

CONCESSIONS/PROCUREMENT COMMITTEE (CPC) AGENDA DATE:

March 23, 2020

DAY: Monday

TIME: 1:30pm

LOCATION: www.orlandoairports.net

I. CALL TO ORDER

II. ANNOUNCEMENTS - Appeal Process and Lobbying Activities

NOTE: 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. Any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. Any appeal must be received in writing by the Chief Executive Officer, Mr. Phillip N. Brown, in his office at One Jeff Fuqua Boulevard, Main Terminal Building by Monday, March 30, 2020 at 4:00 p.m.

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. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. As of January 16, 2013, lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. As adopted by the Board on September 19, 2012, lobbyists are required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, including the Mayor of the City of Orlando or the Mayor of Orange County, at their offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. As of January 16, 2013, lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Director of Board Services with questions at (407) 825-2032.

Due to the CDC guidelines and the order of Governor DeSantis, the Greater Orlando Aviation Authority is adhering to a business distancing operational plan. Please note that all Concessions/Procurement Committee meetings from today until further notice will be held telephonically. If you would like to speak at the meeting on an agenda item being considered, please contact the Recording Secretary, Larissa Bou at lbou@goaa.org 24 hours in advance of the meeting. Otherwise, the Concessions/Procurement Committee will be available via Live Stream at www.orlandoairports.net

III. CONSENT AGENDA

- A. Recommendation to Award the Purchase of Two (2) Vehicles through the Utilization of the State of Florida Contract #02-25100000-G, to Coggin Ford
- B. Recommendation to Award Purchasing Request For Quotation (RFQ) 92980-20, Folded Paper Towel to All Florida Paper
- C. Recommendation to Authorize the Purchase of 80 Sets of Bunker Gear for Aircraft Rescue & Fire Fighting (ARFF) Personnel from Bennett Fire Products Co., Inc. Pursuant to Lake County, Florida Contract #17-0606B
- D. Recommendation to Approve Amendment No. 2, for an Increase in Value to Purchasing Contract 05-19, Fire Sprinkler Systems Maintenance Services (Wet, Dry & Pre-Action) with Convergent Technologies LLC (Convergent)

CONCESSIONS/PROCUREMENT COMMITTEE (CPC) AGENDA

March 23, 2020

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IV. NEW BUSINESS

- A. Recommendation to Award Invitation for Bid (IFB) 10-20 Roadway Landscape Maintenance and Irrigation Services
- B. Recommendation to Approve Amendment No. 15, the Sixth Renewal Option and a Contract Adjustment of Purchasing Contract 02-11, Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) Operations and Maintenance Services with SITA Information Networking Computing USA, Inc. (SITA)

V. INFORMATION ITEM(S)

- A. Information Item – [February 24, 2020, Concessions/Procurement Committee New Business Item A] Amendment No. 14, Contract Adjustment for Purchasing Contract 02-20, Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) with SITA Information Networking Computing USA, Inc. (SITA)



MEMORANDUM

TO: Members of Concessions/Procurement Committee
 FROM: Diana Hershner, CPPO, CPPB, Purchasing Manager
 DATE: March 23, 2020

ITEM DESCRIPTION

Recommendation to Award the Purchase of Two (2) Vehicles through the Utilization of the State of Florida Contract #02-25100000-G, to Coggin Ford

BACKGROUND

This award will result in one (1) Purchase Order for the following vehicles:

Qty	Description/Vehicle	Department	Quote
2	2020 Ford F-350 Super Duty Chassis, 4X4, 169" WB	Maintenance	\$100,159.20

The purchase of these vehicles will replace two (2) existing vehicles that have reached the end of their useful life, and will be scheduled for auction after receipt of the new vehicles.

Purchases shall be from a supplier having a contract with the State of Florida. Deliveries shall be complete within 120 days after receipt of the Purchase Order.

ISSUES

Purchasing staff reviewed quotations from Coggin Ford under the State of Florida Contract #02-25100000-G, and Alan Jay Fleet Sales under a national co-operative contract with Sourcewell (formerly NJPA) Contract #2020-120716 NAF. The quotations from Coggin Ford were less for this type of vehicle than the quotations from Alan Jay Fleet Sales.

The Small Business Development Department has reviewed the requirements for the above-referenced solicitation and determined that, due to the limited and specialized scope of the required services, and/or lack of ready, willing and able certified small businesses, it does not lend itself to MWBE/LDB/VBE participation.

FISCAL IMPACT

Coggin Ford's quotations in the total amount of \$100,159.20 is to be funded from previously-approved Capital Expenditure Funds 308.631.170.5650001.000.501027. Funds expected to be spent in the current fiscal year are within budget.

RECOMMENDED ACTION

It is respectfully requested that the Chief Executive Officer approve the following: (1) Award the Purchase of Two (2) Vehicles, pursuant to the State of Florida Contract #02-25100000-G, to Coggin Ford in the total amount of \$100,159.20; (2) authorize funding from previously-approved Capital Expenditure Funds; and (3) authorize the Purchasing Office to issue the necessary Purchase Order.

- Attachments
 A - Award Criteria
 B - Small Business
 C - Finance Form

ATTACHMENT A

Award Criteria (Including Experience Required):

The Aviation Authority's policy 450.03, "Government Contract/Annual Contract" permits the procurement of items from a supplier based on a requirements contract/annual agreement with any public entity.

Clarifications Required During the Process:

None.

Irregularities or Issues that Impact Recommended Ranking:

None.

