

On **WEDNESDAY, FEBRUARY 15, 2023**, 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 2:00pm. 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
Yovannie Rodriguez, Chief Administrator Officer
Tom Draper, Senior Vice President, Chief of Operations
Victoria Jaramillo, Senior Vice President, Air Service
Carolyn Fennell, Senior Vice President, Public Affairs
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 Pastor Riva Watkins, from The Majestic Life Church, to bring the invocation.

APPROVAL OF MINUTES

1. Upon motion by Mayor Demings, second by Mayor Dyer, vote carried to accept the meeting minutes of January 18, 2023 as written.

RECOGNIZING YEARS OF SERVICE

2. Mr. Thibault recognized Jerry Mathis, Lieutenant with ARFF, for 25 years of excellent service to the Aviation Authority.

CONSENT AGENDA

3. Items J, K, L and M were considered separately. Upon motion by Mayor Dyer, second by Mrs. Kirkegard, 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: December 14, 2022 Commercial Properties Development Committee; November 22, 2022, January 3 and January 9, 2023 Construction Committee; December 1, 2022 and January 3, 2023 Construction Finance Oversight Committee; December 14, 2022 Finance Committee; January 9, 2023 Procurement Committee (W462 Shortlisting), November 22, 2022 Professional Services Committee (Various);

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 and (1) approve an Addendum to the Professional Services Agreement with C&S Engineers, Inc. for Bid and Award Phase A/E Services for BP No. 00049, ORL Taxiways A, B and E4 Rehabilitation at the Orlando Executive Airport, for a total amount of \$16,747, which includes a lump sum fee amount of \$15,417 and a not-to-exceed reimbursable expenses amount of \$1,330, with funding from Florida Department of Transportation (FDOT) Grants to the extent eligible and previously-approved ORL Revenue Funds to be reimbursed by FAA Grants to the extent eligible; (2) request Orlando City Council concurrence, as required because of FAA funding; 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. 101588]**;

D. accept the recommendation of the Construction Committee and (1) approve a no-cost Addendum to the Continuing Signage Construction Services Agreement with AC Signs, LLC to exercise the second and final one-year renewal option and extend the Agreement to May 15, 2024; (2) approve a no-cost Addendum to the Continuing Signage Construction Services Agreement with Media 1 Signs, Inc. to exercise the second and final one-year renewal option and extend the Agreement to May 28, 2024; 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. 101589 – 101590]**;

E. accept the recommendation of the Construction Committee to (1) approve Change Order No. 00496-01 in the amount of \$224,999.25 and no time extension, and request Orlando City Council and Federal Aviation Administration (FAA) concurrence (as required because of FAA funding), with funding as outlined in Attachment A; (2) approve Change Order No. H-S00027-01 in the amount of \$545,768.17 and no time extension, with funding as outlined in Attachment A; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the change order(s) following satisfactory review by legal counsel;

F. accept the recommendation of the Procurement Committee and (1) approve the ranking of the shortlisted firms for continuing horizontal construction services at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Greater Orlando Aviation Authority as follows: First – The Middlesex Corporation; Second – Prime Construction Group, Inc.; Third – Carr & Collier, Inc.; Fourth – Valencia Construction Group, Inc.; Fifth – Kiewit Infrastructure South Co.; Sixth – Hormac Construction; Seventh - Atlantic Civil Constructors Corporation; Eighth – Gibbs & Register, Inc.; and Ninth – Hubbard Construction Company; (2) approve a no cost Continuing Horizontal Construction Services Agreement with each of the six top-ranked firms; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101591 – 101596]**;

G. accept the recommendation of the Commercial Properties Development Committee and (1) approve a five year Retail Lease Agreement with Gonzo Marketing Services, LLC, at Colonial Promenade for 15,060 square feet to be used for the operation of a business office call center for health care providers as defined in the lease, at the initial annual rate of \$14 per square foot, with 3% annual escalations and annual additional rent of \$3.75 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. 101597]**;

H. accept the recommendation of the Finance Committee to approve Organizational Policy 480-01, Debt Issuance and Management;

I. accept the recommendation to authorize the Aviation Authority Chief Executive Officer to amend by interlineation the Aviation Authority's Policies and Procedures as described above;

J. this item was considered separately;

K. this item was considered separately;

L. this item was considered separately;

M. this item was considered separately.

RECOMMENDATION OF THE CHIEF EXECUTIVE OFFICER TO NOMINATE CANDIDATE FOR THE POSITION OF CHIEF DEVELOPMENT OFFICER

4. Mr. Thibault presented this item.

It was respectfully requested that the Aviation Authority Board resolve to accept the Chief Executive Officer's nomination and confirm the appointment of Ms. Jaramillo as Chief Development Officer.

