

On **WEDNESDAY, DECEMBER 9, 2020**, 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
Ralph Martinez, Vice Chairman
Mayor Jerry Demings, Treasurer
Mayor Buddy Dyer

Also present,

Phillip N. Brown, Chief Executive Officer and
Secretary
Kathleen Sharman, Chief Financial Officer
Yovannie Rodriguez, Chief Administrative Officer
Carolyn Fennell, Senior Director of Public
Affairs
Larissa Bou, Manager of Board Services and
Assistant Secretary
Dan Gerber, Interim General Counsel

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.

CHAIRMAN'S OPENING REMARKS

Chairman Good stated that due to the COVID-19 pandemic, and our ongoing focus on safety, the Greater Orlando Aviation Authority (Aviation Authority) will be following the Centers for Disease Control (CDC) guidelines regarding events and gatherings. Seating will be limited to the seats available, and attendance is on a first-come, first-served basis. Face coverings are required and temperature checks will be conducted before entering the Aviation Authority Offices.

Individuals who wish to speak at the Board meeting on an item being considered on the agenda will be asked to fill out a speaker request card. Speakers that do not have inside seating will be asked to wait outside the Aviation Authority offices until their name is called. Once done with their comments, they must promptly leave the Board Room.

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

APPROVAL OF MINUTES

1. Upon motion by Mayor Demings, second by Vice Chair Martinez, vote carried to accept the November 11, 2020, minutes as written.

RECOGNIZING YEARS OF SERVICE

2. Mr. Brown recognized Mr. Jude O'Neal, Assistant Manager of User Services, Information Technology Department; Ms. Sharmaine Smith, Senior Contract Administrator, Concessions Department; and Ms. Janice Taylor, Dispatcher, Maintenance for 20 years of service. He thanked them for their hard work and dedication to make the Orlando International Airport the best airport in the world.

CONSENT AGENDA

3. 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

CONSENT AGENDA (con't)

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: October 13, 2020, Construction Finance Oversight Committee; July 28, 2020, Construction Committee; August 25, September 1, September 22, and September 29, 2020, Professional Services Committee;

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

C. accept the recommendation of the Construction Committee to: (1) approve Amendment No. 4 to Addendum No. 15 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture for BP No. S00170, South Terminal C, Phase 1, Underground Electrical Distribution (GMP No. 5-S.6) at the Orlando International Airport, for a total negotiated deductive GMP Amendment amount of (\$1,074,155), which includes a deductive amount of (\$463,172) for CM@R Contingency, a deductive amount of (\$559,682) for Owner Contingency, a deductive amount of (\$7,896) for Performance and Payment Bonds, and a deductive amount of (\$43,405) for the CM@R's Fee (4.211%), resulting in a revised GMP amount of \$49,707,361, with funding credited to General Airport Revenue Bonds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100943]**;

D. accept the recommendation of the Construction Committee to: (1) approve Amendment No. 4 to Addendum No. 21 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture for BP No. S00176, South Terminal C, Phase 1, Site Logistics Relocation (GMP No. 18-S) at the Orlando International Airport, for a total negotiated deductive GMP Amendment amount of (\$2,186,886), which includes a deductive amount of (\$982,373) for Direct Cost of Work, a deductive amount of (\$47,198) for CM@R Contingency, a deductive amount of (\$1,052,869) for Owner Contingency, a deductive amount of (\$16,077) for Performance and Payment Bonds, and a deductive amount of (\$88,369) for the CM@R's Fee (4.211%), resulting in a revised GMP amount of \$45,338,473, with funding credited to Customer Facility Charges to the extent eligible, General Airport Revenue Bonds and Aviation Authority Funds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100944]**;

E. accept the recommendation of the Construction Committee to: (1) approve Amendment No. 2 to Addendum No. 28 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00181, South Terminal C, Phase 1, Ground Transportation Facility (GTF) (GMP No. 8-S.1), for a total negotiated deductive GMP amount of (\$52,508), which includes a deductive amount of (\$50,000) for Allowances, a deductive amount of (\$386) for Performance and Payment Bonds, and a deductive amount of (\$2,122) for CM@R's Fee (4.211%), resulting in a revised GMP amount of \$38,412,450, with funding credited to Customer Facility Charges to the extent eligible and General Airport Revenue Bonds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100945]**;

