

On **DECEMBER 12, 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
Victoria Jaramillo, Senior Director, Marketing

Staff/Others present: Celia Dorn, Nelson Mullins, Legal Counsel
Elliot Martinez, 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 elliott.martinez@goaa.org by Tuesday, December 19, 2022 - no later than 4:00pm

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.

*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 **Mr. Elliot Martinez**, Recording Secretary*

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. Any Committee member expressed none.

MINUTES

1. Upon motion by Mr. Draper, second by Ms. Jaramillo, motion passed to accept the November 14, 2022; November 18, 2022 and November 28, 2022 minutes as written.

RECOMMENDATION TO REVIEW/RANK/AWARD REQUEST FOR PROPOSAL 23-105-RFP SECURITY SERVICES

2. This item was presented by Michael Karamarkovich, Manager, Security Contracts.

The term of the Agreement will be for thirty-six (36) months with the initial service to commence on or about April 1, 2023, and with the Aviation Authority having two (2) additional renewal option periods of one (1) year each.

The Awarded Proposer(s) will provide routine and on-call security services to include but not limited to security responsibilities specified in the Transportation Security Administration (TSA) approved Airport Security Program (ASP) for the Orlando International Airport.

The Contractor(s) will provide all labor, supervision, equipment, tools, materials, supplies, uniforms, fuel, and vehicles and all other items necessary or proper for, or incidental to, providing the security services including, but not limited to, personnel (individual) searches, property searches, access control, alarm response, vehicle search services, and foot/vehicle patrol services at multiple locations located throughout Orlando International Airport.

On September 11, 2022, the Aviation Authority issued a Request for Proposal for Security Services. On October 18, 2022, the following Proposals were received:

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1. ACTS Airport Services - Location A only
2. Allied Universal - Location A and Location B
3. American Guard Services - Location A and Location B
4. Covenant Aviation Security - Location A and Location B
5. HSS, LLC - Location A and Location B
6. Inter-Con Security Systems - Location A and Location B
7. KR Contracting - Location A and Location B

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.

Proposers could submit responses for both Staffing Requirements per Location A and per Location B. The intent is to award to two (2) separate Proposers, one (1) for Location A and one (1) for Location B. However, it is the Aviation Authority's Board sole discretion to determine what is in the best interest of the Aviation Authority as to whether one Proposer shall be awarded both contracts or if two Proposers will be selected, one (1) for Location A and one (1) for Location B.

The scope of work is the same for Location A and Location B. This gives the Aviation Authority a more flexible and efficient overall security posture. The staffing requirements for Location A can be found in section 5.13 of this RFP. The staffing requirements for Location B can be found in section 5.14 of this RFP. Additionally, a summary of the staffing requirements for Location A and Location B have been included with this memorandum.

The fiscal impact for this agreement will be based on pricing from the first-ranked Proposer per location. Staff will present the contract terms to the Aviation Authority Board for consideration.

It was respectfully requested that the Concessions/Procurement Committee resolve to: (1) rank the Proposers for Location A and Location B or invite the Proposers for interviews; (2) if the Committee moves to rank the Proposers, request the Aviation Authority Board approval and award to the first ranked Proposer(s) for Location A and Location B; (3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

There were no speakers on this item.

Upon motion by Mr. Draper, second by Ms. Jaramillo, vote carried to deem American Guard Services as non-responsive to the Small Business Development Department's goal requirement.

Evaluation of the other six (6) proposals and discussion ensued.

Upon motion by Mr. Draper, second by Ms. Jaramillo, vote carried to recommend that the Committee recommend to the Aviation Authority Board and rank, Allied Universal, number one (1), Covenant Aviation Security, number two (2), ACTS Airport Services, number three (3), HSS, LLC, number four (4), Inter-Con Security Systems, number five (5), KR Contracting, number six (6), and that number one (1), Allied Universal, be awarded Location A, and number (2), Covenant Aviation Security, be awarded Location B.