ATTACHMENT B
SMALL BUSINESS




GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

To: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director, Purchasing and Material Control

From: Somdat Jiawan, Manager, Small Business Programs
Orlando Santiago, Small Business Compliance Administrator 

Date: February 27, 2020

Re: Recommendation to Award the Purchase of Two (2) Vehicles through the Utilization of the State of Florida Contract #02-25100000-G, to ~~Coggin Ford~~.

The Small Business Development Department has reviewed the requirements for the above referenced solicitation and determined that, due to the limited and specialized scope of the required services, and/or lack of ready, willing and able certified small businesses, it does not lend itself to MWBE/LDB/VBE participation.

Should you have questions, you may contact Orlando Santiago at 407-825-7134.

**ATTACHMENT C
FINANCE FORM**

**Greater Orlando Aviation Authority
Finance Attachment
Attachment C**

Date: 2/27/2020 Requestor's Extension: 2375
 Requestor's Name: Thomas O'Day Preparer's Extension: 3070
 Form Preparer's Name: Diana Hershner Purchasing Solicitation #: OEC - State of Florida Contract
 Requestor's Department: Maintenance CCM / CPC / PSC: CPC

Description: 2 each Ford F-350-'s Super Duty, 4X4 Committee Date: 3/23/2020
 Vendor: Coggin Ford Committee Agenda Item#: _____

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 20 Amount	FY 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	Total Contract
308.631.170.5650002.000.501027	100,159.20					100,159.20
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	100,159.20	-	-	-	-	100,159.20
Requisition Number	<u>Req 84103</u>					

OMB Notes: _____
 Funding Approver: *Attapee*
 Total Requisition \$ _____
 PO Amount \$ 100,159.20
 Grand Total - Agree to Committee Item \$ 100,159.20

Converted into PO #: _____
 Date: _____
 Buyer: _____



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Concessions/Procurement Committee
FROM: Diana Hershner, CPPO, CPPB, Purchasing Manager
DATE: March 23, 2020

ITEM DESCRIPTION

Recommendation to Award Purchasing Request For Quotation (RFQ) 92980-20, Folded Paper Towel to All Florida Paper

BACKGROUND

The award of this RFQ will result in a Blanket Purchase Agreement (BPA) to All Florida Paper, provided on an as-needed basis, through December 31, 2020. The RFQ required that the unit prices submitted include all costs associated with delivery to one of the Aviation Authority's Material Control Warehouses.

On November 11, 2019 The Concessions/Procurement Committee recommended to the Aviation Authority Board to approve the procurement of Folded Paper Towels (Tork # 424814, made by Essity) from The Home Depot/Supplyworks in the amount of \$176,182.80, based on RFQ 92901-20. The Aviation Authority approved the recommendation at its January 15, 2020 meeting.

Shortly after the approval, the Purchasing Department was informed that the Tork #424814 Folded Paper Towel product had been replaced by Tork #424824 Folded Paper Towel product. No orders have been placed for the Tork #424814 product.

As a result in the change of product, the Purchasing Department issued a new RFQ for Folded Paper Towels, specifically the Tork #424824 product.

ISSUES

On February 7, 2020, the Aviation Authority received eight (8) responses to RFQ 92980-20 as listed below:

<u>Firm</u>	<u>Total Quote</u>
All Florida Paper	\$176,300
Imperial Dade	\$176,900
Southeastern Paper Group	\$182,500
5 Star Enterprise, Inc.	\$340,000
Continental & Global Services	\$334,500
A.M. Cleaning & Supplies, LLC.	\$370,000
Malor & Company, Inc.	\$429,500
Michigan Expedited Logistics, LLC	\$650,000

Staff's review of the quotations found that:

- Continental & Global Services LLC, A.M. Cleaning & Supplies LLC, Malor & Company Inc. and Michigan Expedited Logistics LLC did not submit the required certification from the Manufacturer, stating that they are authorized to sell this product.
- All other Bidders submitted the required certification.

Based on the information above, Staff deemed the quotations received from Continental & Global Services LLC, A.M. Cleaning & Supplies LLC, Malor & Company Inc. and Michigan Expedited Logistics LLC to be non-responsive to the RFQ requirements. All other Bidders were found to be responsive and responsible to the RFQ requirements.

The Small Business Development Department has reviewed the requirements for the above-referenced solicitation and determined that, due to the limited and specialized scope of the required services, and/or lack of ready, willing and able certified small businesses, it does not lend itself to MWBE/LDB/VBE participation.

FISCAL IMPACT

The amount quoted by the lowest responsive and responsible bidder, All Florida Paper, is \$176,300, which is to be funded from previously-approved Operations and Maintenance Fund 301.631.210.5520001.000.100235, 301.631.210.5520001.000.100234, 301.631.692.5520001.000.100234 and 301.631.210.5520001.000.100293. Funds expected to be spent in the current fiscal year are within budget. Funding required in subsequent fiscal years will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Chief Executive Officer approve the following: (1) find the quotations received from Continental & Global Services LLC, A.M. Cleaning & Supplies LLC, Malor & Company Inc. and Michigan Expedited Logistics LLC as non-responsible, for the reason stated in the memorandum; (2) award Purchasing Request for Written Quotation 92980-20, Folded Paper Towel to All Florida Paper for the not-to-exceed amount of \$176,300; (3) authorize funding from previously-approved Operations and Maintenance Fund; and (4) authorize the Purchasing Office to issue the necessary Blanket Purchase Agreement.

Attachments

- A - Award Criteria
- B - Small Business
- C - Finance Form

ATTACHMENT A

Award Criteria:

The RFQ required that all Bidders submit certificates from the Manufacturer stating that the Bidder is authorized to sell their product.

