

On **WEDNESDAY, APRIL 26, 2021**, the **CAPITAL MANAGEMENT COMMITTEE** of the Greater Orlando Aviation Authority met in Conference Room Lindbergh of the Greater Aviation Authority offices in the main terminal building at the Orlando International Airport (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Phillip N. Brown called the meeting to order at 3:30 P.m. The meeting was posted in accordance with Florida Statutes and a quorum was present in the room.

Committee members present, Phillip N. Brown, Chairman
Thomas Draper, Senior Director of Operations
Davin Ruohomaki, Senior Director of Construction and Engineering

Also present, Kathleen Sharman, Chief Financial Officer
Kathy Anderson, Manager of Contracts
David Brown, Legal Counsel, Nelson Mullins (via phone)
Linda George, CPA
Rob Brancheau, Anser Advisory
Larissa Bou, 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.

MINUTES

1. The Committee was in consensus to approve the meeting minutes of April 1, 2021, as written.

REQUEST FOR APPROVAL TO REALLOCATE SCOPE TO THE CIP HEALTH AND SAFETY PROGRAM

2. Ms. Sharman presented the item.

Staff periodically reviews the Capital Improvement Plan (CIP) for FY 2018-2025 for Orlando International Airport in order to maintain alignment between the CIP and the latest project scopes, estimates and funding plans. The Aviation Authority Board last approved the CIP on August 19, 2020 (2020 CIP), based on recommendations from the Capital Management Committee (CMC) meeting of August 10, 2020.

Since the August 10, 2020 CMC meeting, staff has been monitoring developments in various elements of the CIP for which staff is seeking guidance from CMC. The purpose of this memorandum is to request approval to reallocate certain scope items to the Health and Safety Renovations program within the CIP.

The 2020 CIP includes a \$15 million Health & Safety Renovations project to fund terminal improvements required to address COVID-19 concerns. Currently, more than \$14 million remains uncommitted. Since the onset of the pandemic, the Aviation Authority has taken many measures to address the health and safety of the traveling public and airport employees, including but not limited to increasing janitorial services, upgrading cleaning products, placing additional hand sanitizer stations throughout the airport campus, and assuming responsibility for the cleaning of TSA areas. In addition, the Airport has been granted the Global Biorisk Advisory Council (GBAC) STAR Service Accreditation. The GBAC STAR Accreditation Program is designed to help facilities establish a comprehensive system of cleaning, disinfection, and infectious disease prevention. Social distancing and mask wearing are encouraged through a robust digital and static signage program. These measures have been funded with Operations and Maintenance funds. Additionally, the Airport has deployed a Health & Safety Trust Spatial Awareness System pilot program for real-time crowd analytics for monitoring real-time foot traffic to improve the usability, safety and cleanliness of large spaces. Although the Aviation Authority continues to evaluate the Health & Trust Spatial Awareness System, no future commitments beyond the pilot program have been made at this time.

Two projects, Self-Bag Drop and Virtual Ramp Control (VRC), as further described below, are currently included in the South Terminal C Phase 1 (STC-P1) and Phase 1 Expansion (STC-P1X)

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program budgets. The project team is proposing to reallocate the scopes of these projects to the Health and Safety Renovations Program as detailed in Exhibit 1 (copy on file).

Self-Bag Drop

The Self-Bag Drop is a proposed common use component at the Ticketing area that would provide for customer service and airline staffing optimization. The Self-Bag Drop includes biometric features as well as the use of touchless devices that contribute to the safe environment at the Ticketing/Check-in area for passengers and agents. The Self-Bag Drop units are required to integrate with the Vanderlande Baggage System and the SITA Common Use kiosks that would allow for baggage up to 54 inches to be put through the system as done at all other STC Ticket counters. Designated areas for self-bag drop are included in the current STC Ticket Lobby plan with the option for added locations for future installations.

The Self-Bag Drop is currently budgeted within the STC-P1 and STC-P1X programs in the amounts of \$3,093,594.00 and \$714,393.66 respectively, for a total of \$3,807,987.66. In addition, the project team is requesting an additional contingency of \$1,192,012.34 for a total revised budget of \$5,000,000, to be funded from GARBS in the Health & Safety Renovations program. Should this proposed action be approved, the \$3,807,987.66 currently budgeted in the STC budgets would be returned to their respective program contingencies.