RECOMMENDATION TO AWARD SUPPLEMENTAL AGREEMENT 23-148-OEC, PURCHASES OF CISCO HARDWARE, SMARTNET, LICENSES, RELATED PRODUCTS, SERVICES, AND SOLUTIONS THROUGH THE UTILIZATION OF STATE OF FLORIDA ALTERNATE CONTRACT SOURCE #43220000-NASPO-19-ACS, WHICH EXPIRES ON SEPTEMBER 30, 2024, TO VEYTEC, INC.

3. This item was presented by Fatima Calkins, Assistant Manager, Purchasing - IT.

All Aviation Authority-owned Cisco Network Switch Hardware, SmartNet, Licenses, Related Products, Services, and Solutions require support and maintenance to ensure the continuous support of the Aviation Authority's operations. A network switch connects devices (such as computers, printers, wireless access points) in a network to each other. This equipment is required to replace all end of life and unsupported hardware, and licenses within the Aviation Authority infrastructure network. All Cisco

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hardware and software applications are proprietary, protected by copyright, and covered under the license agreement term.

The Aviation Authority's Purchasing Department makes every effort to obtain competitive pricing on initial agreement purchases and renewals. However, in many cases, the agreements and the technical expertise required are only available directly from the original hardware or software manufacturer and Cisco partners. Additionally, acquiring a maintenance agreement or support services from unauthorized Cisco resellers could void hardware warranties, result in equipment downtime, violate copyright laws, or may result in procuring counterfeit Cisco products.

The Aviation Authority also has Cisco SaaS licensing agreements in which the Aviation Authority does not own the software but for which the Aviation Authority has purchased access. The Cisco agreements are required to support the operational needs of the Aviation Authority. Cisco's SaaS licensing agreements eliminate the Authority's need to purchase computer hardware and "traditional" software licenses. Computer hardware maintenance is the responsibility of the SaaS provider, and software upgrades are included in the annual renewal costs.

The Aviation Authority also has Internet-Based Subscription Service agreements in which the provider grants the Aviation Authority access to a proprietary database. The database is created by and continually updated by the service provider, Veytec, Inc. Using a Subscription Service agreement eliminates the Aviation Authority's need to contract for services to develop these databases and then continue to contract for services to update the database regularly. These activities are included in the annual renewal cost.

The Cisco Supplemental Agreement with Veytec, Inc. is for multiple purchases of Cisco Hardware, SmartNet, Licenses, Related Products, Services, and Solutions as allowed by Aviation Authority policy 450.03, "Government Contract/Annual Contract" which permits the procurement of items from a supplier based on a requirements contract/annual/multi-year agreement with any public entity.

The Cisco Supplemental Agreement with Veytec, Inc. offers the following benefits to the Aviation Authority:

- (1) Hardware and Software Discount: 42% - 45% off list price. Cisco State of Florida contract # AR3227 requires minimum discount of 35% on Hardware and 10% on SmartNet).
- (2) SmartNet Discount: 15% - 18% off of list price.
- (3) Reduce the costs of issuance of quotations.
- (4) Enable the Aviation Authority to order the products and Co-Term to the existing Annual Renewal Date.
- (5) Warranty will begin when units are delivered by Veytec and installed by the Aviation Authority's IT Department.
- (6) Provide historical data in one place to forecast future IT purchases and budgets. Provide additional training for Network Staff that can lead to Cisco Certification. The services are at no cost.
- (7) Veytec will pass any additional discounts provided by Cisco.

Each renewal may range from a pro-rated period of fewer than twelve (12) months to a not-to-exceed period of twelve (12) months as appropriate for the renewal agreement purchased.

The number of Cisco computer hardware and software applications requiring technical maintenance and support has also increased over time. The number of applications has increased, and the warranty for those applications continues to expire.

The Small Business Development Department cannot change the terms and conditions of an existing contract such as State of Florida Alternate Contract Source #43220000-NASPO-19-ACS.

