received and verified;
- Valid bids were not received for the Liquid Vinyl/Rubber Conditioner, Liquid Bleach, White Cotton Rags and Rubbing Alcohol items, resulting in their removal from the award recommendation; and

On June 28, 2021, the Concessions/Procurement Committee recommended award of Purchasing Invitation for Bids 92182-21, by item, as follows (See attached Exhibit A for details):

<u>Firm</u>	<u>Total Value of Award*</u>
All Florida Paper	\$1,358,510.00
Central Poly-Bag Corp.	\$368,560.00
Cypress Supply, Inc.	\$3,018.00
Imperial Dade	\$1,813,939.60
Pyramid School Products	\$55,272.85
Staples Contract and Commercial, LLC	\$40,548.67
Unipak Corp.	\$84,750.00
US Compliance Centers, Inc.	\$5,512.50
Veritiv Operating Company	\$21,832.00
Zep Sales and Services	\$42,000.00

*Total Value per Bidder includes contingency for the allocation of funds among the Bidders as required to meet inventory requirements.

The 12-month value for IFB 93182-21 is for the not-to-exceed value of \$3,793,943.62 (which includes the contingency). The actual amount spent will be based upon the quantities ordered at the agreed upon unit prices for the items listed. Funding required in the current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

Chairman Good asked if there were any comments or questions on this item.

Mayor Dyer asked what was being done about the items that did not get bids. Mr. Friel responded that the Aviation Authority either will find substitutes or will do without them. He went on to say the items in question were items such as cloth rags, which the Aviation Authority should be able to find substitutes for them.

Mayor Demings noted that there were no MWBE, disadvantaged businesses, found, and asked what the Aviation Authority was going to do to alleviate that in the future. Mr. Friel

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responded that with procurements like this, where it is somewhat of a varied menu of items, not only can it be difficult for some small businesses to be able to purchase the items for resale, but it can also be difficult to get certification through the manufacturer. He went on to say that a starting point would be to assist small businesses/small vendors through the certification process with the actual manufacturer. Mayor Demings responded by saying there is a tremendous opportunity to work with the various Chambers to create the knowledge that this opportunity exists and to create more businesses that can meet these various certifications. The Mayor does not feel that the Aviation Authority is intentional about this. He then stated he would like to see more participation from smaller minority firms in these types of efforts, especially when it comes to things such as janitorial supplies. Mr. Friel replied that he would work with staff to identify some good practices.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Concessions/Procurement Committee and (1) award Purchasing Request for Invitation For Bids (IFB) 93182-21, Janitorial Supplies as detailed in Exhibit A, Bid Tabulation - Award by Item, to All Florida Paper for \$1,358,510.00, Central Poly-Bag Corp. for \$368,560.00, Imperial Dade for \$1,813,939.60, Pyramid School Products for \$55,272.85, to Unipak Corp. for \$84,750.00, Veritiv Operating Company for \$21,832.00, Cypress Supply, Inc. for \$3,018.00, Staples Contract and Commercial LLC for \$40,548.67, U.S. Compliance Centers Inc. for \$5,512.50 and Zep Sales and Services for \$42,000.00 - for a total not-to-exceed combined value of \$3,793,943.62; (2) authorize funding from the approved Operation and Maintenance Funds listed; (3) authorize Staff to contact the next ranked firm for items should products not be available, allowing for the allocation of funds among the Bidders as required to meet inventory requirements; and (4) authorize the Purchasing Office to issue the necessary documents, following satisfactory review by legal counsel.

Upon motion by Mayor Dyer, second by Dr. Evans, vote carried to approve the recommendation for New Business Item F, as presented [FILED DOCUMENTARY NO. 101121].

RECOMMENDATION OF THE CONCESSIONS/PROCUREMENT COMMITTEE TO APPROVE AMENDMENT NO. 1, CONTRACT ADJUSTMENT FOR PURCHASING CONTRACT 01-21, ELEVATORS, ESCALATORS AND MOVING SIDEWALKS MAINTENANCE AND REPAIR SERVICES WITH SCHINDLER ELEVATOR CORPORATION (SCHINDLER)

12. Mr. Friel stated Item G is a recommendation to Approve Amendment No. 1, the Contract Adjustment for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Corporation.

Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services, with Schindler Elevator Corporation (Schindler) requires Schindler to furnish all labor, supervision, materials, repair parts, supplies, tools, diagnostic equipment, manuals, schematics, and any and all other items and services necessary or proper for, or incidental to, performing twenty-four (24) hours per day, seven (7) days per week, on-site maintenance and repair services for elevators, escalators and moving sidewalks located at the Orlando International Airport (MCO). Schindler shall provide and maintain an on-site inventory of spare parts and shall perform or assist with the A17

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Safety Code testing/witnessing inspections in accordance with the testing schedule, and shall maintain MCO's elevator/escalator monitoring system (LiftNet) and all other items necessary or proper for, or incidental to, performing elevators, escalators and moving sidewalks maintenance and repair services at MCO in accordance with the contract documents.

The contract allows for additional work per Section 3.5.2 of the Specifications, Page S-26, which states "Additional Work shall also refer to upgrades, enhancements, modifications, and the replacement or refurbishment of any equipment, component, or system, as deemed necessary by the Aviation Authority to improve the aesthetics, safety, reliability, or performance of the equipment or system(s)."

The initial term of the contract is for forty-eight (48) months, which commenced on June 1, 2021, expiring May 31, 2025, with the Aviation Authority having the option to renew the Contract for three (3) additional periods of one (1) year each, which may be exercised by the Aviation Authority.

This contract includes a Minority and Women Business Enterprise (MWBE) participation requirement. The participation goal for this Contract is 18% for MWBE. The Small Business Development Department certifies that the Contract is in good standing as it relates to MWBE participation.

This contract adjustment consists of removing and replacing two escalators (E18 and E20). The two units were previously identified, scheduled and approved for replacement as part of the 2019-2020 Capital Replacement Program, but was deferred due to the fiscal impacts of COVID-19.

Based on the information known at this time, Schindler has performed satisfactorily during the initial term of the contract.

Staff is requesting additional work for the scheduled replacement of two escalators (E-18 and E-20) located in the North Terminal, to commence on or about September 1, 2021 with an anticipated completion date of December 31, 2022. The replacement includes the removal and installation of the existing escalators, permits, all labor, supervision, materials, supplies, tools, manuals, schematics, and all other items necessary or proper for, or incidental to the escalators. The cost of the additional work for the removal and replacement of the escalators is for a total not-to-exceed amount of \$2,458,584, in accordance with the contract documents.

Pricing is based on the existing hourly rates for mechanic (\$190.00) and helper (\$152.00), and the mark-up percentage over its costs for subcontractor labor, parts, materials, and equipment rentals purchased for the elevator, escalator and moving sidewalks. The actual amount paid to the contractor is based on actual work requested, performed and approved by the Aviation Authority.

On June 28, 2021, the Concessions/Procurement Committee recommended approval of Amendment No. 1, Contract Adjustment for Purchasing Contract 01-21, Elevators, Escalators and Moving

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Sidewalks Maintenance and Repair Services at the Orlando International Airport with Schindler Elevator Corporation, as outlined in the memorandum.

The fiscal impact for the contract adjustment is a not-to-exceed amount of \$2,458,584. Funding will be from previously-approved Capital Expenditure Funds. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Capital Expenditure Fund, as approved through the budget process and when funds become available.

Chairman Good asked if there were any comments or questions on this item. There was no response to his inquiry.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Concessions/Procurement Committee to: (1) approve Amendment No. 1, Contract Adjustment for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services at the Orlando International Airport with Schindler Elevator Corporation for the total not-to-exceed amount of \$2,458,584, with funding from previously-approved Capital Expenditure Funds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Mr. Mateer, second by Mayor Demings, vote carried to approve the recommendation for New Business Item G, as presented **[FILED DOCUMENTARY NO. 101122]**.

RECOMMENDATION OF THE CONCESSIONS/PROCUREMENT COMMITTEE TO APPROVE AMENDMENT NO. 1, FIRST RENEWAL OPTION FOR PURCHASING CONTRACT 12-18, INTERIOR PLANT MAINTENANCE AT NORTH AND SOUTH TERMINALS, AND AIRSIDES WITH RENTOKIL NORTH AMERICA, INC. (RENTOKIL)

13. Mr. Friel stated Item H is a request to Approve Amendment No. 1, the First Renewal Option for Purchasing Contract 12-18, Interior Plant Maintenance at the North and South Terminals and Airsides with Rentokil North America, Inc.