F. accept the recommendation of the Construction Committee to: (1) approve a No-Cost Addendum to the Continuing Program and Project Management Services (OAR Prime Entity) Agreement with A² Group, Inc. to exercise the second and final one-year renewal option and extend the Agreement to April 28, 2022; (2) approve a No-Cost Addendum to the Continuing Program and Project Management Services (OAR Prime Entity) Agreement with AECOM Technical Services, Inc. to exercise the second and final one-year renewal option and extend the Agreement to June 2, 2022; (3) approve a No-Cost Addendum to the Continuing Program and Project Management Services (OAR Prime Entity) Agreement with Geotech Consultants International, Inc. dba GCI, Inc. to exercise the second and final one-year renewal option and extend the Agreement to April 25, 2022; (4) approve a No-Cost Addendum to the Continuing Program and Project Management Services (OAR Prime Entity) Agreement with PSA Management, Inc. to exercise the second and final one-year renewal option and extend the Agreement to April 25, 2022; (5) approve a No-Cost Addendum to the Continuing Program and Project Management Services (OAR Prime Entity) Agreement with WSP USA Inc. to exercise the second and final one-year renewal option and extend the Agreement to May 11, 2022; and (6) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100946-100950]**;

G. accept the recommendation of the Professional Services Committee to: (1) approve the ranking of the firm for Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services (W420) at the Orlando International Airport, as follows: First - Lea+Elliot, Inc.; (2) authorize hourly rate negotiations with the

CONSENT AGENDA (con't)

first-ranked firm in accordance with the Aviation Authority's policy; and, (3) subject to successful negotiations with the first-ranked firm: (a) approve a no-cost Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services Agreement 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 documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 100951**];

H. accept the recommendation of the Professional Services Committee to: (1) approve the ranking of the firms for Land Development, Land Planning, and Land Management Consulting Services (W422) at the Orlando International Airport, Orlando Executive Airport and other facilities operated by the Aviation Authority, as follows: First - Dykes Everett & Company, LLC; and, Second - C&S Engineers, Inc.; (2) authorize hourly rate negotiations with the first-ranked firm in accordance with the Aviation Authority's policy; and, (3) subject to successful negotiations with the first-ranked firm: (a) approve a no-cost Land Development, Land Planning, and Land Management Consulting Services Agreement 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. 100952**];

I. accept the recommendation to: (1) approve a pilot "Pop-Up Retail" opportunity for This Socks! at Orlando International Airport for \$1,500 or 15% of gross receipts per month, whichever is greater; (2) authorize the Chief Executive Officer to enter into short term (no more than six months) agreements to operate or manage concessions for the benefit of the Aviation Authority's customers if an opportunity or need arises between December 9, 2020 and June 30, 2021, under reasonable terms, subject to the Aviation Authority Board's approval at the next reasonable opportunity; 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. 100953**];

J. accept the recommendation to approve the proposed revision as outlined in the memorandum (copy on file) to Property Management Policy, Greater Orlando Aviation Authority Bylaws, Section 130.07, Administration;

K. accept the recommendation of the Concessions/Procurement Committee for 06-21, Security Area Monitor (SAM) Services to: (1) deem Safeway Services non-responsive; (2) approve the ranking of firms, as follows: First - Allied Universal Security Services; Second - Prosegur Services Group, Inc.; Third - Global Security Associates, Inc.; Fourth - ACTS Airport Services, Inc.; Fifth - American Guard Service, Inc.; Sixth - Inter-Con Security Systems, Inc.; Seventh - SecurAmerica, LLC; Eight - American Eagle Protective Services; and Ninth - HSS, Inc.; (3) authorize 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 (4) upon reaching an agreement with the successful Proposer, present the final agreement terms to the Aviation Authority Board for consideration for 06-21, Security Area Monitor Services, at the Orlando International Airport;

L. accept the recommendation to: (1) approve the Third Amendment to the Temporary Construction License Agreement by and between the Aviation Authority and Brightline Trains Florida LLC, joined by the City of Orlando; (2) seek City Council approval of the Third Amendment to the Temporary Construction License Agreement; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, subject to satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 100954**];

M. accept the recommendation to accept a Public Transportation Grant Agreement (PTGA) for Orlando International Airport from the Florida Department of Transportation (FDOT) [**FILED DOCUMENTARY NO. 100955**];

