

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

DATE: July 11, 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 with copy to gail.musselwhite@goaa.org by July 18, 2022, by 4:00 p.m.

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. CONSENT AGENDA

- A. Recommendation to Approve Amendment No. 26, Twenty-Third Renewal Option for Purchasing Contract 97-42, Radio Equipment Maintenance with Motorola Solutions Inc.
- B. Recommendation to Award Request for Written Quotation (RFQ) 93715-22, Purchase of an Infoblox DDI Solution to include Software Subscriptions, Necessary Licenses, Maintenance Support, and Professional Services utilizing the Master Agreement AR2472/Carahsoft FL/State of FL# 4 3230000-NASPO-16-ACS, "Cloud Solutions" to World Wide Technology, Inc.
- C. Recommendation to EX84 Backup Disk Storage Hardware and Maintenance Support utilizing the GSA Contract# GS35F303DA, to Presidio Networked Solutions, LLC

V. NEW BUSINESS

- A. Recommendation to Approve Amendment No. 3, Second Renewal Option for Purchasing Contract 11-18, Landscape Maintenance of Parking Lots with Helping Hand Lawn Care LLC
- B. Recommendation to Approve Amendment No. 3, Renewal Option and Contract Adjustment for Purchasing Contract 03-20, Terminal Janitorial Maintenance, with Flagship Airport Services, Inc.

NEXT SCHEDULED CONCESSIONS/PROCUREMENT COMMITTEE MEETING IS ON JULY 25, 2022



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Members of the Concessions/Procurement Committee

FROM: Brian Gilliam, Director of Security

DATE: July 11, 2022

ITEM DESCRIPTION

Recommendation to Approve Amendment No. 26, Twenty-Third Renewal Option for Purchasing Contract 97-42, Radio Equipment Maintenance with Motorola Solutions Inc. ("Motorola")

BACKGROUND

The initial term of the Contract was for thirty six (36) months, effective August 1, 1997, expiring July 31, 2000, with the Aviation Authority having unlimited options (Evergreen) to renew the Contract for additional periods of one (1) year each. The Twenty-Second Renewal Option is due to expire on July 31, 2022.

This Contract requires Motorola to provide the radio maintenance on user specific items utilized at Orlando International Airport within the joint City, County and Aviation Authority 800 MHz Trunked Simulcast Radio Communications System.

On October 21, 1999, the Chief Executive Officer approved Amendment No. 1 to include additional equipment to be maintained by Motorola. It is in the Aviation Authority's best interest to have radio maintenance provided by the radio manufacturer, Motorola. Orange County and City of Orlando also utilize Motorola for maintenance of the joint City, County and Aviation Authority 800 MHz Trunked Simulcast Radio Communication System.

ISSUES

Twenty-Third Renewal Option: August 1, 2022 through July 31, 2023.

Department – Concurs with the Renewal Option.

Contractor – Based on the information known at this time, Motorola has performed satisfactorily during the initial term and renewal options.

Maintenance pricing is based on Unit Prices and will be paid for as actual services are requested and purchased by the Aviation Authority. The annual value for the twenty-third renewal option is a not-to-exceed amount of \$78,235.43, which includes all radio infrastructure, the addition of the Distributed Antenna System (DAS) for Airsides 1 and 4, and APX6000 and APX6000XE portable radios for OPD and ARFF. There were no Unit Price increases for the renewal period.

This contract did not include a Minority and Women Business Enterprise (MWBE) or Local Developing Business (LDB) or Veteran Business Enterprise (VBE) participation requirement due to the following factor(s): It is a specialized scope.

FISCAL IMPACT

The fiscal impact is a not-to-exceed amount of \$78,235.43 with funding from the Operation and Maintenance Fund, Account Code: 301.412.170.5460001.000.100029. 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 Chief Executive Officer: (1) approve the Twenty-Third Renewal Option for Purchasing Contract 97-42 with Motorola Solutions, Inc. for Radio Equipment Maintenance; (2) authorize funding in the not-to-exceed amount of \$78,235.43 from the Operation and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute an Amendment following satisfactory review by legal counsel.

