

On **WEDNESDAY, JUNE 21, 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 2:00 pm. 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 Jerry Demings  
Mayor Buddy Dyer  
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  
Tianna Dumond, Senior Vice President, Internal Audit  
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 Dr. Miguel Vidal, Chaplain of the Orlando Police Department, to bring the invocation.*

*Florida Chief Financial Officer, Mr. Jimmy Patronis, spoke before the board and thanked them for the hard work and dedication that's being done at Orlando International Airport.*

*Discussion ensued on Mr. Mateer's question regarding what is the biggest challenge Florida is facing right now.*

*Mr. Weisheyer thanked Mr. Patronis on his compassion and leadership in the role as Chief Financial Officer.*

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

**APPROVAL OF MINUTES**

1. Upon motion by Mr. Mateer, second by Mr. Weisheyer, vote carried to accept the meeting minutes of May 17, 2023 as written.

**CONSENT AGENDA**

2. Item K was considered separately. Upon motion by Mrs. Kirkegard, 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: April 25, May 2, and May 9, 2023 Construction Committee Minutes; April 4, and May 3, 2023 Construction Finance Oversight Committee; April 19, 2023 Finance Committee Minutes; April 25, May 2, May 9, May 9, 2023 (W447 Shortlisting), and May 23, 2023 Procurement 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 Finance Committee to: (1) approve the ranking of the Proposers for Request for Proposals 23-313 Financial Advisory Services as follows: first – PFM Financial Advisors, LLC, and second – Frasca & Associates, Inc.; (2) authorize Aviation Authority staff to negotiate with the first ranked firm for a contract term of thirty-six months with the initial service to commence on or about September 1, 2023; (3) should negotiations with the first ranked firm be unsuccessful then enter into negotiations with the second ranked firm; (4) authorize funding for hourly rate services in a not-to-exceed amount of \$250,000 from the Operations and Maintenance Fund for the base thirty-six month term of the contract; and (5) authorize staff to take any and all actions and execute any and all documents deemed necessary to enter into an agreement for Financial Advisory Services following satisfactory legal review **[FILED DOCUMENTARY NO. 101697]**;

D. accept the recommendation to (1) approve a three year Retail Lease Agreement with DMANSR Enterprises, Inc., at Colonial Promenade for 1,270 square feet to be used for the display and retail sale of vacuum cleaners, and related accessories thereto as defined in the lease, at the initial annual rate of \$16 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. 101698]**;

E. accept the recommendation of the Construction Committee to (1) approve Change Order No. Bid Package (BP) S00195-02 for the amount of \$700,000 and no time extension, with funding as outlined in Attachment A; (2) approve Change Order No. BP-S00195-04 for the amount of \$373,505 and no time extension; (3) approve Change Order No. BP-S00199-01 for the amount of \$865,902.62 and a 30 calendar day time extension to Substantial Completion, with funding as outlined in Attachment A; and, (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the change order(s) following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101699 – 101701]**;

F. accept the recommendation of the Procurement Committee and (1) approve the ranking of the shortlisted firms for Roadway Signage and Infrastructure Design Services at the Orlando International Airport as follows: First – Avcon, Inc.; Second – G-A-I Consultants, Inc.; and, Third – EXP U.S. Services, 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 Roadway Signage and Infrastructure Design Services 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 **[FILED DOCUMENTARY NO. 101702]**;

G. accept the recommendation to (1) approve the Encroachment Agreement; (2) request City Council approval of the Encroachment Agreement; and (3) authorize the Chief Executive Officer or another Aviation Authority Officer to execute all documents related to the Encroachment Agreement, subject to satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 101703]**;

H. accept the recommendation of the Construction Finance Oversight Committee to (1) transfer (a) \$74,768 of Capital Expenditure Funds from Fund Balance for the purchase of Fleet Shop Tools and Equipment; (b) \$43,000 of ORL Revenue Funds from Fund Balance for the purchase of a new vehicle to replace

the ORL Administrative Vehicle; (c) \$4,431 of ORL Revenue Funds from Fund Balance to H-00354; and (2) request concurrence from the Orlando City Council of these unbudgeted expenditures, as outlined in Attachment A;

I. accept the recommendation to 1) approve the purchase of a rescue vehicle from Hall-Mark RTC, LLC utilizing Sheriff's Association Contract FSA23-VEF17.0; 2) authorize funding from the previously approved Capital Expenditure Fund in the not-to-exceed amount of \$309,665; and 3) authorize the Purchasing Office to issue the necessary purchase order;

J. accept the recommendation to approve the budget transfers of \$1,275,000 for the Temporary Rental Automobile Concession, and \$1,500,190 for the Rental Automobile Concession Shuttle from Contingency to Parking Operations in the Operations & Maintenance Fund;

K. this item was considered separately;

**RECOMMENDATION OF THE CHIEF EXECUTIVE OFFICER TO NOMINATE CANDIDATE FOR THE POSITION OF CHIEF OPERATING 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 Mr. Anthony (Tony) Davit as Chief Operating Officer, subject to successful completion of the Aviation Authority's pre-employment physical and background verification.

