

On **OCTOBER 18, 2021**, 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 1:30 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

**Committee members present:** Bradley Friel, Chairman  
Yovannie Rodriguez, Vice Chair  
Thomas Draper, Chief of Operations  
Brian Engle, Director of Customer Experience  
Victoria Jaramillo, Senior Director of Marketing

**Staff/Others present:** Diana Hershner, Senior Manager of Purchasing  
Jo Thacker, Nelson Mullins, Legal Counsel  
Gail Musselwhite, Recording Secretary

*Chairman Friel began by announcing that due to the COVID-19 pandemic, the Centers for Disease Control (CDC) guidelines, and the Greater Orlando Aviation Authority's ongoing focus on safety regarding events and meetings, seating at sunshine committee meetings will be limited according to space and social distancing. Attendance is on a first-come, first-served basis. All attendees must wear a face covering.*

*Chairman Friel continued 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, via email to Mr. Phillip N. Brown at pbrown@goaa.org with copy to gail.musselwhite@goaa.org by Monday, October 25th, 2021 - 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. Engle, second by Mr. Draper, motion passed to accept the September 20, 2021 and October 4, 2021, minutes as written.

### **CONSENT AGENDA**

2. Chairman Friel asked if anyone in the audience would like to speak regarding the Consent Agenda item. 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 Ms. Jaramillo, vote carried to approve the following Consent Agenda item:

A. accept that the following be recommended to the Chief Executive Officer: (1) award the Single Source Procurement SG-00156 a J.D. Power Passenger View® Airport Tracking tool with J.D. Power; (2) authorize funding from the approved Operations and Maintenance Funds in the not-to-exceed amount of \$103,550.00; 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 APPROVE AMENDMENT NO. 5, CONTRACT ADJUSTMENT FOR PURCHASING CONTRACT 01-17, AUTOMATED PEOPLE MOVER (APM) OPERATION AND MAINTENANCE, WITH CRYSTAL MOVER SERVICES, INC. ("CMSI")**

3. Ms. Hershner presented this item.

On July 16, 2014, the Aviation Authority Board 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 Complex (Design-Build-Operate-Maintain), to Mitsubishi Heavy Industries America, Inc. (MHIA). This award included the Operation and Maintenance of the APM with CMSI ("Phase 2 Contract").

The APM Operation and Maintenance Contract when Bid in September of 2013 provided yearly constant unadjusted/non-escalated lump sum fixed pricing for each year of the contract and each year of the renewal options. It was stipulated that the provided pricing would subsequently be escalated per year per the Operation and Maintenance Specifications (OMS).

Discussion ensued.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 5, Economic Price Adjustment for Purchasing Contract 01-17, Automated People Mover (APM) Operation and Maintenance with Crystal Mover Services, Inc.; (2) authorize funding in the not-to-exceed amount of \$867,407.00 from the Operations and Maintenance Funds; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

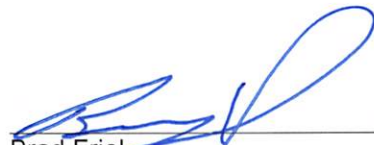
Upon motion by Mr. Engle, second by Ms. Jaramillo, vote carried to approve staff's recommendation.

**ADJOURNMENT**

2. Chairman Friel asked if there was further business to discuss before the Committee. Having no further business to discuss, he adjourned the meeting at 1:43 p.m.



Gail Musselwhite  
Recording Secretary



Brad Friel  
Chairman