Attachments

- A – Contract History
- B – Small Business Memo
- C – Finance Form

ATTACHMENT A

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	<ul style="list-style-type: none"> 03/19/1997 Authority Board Item M 	Contract Award	8/1/97 to 7/31/00	\$152,467.20
Amendment #1	<ul style="list-style-type: none"> 10/21/1999 Executive Director 	Contract Adjustment	10/21/99 to 7/31/00	\$ 14,775.60
Amendment #2	<ul style="list-style-type: none"> 04/19/2000 Authority Board Item I 6/21/2000 Executive Director 	1 st Renewal Option	8/1/00 to 7/31/01	\$58,900.00
Amendment #3	<ul style="list-style-type: none"> 03/21/2001 Authority Board Item M 06/07/2001 Executive Director 	2 nd Renewal Option	8/1/01 to 7/31/02	\$61,971.00
Amendment #4	<ul style="list-style-type: none"> 07/23/2002 Executive Director 	3 rd Renewal Option and Contract Adjustment	8/1/02 to 7/31/03	\$66,191.04
Amendment #5	<ul style="list-style-type: none"> 07/15/2003 Executive Director 	4 th Renewal Option	8/1/03 to 7/31/04	\$67,520.00
Amendment #6	<ul style="list-style-type: none"> 07/07/2004 Executive Director 	5 th Renewal Option	8/1/04 to 7/31/05	\$67,720.00
Amendment # 7	<ul style="list-style-type: none"> 06/22/2005 Executive Director 	6 th Renewal Option	8/1/05 to 7/31/06	\$51,584.64
Amendment # 8	<ul style="list-style-type: none"> 08-15-2006 Executive Director 	7 th Renewal Option	8/1/06 to 7/31/07	\$81,351.66
Amendment # 9	<ul style="list-style-type: none"> 08/01/2007 Executive Director 	8 th Renewal Option	8/1/07 to 7/31/08	\$93,341.16

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Amendment # 10	<ul style="list-style-type: none"> • 03/24/2008 CPC • 8/6/2008 Executive Director 	9 th Renewal Option	8/1/08 to 7/31/09	\$97,000.00
Amendment # 11	<ul style="list-style-type: none"> • 01/12/2009 CPC • 02/20/2009 Executive Director 	Contract Adjustment	2/9/09 to 7/31/09	\$3,009.84
Amendment # 12	<ul style="list-style-type: none"> • 03/09/2009 CPC • 05/20/2009 Authority Board 	10 th Renewal Option	8/1/09 to 7/31/10	\$104,022.12
Amendment # 13	<ul style="list-style-type: none"> • 02/08/2010 CPC • 03/19/2010 Executive Director 	11 th Renewal Option	8/1/10 to 7/31/11	\$101,462.04
Amendment # 14	<ul style="list-style-type: none"> • 6/13/2011 CPC • 6/23/11 Executive Director 	12 th Renewal Option	8/1/11 to 7/31/12	\$55,488.12
Amendment # 15	<ul style="list-style-type: none"> • 4/23/12 CPC • 7/30/12 Executive Director 	13 th Renewal Option	8/1/12 to 7/31/13	\$48,778.92
Amendment # 16	<ul style="list-style-type: none"> • 7/30/12 Executive Director 	Contract Adjustment	01/01/2013 to 7/31/13	-\$11,938.05
Amendment # 17	<ul style="list-style-type: none"> • 3/25/13 CPC • 4/11/13 Executive Director 	14 th Renewal Option	8/1/13 to 7/31/14	\$8,768.64
Amendment # 18	<ul style="list-style-type: none"> • CPC 3/24/14 • 04/16/2014 Authority Board • 7/25/14 Executive Director 	15 th Renewal Option and Contract Adjustment	8/1/14 to 7/31/15	\$39,340.28
Increase in Value	<ul style="list-style-type: none"> • CPC 9/22/14 • 10/1/2014 Executive Director 	Increase in Value	8/1/13 to 7/31/14	\$3,145.88
Amendment # 19	<ul style="list-style-type: none"> • CPC 4/27/15 • Executive Director 6/22/15 	16 th Renewal Option	8/1/15 to 7/31/16	\$35,189.04