N. accept the recommendation of the Chief Executive Officer to approve the following appointment and re-appointments to the Aviation Noise Abatement Committee (ANAC): (1) the appointment of Steve Tanzella in the Aviation Industry representative category with a term expiring on December 9, 2024; (2) the reappointment of Thomas Draper in the Aviation Authority Executive Director (Chief Executive Officer) or designee category with a term expiring on December 9, 2024; and (3) the reappointment of Carson Lee as the Chairman of the Orlando Executive Airport Advisory Committee, representing General Aviation with a term expiring on December 9, 2024; and

O. accept the recommendation to amend the Air Service Incentive Program with regard to long-haul domestic air service.

CHIEF EXECUTIVE OFFICER'S (CEO) REPORT

4. Moving on, Mr. Brown indicated that Board members were provided the CEO's report via email with hard copies supplied at the dais (copy on file). He asked if any of the Board members had questions or comments about the report. Hearing none, he then gave the Board members a hearty "Aloha", as he announced that Hawaiian Airlines will be providing an all-new nonstop service from Orlando International Airport (MCO) to

MINUTES OF THE DECEMBER 9, 2020, MEETING OF THE GREATER ORLANDO AVIATION AUTHORITY

Honolulu, Hawaii (HNL), beginning on March 11, 2021. The aircraft will be an Airbus A330, which offers 278 seats, including 18 lie-flat First Class seats. Mr. Brown announced that Hawaiian Airlines is currently running a fare special, which provides a cost effective option to fly to Hawaii after March 11, with available flights on Tuesdays and Saturdays. Mr. Brown made a point to mention that Hawaii has restrictions due to the COVID-19 pandemic, and all those visiting the islands will be required to be tested.

Mr. Brown advised that Ms. Victoria Jaramillo, Senior Director of Marketing and Air Service Development, communicated to him that, in the last 18 hours, approximately ½ million people had re-shared and tagged MCO in a social media ad that announced Hawaiian Airlines services from MCO, and had received over 26,000 comments. Mr. Brown stated that the announcement was met with great interest from the public and he gave Hawaiian Airlines a warm welcome to the family of airlines serving MCO.

Chairman Good stated that this is exciting news, because it also makes us more accessible to Asia. Mr. Brown concurred with Chairman Good's observation and indicated that one of the most visited destinations from Japan is Hawaii; therefore, we are now providing a one-stop option for visitors from Japan to come to Orlando.

Moving on, Mr. Brown provided an update regarding passenger traffic during the holidays. He informed that during the Thanksgiving Holiday, MCO was ranked No.1 for departing passengers, 5 days in a row. However, this is relative as for those 5 days we were still roughly 50% below the departing passenger traffic during this same time last year. We continue to make all the necessary improvements by focusing on the health and safety of our passengers and the public coming into the terminal, and we are looking forward to growing the traffic as we move through this pandemic. Mr. Brown continued by stating that 3 out of the 5 days, MCO exceeded 40,000 departing passengers, which is the highest number in traffic since March, when the COVID-19 pandemic started. In November, MCO exceeded 30,000 departing passengers for 15 days. Overall, MCO was the second busiest airport in the country during the month of November. Again, some of those days, MCO was No. 1.

Mr. Brown stated that 229 flights were processed through the Federal Inspection Station (FIS). At its peak, MCO was accommodating about 11,000 arriving international passengers. AeroMexico, Avianca, Copa, JetBlue, Southwest, and Volaris were bringing over 25,000 international arrivals. Latam Airlines and Spirit Airlines became international service providers in December, with Latam Airlines providing service to Lima, Peru, and Spirit Airlines providing service to Bogota, Colombia.

Lastly, Mr. Brown reported that parking activity is also increasing. He stated that MCO is experiencing an evident upswing in traffic, not too steep, but upwards nonetheless.

He asked the Board if they had any questions. Hearing none, Chairman Good thanked Mr. Brown for the update.

Chairman Good inquired about VII "Procurements" on the agenda. Mr. Brown explained that this item does not require Board action. This is a notification for the Request for Qualifications (RFQ) for W-00424, Continuing Environmental Consulting Services. The three incumbents are DRMP, Inc.; MSE Group, LLC; and, Vanasse Hangen Brustlin, Inc. All firms have done a good job; however, we compete this contract periodically.

This solicitation is for three years with optional renewal periods of two additional one-year terms, to be elected at the discretion of the Aviation Authority. The value of this contract is estimated between \$750,000 and \$1.5 million (per year), depending on the projects. Mr. Brown explained that continuing consulting services project costs are determined by task as needed. Per Aviation Authority policy, these types of projects are \$2 million or less.

