

**GREATER ORLANDO AVIATION AUTHORITY  
CONCESSIONS/PROCUREMENT COMMITTEE**

**DATE:** June 13, 2022

**DAY:** MONDAY

**TIME:** 1:30 P.M.

**PLACE:** CARL T. LANGFORD BOARD ROOM, ORLANDO INTERNATIONAL AIRPORT, ONE JEFF FUQUA BOULEVARD

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. ANNOUNCEMENTS - Appeal Process**

*NOTE: If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this Committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal. Any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. Any appeal must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email [kevin.thibault@goaa.org](mailto:kevin.thibault@goaa.org) with copy to [gail.musselwhite@goaa.org](mailto:gail.musselwhite@goaa.org) by June 20, 2022, by 4:00 p.m. (emails will be accepted during the COVID-19 pandemic).*

*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. The policy, forms, and instructions are available on the Aviation Authority's offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.*

**IV. CONSIDERATION OF MINUTES FOR MAY 24, 2022**

**V. CONSENT AGENDA**

- A. Recommendation to Award a Sole Source Procurement SS-00177, Purchasing Agreement 03-23 for Lift-Net Software Maintenance with Integrated Display Systems Inc.
- B. Recommendation to Reject the Responses for Invitation for Bid (IFB) 02-23 Interior Plant Horticultural Maintenance Services

**VI. NEW BUSINESS**

- A. Recommendation to Approve Amendment No. 3, Contract Adjustment for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation
- B. Recommendation to Approve Amendment No. 6, First Renewal Option for Purchasing Contract 01-17, Automated People Mover (APM) Operation and Maintenance, with Crystal Mover Services, Inc.
- C. Recommendation to Approve Amendment No. 3, Increase in Value, to Purchasing Contract 03-18, Operation and Management of Parking Facilities with ABM Aviation, Inc.

NEXT SCHEDULED CONCESSIONS/PROCUREMENT COMMITTEE MEETING IS ON JUNE 27, 2022

On **MAY 24, 2022**, the **CONCESSIONS/PROCUREMENT COMMITTEE** of the **GREATER ORLANDO AVIATION AUTHORITY** met in the Carl T. Langford Board Room at Orlando International Airport, One Jeff Fuqua Boulevard, Orlando, Florida, 32827. Chairman Friel called the meeting to order at 2:00p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

**Committee members present:** Bradley Friel, Chairman  
Yovannie Rodriguez, Vice Chairman  
Tom Draper, Chief of Operations  
Brian Engle, Director of Customer Experience

**Staff/Others present:** Luis Aviles, Purchasing Manager  
Jill Overstreet, Risk Management  
Vaughn Henderson, Finance  
Jo Thacker, Nelson Mullins, Legal Counsel  
Gail Musselwhite, Recording Secretary

*Chairman Friel began by announcing that if a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal, to the Chief Executive Officer, Mr. Kevin J. Thibault, via email at [kevin.thibault@goaa.org](mailto:kevin.thibault@goaa.org) with copy to [gail.musselwhite@goaa.org](mailto:gail.musselwhite@goaa.org) by Wednesday, June 1, 2022 - no later than 4:00pm*

*And lastly, 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. 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 proceeding to business, Ms. Thacker asked Committee members 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 Committee member.

### **MINUTES**

1. Upon motion by Mr. Draper, second by Vice-Chair Rodriguez, motion passed to accept the March 28, 2022, April 11, 2022 and April 25, 2022 minutes as written.

### **CONSENT AGENDA**

2. Chairman Friel asked if anyone in the audience would like to speak regarding the Consent Agenda items. Ms. Musselwhite confirmed she had not received any speaker requests. Chairman Friel then asked if any Committee member had questions or wished to pull the item for discussion.

Upon motion by Mr. Draper, second by Mr. Engle, vote carried to approve the following Consent Agenda items:

A. approve that the following be recommended to the Chief Executive Officer: (1) award Purchasing RFQ 93657-22, Purchase of three (3) 2022 Ford Ranger XLT Crew Cab 4x4, R4F through the Utilization of the Florida Sheriffs Association Contract # FSA20-VEL.28.0 to Garber Ford, Inc.; (2) authorize funding from the OIA Capital Fund in the not-to-exceed amount of \$112,008 and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

B. approve the following be recommended to the Chief Executive Officer: (1) approve Amendment No. 5, six (6) month extension for Purchasing Contract 18-17, Train Station Landscape Maintenance and Irrigation Services with Helping Hand Lawn Care, LLC.,(2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$122,394.93 and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

**RECOMMENDATION TO REVIEW/RANK/AWARD REQUEST FOR PROPOSAL (RFP) 12-22, SOUTH TERMINAL JANITORIAL MAINTENANCE**

3. This item was presented by Mr. Aviles.

The term of the Contract is for thirty-six (36) months with the initial service to commence on or about October 1, 2022, and with the Aviation Authority having options to renew the Contract for two (2) additional periods of one (1) year each.

This Contract award will be for the Contractor to provide all labor, supervision, management oversight, training, materials, equipment, tools, submissions, reports, consumables, uniforms, janitorial cleaning supplies (except hand soap, trash liners and baling wire), paper products (except paper towels and toilet tissue), trash can inserts, fuel, oil, lubricants, and all other items with no markup necessary or proper for, or incidental to, performing janitorial maintenance of the terminal areas identified in the attached Janitorial Cleaning Sheets (exhibits), located at the Orlando International Airport ("OIA") Terminal C, in accordance with the Contract Documents.