Amendment # 20	<ul style="list-style-type: none"> • Purchasing Manager 3/23/16 • Executive Director 5/9/2016 	17 th Renewal Option	8/1/16 to 7/31/17	\$35,189.04
CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Amendment # 21	<ul style="list-style-type: none"> • Purchasing Manager 12/29/2016 • Executive Director 5/19/2017 	18 th Renewal Option	8/1/17 to 7/31/18	\$26,797.44
Amendment # 22	<ul style="list-style-type: none"> • PM 5/21/2018 • CEO 7/31/18 	19 th Renewal Option	8/1/2018 to 7/31/2019	\$39,717.44
Amendment # 23	<ul style="list-style-type: none"> • CPC 6/17/2019 • CEO 8/6/2019 	20 th Renewal Option	8/1/2019 to 7/31/2020	\$56,744.28
Amendment #24	<ul style="list-style-type: none"> • CPC 4/20/2020 • Board 5/20/20 	21 st Renewal Option	8/1/2020 to 7/31/2021	\$74,505.48
Amendment #25	<ul style="list-style-type: none"> • PM 7/21/2021 • CEO 8/27/2021 	22nd Renewal Option	8/1/2021 to 7/31/2022	\$74,505.48
Amendment #26	<ul style="list-style-type: none"> • CPC 7/11/2022 	23rd Renewal Option	8/1/2022 to 7/31/2023	\$78,235.43
Total Contract Value with all Changes (approved and proposed)				\$1,585,783.72

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 14, 2022

Re: Recommendation to Approve Amendment No. 26, Twenty-Third Renewal Option for Purchasing Contract 97-42, Radio Equipment Maintenance with Motorola Solutions Inc. ("Motorola")

The initial term of the Contract was for thirty six (36) months, effective August 1, 1997, expiring July 31, 2000, with the Aviation Authority having unlimited options (Evergreen) to renew the Contract for additional periods of one (1) year each. The twenty-second renewal option is due to expire on July 31, 2022.

Issues:

Twenty-Third Renewal Option: August 1, 2022 through July 31, 2023.

Fiscal Impact:

The fiscal impact is a not-to-exceed amount of \$78,235.43.

This Contract does not include a Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) or Veteran Business Enterprise (VBE) participation requirement.

Should you have questions, you may contact Orlando Santiago at 407-825-7134.

ATTACHMENT C

Greater Orlando Aviation Authority
Attachment C

Date:	<u>6/29/2022</u>	Requestor's Extension:	<u>2063</u>
Requestor's Name:	<u>Paul Cook</u>	Preparer's Extension:	<u>6427</u>
Form Preparer's Name:	<u>Vlad Opreanu</u>	Purchasing Solicitation #:	<u>97-42</u>
Requestor's Department:	<u>Communications</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Radio Maintenance</u>	Committee Date:	<u>7/11/2022</u>
Vendor:	<u>Motorola Solutions, Inc.</u>	Committee Agenda Item#:	<u>NA</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 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	FY 25 Amount	Total Contract
301.412.170.5460001.000.100029 GH		14,232.53	64,002.90			78,235.43
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	-	14,232.53	64,002.90	-	-	78,235.43
Requisition Number		<u>91744</u>				

OMB Notes: Funding Approver: <u>Andrea Harper</u>	Converted into PO #: _____ Date: _____ Buyer: _____
Total Requisition \$ 78,235.43 BPA Amount \$ - Grand Total - Agree to Committee Item \$ 78,235.43	



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 A. Aviles, Manager, Purchasing

DATE: July 11, 2022

ITEM DESCRIPTION

Recommendation to Award Request for Written Quotation (RFQ) 93715-22, Purchase of an Infoblox DDI Solution to include Software Subscriptions, Necessary Licenses, Maintenance Support, and Professional Services utilizing the Master Agreement AR2472/Carahsoft FL/State of FL# 43230000-NASPO-16-ACS, "Cloud Solutions" to World Wide Technology, Inc..

BACKGROUND

Approval of this request will result in a Purchase Order for the purchase of an Infoblox DDI Solution to include Software Subscriptions, Necessary Licenses, Maintenance Support, and Professional Services to provide a single system for tracking all DNS, DHCP and IP addresses (DDI) throughout the Aviation Authority network. Currently these systems are tracking data through separate systems as well as manual methods. This new system will combine all of the data and allow for accurate tracking of all IP-addressable assets, providing the Aviation Authority a centralized IP Address management platform. This will also add a layer of security that will prevent users from trying to access potentially harmful sites on the internet.

