

On **WEDNESDAY, DECEMBER 14, 2022**, 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 2:00 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  
Dr. John Evans, Vice Chair  
Belinda O. Kirkegard, Treasurer  
Mayor Buddy Dyer  
Mayor Jerry Demings  
Craig Mateer  
Tim Weisheyer

Also present,

Kevin J. Thibault, Chief Executive Officer  
Kathleen Sharman, Chief Financial Officer  
Tom Draper, Chief of Operations  
Yovannie Rodriguez, Chief Administrator Officer  
Victoria Jaramillo, Sr. Director, Marketing & Air Service  
Development  
Carolyn Fennell, Sr. Director, Public Affairs  
Judith-Ann Jarrette, Director of General Aviation  
Dan Gerber, General Counsel  
Anna Farmer, Manager, Board Services 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 Bishop John Noonan, bishop of the Diocese of Orlando, to bring the invocation.*

### **APPROVAL OF MINUTES**

1. Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the meeting minutes of September 21, and October 19, 2022 as written.

### **RECOGNIZING YEARS OF SERVICE**

2. Mr. Thibault recognized Paul Williams, Supervisor in Landside Operations, for 20 years of excellent service to the Aviation Authority.

### **CONSENT AGENDA**

3. Item Q was 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: November 16, 2022 Ad-Hoc Committee (23-118 Federal Gov't Relations Consultant Services); August 30, 2022 Compensation Committee; September 27, October 4, October 11, October 25, November 1, 2022 Construction Committee; October 11, 2022 Construction Finance Oversight Committee; August 23, 2022 Design Review Committee; October 4 (Various), October 4 (W450 Selection), October 11 (W447 Shortlisting), November 1 (Various), 2022 Professional Services Committee; August 4, October 10, 2022 Retirement Benefits 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 to: (1) approve a Five (5) year Second Amendment to Shopping Center Lease Agreement with Sam Ash Florida Megastores, LLC, at Colonial Promenade for 38,187 square feet to be used for a music store as defined in the lease, at the initial annual rate of \$7.50 per square foot, with 3% annual escalations and additional rent of \$2.74 per square foot, as annually adjusted based on operating expense budget and reconciliation; and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101526]**;
- D. accept the recommendation of the Construction Committee and approve Addendum No. 10 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Hensel Phelps Construction for BP No. S00154, South Terminal C, Phase 1, Fueling System (GMP No. 11-S) at the Orlando International Airport, for a total negotiated deductive GMP Amendment amount of (\$4,614.63), which includes a deductive amount of (\$4,613.90) from Performance and Payment Bonds, and a deductive amount of (\$0.73) from the CM@R's Fee (6.031%), resulting in a revised GMP amount of \$31,196,211.74, with funding credited to 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 **[FILED DOCUMENTARY NO. 101527]**;
- E. accept the recommendation of the Construction Committee and approve a no-cost Addendum to the Continuing Bridge Inspection Services Agreement with Kisinger Campo & Associates, Corp. to exercise the second and final one-year renewal option and extend the Agreement to April 9, 2024; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101528]**;
- F. accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 21 to the Program and Project Management Services for the South Terminal C, Phase 1, Agreement, with Cost Management, Inc. dba CMI for Additional Construction Phase OAR Technology Consulting and Support Services for W-S00111, South Terminal C, Phase 1 – Program and Project Management Services (OAR), at the Orlando International Airport, for a total lump sum fee amount of \$273,600, 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 **[FILED DOCUMENTARY NO. 101529]**;
- G. accept the recommendation to ratify the Resolution accepting PTGA Amendment No. 2 to FM 438486-2-94-01 and PTGA Amendment No. 1 to FM 448639-1-94-01; and authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents **[FILED DOCUMENTARY NO. 101530]**;
- H. accept the recommendation of the Professional Services Committee and approve (1) Amendment No. 1 to Addendum No. 7 to the IT Consulting Services Agreement with Advanced IT Concepts, Inc. for Additional FY 2023 Aviation Authority Enterprise Applications On-Call Support Services at the Orlando International Airport, for the total not-to-exceed fee amount of \$85,000, with funding from previously-approved Operations and Maintenance Funds; (2) Amendment No. 1 to Addendum No. 8 to the IT Consulting Services Agreement with Advanced IT Concepts, Inc. for Additional FY 2023 Aviation Authority Onsite Website Maintenance Support Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$133,316.96, with funding from previously-approved Operations and Maintenance Funds; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101531 - 101532]**;
- I. accept the recommendation of the Construction Finance Oversight Committee to (1) approve the transfer of previously-approved Capital Expenditure Funds in the amount of \$145,177 from Fiscal Year (FY) 2017 CIR00015 – Airfield Electrical Upgrades, to E-00283 - Runway 18L/36R Vault Work; (2) approve the transfer of previously-approved Capital Expenditure Funds in the amount of \$154,823 from FY 2023 CIR00523