On January 10, 2022, the Aviation Authority issued Purchasing Request for Proposal P12-22, South Terminal Janitorial Maintenance. A total of 479 potential vendors were notified via email of which 31 vendors viewed and downloaded the solicitation. On April 14, 2022, the following six (6) responses were received:

Name of Respondent

1. ABM Aviation Incorporated
2. Flagship Airport Services Incorporated
3. JCM Commercial Business Solutions LLC
4. Owens Realty Services
5. United Maintenance Company, Incorporated
6. Sunshine Cleaning Systems, Inc.

Staff reviewed the submittals provided from five (5) Respondents. Sunshine Cleaning Systems, Inc. submitted a "No Proposal Response".

The fiscal impact for this agreement will be based on pricing from the first ranked Proposer. Staff will present the agreement terms to the Aviation Authority Board for consideration.

It was respectfully requested that the Concessions/Procurement Committee: (1) resolve to: (a) rank the Proposers, or (b) if necessary, invite the Proposers for interviews and ranking at a later meeting; (2) if the Committee moves to rank the Proposers, request the Aviation Authority Board approval of the ranking along with authorization to award to the first-ranked firm in accordance with the Aviation Authority's policy; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate documentation following satisfactory review by legal counsel.

There was one speaker on this item:

Camillo Simms from ABM

Evaluation of the proposals and discussion ensued.

Upon motion by Vice-Chair Rodriguez, second by Mr. Engle, vote carried to shortlist and invite for interviews on June 9, 2022 at 2pm, ABM Aviation Inc., Flagship Airport Services Inc. and JCM Commercial Business Solutions, LLC.

**ADJOURNMENT**

4. Chairman Friel asked if there was further business to discuss before the Committee. Having no further business to discuss, he adjourned the meeting at 3:51pm.

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Gail Musselwhite  
Recording Secretary

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Brad Friel  
Chairman



## GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

### MEMORANDUM

TO: Members of the Concessions/Procurement Committee

FROM: Gary M. Hunt, Director of Maintenance

DATE: June 13, 2022

### ITEM DESCRIPTION

Recommendation to Award a Sole Source Procurement SS-00177, Purchasing Agreement 03-23 for Lift-Net Software Maintenance with Integrated Display Systems Inc. (IDS)

### BACKGROUND

On May 13, 2022, the Chief Executive Officer approved initiating the Sole Source Procurement SS-00177 process for a Lift-Net Software Maintenance Agreement for thirty-six (36) months with the initial service to commence on or about September 1, 2022 and with the Aviation Authority having the option to renew the Agreement for two (2) additional periods of one (1) year each.

IDS is the Original Equipment Manufacturer (OEM) of the Lift-Net software and firmware which monitors the safe operation and activities of the Aviation Authority's elevators, escalators and moving walks. The Lift-Net software and firmware is proprietary and can only be serviced, patched, and upgraded or replaced through IDS. Replacement of this platform would be cost prohibited.

The Agreement requires IDS to provide remote and on-site support of all Lift-Net related software, firmware, and drivers operating on the Lift-Net server and workstation computers at the Orlando International Airport (OIA) in accordance with the Agreement Documents.

### ISSUES

This Award is based on a Sole Source Procurement Justification in accordance with Aviation Authority Policy 450.03. The Purchasing Department has reviewed the justification and agrees with the Maintenance Department that this does not lend itself to a competitive solicitation.

The Small Business Development Department has reviewed the requirements for the Sole Source procurement and determined no small business goals for Minority and Women Business Enterprise, Local Developing Business and/or Veteran Business Enterprise participation, due to the following factor: it is a Sole Source Procurement.

### FISCAL IMPACT

IDS fee in the amount not-to-exceed of \$180,000 is to be funded from the following Operations and Maintenance Fund account code: 301.631.210.5460001.000.000000. Funds expected to be spent under the Agreement in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

## **RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve the following be recommended to the Chief Executive Officer: (1) award Purchasing Sole Source SS-00177 for Purchasing Agreement 03-23, Lift-Net Software Maintenance Agreement to Integrated Display Systems Inc.; (2) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$180,000; (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

### **Attachments**

A – Sole Source

B – Small Business Memo

C – Finance Form

## Attachment A



### Sole Source Procurement Request

Requested By  
**Thomas ODay**

Request Date  
**5/2/2022**

Department  
**631 – Maintenance Admin**

Request ID  
**SS-00177**

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#### Request Info

Initiated By  
**Thomas ODay**

Supplier/Firm Name  
**Integrated Display Systems Inc. (Lift-Net)**

#### Description

**Both remote and on-site support of all Lift-Net related software, firmware, drivers operating on the Lift-Net server and workstation computers. Integrated Display Systems (Lift-Net) is the Original Equipment Manufacturer (OEM) of the software and firmware, which monitors the safe operation and activities of all the Authority owned elevators, escalators and moving walks.**

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#### Procurement Details

Need By  
**11/30/2022**

Document Number

Estimated Amount  
**\$180,000.00**

1. What is the end use of the item or nature of the Goods, Services or Professional Services being requested?

**Both remote and on-site support of all Lift-Net related software, firmware, drivers operating on the Lift-Net server and workstation computers.**

2. What capacity does the supplier for the Goods, Services or Professional Services have that make it uniquely capable of satisfying the need?