ISSUES

On June 2, 2022, the Aviation Authority issued RFQ 93715-22 for the Purchase of an Infoblox DDI Solution to include Software Subscriptions, Necessary Licenses, Maintenance Support, and Professional Services to seven (7) authorized resellers listed in the State of Florida Contract Alternate Contract Source #43230000-NASPO-16-ACS Master Contract Number: AR2472. On June 14, 2022, three (3) quotes were received and one (1) no bid:

<u>Firm</u>	<u>Total Quote</u>
World Wide Technology	\$193,139.89
Carahsoft Technology Support	\$221,596.53
Presidio	\$240,455.75
Insight Public Sector	No Bid

Staff's review of the quotes found that the firms were responsive and responsible to the RFQ requirements.

The Small Business Development Department has reviewed the requirements for this purchase and has determined that it cannot change the terms and conditions of an existing contract such as an Infoblox DDI Solution to include Software Subscriptions, Necessary Licenses, Maintenance Support, and Professional Services utilizing the Master Agreement AR2472/Carahsoft FL/State of FL# 43230000-NASPO-16-ACS.

FISCAL IMPACT

World Wide Technology, Inc. Request for Quote in the not-to-exceed amount of \$193,139.89 to be funded from the following Capital Expenditure Fund account codes:
308.521.170.5640002.000.501574 (Software and Support). Funds expected to be spent under the contract in the current fiscal year are within budget.

RECOMMENDED ACTION

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Chief Executive Officer: (1) award Request for Written Quotation (RFQ) 93715-22, Purchase of an Infoblox DDI Solution to include Software Subscriptions, Necessary Licenses, Maintenance Support, and Professional Services utilizing the Master Agreement AR2472/Carahsoft FL/State of FL# 43230000-NASPO-16-ACS to World Wide Technologies, Inc.; (2) authorize funding from the Capital Expenditure Funds in a not-to-exceed amount of \$193,139.89; and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

Attachments

A – Award Criteria

B - Small Business Memo

C – Finance Form

ATTACHMENT A

Award Criteria:

The Aviation Authority's policy 450.03, "Government Contract/Annual Contract" permits the procurement of items from a supplier based on a requirements contract/annual/multi-year agreement with any public entity.

Clarifications Required During the Process:

N/A

Irregularities or Issues that Impact Recommended Ranking:

N/A

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 29, 2022

Re: Recommendation to Award Request for Written Quotation (RFQ) 93715-22, Purchase of an Infoblox DDI Solution to include Software Subscriptions, Necessary Licenses, Maintenance Support, and Professional Services utilizing the Master Agreement AR2472/Carahsoft FL/State of FL# 43230000-NASPO-16-ACS, "Cloud Solutions" to World Wide Technology, 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. SBDD cannot change the terms and conditions of an existing contract such as Master Agreement AR2472/Carahsoft FL/State of FL# 43230000-NASPO-16-ACS, "Cloud Solutions",

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

ATTACHMENT C

Greater Orlando Aviation Authority
Finance Attachment - **Revised**

Date:	<u>6/29/2022</u>	Requestor's Extension:	<u>x3512</u>
Requestor's Name:	<u>Jason Gross</u>	Preparer's Extension:	<u>x3512</u>
Form Preparer's Name:	<u>Jason Gross</u>	Purchasing Solicitation #:	<u>RFQ 93716-22</u>
Requestor's Department:	<u>Information Technology</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Infoblox DDI IP Address Mgmt</u>	Committee Date:	<u>7/11/2022</u>
Vendor:	<u>WWT</u>	Committee Agenda Item#:	<u></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	FY 28 Amount	Total Contract
308.521.170.5640002.000.501574 GH	193,139.89						193,139.89
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
Total Requisition	193,139.89	-	-	-	-	-	193,139.89
Requisition Number	91600						

OMB Notes:
Funding Approver Andrea Harper

Converted into PO #: _____
Date: _____
Buyer: _____

Total Requisition \$ -
PO Amount \$ 193,139.89
Grand Total - Agree to Committee Item \$ 193,139.89



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 A. Aviles, Purchasing Manager

DATE: July 11, 2022

ITEM DESCRIPTION

Recommendation to Award Request for Written Quotation (RFQ) 93704-22, Purchase of the Exagrid EX84 Backup Disk Storage Hardware and Maintenance Support utilizing the GSA Contract# GS35F303DA to Presidio Networked Solutions, LLC.

