

On **WEDNESDAY, APRIL 19, 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
Victoria Jaramillo, Chief Development Officer
Tom Draper, Senior Vice President, Chief of Operations
Carolyn Fennell, Senior Vice President, Public Affairs
Max Marble, Senior Vice President, Capital Programs
Brad Friel, Senior Vice President, Modal Planning and
Environmental
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 Reverend David Miller, Senior Pastor at First United Methodist Church in Winter Park, to bring the invocation.

Mr. Gerber read the Conflict of Interest Statement; there were no affirmative responses from the Board members.

APPROVAL OF MINUTES

1. Upon motion by Mayor Demings, second by Dr. Evans, vote carried to accept the meeting minutes of March 15, 2023 as written.

RECOGNIZING YEARS OF SERVICE

2. Mr. Thibault recognized William Hagedorn, Lieutenant with ARFF, and recent retiree Hope Morales, for 20 years of excellent service to the Aviation Authority.

Mr. Hunt presented to the Board Marcus Nichols, Supervisor, Airfield and Grounds, for 20 years of excellent service to the Aviation Authority.

CONSENT AGENDA

3. Item O was 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: February 28, and March 7, 2023 Construction Committee; February 28, and March 7, 2023 Construction Finance Oversight Committee; February 15, 2023 Finance Committee; January 24, January 31, February 7, February 21, February 28, and March 28, 2023 Procurement Committee; March 2, 2023 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 of the Construction Committee and (1) approve an Addendum to the Professional Services Agreement with Mead & Hunt, Inc. for Design Phase A/E Services for BP No. 00047, ORL East Ramp Rehabilitation – Phase 1B, at the Orlando Executive Airport, for a total amount of \$133,658.50, which includes a lump sum fee amount of \$118,272, a not-to-exceed fee amount of \$9,770.50, and a not-to-exceed reimbursable expenses amount of \$5,616, with funding from future FAA and FDOT Grants to the extent eligible and previously-approved ORL Revenue Funds; (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. 101637];**

D. accept the recommendation of the Construction Committee to (1) approve Change Order No. Bid Package (BP) S00195-01 in the amount of \$1,300,000 and no time extension, with funding as outlined in Attachment A; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the change order(s) following satisfactory review by legal counsel;

E. accept the recommendation of the Procurement Committee and approve an Amendment to Addendum No. 2 to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management, Inc. for Additional FY 2023 Staff Support Services for the Small Business Department at the Orlando International Airport, for the total not-to-exceed fee amount of \$191,360, 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. 101638];**

F. accept the recommendation of the Procurement Committee and approve an Amendment to Addendum No. 47 to the Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. for Additional FY 2023 Industrial User Discharge Permit Services at the Orlando International Airport, for the total amount of \$30,556, which includes the not-to-exceed fee amount of \$22,696 and the not-to-exceed expenses amount of \$7,860, 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. 101639];**

G. accept the recommendation of the Construction Committee and (1) approve a No-Cost Addendum to the Continuing Environmental Engineering Consulting Services Agreement with AECOM Technical Services, Inc. to exercise an Additional Renewal Option, and extend the Agreement to December 31, 2023; (2) approve a No-Cost Addendum to the Continuing Environmental Engineering Consulting Services Agreement with MSE Group, LLC to exercise an Additional Renewal Option, and extend the Agreement to December 31, 2023; (3) approve a No-Cost Addendum to the Continuing Environmental Engineering Consulting Services Agreement with Professional Services Industries, Inc. to exercise an Additional Renewal Option, and extend the Agreement to December 31, 2023; (4) approve a No-Cost Addendum to the Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. to exercise an Additional Renewal Option, and extend the Agreement to December 31, 2023; and, (5) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101640 - 101643];**

H. accept the recommendation of the Construction Committee and (1) approve a no-cost Addendum to the Continuing Low Voltage Construction Services Agreement with Advanced Cable Connection,

Inc. to exercise the second and final one-year renewal option and extend the Agreement to November 1, 2024; (2) approve a no-cost Addendum to the Continuing Low Voltage Construction Services Agreement with Archis, Inc. dba Archis Technologies to exercise the second and final one-year renewal option and extend the Agreement to August 21, 2024; (3) approve a no-cost Addendum to the Continuing Low Voltage Construction Services Agreement with Certified Network Professionals, Inc. to exercise the second and final one-year renewal option and extend the Agreement to August 20, 2024; (4) approve a no-cost Addendum to the Continuing Low Voltage Construction Services Agreement with Mountchor Technologies, Inc. to exercise the second and final one-year renewal option and extend the Agreement to August 21, 2024; (5) approve a no-cost Addendum to the Continuing Low Voltage Construction Services Agreement with Orlando Business Telephone Systems, Inc. to exercise the second and final one-year renewal option and extend the Agreement to August 1, 2024; (6) approve a no-cost Addendum to the Continuing Low Voltage Construction Services Agreement with Precision Contracting Services, Inc. to exercise the second and final one-year renewal option and extend the Agreement to August 21, 2024; (7) approve a no-cost Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc. to exercise the second and final one-year renewal option and extend the Agreement to August 1, 2024; and, (8) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel. **[FILED DOCUMENTARY NO. 101644 - 101650];**