Clarifications Required During the Process:

N/A

Irregularities or Issues that Impact Recommended Ranking:

N/A



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

To: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director, Purchasing and Material Control

From: Somdat Jiawan, Manager, Small Business Programs
Orlando Santiago, Small Business Compliance Administrator

Date: February 19, 2020

Re: RFQ 92980-20 Folded Paper Towel

The Small Business Development Department has reviewed the requirements for the above referenced solicitation and determined that, due to limited and specialized scope of the required services, and/or lack of ready, willing and able certified small businesses it does not lend itself to MWBE/LDB/VBE participation.

Should you have questions, you may contact Orlando Santiago at 407-825-7134.

ATTACHMENT C

**Greater Orlando Aviation Authority
Finance Attachment**

Date:	<u>3/11/2020</u>	Requestor's Extension:	<u>2089 / 2150</u>
Requestor's Name:	<u>Jeff Daniels/Marcio Cicarini</u>	Preparer's Extension:	<u>3070</u>
Form Preparer's Name:	<u>Diana Hershner</u>	Purchasing Solicitation #:	<u>92980-20</u>
Requestor's Department:	<u>Building Services/Material Control</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Folded Paper Towel</u>	Committee Date:	<u>3/23/2020</u>
Vendor:	<u>All Florida Paper</u>	Committee Agenda Item#:	<u></u>

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 20 Amount	FY 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	Total Contract
301.631.210.5520001.000.100235, 301.631.210.5520001.000.100234, 301.631.692.5520001.000.100234, and 301.631.210.5520001.000.100293	132,225.00	44,075.00				176,300.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	132,225.00	44,075.00	-	-	-	176,300.00
Requisition Number	Multiple BPA's					

OMB Notes:
 Funding Approver: *Attaygen*
 Total Requisition \$ -
 PO Amount \$ 176,300.00
 Grand Total - Agree to Committee Item \$ 176,300.00

Converted into PO #: _____
 Date: _____
 Buyer: _____



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Concessions/Procurement Committee
FROM: Diana Hershner, CPPO, CPPB, Purchasing Manager
DATE: March 23, 2020

ITEM DESCRIPTION

Recommendation to Authorize the Purchase of 80 Sets of Bunker Gear for Aircraft Rescue & Fire Fighting (ARFF) Personnel from Bennett Fire Products Co., Inc. Pursuant to Lake County, Florida Contract #17-0606B

BACKGROUND

This request is for the purchase of eighty (80) sets of Bunker Gear for ARFF personnel from Bennett Fire Products Co., Inc. The Sets consist of a jacket and a pair of trousers that meet Orlando International Airport Fire Rescue (OIAFR) specifications. Delivery will be made within 120 days after receipt of a Purchase Order.

ISSUES

The purchase of the eighty (80) sets of Bunker Gear has been priced for the Aviation Authority pursuant to the Lake County, Florida Contract #17-0606B. The Contract is valid until June 30, 2020.

The Aviation Authority's Policy (Section 450.03, Non-Competitive Procurements) permits the procurement of goods and/or services from a supplier having a requirement contract/annual agreement with any public entity for products and/or services described in such contract and at prices or discounts no less favorable than any set forth in such contract.

The Small Business Development Department has reviewed the requirements for this purchase and has determined that, due to limited and specialized scope of the required services, and/or lack of ready, willing and able certified small businesses, this procurement does not lend itself to MWBE/LDB/VBE participation.

FISCAL IMPACT

The total value of the purchase is a not-to-exceed total amount of \$184,925.60. Funding is available from previously-approved Operations and Maintenance Fund 301.415.170.5520003.000.000000.

RECOMMENDED ACTION

It is respectfully requested that the Chief Executive Officer approve the following:
(1) authorize the purchase of 80 sets of Bunker Gear for Aircraft Rescue & Fire Fighting (ARFF) personnel from Bennett Fire Products Co., Inc. pursuant to the Lake County, Florida Contract #17-0606B, for the not-to-exceed total amount of \$184,925.60;
(2) authorize funding from previously-approved Operations and Maintenance Fund; and
(3) authorize the Purchasing Office to issue the necessary Purchase Order.

Attachments

A - Award Criteria
B - Small Business
C - Finance Form

ATTACHMENT A

Award Criteria:

The Aviation Authority's policy 450.03, "Non-Competitive Procurements" permits the procurement of items from a supplier based on a requirements contract/annual agreement with any public entity.

Clarifications Required During the Process:

N/A

Irregularities or Issues that Impact Recommended Ranking:

N/A



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

To: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director, Purchasing and Material Control

From: Somdat Jiawan, Manager, Small Business Programs
Orlando Santiago, Small Business Compliance Administrator

Date: March 12, 2020

Re: Purchase of 80 Sets of Bunker Gear for ARFF Personnel from Bennett Fire Products Co., Inc.

The Small Business Development Department has reviewed the requirements for the above referenced solicitation and determined that, due to limited scope of the required services, and/or lack of ready, willing and able certified small businesses it does not lend itself to MWBE/LDB/VBE participation.

Should you have questions, you may contact Orlando Santiago at 407-825-7134.