BACKGROUND

Approval of this request will result in a Purchase Order for the purchase of the Exagrid EX84 Backup Disk Storage Hardware and Maintenance Support of the Information Technology Centralized Storage System located at the Orlando International Airport. These Exagrid hardware units are Purpose Built Backup Appliances (PBBA), which backs up all of the Aviation Authority’s physical and virtual servers such as databases, Microsoft Exchange mailboxes, File Servers, etc.

With the increased capacity of virtual servers and physical servers that will be and/or have been installed to support the south terminal, the Information Technology Department will need the storage capacity to be able to accommodate that expansion. This will allow the Information Technology Department to continue to hold the 28 plus days of local backups plus allow the Information Technology Department to increase that to over a month of local stored backups for all the new systems that will be provisioned.

ISSUES

On May 31, 2022, the Aviation Authority issued RFQ 93704-22, Purchase of the Exagrid EX84 Backup Disk Storage Hardware and Maintenance Support to three (3) authorized Exagrid Systems, Inc. authorized resellers listed in the GSA Contract# GS35F303DA. On June 7, 2022, two (2) quotes were received and one (1) No Bid:

<u>Firm</u>	<u>Total Quote</u>
Presidio Networked Solutions, LLC	\$180,660.06
SHI International Corp	\$347,593.62
Insight Public Sector	No Bid

Staff’s review of the quotes found that two (2) firms were responsive and responsible to the RFQ requirements.

The Aviation Authority’s policy 450.03, “Government Contract/Annual Contract” permits the procurement of items from a supplier based on a requirements contract/annual/multi-year agreement with any public entity.

The Small Business Development Department has reviewed the requirements for this purchase and has determined that it cannot change the terms and conditions of an existing contract such as Exagrid EX84 Backup Disk Storage Hardware and Maintenance Support utilizing the GSA Contract# GS35F303DA.

FISCAL IMPACT

Presidio's quote in the not-to-exceed amount of \$180,660.06 is to be funded from the following Capital Expenditure Fund account codes: 308.521.170.5640003.000.501018 (Hardware) and 308.521.170.5460001.000.501018 (Support). Funds expected to be spent under the contract in the current fiscal year are within budget.

RECOMMENDED ACTION

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Chief Executive Officer: (1) award Request for Written Quotation (RFQ) 93704-22, Purchase of the Exagrid EX84 Backup Disk Storage Hardware and Maintenance Support utilizing the GSA Contract# GS35F303DA to Presidio Networked Solutions, LLC; (2) authorize funding from Capital Expenditure Funds in a not-to-exceed amount of \$180,660.06; and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

Attachments

- A – Award Criteria
- B – Small Business
- C – Finance Form

ATTACHMENT A

Award Criteria:

The Aviation Authority's policy 450.03, "Government Contract/Annual Contract" permits the procurement of items from a supplier based on a requirements contract/annual/multi-year agreement with any public entity.

Clarifications Required During the Process:

N/A

Irregularities or Issues that Impact Recommended Ranking:

N/A



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: July 11, 2022

Re: Recommendation to Award Request for Written Quotation (RFQ) 93704-22, Purchase of the Exagrid EX84 Backup Disk Storage Hardware and Maintenance Support utilizing the GSA Contract# GS35F303DA to Presidio Networked Solutions, LLC.

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. SBDD cannot change the terms and conditions of an existing contract such as GSA Contract# GS35F303DA.