Mr. Brown presented New Business Items A through D, and Mr. Gerber presented New Business Item E.

RECOMMENDATION OF THE CONSTRUCTION COMMITTEE TO APPROVE AMENDMENT NO. 4 TO ADDENDUM NO. 13 TO THE CONSTRUCTION MANAGEMENT AT RISK (CM@R) ENTITY SERVICES FOR SOUTH TERMINAL C, PHASE 1, AGREEMENT WITH TURNER-KIEWIT JOINT VENTURE, FOR PROJECT BID PACKAGE (BP) NO. S00139, SOUTH TERMINAL C, PHASE 1, LANDSIDE SITE UTILITIES AND BALANCE OF SITE WORK (GUARANTEED MAXIMUM PRICE (GMP) NO. 5-S.2) AT THE ORLANDO INTERNATIONAL AIRPORT

5. Mr. Brown stated that on May 18, 2016, the Aviation Authority Board approved the award of a Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement to Turner-Kiewit Joint Venture. On May 16, 2018, the Aviation Authority Board approved Addendum No. 13, for a total negotiated GMP amount of

RECOMMENDATION OF THE CONSTRUCTION COMMITTEE TO APPROVE AMENDMENT NO. 4 TO ADDENDUM NO. 13 TO THE CONSTRUCTION MANAGEMENT AT RISK (CM@R) ENTITY SERVICES FOR SOUTH TERMINAL C, PHASE 1, AGREEMENT WITH TURNER-KIEWIT JOINT VENTURE, FOR PROJECT BID PACKAGE (BP) NO. S00139, SOUTH TERMINAL C, PHASE 1, LANDSIDE SITE UTILITIES AND BALANCE OF SITE WORK (GUARANTEED MAXIMUM PRICE (GMP) NO. 5-S.2) AT THE ORLANDO INTERNATIONAL AIRPORT (con't)

\$37,185,724. Since, the Aviation Authority Board has approved Amendment Nos. 1, 2 and 3, resulting in a revised GMP amount of \$67,016,380.

Continuing, Mr. Brown indicated that Amendment No. 4 increases the Owner Contingency to fund added costs resulting from design bulletins and contingency requests. For edification of those present, Mr. Brown provided a brief explanation on how design bulletins work during the construction progress and why contingencies are adjusted. There is no impact to the program schedule, as work will be completed by February 2022. With the approval of Amendment No. 4, the revised GMP amount will be \$69,910,070. Using visual aids (copy on file), Mr. Brown displayed the areas where the work will take place.

The proposed GMP Amendment No. 4 does not have any impact on small business participation. With this GMP Amendment No. 4, Turner-Kiewit Joint Venture's cumulative participation for BP No. S00139 is 19% MWBE and 8% LDB/VBE. Turner-Kiewit Joint Venture is committed to the established small business goals of 20% MWBE and 4% LDB participation for Construction Services. Currently, Turner-Kiewit Joint Venture's cumulatively awarded participation for the overall program for Construction Services is 19% MWBE and 4% LDB/VBE.

The fiscal impact is \$2,893,690, with funding from Customer Facility Charges to the extent eligible and General Airport Revenue Bonds.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee to: (1) approve Amendment No. 4 to Addendum No. 13 to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture for BP No. S00139, South Terminal C, Phase 1, Landside Site Utilities and Balance of Site Work (GMP No. 5-S.2) for a total negotiated GMP Amendment amount of \$2,893,690, which includes a deductive amount of (\$120,052) for Unbought Scope, a deductive amount of (\$300,000) for Allowances, \$3,175,541 for Owner Contingency, \$21,271 for Performance and Payment Bonds, and \$116,930 for the CM@R Fee (4.211%), resulting in a revised GMP amount of \$69,910,070, with funding from Customer Facility Charges and General Airport Revenue Bonds and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Upon motion by Vice Chair Martinez, second by Mayor Dyer, vote carried to approve the recommendation of the Construction Committee [FILED DOCUMENTARY NO. 100956].

RECOMMENDATION OF THE PROFESSIONAL SERVICES COMMITTEE TO RANK FIRMS SHORTLISTED FOR GENERAL CONSULTING SERVICES (W419) AT THE ORLANDO INTERNATIONAL AIRPORT AND THE ORLANDO EXECUTIVE AIRPORT

6. Moving on, Mr. Brown indicated that the advertised services for general consulting may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design-build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities.