Purchasing Contract 12-18, Interior Plant Maintenance at North and South Terminals, and Airsides with Rentokil North America, Inc. (Rentokil) requires Rentokil to furnish all labor, supervision, materials and supplies, equipment, tools, chemicals, beneficial insects, licenses, permits, and all other items necessary or proper for, or incidental to performing the replacement, installation, and maintenance required for the interior plants located within the terminal complex (which includes the North Terminal, four airsides, South Terminal Complex, and the Aviation Authority Executive Offices of the North Terminal) at the Orlando International Airport (OIA) in accordance with the Contract documents.

The initial term of this Purchasing Contract was for thirty-six (36) months, which commenced on September 18, 2018 and expires on September 17, 2021 providing the Aviation Authority options to renew the Contract for two (2) additional periods of one (1) year each that may be exercised by the Aviation Authority.

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This contract includes a Minority and Women Business Enterprise (MWBE) and a Local Developing Business (LDB) participation requirement. The participation goal for this contract is 15% for MWBE and 10% for LDB. The Small Business Development Department certifies that the contract is in good standing as it relates to MWBE/LDB participation.

The first renewal option is from September 18, 2021 through September 17, 2022. Based on the information known at this time, Rentokil has performed satisfactorily during the initial term.

Rentokil provides interior plant maintenance based on unit prices for: (a) plant maintenance, (b) tree washing, (c) tree pruning, (d) bromeliad replacement and removal, (e) poinsettia replacement and removal, (f) topsoil, (g) mulch (bark), (h) plant replacement, and (i) special occasion set-ups; and hourly rates for planter rotation relocation, horticultural consultant, water drainage of planters, and plant dusting.

The annual value for the First Renewal Option is a total not-to-exceed amount of \$437,695.66 with no rate increase. The actual amount paid to the contractor is based on actual work requested, performed, and approved by the Aviation Authority, based on the unit prices.

On June 1, 2021, the Concessions/Procurement Committee recommended to approve Amendment No. 1, First Renewal Option for Purchasing Contract 12-18, Interior Plant Maintenance at North and South Terminals, and Airsides with Rentokil North America, Inc.

The fiscal impact for the first renewal option is a not-to-exceed amount of \$437,695.66 with funding from the Operations and Maintenance Fund. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

Chairman Good asked if there were any comments or questions on this item. There was no response to his inquiry.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Concessions/Procurement Committee to: (1) approve Amendment No. 1, First Renewal Option for Purchasing Contract 12-18 Interior Plant Maintenance at the North and South Terminals, and Airsides with Rentokil North America Inc.; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$437,695.66; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Mayor Demings, second by Dr. Evans, vote carried to approve the recommendation for New Business Item H, as presented **[FILED DOCUMENTARY NO. 101123]**.

RECOMMENDATION OF THE CONCESSIONS/PROCUREMENT COMMITTEE TO AWARD INVITATION FOR BID (IFB) 09-21, SATELLITE BUILDINGS JANITORIAL MAINTENANCE, LOCAL DEVELOPING BUSINESS (LDB) TO STERLING BUILDING SERVICES, INC.

14. Mr. Friel stated Item I is a Recommendation of the CPC to Award Invitation for Bid 09-21, Satellite Buildings Janitorial Maintenance, Local Developing Business to Sterling Building Services, Incorporated.

Purchasing Contract 09-21, Satellite Buildings Janitorial Maintenance, Local Developing Business (LDB) to Sterling Building Services, Inc. will provide all labor, supervision, equipment, tools, janitorial cleaning supplies, supplies (except hand soap and trash liners), paper products (except paper towels and toilet tissue), dispensers and electronically dispensed air-freshener in all bathrooms, fuel, oil, lubricants, uniforms and all other items necessary or proper for, or incidental to, performing janitorial maintenance of the satellite buildings located at the Orlando International Airport (MCO) and the Orlando Executive Airport (OEA) as defined in the Performance Work Statement.

Prior to this solicitation, the Aviation Authority's staff procured the services through a competitive procurement method, which was approved by the Aviation Authority Board on April 20, 2016, in the not-to-exceed amount of \$936,964.27 for the initial term (36 months). The contract covered the period of June 1, 2016, through August 31, 2021. Currently, \$1,343,584.75 has been spent, which includes the initial term and the two option years.

The term of this Purchasing Contract is for thirty-six (36) months with initial service to commence on or about September 1, 2021, with the Aviation Authority having options to renew the contract for two additional periods of 1-year each, which may be exercised by the Aviation Authority.