– Airfield Manhole to Plaza Can Conversions, to Fund Balance; and, (3) request concurrence from the City Council for these unbudgeted expenditures, as outlined in Attachment A;

J. accept the recommendation to ratify the appointment of Michelle Hartmann to the Commission in the position of FBO Representative;

K. accept the recommendation of the Ad Hoc Committee to: (1) approve the ranking of the Proposers for Professional Services Agreement 23-118 Federal Governmental Relations Consultant Services as follows: first – Consensus Communications, Inc.; second – BGR Government Affairs, LLC; and third – Alcalde & Fay, Ltd; (2) authorize Aviation Authority staff to negotiate with the first and second ranked Proposers for a period of 24 months with services to commence on or about January 1, 2023, with the Aviation Authority having options to renew the agreement for 2 additional periods of 2 years each; and (3) upon reaching an agreement with the successful proposer, present the final negotiated terms to the Aviation Authority Board for consideration;

L. accept the recommendation of the Concessions/Procurement Committee and Approve Amendment No. 3, Second Renewal Option, for Purchasing Contract 07-19, Dock Leveler Preventative Maintenance and Repair Services, at the Orlando International Airport, to Miner Ltd., for the not-to-exceed amount of \$140,935, with funding from the Operations and Maintenance Fund; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101533]**;

M. accept the recommendation to: (1) resolve to ratify the Chief Executive Officer's declaration of a state of emergency for Hurricane Nicole and (2) approve the proposal to award additional personal leave hours to designated Hurricane Nicole emergency essential employees as authorized by their department Director and (3) authorize the use of these additional hours in minimum increments of fifteen (15) minutes and that the leave be available effective January 22, 2023 through December 31, 2023;

N. accept the recommendation to confirm Mr. Weisheyer's designation as Chair of the Commission;

O. accept the recommendation to resolve to accept the Chief Executive Officer's nomination and confirm the appointment of Scott Shedek as the Interim Senior Director of Engineering and Construction effective December 14, 2022;

P. accept the recommendation to resolve to accept the Chief Executive Officer's nomination and confirm the appointment of Angela Howard as the Interim Director of Customer Experience effective December 14, 2022;

Q. this item was considered separately;

R. accept the recommendation to adopt the Organizational Chart as an amendment to Organizational Policy 101.01 and authorize interlineation of the new job titles described herein throughout Aviation Authority policies and procedures as appropriate **[FILED DOCUMENTARY NO. 101534]**;

**RECOMMENDATION TO ACCEPT THE CHIEF EXECUTIVE OFFICER'S PROMOTION OF DEPUTY FIRE CHIEF BRENDA BISHOP AS THE FIRE CHIEF, EFFECTIVE DECEMBER 14, 2022**

4. Mr. Kevin Thibault introduced Ms. Brenda Bishop, for the promotion of Fire Chief.

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the Chief Executive Officer's promotion of Deputy Fire Chief Brenda Bishop as the Fire Chief, effective December 14, 2022.

**SMALL BUSINESS UPDATE**

5. Mr. George Morning's presentation included the following:

- i. Outreach for Small Business Events
- ii. Small Business Annual Event
- iii. Compliance and Monitoring with Rental Car Companies and Concessions
- iv. Program Improvements
- v. Small Business Development Staff Updates

Discussion ensued on Mrs. Kirkegard's question relating to how much revenue was made with the 3 new companies and how companies historical performance is rated and leveraged.

*Fire Alarm went off in the Boardroom at 2:25 p.m. and the meeting was back in session at 2:26 p.m.*

Discussion ensued on Mayor Demings question relating to the timeline on the hiring of new staff.