Virtual Ramp Control (VRC)

At the North Terminal, aircraft ramp control is currently managed by the airlines and the FAA Air Traffic Control Tower. Due to the expansive land area at Orlando International Airport, extensive master planning efforts have been made over the years to site the South Terminal Complex. Multi-story structures such as future hotels, elevated taxiways and the STC's landside and airside have been planned to maximize the airport's ability to accommodate decades of growth. However, due to the configuration and height of several of the structures currently in construction at the STC, airport operations has been advised by the FAA that either an additional ramp tower, or a VRC system is required to safely guide aircraft to and from each STC gate. Because of space and advancements in technology, the Aviation Authority has chosen a VRC to provide this function. The VRC project will include sensors throughout the airfield, including the north that will assist the Federal Aviation Administration (FAA) in tracking aircraft serving the STC on the airfield.

The VRC project has a current budget \$7,500,000 with \$6,000,000 funded from GARBS within the STC-P1X program and additional \$1,500,000 is budgeted from Capital Expenditure Funds and not included in the 2020 CIP. In addition, the project team is requesting an additional \$500,000 for a revised budget of \$8,000,000 to be funded from GARBS in the Health & Safety Renovations Program. Should this proposed action be approved, the \$6,000,000 currently budgeted would be transferred from the STC-P1X to the STC-P1 program contingency and the \$1,500,000 budgeted from Capital Expenditure Funds will be returned to fund balance.

If all of the scope reallocations are approved, the Health & Safety Renovations available program budget will be reduced from \$14,758,309 to \$1,758,309.

As indicated in the memorandum, Ms. Sharman reiterated that the Committee has the following alternatives:

- 1) Authorize all or portion of the projects for (1) the Self-Bag Drop; (2) Virtual Ramp Control from the STC Program to the Health and Safety Renovations Program; or
- 2) Choose not to reallocate the proposed projects to the Health and Safety Renovations Program.

There is no fiscal impact to the overall STC-P1 or STC-P1X programs; however, the STC-P1 Program Contingency would increase by \$9,093,594.00. The STC-P1X Program Contingency would increase by \$714,393.66. In addition, there is no impact to the CIP Health and Safety Renovations Program budget; however, these actions would reduce the CIP unallocated within the Health and Safety Program by \$13,000,000.

It was respectfully requested that the Capital Management Committee consent to: (1) expand the scope of the Health and Safety Renovations program to include the Virtual Ramp Control and Self-Bag Drop projects and incorporate these projects into the next CIP update; (2) authorize the reallocation of the Self-Bag Drop scope from the STC programs to the CIP Health and Safety Program at the Orlando International Airport returning the STC-P1 budget

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of \$3,093,594 to STC-P1 program contingency; the STC-P1X budget of \$714,394.66 to STC-P1X program contingency; and increase the overall project budget to \$5,000,000 to be funded from General Airport Revenue Bonds; (3) authorize the reallocation of the Virtual Ramp Control project scope to the Health and Safety Renovations program from the STC-P1X program, transferring the budget of \$6,000,000 to STC-P1 program contingency and increase the budget to \$8,000,000 to be funded from General Airport Revenue Bonds; and (4) transfer \$1,500,000 of Capital Expenditure Funds to fund balance.

Chairman Brown recapped the information provided and asked if the Committee had any questions. Ms. Sharman stated that the recommended action in the memorandum does not include the recommendation to the Aviation Authority Board to approve this item. Chairman Brown indicated that the item could be presented at the May board meeting.

Chairman Brown asked if there were any further comments or questions. Hearing none, the Committee was in consensus of the recommendation.

REQUEST FOR APPROVAL TO UPDATE JOINT ANNUAL CAPITAL IMPROVEMENT PROGRAM (JACIP) FOR ORLANDO INTERNATIONAL AIRPORT (MCO)

2. Ms. Sharman presented the item.

In order to obtain Florida Department of Transportation (FDOT) grants, airports enter projects into the Joint Annual Capital Improvement Program (JACIP). The JACIP is updated based on the Aviation Authority's approved Capital Improvement Program (CIP) with the next JACIP update due by the end of FDOT's fiscal year (June 30, 2021). Additionally, the Aviation Authority has been requested to apply for Strategic Intermodal System (SIS) funding with the same time constraints.