I. accept the recommendation of the Procurement Committee and to Approve Amendment No. 1, First Renewal Option of Purchasing Contract 16-20, Lightning Protection System Maintenance, at the Orlando International Airport and Orlando Executive Airport, to Maxwell Lightning Protection of Florida Company in the total not-exceed amount of \$71,338 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. 101651];**

J. accept the recommendation of the Retirement Benefits Committee to (1) approve the first renewal option with Klausner, Kaufman, Jensen and Levinson and (2) authorize staff to negotiate the necessary documents with the first renewal option **[FILED DOCUMENTARY NO. 101652];**

K. approve the appointment of Carlos Diez-Arguelles, in the non-impacted area of North Orange County category with a term expiring on April 4, 2027;

L. approve the request to (1) extend certain concession agreements to align with finalization of the Aviation Authority's Strategic Plan and North Terminal Visioning Study;(2) authorize Staff to enter into negotiations to extend certain concession agreements expiring in 2023 until May 31, 2024, while retaining the right, at the Aviation Authority's sole discretion, to terminate with 120 days' notice; 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. 101653 - 101662];**

M. approve the proposed changes to Procurement Polices 450.01, 450.02, 450.03 and 450.04;

N. accept staff's recommendation to amend Organizational Policy Section 430.02 Authorized Travel Expense and Subsistence;

O. this item was considered separately.

RECOMMENDATION OF THE CHIEF EXECUTIVE OFFICER TO NOMINATE CANDIDATE FOR THE POSITION OF SENIOR VICE PRESIDENT, INTERNAL AUDIT

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. Tianna Dumond as Senior Vice President of Internal Audit.

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

CHIEF EXECUTIVE OFFICER REPORT

5. Before Mr. Thibault presented his CEO report, Chairman Good recognized Mayor Dyer for 20 years of service on the Aviation Authority Board.

Mr. Thibault's report included the following milestones:

- i. Half way through the Strategic Plan update
- ii. New rolling twelve-month passenger record of 52 million
- iii. Multiple days in March where the number of passengers processed through the TSA checkpoints exceeded previous record (2019)

NEW BUSINESS ITEMS

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

A. New Business Item A is a Recommendation of the Procurement Committee to Award Bid Package (BP) No. S00199, Terminal C Train Station Passenger Drop-Off Lobby Parking Lot (Design/Build) at the Orlando International Airport, to The Middlesex Corporation.

Discussion ensued on Dr. Evans' question about the number of parking spaces this project provides.

Upon motion by Mayor Demings, second by Dr. Evans, vote carried to accept the recommendation of the Procurement Committee and (1) approve the award of BP No. S00199, Terminal C Train Station Passenger Drop-Off Lobby Parking Lot (Design/Build) at the Orlando International Airport, to The Middlesex Corporation for the total proposal price amount of \$10,407,340.84 (base proposal plus all three add alternates), with funding from a Line of Credit to be reimbursed by Aviation Authority Funds; and (2) 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. 101663]**.

B. New Business Item B is a Recommendation of the Construction Committee to Approve an Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for the Award of Project V-00981, Hyatt 4th Floor Water Heater Piping Repair, at the Orlando International Airport.

Upon motion by Mrs. Kirkegard, second by Mayor Demings, vote carried to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for the award of V-00981, Hyatt 4th Floor Water Heater Piping Repair, at the Orlando International Airport, for the total bid amount of \$593,757, with funding from previously-approved Hyatt Hotel Fund 501550; 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. 101664]**.

C. New Business Item C is a Recommendation of the Construction Committee to Approve the Purchase of Medeco Lock Hardware from IML Security Supply for Project V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport.

Upon motion by Mr. Mateer, second by Mayor Dyer, vote carried to accept the recommendation of the Construction Committee and approve the purchase of Medeco lock hardware from IML Security Supply utilizing GSA Contract No. GS-07F-0239W, for V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport, for the total not-to-exceed expense amount of \$1,206,016.60, with funding FDOT Grants to the extent eligible and future 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. 101665]**.