**Integrated Display Systems (Lift-Net) is the Original Equipment Manufacturer (OEM) of the proprietary software and firmware, which monitors the safe operation and activities of all the Authority owned elevators, escalators and moving walks.**

3. Why are these unique capabilities or characteristics essential and necessary to meet the need?

**Since the operating software/firmware which interfaces and monitors all elevator and escalator operations and activities are considered proprietary and are under the care, control and custody of Lift-Net, they can only be serviced, patched and upgraded or replaced through Lift-Net.**

4. What market research was done to ensure no other available source was capable of fulfilling the requirement?



The original was Servitel (Schindler Product) and was bid out under BP-338 to change the Servitel system out from to Lift-Net. The project started in 2002 and was completed in 2005, project costs was around \$2.5M. There are other providers of SCADA-based software systems in the industry, however they would also be considered proprietary for their own systems technologies and would not be able to modify, upgrade, repair or replace any segment of the monitoring systems that are being operated and maintained by Lift-Net, incurring even higher costs than experienced under BP-338.

5. Is there a specification, statement of work of purchase description available that is sufficient for competitive procurement? If not, is one being developed?

**It is planned that a Sole Source procurement and associated technical specifications will be prepared for this specialized work.**

6. What steps are being taken to foster competition in subsequent procurements of the Goods, Services or Professional Services?

**As stated in question #4 above, there are other providers of SCADA-based software systems in the industry, however they would also be considered proprietary for their own systems technologies and would not be able to modify, upgrade, repair or replace any segment of the monitoring systems that are being operated and maintained by Lift-Net.**

7. What would the impact be in job accomplishment and/or financial loss if another supplier's Goods, Services or Professional Services with similar capabilities were substituted?

**If another SCADA-based system were to be selected, all segments of the system (server, workstations, software, firmware, interface modules, etc.) would need to be replaced in order to operate on a single platform similar to the work performed under BP-338. Any other service provider would not have access to the software or firmware currently operating on this proprietary system. As such, this would be a significant liability concern for GOAA going forward.**

8. If this request is for a one-time procurement, what is the estimated cost of the Goods, Services or...

**Unless the Service Agreement can be negotiated for a longer term, the Sole Source would be an annually re-occurring activity. The current price is \$48,000 for 1 year. This information is listed on the attached Service Agreement.**

9. If this request is for a multiple procurements over a 12 month period, what is the estimated total cost of the Goods, Services or Professional Services over that time period?

**This is a three (3) year term, with a Not-to-Exceed (NTE) amount of \$180,000, with two (2) one-year options.**

10. Circumstances change over time. If this request is for approval for a continuing requirements, what is the length of time this procurement approval is needed prior to re-evaluating available commercial solutions and the Authority's requirements?

**The current request is for a 3-year base, with two 1-year options for a total of five years. The pricing provided covers all five years of the proposed contract with a NTE value of \$254,850.**

Is Project Related

Project Number

**No**

Is Committee Approved

Committee Approved On

**No**

Is Board Approved / Notified

Board Approved On

**No**

Notes

**This item will go to CPC and then CEO for approval prior to issuance of a PO. As applicable, it will be added to the Master Technology Renewal List for tracking. It will also be posted on GOAA's website for seven (7) business days as required by policy.**



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## Activity History

Procurement Step	Action Taken	Action Taken On	Comment	User
Final Purch Mgr ...	Approve	5/13/2022 4:40 ...		Luis Aviles
CEO Review	Approve	5/13/2022 2:49 ...		Kevin Thibault
CFO Review	Approve	5/11/2022 3:53 ...		Kathleen Sharman
Purch Mgr	Approve	5/10/2022 9:46 ...	Original Equipment Manufacturer (OEM) of the proprietary software and firmware	Luis Aviles
Dept Approver	Approve	5/9/2022 3:50 PM		Gary Hunt
Initialized Workfl...	Form Submitted	5/2/2022 3:08 PM		Thomas ODay
Create Procurem...	Workflow Initiali...	5/2/2022 3:08 PM		Thomas ODay

**Attachment B**



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**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Members of the Concessions/Procurement Committee

From: Orlando Santiago Pérez, MSEP, C.M., Small Business Compliance Administrator

Date: May 9, 2022

Re: Recommendation to Award Purchasing Sole Source SS-00177, Purchasing Agreement 03-23  
Lift-Net Software Maintenance Agreement with Integrated Display Systems Inc.

The Small Business Development Department (SBDD) has reviewed the above referenced solicitation to identify opportunities for small businesses participation.

SBDD determined no small business goals for Minority and Women Business Enterprise, Local Developing Business and/or Veteran Business Enterprise participation, due to the following factor(s):

1. It is Sole Source Procurement

Should you have questions, please contact Orlando Santiago at (407) 825-7134.





**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

TO: Members of the Concessions/Procurement Committee

FROM: Luis Aviles, CPPB, Purchasing Manager, Contracts

DATE: June 13, 2022

**ITEM DESCRIPTION**

Recommendation to Reject the Responses for Invitation for Bid (IFB) 02-23 Interior Plant Horticultural Maintenance Services.

**BACKGROUND**

The proposed contract period was for thirty-six (36) months with the initial service to commence on or about September 17, 2022, and with the Aviation Authority having two (2) additional option periods of one (1) year each.