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

Mayor Dyer commended Ms. Victoria Jaramillo on the dedication and hard work she has committed over the years.

RECOMMENDATION OF THE CHIEF EXECUTIVE OFFICER TO NOMINATE CANDIDATE FOR THE POSITION OF SENIOR VICE PRESIDENT OF MULTI-MODAL PLANNING & ENVIRONMENTAL

5. Mr. Thibault presented this item.

It was respectfully requested that the Aviation Authority Board resolve to accept the Chief Executive Officer's nomination and confirm the appointment of Mr. Brad Friel as Senior Vice President of Multi-Modal Planning & Environmental.

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

RECOMMENDATION OF THE CHIEF EXECUTIVE OFFICER TO NOMINATE CANDIDATE FOR THE POSITION OF VICE PRESIDENT OF STRATEGIC COMMUNICATION

6. Mr. Thibault presented this item.

It was respectfully requested that the Aviation Authority Board resolve to accept the Chief Executive Officer's nomination and confirm the appointment of Ms. Angela Starke as Vice President of Strategic Communication.

Upon motion by Mr. Weisheyer, second by Mrs. Kirkegard, 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 VICE PRESIDENT OF CUSTOMER EXPERIENCE

7. Mr. Thibault presented this item.

It was respectfully requested that the Aviation Authority Board resolve to accept the Chief Executive Officer's nomination and confirm the appointment of Ms. Tawana Russell as Vice President of Customer Experience.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to approve the recommendation for Consent Agenda Item M as presented.

Mrs. Kirkegard commented on strengths of the candidates selected.

Mayor Demings acknowledged Mr. Thibault on his commitment to diversity.

CHIEF EXECUTIVE OFFICER REPORT

8. Mr. Thibault's report included the following:
- I. Upcoming Spring Break Traffic
 - II. Marketing - MCO Commercial
 - III. Strategic Planning with Internal and External Stakeholders
 - IV. New Customer Amenities

NEW BUSINESS ITEMS

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

asked that New Business Item C be presented first.

C. New Business Item C is a Recommendation of the Procurement Committee to Rank Firms Shortlisted for Executive Program Management and Oversight (PMO) Services for Terminal C Programs at the Orlando International Airport.

Upon motion by Mr. Mateer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Procurement Committee and (1) approve the ranking of the shortlisted firms for Executive Program Management and Oversight (PMO) Services for Terminal C Programs at the Orlando International Airport, as follows: First – Jacob Project Management Inc.; Second – Hill International, Inc.; Third – The Corradino Group; and, Fourth – Turner & Townsend, Inc.; (2) authorize hourly rate negotiations with the first-ranked firm in accordance with the Aviation Authority's policy, and if those negotiations are unsuccessful, negotiate with the other firms in their ranked order; and, (3) subject to successful negotiations with the first-ranked firm: (a) approve a no cost Professional Services Agreement for Executive Program Management and Oversight (PMO) Services for Terminal C Programs at the Orlando International Airport, with the first-ranked firm for its negotiated hourly rates; and, (b) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel.

A. New Business Item A is a Recommendation of the Construction Committee to Approve an Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Co. for the Award of Project V-S00034, Terminal C Landside Terminal (LST) Level 1 Dumpster Pad Enclosure, at the Orlando International Airport.

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Co. for the Award of V-S00034, Terminal C LST Level 1 Dumpster Pad Enclosure, at the Orlando International Airport, for the total bid amount of \$355,900, 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. 101598]**.

B. New Business Item B is a Recommendation of the Construction Committee to Approve an Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Co. for the Award of Project V-S00035, Terminal C Airside Concourse (ASC) Level 2 Emergency Egress, at the Orlando International Airport.