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

ATTACHMENT C

Greater Orlando Aviation Authority
Finance Attachment - Revised

Date:	<u>6/28/2022</u>	Requestor's Extension:	<u>X3508</u>
Requestor's Name:	<u>Jose Rodriguez</u>	Preparer's Extension:	<u></u>
Form Preparer's Name:	<u>Jose Rodriguez</u>	Purchasing Solicitation #:	<u>RFQ 93704-22</u>
Requestor's Department:	<u>Information Technology</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Exagrid EX84 Backup Disk Storage</u>	Committee Date:	<u>7/11/2022</u>
Vendor:	<u>Presidio</u>	Committee Agenda Item#:	<u></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
308.521.170.5640003.000.501018 (HW)	157,095.66					157,095.66
308.521.170.5460001.000.501018 (Support)	23,564.36					23,564.36
308.521.170.5640003.000.501018 (HW)	0.02					0.02
308.521.170.5460001.000.501018 (Support)	0.02					0.02
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	180,660.06	-	-	-	-	180,660.06
Requisition Number	91325					

OMB Notes:
Funding Approver Andrea Harper

Converted into PO #: _____
Date: _____
Buyer: _____

Total Requisition \$ _____
PO Amount \$ 180,660.06
Grand Total - Agree to Committee Item \$ 180,660.06



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 Hunt, Director of Maintenance

DATE: July 11, 2022

ITEM DESCRIPTION

Recommendation to Approve Amendment No. 3, Second Renewal Option for Purchasing Contract 11-18, Landscape Maintenance of Parking Lots with Helping Hand Lawn Care LLC (Helping Hand)

BACKGROUND

The initial term of the Contract was for thirty-six (36) months, which commenced on October 15, 2018, with the Aviation Authority having options to renew the Contract for two (2) additional periods of one (1) year each. The first renewal option is due to expire on October 14, 2022.

The Contract will be to furnish all labor, supervision, materials, supplies, equipment, tools, chemicals, and all other items necessary or proper for, or incidental to, performing landscape maintenance of parking lots at the Orlando International Airport in accordance with the Contract Documents. The parking lots are located at:

- North Park Place located at the intersection of Bear Road and Cargo Road
- South Park Place located at the South Access Road
- Employee Parking Lot located at the north end of Casa Verde Road
- West Park Place located on Tradeport Drive
- South Cell Lot

ISSUES

Second Renewal Option – October 15, 2022 through October 14, 2023.

Department – Concur with the Second Renewal option.

Contractor – Based on the information known at this time, Helping Hand has performed satisfactorily during the initial term and first renewal option.

The annual value for the Second Renewal Option is a total not-to-exceed amount of \$282,548.72, which includes a CPI increase of 4.2% as allowed per the contract documents. The actual amount paid to the contractor is based on actual work requested, performed, and approved by the Aviation Authority, based on the unit prices.

This Contract has been designated as a directed procurement for a Local Developing Business (“LDB”). Helping Hand outgrew and graduated from, the LDB program during the term of this contract. Since this is a renewal option, the Small Business Development Department continues to count Helping Hand as an LDB through the term of this Contract.

FISCAL IMPACT

The fiscal impact for the Second Renewal Option is a total not-to-exceed amount of \$282,548.72 with funding from the Operations and Maintenance Fund account codes: 301.631.612.5340004.000.100004 and 301.631.613.5340004.000.100004. 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 the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 3, Second Renewal Option for Purchasing Contract 11-18, Landscape Maintenance of Parking Lots with Helping Hand Lawn Care, LLC; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$282,548.72 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 11-18, LANDSCAPE MAINTENANCE OF PARKING LOTS

Contract	Approvals	Description	Term	Dollars
Initial Term	<ul style="list-style-type: none"> • CPC 4/28/2018 • Board 5/16/2018 Item "II" 	36 Months Contract Award	10/15/2018 Thru 10/14/2021	\$751,840.00
Amendment No. 1	<ul style="list-style-type: none"> • PM Memo 10/10/2018 	Contract Adjustment	10/15/2018 Thru 10/14/2021	\$53,640.00
Amendment No. 2	<ul style="list-style-type: none"> • CPC 3/22/2021 • Board 4/21/21 Item G 	First Renewal Option	10/15/2021 Thru 10/14/2022	\$276,200.00
Amendment No. 3	<ul style="list-style-type: none"> • Pending CPC 7/11/2022 	Second Renewal Option	10/15/2022 Thru 10/14/2023	\$282,548.72

Total Contract Value with all changes (approved and proposed):

\$1,364,228.72

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 Pérez, MSEP, C.M., Small Business Compliance Administrator 

Date: April 26, 2022

Subject: Recommendation to Approve Amendment No. 3, Second Renewal Option for Purchasing Contract 11-18, Landscape Maintenance of Parking Lots with Helping Hand Lawn Care LLC (Helping Hand)

The initial term of the contract was for thirty-six (36) months, which commenced on October 15, 2018, with the Aviation Authority having options to renew the contract for two (2) additional periods of one (1) year each. The First Renewal Option is due to expire on October 14, 2022.