This solicitation would have resulted in a contract for the Contractor to furnish all labor, supervision, materials, supplies, equipment, tools, transportation and all other items necessary or proper for, or incidental to providing interior plant horticultural maintenance services at the Orlando International Airport.

The Contractor would have had to provide scheduled weekly maintenance, to include all services necessary to maintain plant health and appearance. These services include, but are not limited to: watering, rotating, and dusting, pruning/trimming, removal of diseased or damaged plant parts, insect and disease treatment, fertilizing, cleaning all areas of dead leaves and other debris inside or around the planters.

**ISSUES**

The Aviation Authority received two responses to the IFB:

1. Greenery Productions
2. Rentokil North America/Ambius – No Bid

In the review of the responses, the Aviation Authority has been made aware that the proposed quantities and sizes may be too high as the single bid submittal had exceeded the department's budget. The Purchasing Department, with the approval of the Maintenance Department, is requesting to revise and re-solicit the above referenced services.

In accordance with State Statute 119.071(1) (B) 3, the rejected IFB responses are exempt from public records requests until notice of an intended decision concerning the re-solicited services is provided.

**FISCAL IMPACT**

There is no fiscal impact.

## **RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Chief Executive Officer: (1) reject the IFB response from Greenery Productions due to the Bid price being over budget; and (2) authorize Staff to revise the IFB Documents and to re-solicit this IFB.

### Attachments

None



## GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

### MEMORANDUM

TO: Members of the Concessions/Procurement Committee

FROM: Thomas O'Day, Contract Manager, Maintenance

DATE: June 13, 2022

### ITEM DESCRIPTION

Recommendation to Approve Amendment No. 3, Contract Adjustment for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation ("Schindler")

### BACKGROUND

The initial term of the Contract is for forty-eight (48) months, which commenced on June 1, 2021, expiring May 31, 2025, with the Aviation Authority having the option to renew the Contract for three (3) additional periods of one (1) year each.

The Contract requires Schindler to furnish all labor, supervision, materials, repair parts, supplies, tools, diagnostic equipment, manuals, schematics, and any and all other items and services necessary or proper for, or incidental to, performing twenty-four (24) hours per day, seven (7) days per week, on-site maintenance and repair services for elevators, escalators and moving sidewalks located at the Orlando International Airport.

Schindler shall also provide and maintain an on-site inventory of spare parts and materials, perform and/or assist with the A17 Safety Code testing/witnessing inspections in accordance with the testing schedule, assist in maintaining the airport's elevator/escalator monitoring system (LiftNet) and all other items necessary or proper for, or incidental to, performing Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services at Orlando International Airport in accordance with the Contract Documents.

The Contract allows for Additional Work per Section 3.5.2 of the Specifications, Page S-26, which states "Additional Work shall also refer to upgrades, enhancements, modifications, and the replacement or refurbishment of any equipment, component, or system, as deemed necessary by the Aviation Authority to improve the aesthetics, safety, reliability, or performance of the Equipment or system(s)."

### ISSUES

Contract Adjustment - Staff is requesting Additional Work to modify thirty-four (34) elevators to comply with the State of Florida's adoption of *ASME A17.3-2015 Safety Code for Existing Elevators and Escalators* located in the North Terminal. The Additional work shall commence on or about August 1, 2022 with an anticipated completion date of December 31, 2023.

The new code is retroactive, which identified thirty-four (34) elevator units within the main terminal, Airsides and the HBJ Building as non-compliant with the new code that was recently adopted by the State. All units are required to be compliant by December 31, 2023. As per ASME A17.3-2015, Section 3.10.12, the door lock modification required is to monitor and prevent the automatic operation of the elevator in the event of failure of the door closure contacts and/or circuitry.

Department – Concurs with the Contract Adjustment

**CPC NEW BUSINESS ITEM - A -**

Contractor – Based on the information known at this time, Schindler is performing satisfactorily during the initial term.

Pricing is based on the existing hourly rates for mechanic (\$196.54) and helper (\$157.23), and the mark-up percentage over its costs for subcontractor labor, parts, materials, and equipment rentals purchased for the elevator, escalator and moving sidewalks. The actual amount paid to the Contractor is based on actual work requested, performed and approved by the Aviation Authority.

This contract includes a Minority and Women Business Enterprise (MWBE) participation requirement. The participation goal for this contract is 18% for MWBE. The Small Business Development Department certifies that the contract is in good standing as it relates to MWBE participation.

### **FISCAL IMPACT**

The fiscal impact for the Contract Adjustment is a not-to-exceed amount of \$626,642.71. Funding will be from the Operations and Maintenance Fund, account code 301.631.210.5460001.000.100012. Funds expected to be spent under the Contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Capital Expenditure Fund, as approved through the budget process and when funds become available.