Mr. Brown made a point to mention that the incumbent, Schenkel Shultz, Inc., has been instrumental in helping develop the concept for South Terminal C and has been the incumbent for 10 years. He explained that the general consultant may provide general consulting services on a continuous basis to the extent such services are non-federally funded. However, the procurement of the general consulting services funded under the Federal Aviation Administration's (FAA) Airport Improvement Program (AIP) is limited to those general consulting services that are expected to be initiated within five years of the date of execution of an agreement with the general consultant.

Based upon the current general consultant agreement, the five-year time frame for federally funded general consulting services expired in January 2019. Earlier this year, this contract was advertised and there were only two respondents to the solicitation. For the purposes of competition, as expected by the FAA, the Aviation Authority re-advertised the services on September 6 and 9, 2020.

RECOMMENDATION OF THE PROFESSIONAL SERVICES COMMITTEE TO RANK FIRMS SHORTLISTED FOR GENERAL CONSULTING SERVICES (W419) AT THE ORLANDO INTERNATIONAL AIRPORT AND THE ORLANDO EXECUTIVE AIRPORT (con't)

Mr. Brown reiterated that this solicitation is driven primarily by FAA requirements for federally funded projects. Additionally, he made a point to highlight that a general consultant can start a project within the five-year time frame and continue the project until its completion. He clarified that the selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

By October 7, 2020, six firms responded to the above-referenced advertisement as follows (in alphabetical order):

- Bermello Ajamil & Partners, Inc.
- EXP U.S. Service, Inc.
- Hellmuth, Obata & Kasselbaum, Inc.
- Mead & Hunt, Inc.
- Ricondo & Associates, Inc.
- Schenkel & Shultz, Inc.

On October 26, 2020, the PSC met to consider the six LOIs. Based on the LOIs, staff's evaluation, and past performance on Aviation Authority projects, the PSC shortlisted all six firms for further consideration.

On November 17, 2020, the PSC met to consider the shortlisted firms. Each of the shortlisted firms were interviewed and evaluated by the PSC based on the following criteria:

- Comprehensive approach
- Qualifications and experience of key personnel
- Qualifications and experience of firm
- Insurance
- Licensure
- Financial information
- Claim information
- Reference responses
- DBE/MWBE/LDB commitment

The PSC reviewed each firm's LOI and considered each interview. At the conclusion of the interviews and discussion, the PSC recommended the ranking below:

- First: Ricondo & Associates, Inc.
- Second: Bermello Ajamil & Partners, Inc.
- Third: Schenkel & Shultz, Inc.
- Fourth: Mead & Hunt, Inc.
- Fifth: EXP U.S. Service, Inc.
- Sixth: Hellmuth, Obata & Kasselbaum, Inc.

Ricondo & Associates, Inc. (R&A) provided an excellent LOI and presentation with a clear and concise comprehensive approach. They demonstrated a thorough understanding of the challenges to the Aviation Authority over the next several years, and made a strong commitment to its partnership with the Aviation Authority Board and staff to address these challenges. They also provided detailed responses to all questions posed during the interview. R&A proposed a strong experienced staff with an excellent project manager who has over 19 years of related programming, planning, and design professional experience. The firm has been in business for over 31 years, and is headquartered in Chicago, IL, with a local office in Orlando, FL. Its relevant and similar experience includes, but is not limited to, Master Plan Update and On-Call Services/Planning Support Services for Hartsfield-Jackson Atlanta International Airport, GA; Aviation Planning Management and Consulting Services for Midway and O'Hare International Airport, Chicago, IL; On-Call Planning Services for Dulles International and Reagan Washington National Airports, Washington, D.C.

R&A provided the required insurance, licensure, financial information, and claim information. R&A received positive reference responses.

RECOMMENDATION OF THE PROFESSIONAL SERVICES COMMITTEE TO RANK FIRMS SHORTLISTED FOR GENERAL CONSULTING SERVICES (W419) AT THE ORLANDO INTERNATIONAL AIRPORT AND THE ORLANDO EXECUTIVE AIRPORT (con't)

Per the Submission Requirements, the Proposer shall prepare a written action plan that demonstrates the Proposer's understanding of the MWBE, LDB/VBE and DBE participation programs and how the Proposer will achieve the participation goals for these types of Services. The Aviation Authority will establish MWBE, LDB/VBE Participation Goals for each specified assignment (as applicable), and the Aviation Authority has established a DBE Participation Goal of 17% for each specified assignment requiring DBE Participation. R&A provided its commitment to the Aviation Authority's MWBE, LDB/VBE and DBE Participation Programs.

