

On **MARCH 28, 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
Tom Draper, Chief of Operations
Brian Engle, Director of Customer Experience

Staff/Others present: Luis Aviles, Purchasing Manager
Celia Dorn, Nelson Mullins, Legal Counsel
Tracy Harris, Assistant Director of Concessions
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, to the Chief Executive Officer, Mr. Kevin J. Thibault, via email at kevin.thibault@goaa.org with copy to gail.musselwhite@goaa.org by Monday, April 4th, 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. Dorn 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.

RECOMMENDATION TO AWARD REQUEST FOR WRITTEN QUOTATION (RFQ) 93577-22, PURCHASE OF HEWLETT PACKARD ENTERPRISE (HPE) FOUR (4) SYNERGY 480 GEN10 VSPHERE HOSTS HARDWARE, SOFTWARE, AND SUPPORT THROUGH THE UTILIZATION OF THE STATE OF FLORIDA ALTERNATE CONTRACT SOURCE #43211500-WSCA-15-ACS-E, TO HIGH PERFORMANCE TECHNOLOGIES, LLC

1. Mr. Aviles presented this item.

Approval of this request will result in a Purchase Order for the purchase of four (4) HPE Synergy 480 Gen10 vSphere Hosts hardware, software, and support of the Information Technology centralized storage system located at the Orlando International Airport under the State of Florida Alternate Contract Source #43211500-WSCA-15-ACS-E for the value of \$257,312.00. This purchase will enhance the Information Technology Department's support of the VMware cloud computing and virtualization software.

RFQ 93577-22 was issued only to HPE authorized resellers listed in the State of Florida Alternate Contract Source #43211500-WSCA-15-ACS-E, entitled, "Computer, Equipment, Peripherals, and Services". A total of 25 authorized resellers were notified via email. The State of Florida Alternate Contract Source was awarded through the National Association of State Procurement Officials (NASPO) consortium.

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RFQ 93577-22 was issued on March 8, 2022. On March 14, 2022, the Aviation Authority received the following responses:

Firm	Total Quote
High Performance Technology	\$257,312.00
SHI International Corp (SHI)	No Bid

Staff's review of High Performance Technology's quote found that High Performance Technology was responsive and responsible to the RFQ requirements.

High Performance Technology's quote in the not-to-exceed amount of \$257,312.00 is to be funded from the Capital Expenditure Fund.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) award Request for Quotation 93577-22, Purchase of four (4) HP Enterprise Synergy 480 Gen10 vSphere Hosts hardware, software, and support through the Utilization of the State of Florida Alternate Contract Source #43211500-WSCA-15-ACS-E, to High Performance Technologies, LLC.; (2) authorize funding from the Capital Expenditure Fund in a not-to-exceed amount of \$257,312.00; and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

Discussion ensued.

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

RECOMMENDATION TO APPROVE AMENDMENT NO. 1, CONTRACT ADJUSTMENT, FOR PURCHASING SINGLE SOURCE 21-21, DAIKIN/MCQUAY CHILLER MAINTENANCE SERVICES TO DAIKIN APPLIED AMERICAS, INC.

2. Mr. Aviles presented this item.

The Contract requires Daikin to provide management, maintenance, and repair services for Daikin/McQuay chillers, including all related components associated with electrical starter panels and variable frequency drives located in the Central Energy Plants at the Orlando International Airport. The Contract also allows the Aviation Authority to increase, decrease, or delete any portion of the Scope of Services of the Contract. The Maintenance Department anticipated additional chillers would be added to the maintenance agreement as the warranty periods expired.

Contract Adjustment - Staff is requesting that the Contract be revised to add a total of four (4) Daikin AGZ070 air cooled chillers which are no longer under warranty. The chillers are located on each elevator tower of both the A and B parking garages.

Current Contract pricing is based on a fee for: (a) monthly maintenance services, (b) annual water treatment and Eddy Current testing; (c) hourly rate for standard, non-standard hours for repairs over \$2,500; (d) hourly rate for additional work; and (e) mark-up percentage for parts, materials, and subcontracted work for repairs over \$2,500. All labor rates for the maintenance and repairs will be billed at the current rate. The Aviation Authority would only be obligated to pay the hourly rates for the services actually requested and/or approved in advance by the Aviation Authority.

The fiscal impact for this Contract Adjustment is a not-to-exceed amount of \$123,058.51 with funding from the Operations and Maintenance Fund

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 1, Contract Adjustment, for Purchasing Single Source 21-21, Daikin/McQuay Chiller Maintenance Services to Daikin Applied Americas, Inc.; (2) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of

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\$123,058.51; 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. Draper, second by Mr. Engle, vote carried to approve staff's recommendation.

RECOMMENDATION TO APPROVE AMENDMENT NO. 1, CONTRACT ADJUSTMENT, FOR PURCHASING SINGLE SOURCE 04-22, TRANE CHILLER MAINTENANCE SERVICES WITH TRANE U.S. INC.