### **RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 3, Contract Adjustment for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation; (2) authorize funding from the Operations and Maintenance Fund account in the not-to-exceed amount of \$626,642.71; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

### Attachments

A – Contract History

B – Small Business Memo

C – Finance Form



Attachment A

CONTRACT HISTORY

Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services

Contract	Approvals	Description	Term	Dollars
Initial Term	<ul style="list-style-type: none"><li>• CPC 12/14/2020</li><li>• Board 2/2/2021 Item NB-G</li></ul>	48 Months Contract Award Year 1 Pricing	6/1/2021 Thru 5/31/2025	\$4,133,772.56
Amendment No. 1	<ul style="list-style-type: none"><li>• CPC 6/28/2021</li><li>• Board 7/21/2021 NB-G</li></ul>	Contract Adjustment	9/1/2021 Thru 12/31/2022	\$2,458,584.00
Amendment No. 2	<ul style="list-style-type: none"><li>• CPC 3/14/2022</li><li>• Board 4/20/22 NB-I</li></ul>	Contract Adjustment Year 2 Pricing	6/1/2022 Thru 5/31/2023	\$4,278,618.92
Amendment No. 3	<ul style="list-style-type: none"><li>• Pending CPC 6/13/2022</li></ul>	Contract Adjustment	8/1/2022 Thru 12/31/2023	\$626,642.71

**Total Contract Value with all changes (approved and proposed): \$11,497,618.19**

Attachment B




**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
5850-B Cargo Road  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Members of the Concessions/Procurement Committee

From: Orlando Santiago, MSEP, C.M., Small Business Contract Administrator 

Date: May 27, 2022

Re: Recommendation to Approve Amendment No. 3, Contract Adjustment and Approval for Second Year Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation.

The initial term of the Contract is for forty-eight (48) months, effective June 1, 2021, expiring May 31, 2025, with the Aviation Authority having options to renew the Contract for three (3) additional periods of one (1) year each.

**Issues:**

Staff is requesting Additional Work to modify thirty-four (34) elevators to comply with the State of Florida's adoption of *ASME A17.3-2015 Safety Code for Existing Elevators and Escalators* located in the North Terminal. The Additional work shall commence on or about August 1, 2022 with an anticipated completion date of December 31, 2023.

The new code is retroactive, which identified thirty-four (34) elevator units within the main terminal, Airsides and the HBJ Building as non-compliant with the new code that was recently adopted by the State. All units are required to be compliant by December 31, 2023. As per ASME A17.3-2015, Section 3.10.12, the door lock modification required is to monitor and prevent the automatic operation of the elevator in the event of failure of the door closure contacts and /or circuitry.

**Fiscal Impact:**

The fiscal impact for the Contract Adjustment and Approval for Second Year Funding is a not-to exceed amount of \$626,642.71.

At the time the contract was awarded, a 18% Minority and Women Business Enterprise participation goal was established. The Small Business Development Department certifies that the vendor is in good standing as it relates to the small business requirements. The same small business participation requirement will apply to this amendment.

Should you have questions, please contact Orlando Santiago at (407) 825-7134.

**Greater Orlando Aviation Authority  
Attachment C**

Date:	<u>6/2/2022</u>	Requestor's Extension:	<u>2637</u>
Requestor's Name:	<u>Thomas O'Day</u>	Preparer's Extension:	<u>6425</u>
Form Preparer's Name:	<u>Janice Hughes</u>	Purchasing Solicitation #:	<u>B01-21</u>
Requestor's Department:	<u>Maintenance</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Elevator/ Escalator/ Moving Sidewalks Maintenance and Repair - Amendment #3</u>	Committee Date:	<u>6/13/2022</u>
Vendor:	<u>Schindler Elevator Corporation</u>	Committee Agenda Item#:	<u>NB - A -</u>

**NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS**

Account Code Format: xxx.xxx.xxx.xxxxxx.xxx.xxxxxx	FY 22 Amount	FY 23 Amount	FY 24 Amount	FY 25 Amount	FY 26 Amount	Total Contract
301.631.210.5460001.000.100012 GH	250,657.08	375,985.63				626,642.71
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
BPA Amount	-	-	-	-	-	-
Total Requisition	250,657.08	375,985.63	-	-	-	626,642.71
Grand Total	250,657.08	375,985.63	-	-	-	626,642.71
Requisition Number	91576	91577				

OMB Notes:  
Funding Approver Andrea Harper

Total Requisition	\$	626,642.71
BPA Amount	\$	-
Grand Total - Agree to Committee Item	\$	626,642.71

Converted into PO #: \_\_\_\_\_  
Date: \_\_\_\_\_  
Buyer: \_\_\_\_\_



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

TO: Members of the Concessions/Procurement Committee

FROM: Thomas O'Day, Contract Manager, Maintenance

DATE: June 13, 2022

**ITEM DESCRIPTION**

Recommendation to Approve Amendment No. 6, First Renewal Option for Purchasing Contract 01-17, Automated People Mover (APM) Operation and Maintenance, with Crystal Mover Services, Inc. ("CMSI")

**BACKGROUND**

The initial term of the Contract was for sixty (60) months, effective September 26, 2017, expiring September 25, 2022, with the Aviation Authority having two (2) options to renew the Contract for an additional period of five (5) years each. The First Renewal Option for five (5) years, will begin on September 26, 2022, and expire on September 25, 2027.

The Contract requires CMSI to furnish all repair parts, materials, consumables, tools, manuals, training, management, supervision, and skilled labor as necessary for the Operations and Maintenance of the Aviation Authority's Automated People Mover (APM) system for Airside 1, Airside 3 and the South APM Systems located at the Orlando International Airport. The Operations and Maintenance services shall be provided on a twenty-four (24) hour per day, seven (7) day per week basis throughout the term of the Contract and in accordance with the Contract Specifications.