Upon motion by Mayor Dyer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Co. for the Award of V-S00035, Terminal C ASC Level 2 Emergency Egress, at the Orlando International Airport, for the total bid amount of \$794,841, 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. 101599]**.

C. New Business Item C was presented first.

D. New Business Item D is a Recommendation of the Procurement Committee to Approve Amendment No. 4, Seven Month Renewal for Purchasing Contract 06-19, Parking Garage Janitorial Maintenance, at the Orlando International Airport, to Florida Cleaning Systems, Inc. (FCS).

Chairman Good asked if the RFP for the next contract would allow the contract to be broken up into smaller units to allow more small and minority businesses to be awarded.

Upon motion by Mr. Mateer, second by Dr. Evans, vote carried to accept the recommendation of the Procurement Committee and Approve Amendment No. 4, Renewal for Purchasing Contract 06-19, Parking Garage Janitorial Maintenance, at the Orlando International Airport, to Florida Cleaning Systems, Inc., for the not-to-exceed amount of \$901,826.03, 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. 101600]**.

E. New Business Item E is a Recommendation to Approve the Use of the Capital Expenditure Fund for Hurricane Ian Related Expenditures.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation to: (1) approve the use of the Capital Expenditure Fund in a not-to-exceed amount of \$1,500,000 to be reimbursed by insurance or FEMA to the extent eligible for efforts related to Hurricane Ian at the Orlando International Airport and Orlando Executive Airport; and (2) request Orlando City Council concurrence for the use of these non-budgeted expenditures.

F. New Business Item F is a Recommendation to Approve the Procurement Committee Ranking of Proposals and Award Proposal 23-282-RFP, Baggage Handling System (BHS) Operation, Maintenance and Repair Services, at Orlando International Airport.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation to: (1) approve the Procurement Committee's ranking of proposals for the Baggage Handling System Operation, Maintenance and Repair Services; (2) award the Contract 23-282-RFP to JSM Airport Services, LLC; (3) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$90,672,683; and (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101601]**.

G. New Business Item G is a Recommendation to Approve the Procurement Committee Ranking of Proposals and Award Proposal 23-283-RFP, Passenger Boarding Bridges (PBB) Operation, Maintenance and Repair Services, at Orlando International Airport.

Upon motion by Mrs. Kirkegard, second by Mayor Demings, vote carried to accept the recommendation to (1) approve the Procurement Committee's ranking of proposals for the Passenger Boarding Bridges Operation, Maintenance and Repair Services; (2) award the Contract 23-283-RFP to JBT AeroTech Corporation; (3) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$31,192,051; and (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101602]**.

H. New Business Item H is a Recommendation of the Procurement Committee to Purchase Two Aircraft Rescue & Fire Fighting (ARFF) Vehicles from Rosenbauer Minnesota, LLC Utilizing Sourcewell Contract No. 113021-RSD.

Discussion ensued on Mayor Dyer's question regarding the type of calls received and the frequency of vehicles being dispatched.

Mrs. Kirkegard asked if this vehicle had a nickname.

Upon motion by Mr. Mateer, second by Mrs. Weisheyer, vote carried to accept the recommendation to: (1) approve the Construction Finance Oversight Committee's recommendation to transfer \$2,200,000 of Capital Expenditure Funds from fund balance for the purchase of two Aircraft Rescue Fire Fighting (ARFF) Vehicles; (2) approve the Procurement Committee's recommendation to purchase two ARFF vehicles from Rosenbauer Minnesota, LLC utilizing Sourcewell Contract No. 113021-RSD; (3) request concurrence from the Orlando City

Council for this unbudgeted expenditure; and (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel.

Before the meeting adjourned, Chairman Good commented on the SunRail/Lynx connection to the airport and stated he would like to see it better marketed. He further said he favors expediting SunRail's service to the airport.

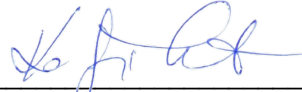
ADJOURNMENT

10. There being no further business to be considered, Chairman Good adjourned the meeting at 2:50 p.m.

(Digitally signed on March 15, 2023)



Anna Farmer
Manager, Board Services



Kevin J. Thibault
Chief Executive Officer