**ATTACHMENT C
Finance Form**

**Greater Orlando Aviation Authority
Finance Attachment**

Date: 3/11/2020 Requestor's Extension: 2606
 Requestor's Name: Tom Draper / Chief Williamson Preparer's Extension: 3070
 Form Preparer's Name: Diana Hershner Purchasing Solicitation #: OEC
 Requestor's Department: ARFF CCM / CPC / PSC: CPC
 Description: Purchase of 80 Sets of Bunker Gear Committee Date: 3/23/2020
 Vendor: Bennett Fire Products Co., Inc. Committee Agenda Item#: _____

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 20 Amount	FY 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	Total Contract
301.415.170.5520003.000.000000	184,925.60					184,925.60
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	184,925.60	-	-	-	-	184,925.60
Requisition Number	86212					

OMB Notes:
 Funding Approver Attanuga
 Total Requisition \$ _____
 PO Amount \$ 184,925.60
 Grand Total - Agree to Committee Item \$ 184,925.60

Converted into PO #: _____
 Date: _____
 Buyer: _____



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Concessions/Procurement Committee

FROM: Denise K. Schneider, CPPO, C.P.M., CPPB, C.M., Assistant Director, Purchasing and Material Control

DATE: March 23, 2020

ITEM DESCRIPTION

Recommendation to Approve Amendment No. 2, for an Increase in Value to Purchasing Contract 05-19, Fire Sprinkler Systems Maintenance Services (Wet, Dry & Pre-Action) with Convergent Technologies LLC (Convergent)

BACKGROUND

The initial term of the contract is for thirty-six (36) months effective June 1, 2019, expiring May 31, 2022, with the Aviation Authority having options to renew the contract for two (2) additional periods of one (1) year each.

The contract requires Convergent to furnish all labor, supervision, equipment, tools, materials, supplies, and all procedures necessary for inspection, testing, certification, maintenance, and modifications of all water-based sprinkler systems located throughout the Orlando International Airport, in accordance with all State of Florida and City of Orlando currently adopted applicable codes (which includes but is not limited to NFPA 13, 14, 20, 25, 101 and 1962). The Contractor will also conduct all code mandated weekly/monthly/annual running, testing and maintenance of the Aviation Authority's eight (8) diesel and six (6) electric fire pumps and ensure those systems are operational and code compliant in accordance with the contract documents.

ISSUES

Increase in Value - Staff is requesting the contractor to replace aging fire sprinkler system control valves as part of the capital fire sprinkler projects approved for the main terminal.

Department - Concurrs with the Increase in Value.

Contractor - Based on the information known at this time, the contractor has performed satisfactorily during the initial term of the contract.

This is a service Contract for Fire Sprinkler Systems Maintenance Services (Wet, Dry & Pre-Action). Pricing is based on actual work requested, performed, and approved by the Aviation Authority, based on the unit prices for annual, quarterly, weekly and monthly visual inspection, testing, maintenance and certification. There is also an hourly rate for repairs and a percent mark-up over its costs for Parts and Materials and five (5) year annual inspections. The Contractor will use contract pricing for this project. The total not-to-exceed amount for this increase in value is \$130,000. These services will become effective April 1, 2020 through September 30, 2020.

This contract did not include a Minority and Women Business Enterprise (MWBE) or Local Developing Business (LDB) participation requirement.

FISCAL IMPACT

The fiscal impact is a total not-to-exceed amount of \$130,000.00 with funding from the Capital Expenditure Fund 308.631.210.5460002.000.501385. Funds expected to be spent under the Contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Capital Expenditure or Operations and Maintenance Fund, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Chief Executive Officer: (1) approve Amendment No. 2 for the Increase in Value for Purchasing Contract 05-19, Fire Sprinkler Systems Maintenance Services (Wet, Dry & Pre-Action), with Convergent Technologies LLC; (2) authorize funding in the not-to-exceed amount of \$130,000.00 from the Capital Expenditure or Operations and Maintenance Fund; and (3) authorize an Aviation Authority officer or Chief Executive Officer to execute an Amendment following satisfactory review by legal counsel.

Attachments

- A - Contract History
- B - Small Business
- C - CIR00369
- D - Finance Form

ATTACHMENT "A"

Summary of Contract Revisions

05-19, Fire Sprinkler Systems Maintenance Services (Wet, Dry & Pre-Action)

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	<ul style="list-style-type: none"> • CPC 03/18/2019 • Authority Board 04/17/20190, Item Z 	Contract Award	6/1/2019 through 5/31/2022	\$1,120,035.00
Increase in Value No. 1	<ul style="list-style-type: none"> • Purchasing Manager Approval 08/20/2019 	Increase in Value No. 1	8/1/2019 through 9/30/2019	\$72,000.00
Amendment No. 1	<ul style="list-style-type: none"> • CPC 11/11/2019 	Contract Adjustment	12/1/2019 Through 5/31/2022	\$37,500.00
Amendment No. 2	<ul style="list-style-type: none"> • CPC 03/23/2020 	Increase in Value No. 2	04/1/2020 Through 09/30/2020	\$130,000.00
Total Contract Value with all Changes (approved and proposed)				\$1,359,535.00




GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850 B Cargo Road
Orlando, Florida 32827-4399
Phone: (407) 825-7171
Fax: (407) 825-7173

MEMORANDUM

TO: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director,
Purchasing and Material Control

FROM: Somdat Jiawan – Manager, Small Business Programs
Orlando Santiago – Small Business Contract Administrator 

DATE: March 16, 2020

SUBJECT: Recommendation to Approve Amendment No. 2, Increase in Value to
Purchasing Contract 05-19, Fire Sprinkler Systems Maintenance
Services (Wet, Dry & Pre-Action) with Convergent Technologies LLC
(Convergent)

The initial term of the Contract started June 1, 2019, with the Aviation Authority having options to renew the Contract for two (2) additional periods of one (1) year each.

Issues:

Increase in Value – Staff is requesting Contractor to replace fire sprinkler system control valves as part of the capital fire sprinkler projects approved for the main terminal.

Fiscal Impact:

The fiscal impact is a total not-to-exceed amount of \$130,000.