There is no fiscal impact for the base agreement. Future addenda will be based on specific tasks of work as assigned.

It was respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Professional Services Committee to: (1) approve the ranking of the firms for General Consulting Services (W419) at the Orlando International Airport and the Orlando Executive Airport, as follows: First - Ricondo & Associates, Inc.; Second - Bermello Ajamil & Partners, Inc.; Third - Schenkel & Shultz, Inc.; Fourth - Mead & Hunt, Inc.; Fifth - EXP U.S. Service, Inc.; and, Sixth - Hellmuth, Obata & Kasselbaum, 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: (a) approve a no cost General Consulting Services Agreement at the Orlando International Airport and the Orlando Executive 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 documents following satisfactory review by legal counsel.

Chairman Good indicated that he reviewed all of the Proposers LOIs, presentations and interviews, and based on the information he reviewed, he expressed his excitement to work with any of the proposing firms, as they all demonstrated the necessary experience to provide the required services. He thanked Schenkel Shultz for its hard work during the last 10 years and for their willingness to assist during the transition.

Chairman Good voiced his excitement to work with R&A, as he is aware of the firm's work and its experience. He noted that Bermello Ajamil & Partners, Inc. (Bermello) is a local firm that seems to have a very strong background in architecture. He hopes that R&A can work with Bermello in areas where architectural services may be needed.

Upon motion by Vice Chair Martinez, second by Mayor Dyer, vote carried to approve the recommendation of the Professional Services Committee **[FILED DOCUMENTARY NO. 100957]**.

RECOMMENDATION TO APPROVE FINAL NEGOTIATED CONTRACT WITH HEFFLEY & ASSOCIATES FOR PROFESSIONAL SERVICES PS-643, STATE GOVERNMENTAL RELATIONS CONSULTING SERVICES

7. Mr. Brown stated that on September 17, 2020, a notice was advertised for a Request for Qualifications (RFQ) for Professional Services PS-643, State Governmental Relations Consulting Services.

The Aviation Authority had an agreement for State Governmental Relations Consulting Services, which expired on October 31, 2020.

The term for the professional services will be for three years with two one-year options for extensions subject to Aviation Authority approval. On November 3, 2020, an Ad Hoc Committee comprised of Aviation Authority staff, met and reviewed the only proposal submitted by Heffley & Associates.

At its November 11, 2020, meeting the Aviation Authority Board accepted the Ad Hoc Committee's recommendation for PS-643, State Governmental Relations Consulting Services, and authorized fee negotiations with Heffley & Associates in accordance with the Aviation Authority's policy. The final agreement has been negotiated with Heffley & Associates and is within the Aviation Authority's budget.

The final negotiated contract may be terminated with 30-days notice. If the contract is not terminated, the potential fiscal impact for the initial 36-month term and the two one-year extensions of the agreement is a not-to-exceed amount of \$360,000 over the possible five-year period. If the contract is terminated earlier, the total contract value will be less.

RECOMMENDATION TO APPROVE FINAL NEGOTIATED CONTRACT WITH HEFFLEY & ASSOCIATES FOR PROFESSIONAL SERVICES PS-643, STATE GOVERNMENTAL RELATIONS CONSULTING SERVICES (con't)

Funding is from the Operations and Maintenance Fund. Required funding will be approved through the budget process and when funds become available

It was respectfully requested that the Aviation Authority Board resolve to: (1) approve the final negotiated agreement with Heffley & Associates for Professional Services PS-643, State Governmental Relations Consulting Services for Orlando International and Orlando Executive Airports; (2) approve the aggregate contract value in the amount of \$360,000 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel.

Upon motion by Mayor Demings, second by Vice Chair Martinez, vote carried to approve the recommendation, as presented [**FILED DOCUMENTARY NO. 100958**].

RECOMMENDATION TO APPROVE A PILOT COVID-19 TESTING OPPORTUNITY TO ADVENTIST HEALTH SYSTEM/SUNBELT, INC. DBA ADVENTHEALTH CENTRA CARE, AND ORLANDO HEALTH AT ORLANDO INTERNATIONAL AIRPORT (AIRPORT)

8. Proceeding to the next item, Mr. Brown indicated that as a result of the COVID-19 pandemic, a significant change in Airport Operations is currently underway. As other airports have begun testing programs at their facilities under different business models, the Aviation Authority engaged in detailed discussions with two of the largest health care providers in Central Florida, Orlando Health and AdventHealth Centra Care, to partner in ensuring the Aviation Authority is providing a safe facility and operation.