On July 16, 2014, the Aviation Authority Board resolved to accept the recommendation of the Professional Services Committee, and approved the award of Bid Package No. S100 (BP-S100), Automated People Mover (APM) Operating System (OS) for Airside 1, Airside 3, and the South Airport APM Systems (Design-Build-Operate-Maintain), to Mitsubishi Heavy Industries America, Inc. (MHIA). The award was comprised of a Phase 1 Contract Agreement with MHIA for design-build services and a Phase 2 Contract with CMSI for the initial 5 years of Operation and Maintenance, with two (2) options to renew the Contract for an additional period of five (5) years each.

**ISSUES**

The Phase 2 Operations and Maintenance Specifications (OMS) Section 3.22.1 allows for an annual Economic Price Adjustment of the lump sum fixed prices. This allows for the annual lump sum fixed prices to be adjusted for inflation to current year values.

Using a linear regression analysis of the most recent five years of index values, as defined in the Phase 2 Operations and Maintenance Specifications (OMS) Section 3.22.1, the first renewal option is anticipated to be \$40,629,625.00 based on the adjustment of the initial term fixed prices. The increase percentage is based on the Employment Cost Index (CIU 20200001200001), Machinery and Equipment Index WPU117, and Metal Products Index WPU10 in accordance with the Contract provisions. All indices are adjusted as published by the U.S. Bureau of Labor Statistics.

The Aviation Authority has reviewed the calculated adjustment for the first renewal option of the Phase 2 Contract. The Economic Price Adjustments, if any, for future Years of the Phase 2 Contract, will be calculated and reviewed pursuant to the Phase 2 Contract Specifications in Section 3.22.1. All authorized deductions and penalties allowed under the current Contract terms and conditions will be in effect.

**CPC NEW BUSINESS ITEM - B -**

Department – Concurs with First Renewal Option.

Contractor – Based on the information known at this time, the Contractor is performing satisfactorily during the Initial Term of the Contract.

This contract includes a Minority and Women Business Enterprise (MWBE) participation requirement. The participation goal for this contract is 1.4% Minority and Women Business Enterprise (MWBE) and 4.7% Local Developing Business (LDB) participation. The Small Business Development Department certifies that the contract is in good standing as it relates to the small business participation.

### **FISCAL IMPACT**

The fiscal impact is a total estimated amount of \$40,629,625.00 with funding from the Operations and Maintenance Fund Account Codes 301.631.210.5460001.000.100877 and 301.631.692.5460001.000.100877. Funds expected to be spent under the Contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

### **RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 6, First Renewal Option for Purchasing Contract 01-17, Automated People Mover (APM) Operation and Maintenance with Crystal Mover Services, Inc.; (2) authorize funding in the estimated amount of \$40,629,625.00 from the Operations and Maintenance Fund; (3) authorize an Aviation Authority Officer or Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

#### Attachments

A – Contract History

B – Small Business Memo

C – Finance Form

**Attachment A**

**CONTRACT HISTORY**

**Contract 01-17, Crystal Movers Services, Inc.**

<b>Contract</b>	<b>Approvals</b>	<b>Description</b>	<b>Term</b>	<b>Dollars</b>
Initial Term	<ul style="list-style-type: none"> <li>• PSC 10/30/2013</li> <li>• Board 7/16/2014, Item NB-A</li> </ul>	60 Months (Contract Award)	9/26/2017 through 9/25/2022	\$22,857,040.00
Amendment No. 1	<ul style="list-style-type: none"> <li>• CPC 3/5/2018</li> <li>• Board 03/21/2018, Item CA-BB</li> </ul>	Contract Adjustment Economic Price Adjustment Year One	9/26/2017 through 9/25/2018	\$491,381.00
Amendment No. 2	<ul style="list-style-type: none"> <li>• Board 7/16/2014</li> <li>• Item NB-A</li> <li>• CEO 01/24/2019</li> </ul>	Contract Adjustment Economic Price Adjustment Year Two	09/26/2018 Thru 09/25/2019	\$433,303.41
Amendment No. 3	<ul style="list-style-type: none"> <li>• CPC 6/29/2020</li> <li>• Board 7/15/20, Item CA-U</li> </ul>	Contract Adjustment Economic Price Adjustment Year Three	09/26/2019 Thru 09/25/2020	\$561,293.00
Amendment No. 4	<ul style="list-style-type: none"> <li>• CPC 10/19/2020</li> <li>• Board 11/11/2020</li> <li>Item NB-C</li> </ul>	Contract Adjustment Economic Price Adjustment Year Four	09/26/2020 Thru 09/25/2021	\$628,435.00
Amendment No. 5	<ul style="list-style-type: none"> <li>• CPC 10/18/2021</li> <li>• Board 11/10/2021</li> <li>Item NB-B</li> </ul>	Contract Adjustment Economic Price Adjustment Year Five	09/26/2021 Thru 09/25/2022	\$867,407.00
<b>Amendment No. 6</b>	<ul style="list-style-type: none"> <li>• <b>Pending CPC 6/13/2022</b></li> </ul>	<b>First Renewal Option 5 Year Term</b>	<b>09/26/2022 Thru 09/25/2027</b>	<b>\$40,629,625.00</b>
<b>Total Contract Value with all Changes (approved and proposed)</b>				<b>\$66,468,484.41</b>

Attachment B



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Members of the Concessions/Procurement Committee

From: Orlando Santiago Pérez, MSEP, C.M., Small Business Compliance Administrator

Date: June 1, 2022

Re: Recommendation to Approve Amendment No. 6, Renewal Option 1 for Purchasing Contract 01-17, Automated People Mover (APM) Operation and Maintenance, with Crystal Mover Services, Inc. ("CMSI").