On May 19, 2021, the following responses were received:

Name of Respondent Initial Thirty-Six (36) Month Bid Price

- American Janitorial Maintenance Services, Inc. \$ 840,087.78
- Sterling Building Services, Inc. \$1,175,069.62
- Prime Janitorial, LLC \$1,239,937.99
- Gemilang Solutions, LLC \$1,404,063.64

Bids were reviewed for compliance with submission requirements and it was determined that American Janitorial Maintenance Services, Inc. submitted an incomplete bid and therefore should be deemed non-responsive. Sterling Building Services, Inc., Prime Janitorial, LLC, and Gemilang Solutions, LLC submitted complete bids and are therefore found to be responsive.

The Small Business Development Department (SBDD) has reviewed the bids submitted for Purchasing Bid 09-21 Satellite Building Janitorial Maintenance. This solicitation was designated as LDB Direct. Only LDB Certified firms would be considered for award of this

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solicitation. Bids were reviewed from the following firms: Gemilang Solutions, LLC; Sterling Building Services, Inc.; American Janitorial Maintenance, Inc.; & Prime Janitorial, LLC.

All bidders, except Prime Janitorial, LLC, met the LDB certification. Prime Janitorial, LLC is not a certified LDB. SBDD recommends that the bid from Prime Janitorial, LLC, be deemed non-responsive as it relates to the Small Business requirements.

SBDD also recommends that Gemilang Solutions, LLC; Sterling Building Services, Inc.; American Janitorial Maintenance, Inc. be deemed responsive to this solicitation as it relates to small business requirements.

References for the four bidders were checked and based thereon were determined to be responsible.

Daily pricing is based on a square foot price multiplied by the number of square feet for each individual building and an hourly rate multiplied by the estimated number of annual hours for additional services. The actual amount paid to the contractor is based on actual work requested, performed, and approved by the Aviation Authority. The square foot prices and hourly rate for Sterling Building Services, Inc. are approximately 20% higher than the current prices with the current contractor. The 20% increase in the Contract value over the previous Contract approved in 2016 reflects the addition of buildings and check points as well as increased costs for labor and materials.

On June 28, 2021, the Concessions/Procurement Committee recommended award of the Invitation for Bid (IFB) 09-21, Satellite Buildings Janitorial Maintenance, Local Developing Business (LDB) to Sterling Building Services, Inc., as outlined in the memorandum.

Fiscal impact is \$1,175,069.62. Funding is from previously-approved Operation and Maintenance Funds.

Funds expected to be spent under the Contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operation and Maintenance Funds, as approved through the budget process and when funds become available.

Chairman Good asked if there were any comments or questions on this item. There was no response to his inquiry.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Concessions/Procurement Committee and (1) deem the Bids received from American Janitorial Maintenance Services, Inc. and Prime Janitorial, LLC as non-responsive for the reasons stated in the memorandum; (2) award Purchasing Bid 09-21, Satellite Buildings Janitorial Maintenance to Sterling Building Services, Inc., as the low responsive and responsible bidder; (3) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$1,175,069.62; and (4) authorize an Aviation

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Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Mayor Dyer, second by Mayor Demings, vote carried to approve the recommendation for New Business Item I, as presented [FILED DOCUMENTARY NO. 101124].

RECOMMENDATION TO APPROVE THE CONCESSIONS/PROCUREMENT COMMITTEE RANKING OF PROPOSALS AND AWARD OF STC QUICK SERVICE FOOD AND BEVERAGE CONCESSION AGREEMENT, AT ORLANDO INTERNATIONAL AIRPORT, TO ORLANDO F&B PARTNERS LLC

15. Ms. Rodriguez stated New Business Item J is a Recommendation of the Concessions/Procurement Committee to Award the South Terminal Complex Quick Service Food and Beverage Concession Agreement to Orlando F&B Partners.

