

On **JUNE 13, 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 1:32p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

**Committee members present:** Bradley Friel, Chairman  
Tom Draper, Chief of Operations  
Victoria Jaramillo, Senior Director, Marketing

**Staff/Others present:** Luis Aviles, Purchasing Manager  
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 Monday, June 20, 2022 - no later than 4:00pm*

*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.*

*Those who would like to speak on any of the items on the agenda today, please fill out a speaker card that is available at the sign-in table or with **Ms. Musselwhite**, Recording Secretary*

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 Ms. Jaramillo, motion passed to accept the May 24, 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 Ms. Jaramillo, second by Mr. Draper, vote carried to approve the following Consent Agenda items:

A. approve that 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.

B. 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.

**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**

3. This item was presented by Tom O'Day, Maintenance.

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.

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 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,

It was respectfully requested that the Concessions/Procurement Committee: (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.

No speakers on this item.

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

**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.**

4. This item was presented by Tom O'Day, Maintenance.

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.

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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 the annual lump sum fixed prices to be adjusted for inflation to current year values.

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.

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

No speakers on this item.

Discussion ensued.

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

**RECOMMENDATION TO APPROVE AMENDMENT NO. 3, INCREASE IN VALUE, TO PURCHASING CONTRACT 03-18, OPERATION AND MANAGEMENT OF PARKING FACILITIES WITH ABM AVIATION, INC.**

5. This item was presented by Eric McClung, Parking Operations.

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.

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 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.

It was 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.

No speakers on this item.

Discussion ensued.

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

**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 1:51pm.



Gail Musselwhite  
Recording Secretary



Brad Friel  
Chairman