The fiscal impact of the Supplemental Service Agreement is a not-to-exceed amount of \$3,078,000.00.

It was respectfully requested that the Concessions/Procurement Committee approve/accept that the following be recommended to the Aviation Authority Board: (1) approve the Award Supplemental

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Agreement 23-148-OEC, Purchases of Cisco Hardware, SmartNet, Licenses, Related Products, Services, and Solutions through the utilization of the State of Florida Alternate Contract Source #43220000-NASPO-19-ACS, to Veytec, Inc.; (2) authorize funding from the Operations and Maintenance Funds in the not-to-exceed amount of \$3,078,000.00; and (3) authorize the Purchasing Department to issue the necessary Purchase Orders for each Cisco Hardware, SmartNet, Licenses, Related Products, Services, and Solutions utilizing the Supplemental Contract.

There were no speakers on this item.

Discussion ensued.

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

RECOMMENDATION TO AWARD REJECTED BID 23-108-IFB AND DIRECT NEGOTIATION WITH GREENERY PRODUCTIONS FOR INTERIOR PLANT HORTICULTURAL MAINTENANCE SERVICES

4. This item was presented by Daisily Pagan, Manager of Interiors, Maintenance.

The term of the Contract is for sixty (60) months with initial service to commence on or about February 1, 2023.

Due to the fact that only one bid was received, Staff recommended the approval of the following direct negotiation process per Authority Policy, Direct Negotiations, Section 450.03 (1), Purchasing, Operational Procedures, Non-Competitive Procurement.

Greenery Productions originally submitted a Good Faith Effort with their original bid, which was deemed non-responsive by the Small Business Development Department (SBDD). After meeting with the Small Business Development Department, the Maintenance Department, and the Purchasing Department, Greenery Productions agreed to meet the revised 15% Minority and Women Business Enterprise (MWBE) participation goal requirement. It should be noted that Greenery Productions is a Woman Owned Business and is certified as a MWBE company.

This Contract Award is for the Contractor to furnish all labor, supervision, materials, supplies, equipment, tools, transportation and all other items necessary or proper for, or incidental to providing interior plant horticultural maintenance services at the Orlando International Airport in accordance with the contract documents. The Contract scope has been updated to allow for additional staff to provide exceptional care of the Aviation Authority's live plants. Services will include replacement of diseased plants as well as plants that have exceeded their useful life. The services will also include the initial purchase of live plants and planters as well as seasonal plants such as poinsettias and bromeliads for the new Terminal C.

The Contractor will provide scheduled weekly maintenance, to include all services necessary to maintain plant health and appearance. These services include, but are not limited to: watering, rotating, and dusting, pruning/trimming, removal of diseased, or damaged plant parts, insect and disease treatment, fertilizing, cleaning all areas of dead leaves and other debris inside or around the planters.

The actual amount to be paid to the Contractor will be based on services requested, the actual quantity of additional/replacement plant material requested, and the actual amount of additional work performed, and approved by the Aviation Authority. Pricing also includes \$150,000 for plant replacement at Terminal A and B, and initial purchase of plants and planters for Terminal C.

Greenery Productions bid in the amount of \$4,492,192.68 is to be funded from the Operations and Maintenance Fund.

It was respectfully requested that the Concessions/Procurement Committee recommend to the Aviation Authority Board: 1) reject Invitation for Bid 23-108-IFB and enter into Direct Negotiations with Greenery Productions for Interior Plant Horticultural Maintenance Services; 2) award the direct negotiation with Greenery Productions, agreeing to meet the Small Business Participation goal of 15% for MWBEs; 3) authorize funding from the Operations and Maintenance Fund in a not-exceed amount of \$4,492,192.68; and 4) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

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There were no speakers on this item.

Discussion ensued.

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

ADJOURNMENT

5. Chairman Friel asked if there was further business to discuss before the Committee. Having no further business to discuss, he adjourned the meeting at 3:49 p.m.



Elliot Martinez
Recording Secretary



Brad Friel
Chairman