On March 15, 2021, the Aviation Authority issued a Request for Proposals (RFP) for the non-exclusive right and privilege to rent, occupy, equip, furnish, operate and maintain approximately 1,209 square feet in the South Terminal Complex for the operation of a quick service food and beverage concession. The term of the concession is ten years and will commence when the South Terminal opens to the public. On May 27, 2021, the Aviation Authority received the following proposals in response to the RFP, listed in alphabetical order:

- Chicken Guy (MCO), LLC (Chicken Guy)
- Izziban Inc. d/b/a Izzi Modern Korean Kitchen (Izziban)
- JDDA Concession Management, Inc. (JDDA)
- Legacy Concessions, LLC (Legacy)
- McDonald's USA, LLC (McDonald's)
- Orlando F&B Partners LLC (Orlando F&B Partners)
- Pizza Pizza, Inc. DBA 407 Empanadas (Pizza Pizza)
- Tijuana Flats Restaurants LLC (Tijuana Flats)

The RFP evaluation criteria rated as satisfactory or unsatisfactory were:

- Proposer's financial capability;
- Proposer's reputation; and
- Proposer's ACDBE participation.

The RFP evaluation criteria evaluated for their strength were:

- Demonstrated experience and qualifications;
- Customer service and marketing;
- Concept and quality, variety and price range of menu items;
- Concession improvements; and
- Financial return to the Aviation Authority.

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On June 25, 2021, the Concessions/Procurement Committee evaluated the proposals received. Based on the Committee's review, the proposals from Izziban, JDDA, Legacy, McDonald's, Orlando F&B Partners and Pizza Pizza were deemed satisfactory with regard to the evaluation criteria rated as satisfactory or unsatisfactory. Chicken Guy was rated unsatisfactory with respect to its ACDBE proposed participation and Tijuana Flats was rated unsatisfactory and non-responsive for ACDBE participation.

As to the evaluation criteria rated according to strength, which include demonstrated experience and qualifications, customer service and marketing, concept and range of prices charged to passengers, concession improvements and financial return to the Aviation Authority, the Committee deemed the proposal submitted by Orlando F&B Partners "Outstanding" in four criteria and "Very Good" in one criteria evaluated for strength, which was the Committee's highest ranking.

The proposed concept submitted by Orlando F&B Partners is Chick-fil-A which is a national chicken concept was deemed to complement and not duplicate the food and beverage offerings in the Orlando F&B Partners proposed to invest \$1,233,000 as the minimum capital investment and is committed to 100% ACDBE participation.

Upon review of the proposed Percentage of Gross Receipts after consideration of the reasonableness of the information presented, and the assumptions supporting the budget and pro forma submitted by Proposers, it was determined that the 17% of gross receipts per year proposed by Orlando F&B Partners, would likely yield the highest return to the Aviation Authority.

The Committee's recommended overall ranking of the proposals based on all of the evaluation criteria are as follows:

1. Orlando F&B Partners
2. Legacy
3. McDonald's
4. JDDA
5. Pizza Pizza
6. Izziban
7. Chicken Guy
8. Tijuana Flats (Non-Responsive)

During the first year of operation, the Aviation Authority will receive a concession fee in an amount equal to the greater of: (1) \$165,000 or (2) a percentage of gross receipts equal to 17% of food and non-alcoholic beverage sales and 5% of employee sales.

Ms. Rodriguez informed the Board that Mr. Halls, the local ACDBE operator, was in the audience and is happy to answer any questions.

Chairman Good asked if there were any comments or questions on this item. There was no response to his inquiry.

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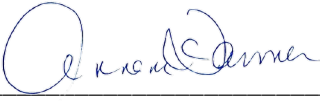
It was respectfully requested that the Aviation Authority Board resolve to: (1) approve the Concessions/Procurement Committee's ranking of proposals for the STC Quick Service Food and Beverage Concession Agreement at Orlando International Airport Orlando 1. F&B Partners, 2. Legacy, 3. McDonald's, 4. JDDA, 5. Pizza Pizza, 6. Izziban, 7. Chicken Guy; (2) Deem Tijuana Flats Non-Responsive; (3) award the STC Quick Service Food and Beverage Concession at Orlando International Airport to Orlando F&B Partners LLC; (4) obtain consent of the Orlando City Council for a Concession Agreement term in excess of ten years; and (5) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Mayor Dyer, second by Mr. Mateer, vote carried to approve the recommendation for New Business Item J, as presented **[FILED DOCUMENTARY NO. 101125]**.

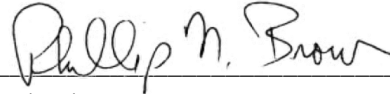
ADJOURNMENT

16. There being no further business to be considered, Chairman Good adjourned the meeting at 2:55 p.m.

(Digitally signed on August 26, 2021)



Anna Farmer
Executive Assistant to the CEO



Phillip N. Brown
Chief Executive Officer