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

*Chairman Good commented on the arrival of Mr. Anthony Davit as Chief Operating Officer. He then announced the retirement of Ms. Carolyn Fennel, Senior Vice President of Public Affairs, and thanked her for the work she put into the creation of The Orlando Experience video.*

**THE ORLANDO EXPERIENCE VIDEO**

*After the video, Ms. Fennel spoke in regards to her experience working for the Greater Orlando Aviation Authority.*

*Chairman Good then discussed Mr. Thibault's first year as Chief Executive Officer and the continuous work moving forward.*

**CHIEF EXECUTIVE OFFICER REPORT**

5. Mr. Thibault's report included the following:
- i. August Board – Operation Items
  - ii. Chief Creative Officer Candidates
  - iii. Strategic Planning

**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 Construction Committee to Approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for W-00480, North Terminal Complex Capacity and Facility Assessment Services at the Orlando International Airport

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation of the (1) Construction Finance Oversight Committee and (a) approve the transfer of \$377,798 of Capital Expenditure Funds from Fund Balance to W-00480, North Terminal Complex Capacity and Facility Assessment Services at the Orlando International Airport; and (b) request concurrence from the Orlando City Council for this unbudgeted expenditure; (2) the recommendation of the Construction Committee and approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for W-00480, North Terminal Complex Capacity and Facility Assessment Services at the Orlando International Airport, for a total

lump sum fee amount of \$377,798, with funding from previously-approved Capital Expenditure 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. 101704]**.

*Mr. Thibault introduced New Business Item B and the importance it has for Terminal C.*

B. New Business Item B is a Recommendation of the Procurement Committee to Award Bid Package (BP) No. S00198, Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), at the Orlando International Airport, to The Weitz Company LLC.

Upon motion by Mayor Demings, second by Mrs. Kirkegard, vote carried to accept the recommendation of the (1) Construction Finance Oversight Committee and approve the budget and corresponding update to the CIP to be adjusted to \$155 million for the BP No. S00198 Program; (2) accept the recommendation of the Procurement Committee and approve the award of BP No. S00198, Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), at the Orlando International Airport, to The Weitz Company LLC, for the total amount of \$113,293,387 (base bid price for Schedules A and B, plus the Owner's Allowance for the DRB, plus all four Add Alternates (Options), with funding from FAA BIL ATP Grants to the extent eligible, FAA BIL AIG Grants to the extent eligible, and FDOT Grants to the extent eligible, and Customer Facility Charges; 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. 101705]**.

C. New Business Item C is a Recommendation of the Procurement Committee to Award Invitation for Bid 23-234-IFB, Upholstery Services for Agati Seating at the Orlando International Airport, to A&A Unlimited Design, Inc.

Upon motion by Mr. Weisheyer, second by Mrs. Kirkegard, vote carried to accept the recommendation to deem Designer's West Interior Inc.'s bid as nonresponsive; resolve to accept the recommendation of the Procurement Committee and to Award Invitation for Bid 23-234-IFB, Upholstery Services for Agati Seating at the Orlando International Airport, to A&A Unlimited Design, Inc. in the total not-exceed amount of \$491,110.32 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. 101706]**.

D. New Business Item D is a Recommendation of the Procurement Committee to Approve Amendment No.1 First Renewal Option for Purchasing Contract 23-20 Specialized Commercial Cleaning Services at the Orlando International Airport, to Florida Cleaning Systems, Inc.

Upon motion by Mr. Weisheyer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Procurement Committee and Approve Amendment No. 1 First Renewal Option for Purchasing Contract 23-20 Specialized Commercial Cleaning Services at the Orlando International Airport, to Florida Cleaning Systems, Inc. in the total not-exceed amount of \$417,708.73 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. 101707]**.

E. New Business Item E is a Recommendation to Award Purchasing Contract No. 23-596-OEC, Airport Runway and Taxiway Painting and Rubber Removal Services, to Hi-Lite Airfield Services, LLC, Utilizing Sourcewell Contract No. 110122-HLA.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation to 1) award Purchasing Contract No. 23-596-OEC, Airport Runway and Taxiway Painting and Rubber Removal Services to Hi-Lite Airfield Services, LLC utilizing Sourcewell Contract No. 110122-HLA; 2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$10,883,859.65; 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. 101708]**.

F. New Business Item F is a Recommendation to Award Invitation for Bid 23-485-IFB, Boarding Passes and Baggage Tags to Print-O-Tape, Inc.

Upon motion by Mr. Mateer, second by Dr. Evans, vote carried to accept the recommendation to 1) award Invitation for Bid 23-485-IFB to Print-O-Tape, Inc. as the low responsible and responsive bidder, in the total not-to-exceed amount of \$1,068,580; 2) authorize funding from the Operations and Maintenance Fund; and 3) authorize the Purchasing Office to issue the necessary Blanket Purchase Agreement **[FILED DOCUMENTARY NO. 101709]**.

G. New Business Item G is a Recommendation of the Construction Committee to Approve a Single Source Purchase of Seventy-One High Speed Diverters (HSD) for Terminal A & B Baggage Handling System, from Siemens Logistics, LLC.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee to 1) approve a Single Source Purchase of seventy-one high-speed diverters, from Siemens Logistics, LLC; 2) authorize funding from General Airport Revenue Bonds in the not-to-exceed amount of \$2,686,962.94; and 3) authorize the Purchasing Office to issue the necessary purchase order **[FILED DOCUMENTARY NO. 101710]**.

*Mr. Thibault asked the Board to take a photo with Ms. Fennell and present her with a crystal airplane.*

**ADJOURNMENT**

7. There being no further business to be considered, Chairman Good adjourned the meeting at 2:52 p.m.

(Digitally signed on August 16, 2023)



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Anna Farmer  
Manager, Board Services and Recording Secretary



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Kevin J. Thibault  
Chief Executive Officer