At the time the Contract was awarded, MWBE or LDB/VBE goals were not established due to limited scope and availability.

Should you have questions, you may contact Orlando Santiago at 407-825-7134.

ATTACHMENT "C"

CAPITAL EXPENDITURE FUND
FISCAL YEAR 2019 - 2020

CAPITAL INITIATION REQUEST FORM


CIR # : CIR00389
Section: S631

Contact Name: Carl F. Weaver
Extension: 2495

CIP Number:
Date Submitted: 3/13/2018

Project Title:
Main Terminal Fire Sprinkler System

I. Project Scope
Existing valves and fire mains are 30 or more years old. They are corroded, rusting, and need to be replaced with new valves and mains before there is a major failure. There are 272 valves in the North Terminal, and we are requesting to replace 25% of the valves and fire mains starting this fiscal year. Fire sprinkler heads in the Terminal are 30 or more years old also and no longer manufactured. All new heads in Construction Project BP-447 are white pendants. This CIR would allow us to start replacing 5% of the existing concealed heads with new white pendants.

II. Funding Requirements:						III. Project Justification (Priority):	
	Estimated Proj. Cost	Approved to Date	Current Request	Current & Appr Total	Priority:	Category:	
A&E Consultant Fees	-	-	-	-	Essential	Mech./Elect	
Construction Contracts	432,000	144,000	300,000	444,000	Dept Ranking: 3		
COAR Fees	-	-	-	-	Goals, Objectives and Strategies Selected		
Miscellaneous	-	-	-	-	G3. Safe and Secure Facilities; O9. Promotes The Orlando Experience; S32. Preserve Existing Assets		
Contingency	-	-	-	-	Mandated		
General Consultant	-	-	-	-	Statute or Contract Number		
Legal Fees	-	-	-	-	Federal Statute		
Engineering Consultant	-	-	-	-	State Statute	NFPA 25, 13.4.2.2	
Other Professional Services	-	-	-	-	Local Statute		
Environmental Consultant	-	-	-	-	Contractual		
Engineering Development Consultant	-	-	-	-	Safety/Security		
Transportation Consultant	-	-	-	-	Maintenance		
Outside Services	-	-	-	-	Life Cycle	X	
Rentals & Leases	-	-	-	-	Preventative/Upgrade	X	
Maintenance Contracts	-	-	-	-	Refurbishment		
Other Repairs & Maintenance	-	-	-	-	Obsolescence	X	
Other Promotional Activities	-	-	-	-	Is Item Technology Related? No		
Operating Supplies	-	-	-	-	Date Submitted to ITGC	Approved?	
Operating FF&E	-	-	-	-			
Land & Permanent Easements	-	-	-	-			
Buildings & Structures	-	-	-	-			
Boilers & Machinery	-	-	-	-			
Improvement other than Buildings & Structures	-	-	-	-			
Furniture, Fixtures, & Equipment	-	-	-	-			
Software & Software Upgrades	-	-	-	-			
Computer Equipment & Media	-	-	-	-			
Artwork	-	-	-	-			
Vehicles	-	-	-	-			
Motorized Equipment	-	-	-	-			
Small CIP	-	-	-	-			
Total	432,000	144,000	300,000	444,000			

IV. Schedule: Required to Populate Funding

	Oct	Nov	Dec	Jan
\$150,000		-	-	-
Feb	Mar	Apr	May	
\$150,000		-	-	-
Jun	Jul	Aug	Sep	
-	-	-	-	

VIII. Project Funding

308-631-210-5660003-000-501385	Construction Contracts	\$300,000
	Total	\$300,000



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Concessions/Procurement Committee

FROM: Bruce L. Gant, Purchasing Manager - Contracts

DATE: March 23, 2020

ITEM DESCRIPTION

Recommendation to Award Invitation for Bid (IFB) 10-20 Roadway Landscape Maintenance and Irrigation Services

BACKGROUND

The term of the contract is for thirty-six (36) months, with the initial service to commence on or about August 1, 2020, and with the Aviation Authority having options to renew the Contract for two (2) additional periods of one (1) year each.

This contract Award will be to furnish 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 maintenance and irrigation services of specified roadway landscape areas at the Orlando International Airport in accordance with the Contract Documents.

ISSUES

On February 18, 2020, the following Bids were received:

<u>Name of Respondent</u>	<u>Total Three (3) Year Bid Price</u>
Helping Hand Lawn Care	\$1,382,319.00
Millennium Services of Florida, LLC	\$1,471,425.00
Carol King Landscape Maintenance, Inc.	\$1,471,680.00
Groundtek of Central Florida, Inc.	\$1,611,387.00
ASI Landscape Management	\$1,795,602.42

References for the three lowest bidders were checked and based thereon, Helping Hand Lawn Care, Millennium Services of Florida, LLC, and Carol King Landscape Maintenance, Inc., were determined to be responsive and responsible.

This Contract includes a Minority and Women Business Enterprise (MWBE) goal of 19% and a Local Developing Business (LDB) goal of 5%. The Office of Small Business Development reviewed all of the bids submitted for this procurement and determined that Helping Hand, Millennium of Florida, Carol King and ASI Landscape were responsive to the MWBE and LDB requirements.

Groundtek of Central Florida, Inc. did not meet the 19% MWBE goal and proposed to meet the LDB/VBE goal with a firm that is not a certified LDB/VBE; therefore, staff recommends they are deemed non-responsive as it pertains to the the small business participation requirements.