Today we are proposing a COVID-19 testing opportunity that will be set up as part of the Airport's concession program. This will offer the traveling public and airport employees the opportunity to get the COVID-19 test at the Airport. This program is part of our comprehensive effort to bring more services to the Airport that travelers and the public need. As travel increases and certain destinations now require COVID-19 testing prior to arrival, AdventHealth Centra Care is willing to set up a testing clinic in the Airport to better serve our customers and the community. We are in continued discussion with Orlando Health.

Continuing, Mr. Brown explained that it is imperative to establish communication of the results with the Department of Health, Centers for Disease Control (CDC), as well as with the airlines. In the event of group/family testing which results in a positive tests result, the Aviation Authority will help with flight re-bookings, hotel reservations and other accommodations as needed. To be able to make this a successful program, it is critical that we are able to manage any consequence that results from positive tests, including, but not limited to, protecting the passengers and public at large.

Moving on and with the use of visual aids (copy on file), Mr. Brown presented three testing options that will be offered and the layout of the proposed testing space. He indicated that the challenge on hand is that different jurisdiction accepts different tests; therefore, Mr. Tom Draper, Senior Director of Operations, and Ms. Keila Walker, Assistant Director of Operations Emergency Management, will be communicating with the Department of Health to have the most up-to-date information.

The first proposed location for the clinic is on the West end of the main terminal, utilizing space that has become available. This space is basically "move-in ready".

At this time, this opportunity does not include a Minority and Women Business Enterprise (MWBE) nor a Local Developing Business (LDB) participation, because of the specialized nature of the services.

The negotiated term for this pilot, upon approval of the item, is for a term ending July 31, 2021.

The proposed financial impact for each healthcare partner operating a COVID-19 testing clinic is 5% of gross receipts per month.

It was respectfully requested that the Aviation Authority Board resolve to (1) approve a pilot COVID-19 testing clinic agreement with AdventHealth Centra Care (2) continue discussion with Orlando Health; and (3) authorize the Chief Executive Officer, or his designee, to execute the necessary documents, following satisfactory review by legal counsel.

RECOMMENDATION TO APPROVE A PILOT COVID-19 TESTING OPPORTUNITY TO ADVENTIST HEALTH SYSTEM/SUNBELT, INC. DBA ADVENTHEALTH CENTRA CARE, AND ORLANDO HEALTH AT ORLANDO INTERNATIONAL AIRPORT (AIRPORT) (con't)

In response to Vice Chair Martinez's question regarding who makes the decision of whether a passenger boards a flight or not after testing positive, Mr. Brown responded that the airlines would have to make that decision. However, the most critical element is to get the test results because there is a process on how the information is communicated. First, the health provider notifies the Department of Health. Then, the Department of Health notifies the CDC. The CDC has criteria stipulating if an individual gets added to a "no-fly" list, which then gets communicated to the airlines. This process is part of the consequence management that our staff is diligently working on polishing.

Mayor Demings made reference to Mr. Brown's previous statement regarding airport employees being able to be tested, and inquired about whose responsibility would be to pay for an employee's test. Mr. Brown responded that, typically, the employer's health plan would cover a portion of the test; however, if the Aviation Authority requests that an employee get tested, then the Aviation Authority will be responsible for the cost of the employee's test. Nevertheless, it is our belief that the insurance will cover it, since both Adventhealth and Orlando Health are providers under our healthcare plan.

By question from Mayor Dyer regarding TSA agents' positivity rate for COVID-19, Mr. Brown responded that, since March 2020, close to 100 TSA agents have reported positive COVID-19 results. Mr. Brown informed that, based on his knowledge, these positive results are representative of what is happening in the community; most of the positive test results are due to socializing and family gatherings. With respect to our facility, MCO received the Global Biorisk Advisory Council (GBAC) STAR accreditation for its continuous measures when addressing cleaning and disinfection of the facilities.

Upon motion by Mayor Dyer, second by Vice Chair Martinez, vote carried to approve the recommendation, as presented. [FILED DOCUMENTARY NO. 100959].