*Mrs. Kirkegard left the Boardroom at 2:30 p.m. and returned at 2:32 p.m.*

### **CHIEF EXECUTIVE OFFICER REPORT**

6. Mr. Thibault's report included the following:
  - i. Colonel Joe Kittinger recognition
  - ii. Annual Passenger Traffic Statistics
  - iii. Terminal C Celebration Event

Chairman Good commended staff on the hard work that was put into this celebration event.

Discussion ensued on Dr. Evans' question on what feedback Mr. Thibault received about the Terminal C opening.

### **NEW BUSINESS ITEMS**

7. Using visual aids (copies on file); Staff presented the following new business items.

A. New Business Item A is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 5 to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Additional Construction Phase Program Management Services for Project Bid Package (BP) No. S00195, Terminal C Airside Concourse Gates C250 – C253, at the Orlando International Airport.

Upon motion by Mr. Mateer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 5 to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Additional Construction Phase Program Management Services for BP No. S00195, Terminal C Airside Concourse Gates C250 – C253, at the Orlando International Airport, for the total amount of \$1,580,568, which includes the not-to-exceed fee amount of \$1,330,568 and the not-to-exceed reimbursable expenses amount of \$250,000, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, and 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 **[FILED DOCUMENTARY NO. 101535]**.

B. New Business Item B is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 9 to the Program and Project Management Services for the South Terminal C, Phase 1, Agreement, with Geotech Consultants International, Inc. dba GCI, Inc. for Additional Construction Phase Owners Authorized Representative (OAR) Services for W-S00111, South Terminal C, Phase 1 – Program and Project Management Services (OAR), at the Orlando International Airport.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 9 to the Program and Project Management Services for South Terminal C, Phase 1, Agreement, with Geotech Consultants International, Inc. dba GCI, Inc. for Additional Construction Phase OAR Services for W-S00111, South Terminal C, Phase 1 – Program and Project Management Services, at the Orlando International Airport, for a total not-to-exceed fee amount of \$641,296, 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 **[FILED DOCUMENTARY NO. 101536]**.

C. New Business Item C is a Recommendation of the Construction Committee to Approve an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI, Inc. for Fiscal Year (FY) 2023 Staff Extension Support Services for Operational Readiness for the Executive Administration Department at the Orlando International Airport.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI, Inc. for FY 2023 Staff Extension

Support Services for Operational Readiness for the Executive Administration Department at the Orlando International Airport, for a total not-to-exceed fee amount of \$443,872, 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 **[FILED DOCUMENTARY NO. 101537]**.

D. New Business Item D is a Recommendation of the Construction Committee to Approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Co. for Project V-00978, Terminal Top Garage Fire Sprinkler Repair, at the Orlando International Airport.

Upon motion by Mrs. Kirkegard, second by Mr. Mateer, vote carried to accept the recommendation of the Construction Committee and approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Co. for V-00978, Terminal Top Garage Fire Sprinkler Repair, at the Orlando International Airport, for the total bid amount of \$624,035.48, with funding from previously-approved Capital Expenditure Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101538]**.

E. New Business Item E is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 3 to the Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services Agreement with Lea + Elliott, Inc. for Additional Design Criteria and Specialty APM Consulting Services for Airsides 2 and 4 APM System Improvement Programming and Procurement at the Orlando International Airport.

Upon motion by Mayor Demings, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 3 to the Specialty APM and Passenger Rail Systems Consulting Services Agreement with Lea + Elliott, Inc. for Additional Design Criteria and Specialty APM Consulting Services for Airsides 2 and 4 APM System Improvement Programming and Procurement at the Orlando International Airport, for the total not-to-exceed fee amount of \$454,652, 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 **[FILED DOCUMENTARY NO. 101539]**.

F. New Business Item F is a Recommendation of the Professional Services Committee to Approve Multiple Addenda to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services, at Orlando International and Executive Airports, with Anser Advisory Consulting, LLC dba Anser Advisory.