The services will be for commercial landscaping services. Pricing for the services are based on Unit Prices for the following:

- Mowing
- Edging and Trimming
- Weeding
- Pruning-Shrubs and Groundcover
- Disease and Insect Control
- Palm Weevil Treatments
- Fertilization-Turf, Shrubs and Groundcover, Palms, and Trees
- Irrigation and Maintenance
- Shredded Mulch
- Trash and Debris Removal
- Additional Work
- Annuals
- Planting Soil
- Plant Replacement Materials

Pricing will also include hourly rates for additional work. The actual amount to be paid to the contractor will be based on actual landscape maintenance and irrigations 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.

FISCAL IMPACT

Helping Hand Lawn Care bid in the amount of \$1,382,319 is to be funded from the Operations and Maintenance Fund 301.631.661.5340004.000.100263. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) deem the bid from Groundtek of Central Florida, Inc. as non-responsive due to the reasons stated above; (2) award Invitation for Bid (IFB) 10-20, Roadway Landscape Maintenance and Irrigation Services to Helping Hand Lawn Care as the lowest responsive and responsible bidder; (3) authorize funding from the Operations and Maintenance Fund in a not-to-exceed amount of \$1,382,319; and (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute a Contract following satisfactory review by legal counsel.

Attachments

- A - Award Criteria
- B - Small Business Memo
- C - Finance Form

Attachment "A"

Award Criteria (including Experience Required) and/or Bid Schedule:

Award, if made, will be to the responsible and responsive Bidder submitting the lowest Bid.

For a Bidder to meet the minimum responsibility criteria for this Contract, the Bidder must provide verifiable evidence:

1. through references or otherwise, that the Bidder is an individual, a firm, a corporation, or other entity that is currently engaged in the business of providing commercial landscape maintenance and irrigation services;
2. through references, that the Bidder, after taking into account the activities of a related predecessor (e.g. by merger or reorganization), affiliate, or principal of Bidder, has been actively engaged in such business for at least the three (3) years immediately preceding the date of Bidder's response to this Invitation for Bids;
3. through references, that the Bidder, after taking into account the activities of a related predecessor (e.g. by merger or reorganization), affiliate, or principal of Bidder, has satisfactorily provided commercial landscape maintenance and irrigation services for at least (3) entities during such three year period; and
4. through references, that the Bidder, after taking into account the activities of a related predecessor (e.g. by merger or reorganization), affiliate, or principal of Bidder, has at least one (1) contract during the past three (3) years in which it performed in an area of at least 50 acres the following types of commercial landscape maintenance and irrigation services for commercial customers:
 - a. Grass Mowing;
 - b. Edging and Trimming;
 - c. Weeding;
 - d. Pruning;
 - e. Disease and Insect Control;
 - f. Fertilization, and
 - g. Irrigation Maintenance and Repair.




GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

TO: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director, Purchasing and Material Control

FROM: Somdat Jiawan – Manager Small Business Programs
Orlando Santiago, MSEP, C.M. -Small Business Contract Administrator 

DATE: March 17, 2020

SUBJECT: **10-20 Roadway Landscape and Irrigation and Maintenance**

The Small Business Development Department (SBDD) has reviewed the bids submitted for the above mentioned Purchasing Bid 10-20 Roadway Landscape and Irrigation and Maintenance. The Authority set participation goals of MWBE and LDB/VBE of 19% and 5% respectively. The bids were opened on February 18, 2020. Bidders and proposed participation are listed as follows:

<u>Bidder</u>	<u>MWBE</u>	<u>LDB/VBE</u>
1. Helping Hand Lawn Care, LLC	19%	5%
2. Millenium of Florida, LLC	19%	5%
3. Carol King Landscape Maintenance, Inc.	19%	5%
4. Groundtek of Central Florida, Inc.	18%	0%
5. ASI Landscape Management	19%	7%

All bidders, except Groundtek of Central Florida, Inc. met the small business goals and should be deemed responsive to the MWBE and LDB/VBE Policies.

Groundtek did not meet the 19% MWBE goal and proposed to meet the LDB/VBE goal with a firm that is not a certified LDB/VBE.

Because Groundtek is the apparent fourth low bidder, we did not request Good Faith Efforts document.

Should you have questions or require additional information, please do not hesitate to contact Somdat Jiawan at 407.825.3481 or Orlando Santiago at 407.825.7134.

ATTACHMENT C

Greater Orlando Aviation Authority
Attachment C

Date:	<u>3/3/2020</u>	Requestor's Extension:	<u>2819</u>
Requestor's Name:	<u>Pat Eby</u>	Preparer's Extension:	<u>6425</u>
Form Preparer's Name:	<u>Janice Hughes</u>	Purchasing Solicitation #:	<u>B10-20</u>
Requestor's Department:	<u>Maintenance</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>Roadway Landscape Maintenance and Irrigation Services</u>	Committee Date:	<u>3/23/2020</u>
Vendor:	<u>Helping Hand Lawn Care</u>	Committee Agenda Item#:	<u></u>

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxxx.xxx.xxxxxx	FY 20 Amount	FY 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	Total Contract
301.631.661.5340004.000.100263	\$ 76,795.50	460,773.00	460,773.00	383,977.50		1,382,319.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	76,795.50	460,773.00	460,773.00	383,977.50	-	1,382,319.00
Requisition Number		<u>86130</u>				

OMB Notes:		Converted into PO #:	<u></u>
Funding Approver	<u>Attorney</u>	Date:	<u></u>
Total Requisition \$	1,382,319.00	Buyer:	<u></u>
BPA Amount \$	-		
Grand Total - Agree to Committee Item \$	1,382,319.00		



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Concessions/Procurement Committee
FROM: Bruce L. Gant, Purchasing Manager - Contracts
DATE: March 23, 2020

ITEM DESCRIPTION

Recommendation to Approve Amendment No. 15, the Sixth Renewal Option and a Contract Adjustment of Purchasing Contract 02-11, Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) Operations and Maintenance Services with SITA Information Networking Computing USA, Inc. (SITA)

BACKGROUND

The initial project under this contract commenced on November 1, 2011 with Final Acceptance effective May 21, 2012. The initial term of the contract was for thirty-six (36) months, effective May 22, 2012, expiring May 21, 2015, with the Aviation Authority having an indefinite number of options to renew the contract for additional periods of one (1) year each. The fifth renewal option will expire on May 21, 2020.