Issues:

Second Renewal Option – October 15, 2022 through October 14, 2023.

Fiscal Impact:

The fiscal impact for the second renewal option is for a total not-to-exceed amount of \$282,548.72 with a CPI increase of 4.2% as allowed per the contract documents.

This Contract has been designated as a directed procurement for a Local Developing Business (“LDB”). Helping Hand outgrew and graduated from, the LDB program during the term of this contract. Since this is a renewal option, Small Business Development Department continues to count Helping Hand as an LDB through the term of this Contract.

In addition, Helping Hand is also a Veteran Business Enterprise (VBE). In accordance to Policy § 1200.04 “Veteran Business Enterprise (VBE)” LDB goals can be achieved through VBE participation if the VBE is domiciled in the Orlando SMSA.

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

ATTACHMENT C

Date:	<u>6/28/2022</u>	Requestor's Extension:	<u>2495</u>
Requestor's Name:	<u>Daisily Pagan</u>	Preparer's Extension:	<u>6425</u>
Form Preparer's Name:	<u>John Field</u>	Purchasing Solicitation #:	<u>B11-18</u>
Requestor's Department:	<u>Maintenance</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Landscape Maintenance of Parking Lots</u>	Committee Date:	<u>7/11/2022</u>
Vendor:	<u>Helping Hand Lawn Care LLC</u>	Committee Agenda Item#	<u>NB</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
301.631.612.5340004.000.100004 GH	7,934.77	173,077.13				181,011.90
301.631.613.5340004.000.100004 GH	4,450.93	97,085.89				101,536.82
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	12,385.70	270,163.02	-	-	-	282,548.72
Requisition Number	91736	91737				

OMB Notes:
 Funding Approver Andrea Harper
 Total Requisition \$ 282,548.72
 BPA Amount \$ -
 Grand Total - Agree to Committee Item \$ 282,548.72

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: Gary M. Hunt, Maintenance Director

DATE: July 11, 2022

ITEM DESCRIPTION

Recommendation to Approve Amendment No. 3, Renewal Option and Contract Adjustment for Purchasing Contract 03-20, Terminal Janitorial Maintenance, with Flagship Airport Services, Inc. ("Flagship")

BACKGROUND

The initial term of the Contract is for thirty-six (36) months, effective October 1, 2019, and expires September 30, 2022, with the Aviation Authority having one (1) option to renew the Contract for an additional period of three (3) years.

The Contract requires Flagship to furnish all labor, supervision, equipment, tools, materials, supplies, office space on property, uniforms, fuel, and vehicles and all other items necessary or proper for, or incidental to, providing terminal janitorial maintenance at the Orlando International Airport. Janitorial 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.

During year two of the initial term of the contract, competition for employees became intense. To remain competitive, GOAA leadership approved an increase in the starting wage for the janitorial staff. Starting wages on the Terminal Janitorial Maintenance contract were increased to \$15.00 per hour from \$10.00 per hour. To ensure there was not a compression issue as well as a retention issue amongst current staffing, all current staff received a \$3.08 per hour increase.

Currently, the vacancy rate on the contract is at less than 5%. Although there is still the regular turnover of employees, the rate is considerably lower than anticipated based on the issues in the early months of Year Three of the contract. The renewal reflects the current economic conditions

ISSUES

Renewal Option – October 1, 2022 through September 30, 2025

Contract Adjustment – Flagship has requested a three percent (3%) increase to their Management Fee for the North Terminal and the Train Station to cover increased Workers Compensation insurance and General Liability Insurance costs for the Three Year Renewal Option. The renewal option Management Fee for the Main Terminal and Train Station were adjusted to reflect the three (3) percent increase for a total not-to-exceed amount of \$19,048,100.