The initial term of the Contract was for sixty (60) months, effective September 26, 2017, expiring September 25, 2022, with the Authority having two (2) options to renew the Contract for an additional period of five (5) years each. Renewal Option 1 for five (5) years, will begin on September 26, 2022, and expire on September 25, 2027.

**Issues:**

Contract Adjustment – The Phase 2 Operations and Maintenance Specifications (OMS) Section 3.22.1 allows for an annual Economic Price Adjustment of the lump sum fixed prices. This allows for the annual lump sum fixed prices to be adjusted for inflation to current year values. The lump sum fixed prices were supplied as part of the original August 2013 bid documentation submittals.

The calculation is based on the Employment Cost Index (CIU 2020000120000I), Machinery and Equipment Index WPU117, and Metal Products Index WPU10 in accordance with the Contract provisions.

The Aviation Authority has reviewed the calculated adjustment for the first renewal option of the Phase 2 Contract. The Economic Price Adjustments, if any, for future Years of the Phase 2 Contract, will be calculated and reviewed pursuant to the Phase 2 Contract Specifications in Section 3.22.1. All authorized deductions and penalties allowed under the current Contract terms and conditions will be in effect.

**Fiscal Impact:**

The fiscal impact is a total estimated amount of \$40,629,625.00.

At the time of award a 1.75% MWBE and 4.6% LDB/VBE participation was established. The Small Business Development Department certifies that the vendor is in good standing as it relates to small business participation. The same small business participation requirement will apply to this amendment.

Should you have questions, please contact Orlando Santiago at (407) 825-7134.



# Attachment C Finance Form

Greater Orlando Aviation Authority  
Attachment C

Date:	6/1/2022	Requestor's Extension:	2375
Requestor's Name:	Thomas O'Day	Preparer's Extension:	2297
Form Preparer's Name:	Luis Aviles	Purchasing Solicitation #:	B01-17
Requestor's Department:	Maintenance	CCM / CPC / PSC:	CPC
Description:		Automated People Mover (APM) Operation and Maintenance	Committee Date:
Vendor:	Crystal Mover Services, Inc.	Committee Agenda Item#:	6/13/2022 NB - B -

**NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS**

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 22 Amount	FY 23 Amount	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	Total Contract
301.631.210.5460001.000.100877 GH	55,135.65	4,024,902.71	4,024,902.71	4,024,902.71	4,024,902.71	3,969,767.06	20,124,513.56
301.631.692.5460001.000.100877 GH	56,178.39	4,101,022.29	4,101,022.29	4,101,022.29	4,101,022.29	4,044,843.90	20,505,111.44
							-
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<b>Total Requisition</b>	111,314.04	8,125,925.00	8,125,925.00	8,125,925.00	8,125,925.00	8,014,610.96	40,629,625.00
<b>Requisition Number</b>	91565						

<p>OMB Notes: Funding Approver: <u>Andrea Harper</u></p> <p>Total Requisition \$ 40,629,625.00 BPA Amount \$ - Grand Total - Agree to Committee Item \$ 40,629,625.00</p>	<p>Converted into PO #: _____ Date: _____ Buyer: _____</p>
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**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

TO: Members of the Concessions/Procurement Committee

FROM: Marquez Griffin – Director of Airport Operations

DATE: June 13, 2022

**ITEM DESCRIPTION**

Recommendation to Approve Amendment No. 3, Increase in Value, to Purchasing Contract 03-18, Operation and Management of Parking Facilities with ABM Aviation, Inc. (“ABM”)

**BACKGROUND**

The Contract requires ABM to furnish all labor, supervision, materials, supplies, equipment, vehicles, fuel, office furniture, uniforms, and all other items necessary or proper for, or incidental to, the operation and management of parking facility services at the Orlando International Airport in accordance with the Contract Documents.

On September 10, 2017, the Aviation Authority Board awarded contract 03-18 to ABM. The initial term of the contract was for thirty-six (36) months, effective February 1, 2018, with the Aviation Authority having options to renew the Contract for two (2) additional periods of one (1) year each.

On October 20, 2021, the Aviation Authority Board approved the second and final renewal option through January 31, 2023.

**ISSUES**

Department – Concurs with the Increase in Value

Contractor – Based on the information known at this time, the Contractor has performed satisfactorily during the second and final renewal option.

Staff is requesting an Increase in Value in the not-to-exceed amount of \$980,720 for the second renewal option. The increase is a result of additional staff needed to support the increase in parking activities, the expansion of the valet operation, and to maintain high levels of customer service. The Aviation Authority’s parking is reaching capacity on regular basis and there is a need to increase parking staff to assist customers.

The contract structure includes an Aviation Authority provided reimbursable expense budget and a management fee. The management fee for the second renewal option has not changed from the initial term of the contract.

The reimbursable expense budget adjustments include additional cashiers, traffic directors, valet attendants and adjustments to the reimbursable positions’ wages to help hire and maintain staff. The reimbursable expense budget increase is in the not-to-exceed amount of \$827,600.