3. Mr. Aviles presented this item.

This Contract requires Trane to provide management, maintenance, and repair services for Trane chillers, including all related components associated with electrical starter panels located at the Orlando International Airport. The Contract also allows the Aviation Authority to increase, decrease, or delete any portion of the Scope of Services of the Contract. The Maintenance Department anticipated additional chillers would be added to the maintenance agreement as the warranty periods expired.

Contract Adjustment - Staff is requesting that the Contract be revised to add seven (7) Trane chillers due to warranty expiration. Four (4) warranties have expired and three (3) warranties are due to expire on or about June 30, 2022. The chillers are located at the HBJ Warehouse, Bags Claim area, and the South Terminal Complex.

Current Contract pricing is based on the current rates for: (a) monthly maintenance services; (b) annual water treatment and Eddy Current Testing; (c) hourly rate for standard and non-standard hours for repairs over \$2,500.00; (d) hourly rate for additional work; and (e) mark-up percentage for parts, materials, and subcontracted work for repairs over \$2,500.00. All labor rates for the maintenance and repairs will be billed at the current rate. The Aviation Authority would only be obligated to pay the hourly rates for the services actually requested and/or approved in advance by the Aviation Authority.

The cost for the HBJ and Bags Claims chillers is a not-to-exceed amount of \$242,232.00. The cost for the South Terminal Complex chillers is a not-to-exceed amount of \$156,708.00. The fiscal impact for this Contract Adjustment is a not-to-exceed amount of \$398,940.00 with funding from the Operations and Maintenance Fund.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) to approve Amendment No. 1, Contract Adjustment, for Purchasing Single Source 04-22, Trane Chiller Maintenance Services with Trane U.S. Inc.; (2) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$398,940.00; 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 Vice-Chair Rodriguez, second by Mr. Engle, vote carried to defer this item until the next scheduled Concessions Procurement Meeting.

RECOMMENDATION TO AWARD INVITATION FOR BID (IFB) 15-22, LANDSCAPE MAINTENANCE AND IRRIGATION SERVICES FOR ORLANDO EXECUTIVE AIRPORT (OEA) TO HELPING HAND LAWN CARE, LLC

4. Mr. Aviles presented this item.

This Contract will be to provide all labor, supervision, materials (including any replacement plant material required), supplies, tools, equipment, licenses, permits, chemicals, fertilizer, mulch, and all other items necessary or proper for, or incidental to, performing exterior landscape and irrigation maintenance at OEA in accordance with the contract documents.

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

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On January 16, 2022, the Aviation Authority issued IFB 15-22. On February 15, 2022, the following responses were received:

<u>Name of Respondent</u>	<u>Total Three (3) Year Bid Price</u>
Helping Hand Lawn Care, LLC	\$547,500.00
Aero Groundtek, LLC	\$665,175.00
AllServ, Inc.	\$1,781,807.00

References for the three (3) bidders were checked and based thereon were determined to be responsible. The bidders were determined to be responsible and responsive.

Helping Hand's bid in the not-to-exceed amount of \$547,500.00 is to be funded from the OEA Revenue Fund.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) award Invitation for Bid 15-22, Landscape Maintenance and Irrigation Services for Orlando Executive Airport (OEA) to Helping Hand Lawn Care, LLC as the low responsive and responsible bidder; (2) authorize funding from the OEA Revenue Fund in a not-to-exceed amount of \$547,500.00; 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 Vice-Chair Rodriguez, vote carried to approve staff's recommendation.

REVIEW OF ELIGIBILITY AND QUALIFICATIONS TO SELECT QUALIFIED COMPANIES TO RECEIVE AN INVITATION TO SUBMIT COMPETITIVE BIDS FOR THE NORTH AND SOUTH TERMINAL COMPLEXES LUGGAGE CART CONCESSION AT ORLANDO INTERNATIONAL AIRPORT

5. Ms. Harris presented this item.

At its March 17, 2021, meeting the Greater Orlando Aviation Authority Board approved Staff's request to issue a public request for qualifications (RFQ) for eligible and qualified luggage cart companies to be invited to submit competitive bids to enter into a new luggage cart concession agreement with the Airport. Staff issued RFQ on December 17, 2021.

On January 28, 2022, the Aviation Authority received the following submittals in response to the RFQ, listed in alphabetical order:

- APS USA LLC (APS)
- Smarte Carte, Inc. (Smarte Carte)

Evaluation Criteria was as follows:

- Demonstrated Experience and Qualifications
- Respondent's Operations U.S. or Foreign
- Operation of a Federal Inspection Station
- Financial Information

It was respectfully requested that the Concessions/Procurement Committee: (1) determine if the submittals meet the qualifications to bid in accordance with the Evaluation Criteria established in the RFQ; and (2) if only one submission meets the qualifications, direct Staff to direct negotiate with the qualified respondent.

Discussion ensued.

Upon motion by Vice-Chair Rodriguez, second by Mr. Draper, vote carried to issue a new Request for Qualifications asking for clarification of litigation history, FIS experience, references and any other information that staff deems appropriate.

ADJOURNMENT

6. Chairman Friel asked if there was further business to discuss before the Committee. Having no further business to discuss, he adjourned the meeting at 2:27pm.



Gail Musselwhite
Recording Secretary



Brad Friel
Chairman