The contract requires SITA to furnish to the Aviation Authority detailed technical design, development, hardware, firmware, software, software licenses, installation integration, implementation, training, user manuals and documentation, operation, support and maintenance services for the CUPPS and CUSS, warranty, testing of the hardware and software, and all other items necessary or proper for, or incidental to, providing an operable and acceptable CUPPS and CUSS, including associated gateways for each airline that is dependent on a remote host computer for departure control, and a Local Departure Control System for each airline that operates independent of a remote host computer and other related components, all in accordance with the Contract Documents.

ISSUES

Sixth Renewal Option - May 22, 2020 - May 21, 2021.

Contract Adjustment- Staff is requesting to implement Windows 10 upgrade.

Department - Concurs with the Sixth Renewal Option and Contract Adjustment.

Contractor - Based on the information known at this time, the Contractor has performed satisfactorily during the Initial Term and during the first five Renewal Options.

This is a service contract for the support and maintenance of the CUPPS and CUSS. The renewal option pricing is based on existing hourly labor rates for support with a 1.9% allowable CPI increase, maintenance and operating services as requested by the Aviation Authority; and unit prices for various components. Some of the components are new items and some of the component prices have changed.

This Contract did not include a Minority and Women Business Enterprise (MWBE) or Local Developing Business (LDB) participation requirement.

FISCAL IMPACT

The total fiscal impact for the Sixth Renewal Option and the Contract Adjustment is a total not-to-exceed amount of \$2,530,652. Funding for the Sixth Renewal Option will be from Operations and Maintenance Funds 301.521.214.5340007.000.100425 in the amount of \$911,580; 301.521.214.5340007.000.100483 in the amount of \$812,900; 301.521.214.5520002.000.100483 in the amount of \$200,000; and an amount of \$234,000 from Capital Expenditure Fund 308.521.214.5640003.000.501400.

Funding for the Contract Adjustment will be from the General Airport Revenue Bond ZC-319 in the amount of \$372,172. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal year will be allocated from the Operations and Maintenance Fund and Project Funds as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 15, Sixth Renewal Option and Contract Adjustment to Purchasing Contract 02-11 with SITA Information Networking Computing USA, Inc.; (2) authorize funding in the total not-to-exceed amount of \$2,530,652.00, which includes a not-to-exceed amount of \$1,724,680 from Operation and Maintenance Funds, a not-to-exceed amount of \$234,000 from Capital Expenditure Fund, and a not-to-exceed amount of \$372,172 from General Airport Revenue Bond; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Attachments

- A - Contract History
- B - Small Business Memo
- C - Pricing
- D - Finance Form

ATTACHMENT "A"
Chart Summary of Contract Revisions

PART ONE: Original Contract 02-11 Award

Initial Term	Prior to Final Acceptance Date	11/16/11 - 05/21/12	\$127,161.21
Initial Term	After Final Acceptance Date (36 months)	05/22/12 - 05/21/15	\$963,484.92
Optional Year 1	Maintenance & Repair Services (12 months)	05/22/15 - 05/21/16	\$337,871.76
Optional Year 2	Maintenance & Repair Services (12 months)	05/22/16 - 05/21/17	\$344,277.88
Total 5 Year Term	9/12/11 CPC	10/19/11 Board, New Business Item A	Total Contract Value at Award
			\$1,772,795.77

PART TWO: Summary of Contract Revisions

Initial Term	Prior to Final Acceptance Date	11/16/11 - 05/21/12	\$127,161.21
Initial Term Prior to Final Acceptance Date Total Value:			\$127,161.21
Initial Term	After Final Acceptance Date (36 months)	05/22/12 - 05/21/15	\$963,484.92
<i>Amendment No. 1</i>	<ul style="list-style-type: none"> • 11/24/14 CPC • 12/10/14 Board, Item N 	<i>Contract Adjustment</i>	<i>12/10/14 - 05/21/15</i>
New Initial Term After Final Acceptance Date Total Value:			\$3,343,843.17
Option Year 1	Maintenance & Repair Services (12 months)	05/22/15 - 05/21/16	\$337,871.76
<i>Amendment No. 2</i>	<i>04/28/15 Executive Director</i>	<i>1st Renewal Option</i>	<i>05/22/15 - 05/21/16</i>
<i>Amendment No. 3</i>	<ul style="list-style-type: none"> • 10/26/15 CPC • 11/04/15 Executive Director 	<i>Contract Adjustment</i>	<i>11/01/15 - 05/21/16</i>
New Total Option Year 1 Value:			\$497,871.76
Option Year 2	Maintenance & Repair Services (12 months)	05/22/16 - 05/21/17	\$344,277.88
<i>Amendment No. 4</i>	<i>05/05/16 Executive Director</i>	<i>2nd Renewal Option</i>	<i>05/22/16 - 05/21/17</i>
<i>Amendment No. 5</i>	<ul style="list-style-type: none"> • 05/23/16 CPC • 06/15/16 Board, Item B 	<i>Contract Adjustment</i>	<i>06/01/16 - 05/22/17</i>
<i>Amendment No. 6</i>	<ul style="list-style-type: none"> • 02/20/17 CPC • 03/15/17 Board, Item O 	<i>Contract Adjustment</i>	<i>03/15/16 - 05/22/17</i>
New Total Option Year 2 Value:			\$2,594,234.36
Option Year 3	Maintenance & Repair Services (12 months)	05/22/17 - 05/21/18	
<i>Amendment No. 7</i>	<ul style="list-style-type: none"> • 03/6/17 CPC • 04/19/17 Board, Item E 	<i>3rd Renewal Option and Contract Adjustment (Combining 02-11 and 15-12)</i>	<i>05/22/17 - 05/21/18</i>
<i>Amendment No. 8</i>	<ul style="list-style-type: none"> • 08/21/17 CPC • 09/20/17 Board, Item F 	<i>Increase in Value & Contract Adjustment</i>	<i>10/1/17 - 05/21/18</i>
<i>Amendment No. 9</i>	<ul style="list-style-type: none"> • 12/11/17 CPC • 12/20/17 Board, Item UU 	<i>Sole Source Contract Adjustment</i>	<i>1/21/18 - 05/21/18</i>
New Total Option Year 3 Value:			\$1,667,707.28