The management fee adjustments include increased workers compensation for the additional positions, recruiting expenses and increased insurance for expanded valet operation. The management fee increase is in the not-to-exceed amount of \$153,120.

The Contract includes an Airport Concessions Disadvantaged Business Enterprises (ACDBE) participation requirement. The Participation Goal for this Contract is 35%. The Office of Small Business Development certifies that this contract is in good standing as it relates to the participation requirement. ABM is currently achieving 46% Participation.

### **FISCAL IMPACT**

The fiscal impact for the Increase in Value is a not-to-exceed amount of \$980,720. Funding will be from the Operations and Maintenance Fund, Account Codes: 301.234.611.5340006.000.000000, 301.234.615.5340006.000.000000, 301.236.510.5340006.000.000000 and 301.237.612.5340006.000.000000. Funds expected to be spent under the Contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal year will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

### **RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 3, Increase in Value to Purchasing Contract 03-18 Operation and Management of Parking Facilities, with ABM Aviation, Inc.; (2) authorize funding in a not-to exceed amount of \$980,720 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.

#### Attachments

- A – Contract History
- B - Small Business
- C – Finance Approval

**ATTACHMENT A**  
**Contract History**  
03-18 OPERATION AND MANAGEMENT OF PARKING FACILITIES

<b>CONTRACT</b>	<b>APPROVALS</b>	<b>DESCRIPTION</b>	<b>TERM</b>	<b>DOLLARS</b>
Initial Term	<ul style="list-style-type: none"> <li>• 07/24/2017 CPC</li> <li>• 09/20/2017 Board Approved</li> </ul>	36 Months Contract Award	02/01/2018 to 01/31/2021	\$18,746,958.00
Amendment No. 1	<ul style="list-style-type: none"> <li>• 09/21/20 CPC</li> <li>• 10/21/20 Board Approved</li> </ul>	First Renewal Option	02/01/2021 to 01/31/2022	\$5,734,770.00
Amendment No. 2	<ul style="list-style-type: none"> <li>• 09/20/21 CPC</li> <li>• 10/20/21 Board Approval</li> </ul>	Second Renewal Option	02/01/2022 to 01/31/2023	\$6,471,500.00
<b>Amendment No. 3</b>	<ul style="list-style-type: none"> <li>• <b>Pending CPC 06/13/22</b></li> </ul>	<b>Increase in Value</b>	<b>02/01/2022 to 01/31/2023</b>	<b>\$980,720.00</b>
<b>Total Contract Value with all Changes (approved and proposed)</b>				<b>\$31,933,948.00</b>



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
5850-B Cargo Road  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Members of the Concessions/Procurement Committee

From: Teresa Smith, Small Business Compliance Administrator

A handwritten signature in blue ink, appearing to be 'T.S.' or similar initials.

Date: June 13, 2022

Re: Recommendation to Approve Amendment No. 3, Adjustment to Purchasing Contract 03-18, Operation and Management of Parking Facilities with ABM Aviation, Inc.

The initial term of the Contract is for thirty-six (36) months, effective February 1, 2018, through January 31, 2021, with the Aviation Authority having options to renew the Contract for two (2) additional periods of one (1) year each. The Second Renewal Option is due to expire on January 31, 2023.

**Issues:**

Amendment No. 3, Contract Adjustment – February 1, 2022 to January 31, 2023.

**Fiscal Impact:**

The fiscal impact for Amendment No. 3, Contract Adjustment is a not-to-exceed amount of \$980,720.00.

At the time the contract was awarded, a 35% Airport Concessions Disadvantaged Business Enterprise (ACDBE) participation goal was established. The Small Business Development Department certifies that the vendor is in good standing as it relates to the small business requirements. The same small business participation requirement will apply to this amendment.

Should you have questions, you may contact Teresa Smith at 407-825-2470.

ATTACHMENT C

Greater Orlando Aviation Authority

Date:	<u>5/26/2022</u>	Requestor's Extension:	<u>2606</u>
Requestor's Name:	<u>Abdu EL-Baroudi</u>	Preparer's Extension:	<u>2606</u>
Form Preparer's Name:	<u>Abdu EL-Baroudi</u>	Purchasing Solicitation #:	<u>B03-18</u>
Requestor's Department:	<u>Parking Operations</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Operation and Management of</u>	Committee Date:	<u>6/13/2022</u>
Vendor:	<u>Parking Facilities</u>	Committee Agenda Item#:	<u>TBD</u>
	<u>ABM Aviation, Inc.</u>		

**NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS**

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 22 Amount	FY 23 Amount	FY 24 Amount	FY 25 Amount	FY 26 Amount	Total Contract
301.234.611.5340006.000.00000	454,540	360,080				814,620
301.234.615.5340006.000.00000	26,480	105,940				132,420
301.236.510.5340006.000.00000	6,120	3,070				9,190
301.237.612.5340006.000.00000	16,330	8,160				24,490
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Requisition</b>	<b>503,470</b>	<b>477,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>980,720</b>
<b>Requisition Number</b>	<b>PO 94561</b>					

OMB Notes:		Converted into PO #:	<u>PO 94561</u>
Funding Approver	<u>Andrea Harper</u>	Date:	_____
Total Requisition	_____	Buyer:	_____
BPA Amount	_____		
Grand Total - Agree to Committee Item	\$ _____		