D. New Business Item D is a Recommendation of the Procurement Committee to Award Single Source SG-0183, Purchasing Agreement 23-150-SGS for Dormakaba Exit Lane Breach Control Service and Maintenance Agreement at the Orlando International Airport, to Dormakaba USA, Inc. (Dormakaba).

Upon motion by Mr. Mateer, second by Mayor Demings, vote carried to accept the recommendation of the Procurement Committee and to Award Single Source SG-0183, Purchasing Agreement 23-150-SGS for Dormakaba Exit Lane Breach Control Service and Maintenance Agreement at the Orlando International Airport, to Dormakaba USA, Inc., for the not-to-exceed amount of \$360,000 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. 101666]**.

E. New Business Item E is a Recommendation of the Procurement Committee to Approve Amendment No. 2, First Renewal Option for Purchasing Contract No. 10-20, Roadway Landscape Maintenance and Irrigation Services, at the Orlando International Airport, to Helping Hand Lawn Care, LLC (Helping Hand).

Upon motion by Mrs. Kirkegard, second by Mr. Weisheyer, vote carried to accept the recommendation of the Procurement Committee and Approve Amendment No. 2, First Renewal Option of Purchasing Contract 10-20, Roadway Landscape Maintenance and Irrigation Services, at the Orlando International Airport, to Helping Hand Lawn Care, LLC., for the not-to-exceed amount of \$576,887.85 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. 101667]**.

F. New Business Item F is a Recommendation to Approve the Procurement Committee to Approve Amendment No. 4, Second Renewal Option of Purchasing Contract 05-19, Fire Sprinkler Systems Maintenance Services (Wet, Dry & Pre-Action), at the Orlando International Airport, to Convergent Technologies, LLC (Convergent).

Upon motion by Mayor Dyer, second by Mr. Mateer, vote carried to accept the recommendation of the Procurement Committee and Approve Amendment No. 4, Second Renewal Option of Purchasing Contract 05-19, Fire Sprinkler Systems Maintenance Services (Wet, Dry & Pre-Action), at the Orlando International Airport, to Convergent Technologies, LLC., for the not-to-exceed amount of \$500,217 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. 101668]**.

G. New Business Item G is a Recommendation of the Procurement Committee to approve Amendment No. 20, the Ninth and Tenth Renewal Options of Purchasing Contract 02-11, Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) Operations and Maintenance Services with SITA Information Networking Computing USA, Inc. ("SITA").

Upon motion by Mr. Weisheyer, second by Mr. Mateer, vote carried to accept the recommendation of the Procurement Committee to: (1) approve Amendment No. 20, Ninth and Tenth Renewal Options to Purchasing Contract 02-11 with SITA Information Networking Computing USA, Inc.; (2) authorize funding in the total not-to-exceed amount of \$4,188,510, which includes a not-to-exceed amount of \$4,108,510 from Operation and Maintenance Funds, and a not-to-exceed amount of \$80,000 from Capital Expenditure 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. 101669 - 101670]**.

H. New Business Item H is a Recommendation of the Procurement Committee to Award 23-433-OEC, Purchase for the Technical Framework Upgrade of the Aviation Authority iPro System through the Utilization of GSA Contract# GS-35F-0445Y, which expires on June 7, 2027, to EPIC Engineering & Consulting Group, LLC (EPIC).

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation of the Procurement Committee to: (1) approve 23-433-OEC, Purchase for the Technical Upgrade of the Aviation Authority iPro System through the Utilization of GSA Contract# GS-35F-0445Y with EPIC Engineering & Consulting Group, LLC (EPIC); (2) authorize funding from the Capital Expenditure Fund in the not-to-exceed amount of \$349,739.24; and (3) authorize the Purchasing Office to issue the necessary Purchase Order **[FILED DOCUMENTARY NO. 101671]**.

I. New Business Item I is a Recommendation to Ratify and Approve procurement of all coverage lines of Aviation Authority's Insurance Program for the May 1, 2023 to May 1, 2024 Policy Period.

Upon motion by Mrs. Kirkegard, second by Mayor Demings, vote carried to accept the recommendation to: (1) ratify and approve placement of the 2023-2024 insurance program and coverage lines addressed in this memorandum; (2) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$12,743,673 to procure this insurance; and (3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review.

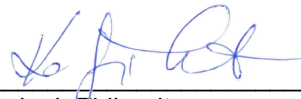
ADJOURNMENT

7. There being no further business to be considered, Chairman Good adjourned the meeting at 2:47 p.m.

(Digitally signed on May 16, 2023)



Anna Farmer
Manager, Board Services



Kevin J. Thibault
Chief Executive Officer