On August 19, 2020, the Aviation Authority Board approved an update to the CIP based on updated financial projections completed in May 2020 due to the unprecedented decrease in air service and associated airport revenues resulting from the COVID-19 pandemic. Based on those updated projections, this plan included a total reduction of \$360.1 million including a \$226.9 million reduction to the existing South Terminal C programs (STC) which include the South Terminal Phase 1 (STC-P1) and Phase 1 Expansion (STC-P1X) programs and a projected net \$133.7 million reduction to the remaining CIP. The reduction to the STC included the reduction of existing construction contracts and other budget adjustments.

On March 17, 2021, the FDOT Central Office reached out to the Districts for the review of current allocations and requests for new project funding for SIS funding for the Fiscal Year 2022-2027 timeframe. The SIS Airport Project Submission Template was to be used and the projects should also be included in JACIP to be considered for funding.

On April 9, 2021, the attached templates were provided to the FDOT District Office for SIS consideration for two projects, the Airside 2 and 4 APM Systems and the Ground Transportation Facility (GTF) Pedestrian Bridge at the South Terminal, currently under construction and expected to open in 2022. Additionally, on April 12, 2021, the attached letter was sent to FDOT Secretary Thibault, requesting these two proposed SIS projects be funded at 100% in lieu of the standard 50% funding participation. While the current CIP does not include these projects, an update to the CIP is currently in process and expected to be completed prior to the end of this fiscal year. These projects will be incorporated into the CIP update subject to receipt of sufficient FDOT funding.

Airside 2 and 4 APM Systems

The Airsides 2 & 4 APM systems are must-ride passenger connections between the Landside Terminal and these two airside. They provide the backbone of our terminal capacity for the airport. The two systems will reach the end of their useful lifespan in the 2024-2026 timeframe. These two systems, which transport up to 30 million passengers per year, are vital to maintain and expand the capacity of the North Terminal as airlines periodically shift gate areas to expand capacity and optimize their operations. They are also vital to serving our guests and growing our customer base for all of our Central Florida stakeholders. The estimated cost for the Airside 2 and 4 APM Systems replacement is \$110 million.

Ground Transportation Facility Pedestrian Bridge at New South Terminal

This project, which was halted due to the budget reductions to the STC in 2020, will complete construction of the MCO GTF Pedestrian Bridge connecting the new \$2.8 Billion South Terminal to the South Airport APM Station and Intermodal Terminal Facility (ITF). The ITF will be the northern terminus for the first phase of the \$2.7 billion Brightline intercity rail

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system. The GTF Pedestrian Bridge will provide a seamless connection between two of the largest transportation projects currently under construction in the State of Florida. The bridge will also offer additional capacity and reduced walking times between the two major buildings compared with a circuitous path through the parking garage. The estimated cost to complete the construction of the GTF Pedestrian Bridge is \$28.6 million.

The Committee has the following alternatives:

- 1) The CMC could choose to agree with staff's recommendation and authorize staff to enter the projects into JACIP to allow FDOT to consider these projects for funding.
- 2) The CMC could choose to withdraw the 100% funding request from FDOT.

Entering the projects into JACIP and requesting the funding from FDOT has no fiscal impact. Fiscal impact will be evaluated during the CIP process depending on the amount of FDOT funding awarded.

It was respectfully requested that the Capital Management Committee consense to authorize staff to update JACIP to include the Airside 2 and 4 APM Systems Replacement and the Ground Transportation Facility (GTF) Pedestrian Bridge with 100% SIS funding.

Discussion ensued regarding the application submittal process.

Chairman Brown asked if there were any further comments or questions. Hearing none, the Committee was in consensus of the recommendation.

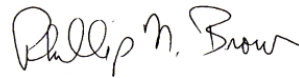
ADJOURNMENT

3. There being no further business to be considered, Chairman Brown adjourned the meeting at 3:43 p.m.

(Digitally signed on May 28, 2021)



Larissa Bou
Recording Secretary



Phillip N. Brown
Chairman