

On **AUGUST 29, 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 1:31p.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, Customer Experience
Victoria Jaramillo, Senior Director, Marketing

Staff/Others present: Dan Gerber, General 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 with copy to gail.musselwhite@goaa.org by Tuesday, September 6, 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, Mr. Gerber 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 REVIEW/RANK/RECOMMEND REQUEST FOR PROPOSAL PS-713 CONCESSIONS CONSULTING SERVICES

1. This item was presented by Tracy Harris, Assistant Director, Concessions.

This Contract award will include the performance of concessions planning and implementation services and professional services related directly to new and existing facilities at Orlando International Airport, to include, but not limited to, the North Terminal Complex, South Airport APM/ITF Complex (Train Station), South Terminal C, Phase 1, Orlando Executive Airport, and other facilities operated by the Aviation Authority.

The term of the Contract will be for thirty-six (36) months with the initial service to commence on or about November 1, 2022, with the Aviation Authority having two (2) additional option periods of one (1) year each.

The Proposer awarded this Agreement will be required to advise the Aviation Authority, or its representatives, in matters involving concessions, including, but not limited to, food and beverage, news and sundries, specialty retail, and duty free/duty paid.

On May 29, 2022, the Aviation Authority issued a Request for Proposals (RFP) for Concessions Consulting Services. The Aviation Authority notified 918 Suppliers through Mercell Source-to-Contract of the solicitation opportunity. Four (4) Suppliers downloaded the solicitation documents. On June 28, 2022 two proposals were received:

1. AirProjects, Incorporated
2. Unison Consulting, Incorporated

Award, if made, will be to the responsible and responsive Proposer submitting the Proposal which is deemed by the Aviation Authority, in its sole discretion, to be the most advantageous to the Aviation Authority, price and other factors being considered.

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The fiscal impact for this agreement will be negotiated with the first ranked Proposer. Upon reaching an agreement, staff will present the final agreement terms to the Aviation Authority Board for consideration.

It was respectfully requested that the Concessions/Procurement Committee (1) review the proposals received for Request for Proposals (RFP) PS-713 for Concessions Consulting Services; (2) rank the proposals in accordance with the Evaluation Criteria established for the RFP; and (3) make a recommendation for award to the Aviation Authority Board.

There were no speakers on this item.

Evaluation of the proposals and discussion ensued.

Upon motion by Ms. Jaramillo, second by Vice-Chair Rodriguez, vote carried to rank both AirProjects, Incorporated and Unison Consulting, Incorporated number one for Request for Proposal PS-713, Concessions Consulting Services and recommend both for award to the Aviation Authority Board.

RECOMMENDATION TO REVIEW/RANK/RECOMMEND PROPOSALS FOR THE DISPLAY ADVERTISING MANAGEMENT CONCESSION

2. Chairman Friel stated that the next item to consider is the Request for Proposals for the Display Advertising Management Concession. Mr. Gerber than explained to the Committee and those present, the order of the deliberations. First, the committee would conduct 25 minute interviews of each proposer. During the interviews, no proposer would be allowed to add information to their proposal and no documents would be accepted by the committee.

The order of interviews was determined by coin toss. JCDecaux would be interviewed first.

The interviews were conducted pursuant to Florida law which allows a portion of a procurement meeting at which competitor interviews will take place to be held in private. During the private portions of the meeting, the committee could not deliberate in any way. The committee could only ask questions and receive information from the proposers.

Mr. Gerber asked that the proposer not being interviewed be ready in the Board room lobby after about 20 minutes from the start of the private session, in case the interview session ended early.

Second, after both interviews were complete, the public and all proposers could attend the rest of the meeting. In the public sessions, the order will be:

1. Staff presentation
2. Public comment, if any, limited to three minutes per competitor if a competitor wishes to speak. Only one representative may speak during that three minute period.
3. Committee deliberations. No public comment is allowed during the deliberations.
4. Ranking and recommendation.

BOARD ROOM CLEARED

Private Session Began at 2:05pm

JCDecaux - After introductions, interview session began

Private Session Ended at 2:30pm

BOARD ROOM CLEARED

Private Session Began at 2:40pm

Clear Channel - After introductions, interview session began

Private Session Ended at 3:05pm

BREAK

Public Deliberations Began at 3:15pm

Staff presentation was made by Frank Browne, Assistant Manager, Concessions

On May 23, 2022, the Aviation Authority issued a Request for Proposals (RFP) for the operation of the Display Advertising Management Concession (the "Concession") at Orlando International Airport.

The successful Proposer will be granted the non-exclusive right and obligation to (1) install new advertising display units in Terminals A, B, and C, (2) clean, operate, and maintain all Display Units throughout the Term, and (3) to sell commercial display advertising on all display unit as approved by the Aviation Authority and in accordance with the Aviation Authority's Advertising Policy.

The term of the concession is seven years.

On July 20, 2022, the Aviation Authority received the following proposals in response to the RFP, listed in alphabetical order:

- In-Ter-Space Services, Inc., D/B/A Clear Channel Airports (Clear Channel)
- JCDecaux Airport, Inc. (JCDecaux)

Staff reviewed the submittals provided from the two Respondents as well as the memos received from the reviewing departments.

The Aviation Authority will receive a Concession Fee in an amount equal to the greater of a minimum annual concession fee of \$4,250,000 or 65% of gross receipts.

It was respectfully requested that the Concessions/Procurement Committee (1) review the proposals received for the Display Advertising Management Concession RFP; (2) rank the proposals in accordance with the Evaluation Criteria established for the RFP; and (3) make a recommendation for award to the Aviation Authority Board.

There were no speakers of the general public on this item.

Proposers were invited to speak for three (3) minutes in alpha order to address the Committee following staff presentation. A representative from Clear Channel Airports and JCDecaux Airport, Inc. spoke.

Chairman Friel asked the committee if there was anything to address before proceeding forward with the deliberations. As there were none, deliberations ensued.

Upon motion by Vice-Chair Rodriguez, second by Chairman Friel, vote carried to: (1) rank JCDecaux Airport, Inc. as No. 1 and deem In-Ter-Space Services, Inc., D/B/A Clear Channel Airports non-responsive as to the ACDBE requirements; and (2) recommend to the Aviation Authority Board award of the Display Advertising Management Concession to JCDecaux Airport, Inc.

ADJOURNMENT

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3. Chairman Friel asked if there was further business to discuss before the Committee. Having no further business to discuss, he adjourned the meeting at 3:55pm.

Elliot Martinez
Gail Musselwhite
Recording Secretary

gm

Brad Friel

Brad Friel
Chairman