Aviation Authority staff have evaluated, and negotiated the Management Fee provided by Flagship. The Three Year Renewal Option also includes Reimbursable Payroll & Operating Expenses in the total-not-

exceed amount of \$60,566,400. Reimbursable Payroll and Operating Expenses cover janitorial staff Payroll, Payroll taxes, Bio-Hazard & Regulated Trash, Overtime & Shift Differential, 401K, Health Insurance, Uniforms and Consumables and Cleaning Supplies. All terms and conditions as well as authorized deductions and penalties allowed under the Contract remain in full force and effect.

The total not-to-exceed price for the Three Year Renewal Option and Contract Adjustment is \$79,614,500.

Department – Concurs with the Renewal Option and Contract Adjustment.

Contractor – Based on information known at this time, Contractor has performed satisfactorily during the initial term of the contract. The Contractor has provided value added services which include exemplary disinfecting services during the COVID-19 Pandemic for both the Terminal and other campus properties not included in the Contract. They also provided emergency restoration services which exceed contract expectations.

At the time of award a 20% MWBE and 17% LDB 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.

FISCAL IMPACT

The fiscal impact is a total not-to-exceed amount of \$79,614,500 with funding from the Operations and Maintenance Fund Account Codes, 301.631.692.5340005.000.100227 and 301.631.210.5340005.100227. 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. 3, Three Year Renewal Option and Contract Adjustment for Purchasing Contract 03-20, Terminal Janitorial Maintenance, with Flagship Airport Services, Inc.; (2) authorize funding in the not-to-exceed amount of \$79,614,500 from the Operations and Maintenance Funds; and (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
SUMMARY OF CONTRACT REVISIONS
03-20, Terminal Janitorial Maintenance**

Contract	Approvals	Description	Term	Dollars
Initial Term & Amendment No. 1	<ul style="list-style-type: none"> • CPC 06/20/2019 • Authority Board 08/28/2019, New Business Item "TT" 	36 Months (Contract Award)	10/01/2019 through 9/30/2022	\$57,374,600
Amendment No. 2	<ul style="list-style-type: none"> • CPC 12/13/2021 • Authority Board 06/15/22, New Business Item "G" 	Contract Adjustment	07/01/2022 through 9/30/2022	\$2,365,300
Amendment No. 3	<ul style="list-style-type: none"> • Pending CPC 07/11/2022 	Three Year Renewal Option and Contract Adjustment	10/01/2022 Through 09/30/2025	\$79,614,500
Total Contract Value with all Changes (approved and proposed)				\$139,354,400




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 20, 2022

Re: Recommendation to Approve Amendment No. 3, Renewal Option and Contract Adjustment for Purchasing Contract 03-20, Terminal Janitorial Maintenance, with Flagship Airport Services, Inc. ("Flagship").

The initial term of the Contract is for thirty-six (36) months, effective October 1, 2019, and expires September 30, 2022, with the Aviation Authority having one (1) option to renew the Contract for an additional period of three (3) years.

Issues:

Renewal Option – October 1, 2022 through September 30, 2025

Fiscal Impact:

The fiscal impact is a total estimated amount of \$79,614,500.00

At the time of award a 20% MWBE and 20% 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, you may contact Orlando Santiago at 407-825-7134.

**Greater Orlando Aviation Authority
Attachment C**

Date:	<u>6/20/2018</u>	Requestor's Extension:	<u>2685</u>
Requestor's Name:	<u>Nina Gilbert</u>	Preparer's Extension:	<u>2297</u>
Form Preparer's Name:	<u>Luis Aviles</u>	Purchasing Solicitation #:	<u>N03-20</u>
Requestor's Department:	<u>Maintenance</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Terminal Janitorial Maintenance</u>	Committee Date:	<u>6/27/2022</u>
Vendor:	<u>Flagship Airport Services, Inc.</u>	Committee Agenda Item#:	<u></u>
		Requisition #	<u>TBD</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
301.631.210.5340005.000.100227 GH		\$ 22,837,319.99	\$ 23,868,269.99	\$ 24,947,459.99
301.631.692.5340005.000.100227 GH		\$ 2,537,480.01	\$ 2,652,030.01	\$ 2,771,940.01
Total Requisition	-	25,374,800.00	26,520,300.00	27,719,400.00
Requisition Number		91692		

OMB Notes:
Funding Approver Andrea Harper

Total Requisition
BPA Amount _____
Grand Total - Agree to Committee Item _____

Converted into PO #: _____
Date: _____
Buyer: _____