Upon motion by Mr. Weisheyer, second by Mayor Dyer, vote carried to accept the recommendation of the Professional Services Committee and approve: (1) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for Fiscal Year (FY) 2023 Financial Consulting for Construction, Maintenance, Environmental, and Other Projects to the Construction Department (Category 1), for the total not-to-exceed fee amount of \$1,431,711, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operations and Maintenance Funds; (2) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects;

Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Finance Department (Category 1), for the total not-to-exceed fee amount of \$1,118,560, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operations and Maintenance Funds; and, (3) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for South Terminal C Financial Closeout Services to the Finance Department (Category 1), for the total not-to-exceed fee amount of \$1,183,797, with funding from General Airport Revenue Bonds; (4) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Construction Payment Application and Invoice Review Services to the Construction Finance Department (Category 2), for the total not-to-exceed fee amount of \$1,045,942, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operations and Maintenance Funds; (5) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 CIP and CIR Support Services to the Construction Finance Department (Category 3), for the total not-to-exceed fee amount of \$728,780, with funding from previously-approved Operations and Maintenance Funds; (6) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Staff Extension Support Services to the Construction Finance Department (Category 5), for the total not-to-exceed fee amount of \$166,599, with funding from previously-approved Operations and Maintenance Funds; and, (7) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101540 – 101545]**.

G. New Business Item G is a Recommendation of the Professional Services Committee to Approve Multiple Addenda to the Professional Services Agreement for Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); and Audit and Advisory Services at Orlando International and Executive Airports with Carr, Riggs & Ingram, LLC.

Upon motion by Mr. Mateer, second by Mr. Weisheyer, vote carried to accept the recommendation of the Professional Services Committee and approve (1) an Addendum to the Professional Services Agreement for Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); and Audit and Advisory Services at Orlando International and Executive Airports with Carr, Riggs & Ingram, LLC for FY 2023 Construction Payment Application and Invoice Review at the Orlando International and Executive Airports (Category 2) for the total not-to-exceed fee amount of \$325,650, with funding from previously-approved Operations and Maintenance Funds; (2) an Addendum to the Professional Services Agreement for Construction Payment Application and Invoice Review;

Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); and Audit and Advisory Services at Orlando International and Executive Airports with Carr, Riggs & Ingram, LLC for FY 2023 CIP and CIR Support Services to the Finance Department at the Orlando International Airport (Category 3), for the total not-to-exceed fee amount of \$405,885, with funding from previously-approved Operations and Maintenance Funds; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101546 – 101547]**.

H. New Business Item H is a Recommendation of the Concessions/Procurement Committee to Award Invitation for Bid (IFB) 93777-22, HVAC Rigid Filters, at the Orlando International Airport, to Andrews Filter & Supply Corp.

Upon motion by Mr. Weisheyer, second by Mr. Mateer, vote carried to accept the recommendation of the Concessions/Procurement Committee and Award Invitation for Bid (IFB) 93777-22, HVAC Rigid Filters, at the Orlando International Airport, to Andrews Filter & Supply Corp., for the not-to-exceed amount of \$2,409,071.50, with funding from the Operations and Maintenance Fund; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

I. New Business Item I is a Recommendation of the Concessions/Procurement Committee to Approve Amendment No. 5, Contract Adjustment, for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services, at the Orlando International Airport, to Schindler Elevator Corporation (“Schindler”).

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation of the Concessions/Procurement Committee and Approve Amendment No. 5, Contract Adjustment, for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services, at the Orlando International Airport, to Schindler Elevator Corporation, for the not-to-exceed amount of \$5,812,852.75, with funding from the Operations and Maintenance Fund; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101548]**.

J. New Business Item J is a Recommendation of the Concessions/Procurement Committee to Award Single Source Contract 23-126-SGS for Security Checkpoint Passenger Reservation System to Alclear, LLC.

Discussion ensued on Dr. Evans’ question relating to things that could go wrong as this scales out and Mrs. Kirkegard’s question regarding a change of the subscription fee in the future.

Upon motion by Mr. Weisheyer, second by Mr. Mateer, vote carried to accept the recommendation of the Concessions/Procurement Committee to: (1) Award a Single Source Procurement for Security Checkpoint Passenger Reservation System to Alclear, LLC for a period of one (1) year; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$508,050; 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. 101564]**.

Mr. Weisheyer commented on the benefits of this contract.

K. New Business Item K is a Recommendation of the Concessions/Procurement Committee to Exercise the Second and Final Renewal Option of Purchasing Contract 15-19, Shuttle Bus Management Services at Orlando International Airport with SP Plus Corporation.

Upon motion by Mayor Dyer, second by Dr. Evans, vote carried to accept the recommendation of the Concessions/Procurement Committee to: (1) exercise the second and final renewal option of Purchasing Contract No. 15-19, Shuttle Bus Management Services, with SP Plus Corporation; 2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$12,225,590; 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. 101549**].

