

On **JANUARY 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 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 Chairman
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. Thomas W. Draper at tdraper@goaa.org with copy to gail.musselwhite@goaa.org by Monday, January 31, 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.

CONSENT AGENDA

1. 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.

Discussion ensued on Consent Agenda Items A, C and D. /

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

A. accept that the following be recommended to the Chief Executive Officer: (1) award Purchasing Proposal 08-22, Auctioneering Services, to George Gideon Auctioneers, Inc., as the responsive and responsible Proposer, submitting the Proposal to be the most advantageous to the Aviation Authority, price and other factors being considered; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel..

B. approve that the following be recommended to the Chief Executive Officer: (1) award Purchasing Request for Written Quotation (RFQ) 93499-22, Continuing Maximo Spatial Development Services and South Terminal Baggage Handling System ("BHS") and Ground Support Equipment ("GSE") implementation through the utilization of General Services Administration ("GSA") Contract Number: 47QTCA19D00MW with Starboard Consulting, LLC; (2) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$102,056.00; and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

MINUTES FOR THE JANUARY 24, 2022, CONCESSIONS/PROCUREMENT COMMITTEE

C. approve that the following be recommended to the Chief Executive Officer: (1) award Purchasing Request for Written Quotation (RFQ) (RFQ) 93478-22 Purchase of Software Licenses, Replacements and New Equipment to Support Equipment through the Utilization of the State of Florida Alternate Contract Source #43220000-NASPO-19-ACS with Veytec, Inc.; (2) authorize funding from the Capital Expenditure Fund in a not-to-exceed amount of \$227,365.00; and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

D. approve that the following be recommended to the Chief Executive Officer: (1) award Purchasing Request for Quote (RFQ) 93518-22 Purchase of forty-five (45) Motorola portable radios and accessories through the utilization of Orange County Term Contract Source #Y18-170 with Motorola Solutions, Inc.; (2) authorize funding from the previously approved Capital Expenditure Fund in a not-to-exceed amount of \$249,936.21; and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

RECOMMENDATION TO AWARD INVITATION FOR BID (IFB) 14-22, PREDICTIVE MAINTENANCE AND VIBRATION ANALYSIS TO CORELUSA PLANT SERVICES, INC. (CORELUSA)

2. Ms. Hershner presented this item.

On October 25, 2021, the Aviation Authority issued IFB 14-22 for Predictive Maintenance and Vibration Analysis. The Aviation Authority notified 281 Suppliers thru Mercell Source-to-Contract formally known as Negometrix of the solicitation opportunity. Three Suppliers viewed the solicitation, and one downloaded the solicitation. On November 9, 2021, one Supplier participated in the Pre-Bid Conference.

On November 30, 2021, one response was received from Corelusa Plant Services, Inc. for a total three year bid price of \$269,550.00.

The Contractor shall provide all supervision, labor, equipment, tools, materials, supplies, and other items necessary or proper for, or incidental to developing and implementing a complete comprehensive predictive maintenance and vibration analysis program, including performing routine services on certain types of chiller equipment located at the Orlando International Airport ("OIA") in accordance with this Specification in accordance with the Contract Documents.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Invitation for Bid (IFB) 14-22, Predictive Maintenance and Vibration Analysis with Corelusa Plant Services, Inc.; (2) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$269,550.00 and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Discussion ensued.

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

RECOMMENDATION TO AWARD PURCHASING SINGLE SOURCE 09-22, MAINTENANCE AND SUPPORT CONTRACT FOR THE EXPERIENTIAL MEDIA ENVIRONMENT (EME) FOR SOUTH TERMINAL C TO ELECTROSONIC, INC. (ELECTROSONIC)

3. Ms. Hershner presented this item.

This is a negotiated Contract. The Contract requires Electrosonic to provide all hardware, software, tools, equipment, lifts, materials, labor, supervision, project management and all other items necessary or proper for, or incidental to, provide warranty and maintenance services for the EME at the Orlando International Airport in accordance with this Statement of Work.

The term of the Single Source Contract is for sixty (60) months with initial service to commence on or about March 1, 2022, and with the Aviation Authority having no options to renew the Contract.

MINUTES FOR THE JANUARY 24, 2022, CONCESSIONS/PROCUREMENT COMMITTEE

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) award Purchasing Single Source 09-22, Maintenance and Support Contract for the Experiential Media Environment for South Terminal Complex to Electrosonic, Inc.; (2) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$3,765,394; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Discussion ensued.

Upon motion by Ms. Jaramillo, second by Vice Chair Rodriguez, vote carried to approve staff's recommendation.

RECOMMENDATION TO AWARD INVITATION FOR BID (IFB) 19-22, VEHICLE TOWING AND STORAGE SERVICES TO ABLE TOWING & ROADSIDE, LLC

4. Ms. Hershner presented this item.

This Contract will be to provide all labor, supervision, materials, signage, equipment, storage facility, tools and all other accessories, activities and procedures necessary, or proper for, or incidental to, performing vehicle towing (up to and including 10,000 pounds), removal and storage services required at the Orlando International Airport (OIA) and at the Orlando Executive Airport (OEA) in accordance with the contract documents.