RECOMMENDATION TO APPROVE REVISIONS TO ORGANIZATIONAL POLICIES 180.01, LOBBYING ACTIVITIES, AND 180.03, SELECTION PERIOD COMMUNICATION (REFERRED TO JOINTLY AS "LOBBYING POLICIES")

9. Mr. Gerber presented the revisions to the Lobbying policies, as discussed in the previous two Board meetings.

At the October Board meeting, Mayor Demings, followed by fellow Board members, requested a review of the current Lobbying Policies 180.01 and 180.03. At the November Board meeting, the Board noted certain inconsistencies with the policies, which have been in place for over a decade. The first inconsistency found was that consequences for violating Policy 180.01 were listed only for former Board members and employees, not for all lobbyists. The Board also noted that there were some consequences listed in Policy 180.03, but those were consistent with Policy 180.01. Therefore, the Board directed to resolve these inconsistencies by ensuring that there are consequences in place for all lobbyists who violate the policies, and that these consequences are clearly established in both policies.

Additionally, the Board noted two issues for clarification. First, although it is implicit that a violation of Policy 180.03 could lead to an adverse decision on the bid or proposal, this is not clearly stated in the policy. Second, not all policy violations were clearly identified, as those which may lead to consequences; therefore, the Board's direction was to (1) clearly state the consequences of violating policy 180.03 and (2) to make clear that a violation of all policies, including lobbying contact regulation, may result in sanctions.

Mr. Gerber continued by stating that taking into consideration the Board's directions, the following changes have been made to the Lobbying Policies:

- Lobbying Policy 180.01:
 - o To avoid any misinterpretation, language was revised to clarify that any alleged violation of the policy will result in a demand for immediate compliance and possible investigation by General Counsel, Chief Executive Officer, or both.

RECOMMENDATION TO APPROVE REVISIONS TO ORGANIZATIONAL POLICIES 180.01, LOBBYING ACTIVITIES, AND 180.03, SELECTION PERIOD COMMUNICATION (REFERRED TO JOINTLY AS "LOBBYING POLICIES") (con't)

- o Language was revised to clarify that the consequences for violating include any violation of the policy, not just limited violations to the policy.
- o To avoid any misinterpretation, a direct reference to Policy 180.03 was added.

- Lobbying Policy 180.03:
 - o To avoid any misinterpretation, language was added to provide clear notice of a violation of a policy and avoid any misinterpretation.
 - o Added language which states that a violation of the no-lobbying period may result in:
 - Bid or proposal rejection
 - Voiding a contract
 - Imposition of monetary or other sanctions

All consequences will follow due process, which includes notice and hearing conducted by the Chief Executive Officer or designee.

Mr. Gerber indicated that both proposed revised Lobbying Policies are in the agenda package provided to Board members and provided the Board the following options:

- To adopt the proposed revised policies as provided in the agenda package;
- Amend the proposed revised policies;
- Return the proposed revised policies to staff for further review; or
- Reject the proposed revised policies, thus leaving the current policies in place.

In response to Vice Chair Martinez regarding steps before suspension, Mr. Gerber explained that the first step is immediate compliance, followed by warning, sanction or reprimand, and then possible suspension or prohibition. Mr. Gerber made clear that there could be instances in which a violation could be so severe that a lobbyist could be immediately suspended or banned, or rejection of bid or proposal, however, it is hopeful that after a request for immediate compliance, we will get the compliance that we seek.

Vice Chair Martinez followed up by asking if lobbyists will be made aware of all this information. Mr. Gerber explained that all lobbyists are required to register. The Lobbyist Registration Form is online, where the Lobbying Policies are also available on the same page. If the Board approves this item as presented, the Lobbying Registration Form will provide a statement where the lobbyist acknowledges that he/she has read the Lobbying Policies prior to registration.

Chairman Good indicated that this revision largely mirrors the Orange County policy. Mr. Gerber replied in the affirmative and indicated that City of Orlando and Orange County have substantial overlap on how they define lobbying practices, procedures and consequences, with some differences.

Upon motion by Vice Chair Martinez, second by Mayor Demings, vote carried to approve the recommendation, as presented.

Before adjournment, Mr. Brown wished all a happy holiday.

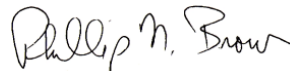
ADJOURNMENT

10. There being no further business to be considered, Chairman Good adjourned the meeting at 3:25 p.m.

(Digitally signed on February 2, 2021)



Larissa Bou
Manager of Board Services



Phillip N. Brown
Chief Executive Officer