*Mrs. Kirkegard left the Boardroom at 2:59 p.m.*

L. New Business Item L is a Recommendation to Ratify Decision of the Chief Executive Officer to Authorize an Emergency Purchase to Mears Destination Services for Shuttle Services for Terminal C Rental Car Customers.

*Mrs. Kirkegard returned to the Boardroom at 3:00 p.m.*

Upon motion by Dr. Evans, second by Mayor Dyer, vote carried to accept the recommendation to (1) ratify the decision of the Chief Executive Officer to authorize an emergency purchase to Mears Destination Services for Shuttle Services for a period not-to-exceed six (6) months; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$1,013,890; 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. 101550**].

M. New Business Item M is a Recommendation for Approval of Amendment No. 1 to the Rental Automobile Concession Agreement ("RAC Agreement") with Avis Budget Car Rental, LLC, ("Avis").

Upon motion by Mr. Mateer, second by Mayor Dyer, vote carried to accept the recommendation to: (1) approve Amendment No. 1 to the RAC agreement with Avis, with the terms set forth above; and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the amendment following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 101551**].

N. New Business Item N is a Recommendation to Authorize Staff to Enter Into Direct Negotiations with Ready Credit Corporation ("Ready Credit") for the Prepaid Card Services Concession Agreement ("Concession Agreement") at the Orlando International Airport ("Airport").

Mrs. Kirkegard asked for clarification on the role of this company.

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation to: 1) authorize Staff to enter into direct negotiations with Ready Credit Corporation for the Prepaid Card Services Concession Agreement to provide prepaid cards from self-service kiosks at the Airport for a term not to exceed five (5) years; 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. 101552**].

O. New Business Item O is a Recommendation to Ratify Certain Amended Policies Related to Staff Committees Consistent with Prior Aviation Authority Board Presentation, Codify the Existing Practices of the Construction Finance Oversight Committee in Policy 120.091, Repeal Policy 120.01, Concessions/Procurement Committee, Repeal Policy 120.10, Professional Services Committee, Repeal Policy 120.04, Design Review Committee, Recommendation to Approve New Organizational Policy 120.17, Ad Hoc Committees, New Operational Policy 110.04, Appeal Process and New Operational Policy 110.041, Design Review Appeal Committee.

Upon motion by Mr. Mateer, second by Dr. Evans, vote carried to accept recommendation to: (1) Ratify Policy 120.18, Procurement Committee, (2) Ratify revisions to Organizational Policy 120.13, Capital Management Committee, (3) Ratify revisions to Organizational Policy 120.091, Construction Finance Oversight Committee, (4) Repeal Policy 120.01, Concessions/Procurement Committee effective January 1, 2023, (5)



Repeal Policy 120.10 effective January 1, 2023 , Professional Services Committee, (6) Repeal Policy 120.04, Design Review Committee effective January 1, 2023, (7) Approve New Organizational Policy 120.17, Ad Hoc Committees; (8) Approve New Operational Policy 110.04, Appeal Process and Approve New Operational Policy 110.041, Design Review Appeal Committee **[FILED DOCUMENTARY NO. 101553 – 101561]**.

P. New Business Item P is a Recommendation to Approve Changes for Organizational Policies 204.01 Code of Ethics and Business Conduct and 130.04 Debarment of Contractors (Debarment).

Upon motion by Mayor Dyer, second by Mrs. Kirkegard, vote carried to accept the recommendation to: (1) Approve the revisions to Organizational Policy 204.01 The Code of Ethics and Business Conduct Policy and 130.04 Debarment of Contractors **[FILED DOCUMENTARY NO. 101562 – 101563]**.

Q. New Business Item Q is a Recommendation of the Compensation Committee to adopt performance-based goals for the Chief Executive Officer for Fiscal Year 2023.

Discussion ensued on Chairman Good's comment about Mr. Mateer and Mr. Weisheyer's involvement with the creation of these goals through the Compensation Committee.

Upon motion by Mr. Mateer, second by Mr. Weisheyer, vote carried to accept the recommendation to adopt the aforementioned goals as the Chief Executive Officer's performance-based objectives for Fiscal Year 2023.

**ADJOURNMENT**

8. There being no further business to be considered, Chairman Good adjourned the meeting at 3:14 p.m.



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Anna Farmer  
Manager, Board Services

(Digitally signed on January 18, 2023)



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Kevin J. Thibault  
Chief Executive Officer