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

On December 8, 2021, the following responses were received:

| <u>Name of Respondent</u> | <u>Total Three (3) Year Bid Price</u> |
|--|---------------------------------------|
| Able Towing & Roadside LLC | \$ 852,600.00 |
| Adam Ayed Enterprises LLC dba AATR Orlando | \$ 888,810.00 |
| Stepp's Towing Service Inc. | \$1,007,100.00 |
| Riker's Roadside of Central Florida, Inc. | \$1,078,350.00 |

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) award Purchasing Bid 19-22, Vehicle Towing and Storage Services to Able Towing & Roadside LLC, as the low responsive and responsible Bidder; (2) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$852,600; 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 Vice Chair Rodriguez, vote carried to approve staff's recommendation.

RECOMMENDATION TO APPROVE AMENDMENT NO. 2, CONTRACT ADJUSTMENT FOR PURCHASING CONTRACT 03-20, TERMINAL JANITORIAL MAINTENANCE, WITH FLAGSHIP AIRPORT SERVICES, INC. ("FLAGSHIP")

5. Ms. Hershner presented this item.

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.

MINUTES FOR THE JANUARY 24, 2022, CONCESSIONS/PROCUREMENT COMMITTEE

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.

Contract Adjustment – Staff is requesting Flagship to provide janitorial maintenance services to the newly constructed South Terminal Complex (STC). It is anticipated the Aviation Authority will be issued a Temporary Certificate of Occupancy (TCO) on or about February 22, 2022. Janitorial services will commence upon the issuance of the TCO and will end on September 30, 2022. The Aviation Authority is in the process of issuing a solicitation for a standalone contract specifically for the STC to be awarded effective October 1, 2022. Flagship has provided a Management Fee of \$1,525,000 for the period of February 22, 2022 through September 30, 2022.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 2, 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 \$6,412,800 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.

Discussion ensued.

Upon motion by Vice Chair Rodriguez, second by Ms. Jaramillo, vote carried to approve staff's recommendation.

RECOMMENDATION TO APPROVE THE PURCHASES OF RENEWALS OF COMPUTER HARDWARE AND SOFTWARE MAINTENANCE, SUPPORT AND LICENSES

6. Ms. Hershner presented this item.

This request is for multiple purchases of Computer Hardware and Software Maintenance, Support, Maintenance and Support Renewals and License Renewals, as well as Software as a Service (SaaS) License Renewals, and other Internet Based Subscription Service Renewals (Technology Renewals) by utilizing various procurement methods as reflected in the attached list, and as allowed by Aviation Authority Policies.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve the Purchases of Renewals of Computer Hardware and Software Maintenance, Support, Maintenance and Support, and Licenses on the attached list, which renew within the 12 month approval period of April 1, 2022 through March 31, 2023; (2) authorize funding from approved departments' Operations and Maintenance Funds in the not-to-exceed amount of \$11,135,781.67, which includes a 20% contingency for anticipated price increases and the purchase of new licenses and hardware support; and (3) authorize the Purchasing Department to award purchase orders for each renewal utilizing competitive quotations, direct negotiations, single source procurements, sole source procurements, other entities' contract (piggy-backing), procurement card, or other methods in compliance with referenced Aviation Authority policies.

Discussion ensued.

Upon motion by Vice Chair Rodriguez, second by Mr. Engle, vote carried to approve staff's recommendation.

RECOMMENDATION TO REVIEW/RANK/AWARD REQUEST FOR PROPOSAL 07-22 RAMP CONTROL SERVICES

7. Ms. Hershner presented this item.

On October 24, 2021, the Aviation Authority issued a Request for Proposals (RFP) for Ramp Control Services. The term of the Contract will be for thirty-six months with the initial service to commence on or about March 31, 2022, with the Aviation Authority having two (2) additional option periods of one (1) year each.

MINUTES FOR THE JANUARY 24, 2022, CONCESSIONS/PROCUREMENT COMMITTEE

This Contract award will be for the Contractor to provide all labor, supervision, management, administrative oversight, materials, supplies, and all other items and Services necessary or proper for, or incidental to, performing Ramp Control (RC) Services, in the Virtual Ramp Control (VRC) Center at the South Terminal Complex (STC) at Orlando International Airport (MCO), in accordance with the Contract Documents.

On Thursday, December 2, 2021, two proposals were received:

1. Robinson Aviation, Incorporated (RVA)
2. The Washington Consulting Group, Incorporated (WCG)

It was respectfully requested that the Concessions/Procurement Committee (1) resolve to: (a) rank the Proposers, or (b) 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 negotiate with the first-ranked firm in accordance with the Aviation Authority's policy;; and, (3) upon reaching an agreement with the successful Proposer, present the final negotiated terms to the Aviation Authority Board for consideration.

Upon motion by Ms. Jaramillo, second by Mr. Engle, vote carried to approve staff's recommendation to invite the Proposers for interviews and ranking at the next regular scheduled CPC meeting on February 14, 2022.

ADJOURNMENT

8. Chairman Friel asked if there was further business to discuss before the Committee. Having no further business to discuss, he adjourned the meeting at 2:17 p.m.



Gail Musselwhite
Recording Secretary



Brad Friel
Chairman