Option Year 4	Maintenance & Repair Services (12 months)		05/22/18 - 05/21/19	
<i>Amendment No. 10</i>	<ul style="list-style-type: none"> • 04/09/18 CPC • 04/18/18 Board, Item Z 	<i>4th Renewal Option and Contract Adjustment</i>	<i>05/22/18 - 05/21/19</i>	<i>\$1,115,170.00*</i>
<i>Amendment No. 11</i>	<ul style="list-style-type: none"> • 04/09/18 CPC • 04/18/18 Board, walk-on Item 	<i>Contract Adjustment</i>	<i>05/22/18 - 05/21/19</i>	<i>\$3,110,572.93*</i>
<i>Amendment No. 12</i>	<ul style="list-style-type: none"> • 06/13/18 CPC • 6/20/18 Board, Item D 	<i>Increase in Value</i>	<i>07/1/18 - 05/21/19</i>	<i>\$1,040,108.00*</i>
New Total Option Year 4 Value:				\$5,265,850.93

Option Year 5	Maintenance & Repair Services (12 months)		05/22/19 - 05/21/20	
<i>Amendment No. 13</i>	<ul style="list-style-type: none"> • 04/1/19 CPC • 4/17/19 Board, Item W 	<i>5th Renewal Option and Contract Adjustment</i>	<i>05/22/19 - 05/21/20</i>	<i>\$1,531,200.00*</i>
<i>Amendment No. 14</i>	<ul style="list-style-type: none"> • 02/24/20 CPC • Pending 4/15/20 Board 	<i>Contract Adjustment Tarriff & Administrative Fee</i>	<i>04/1/20 - 05/21/20</i>	<i>\$986,718.48</i> <i>\$233,415.00</i> <i>\$1,220,133.48*</i>
New Total Option Year 5 Value:				\$2,751,333.48

Option Year 6	Maintenance & Repair Services (12 months)		05/22/20 - 05/21/21	
<i>Amendment No. 15</i>	<ul style="list-style-type: none"> • Pending 03/23/20 CPC 	<i>6th Renewal Option and Contract Adjustment</i>	<i>05/22/20 - 05/21/21</i>	<i>\$2,530,652.00*</i>
New Total Option Year 6 Value:				\$2,530,652.00

Total Contract Value with all Changes (approved and pending)

\$18,651,492.98

* Not included in the original Board approval amount of \$1,772,795.77 (see Part One above).




GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

To: Denise K. Schneider, CPPO, C.P.M., C.M., Assistant Director, Purchasing and Material Control

From: Somdat Jiawan, Manager, Small Business Programs
Orlando Santiago, Small Business Contract Administrator 

Date: March 16, 2020

Re: Recommendation to approve Amendment No. 15, a Contract Adjustment for Purchasing Contract 02-11, Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) Operations and Maintenance Services with SITA Information Networking Computing USA, Inc. (SITA)

The initial project under this Contract commenced on November 1, 2011 with Final Acceptance effective May 21, 2012. The initial term of the Contract was for thirty-six (36) months, effective May 22, 2012, expiring May 21, 2015, with the Authority having an indefinite number of options to renew the Contract for additional periods of one (1) year each. The fifth renewal option will expire on May 21, 2020.

Issue:
Sixth renewal option – May 22, 2020 to May 21, 2021

Fiscal Impact:
The fiscal impact for the Contract Adjustment is a not-to-exceed amount of \$2,530,652.

Due to the limited and specialized nature of the required services, MWBE or LDB/VBE goals were not recommended.

Should you have questions, you may contact Orlando Santiago at 407-825-7134.

ATTACHMENT "C"

SIXTH RENEWAL OPTIONAL PRICING

UNIT PRICES FOR COMPONENTS + HOURLY LABOR RATES IN INCREMENTS OF 1

PRICE

A. CORE LICENSE SUPPORT AND MAINTENANCE

1. Core System Support and Maintenance (per month)	<u>\$528.01</u>
2. On-Site Operations (per month)	<u>\$14,841.82</u>
3. Core Software License (per month)	<u>\$446.15</u>
4. Other Services and Charges (per month)	<u>\$2,062.82</u>
5. SmartPath Biometric Core (per month)	<u>\$1,708.72</u>
6. Biometric Corporate Connect	<u>1,175.00</u>

B. SOFTWARE LICENSES AND MAINTENANCE:

1. CUPPS Workstation Software/Firmware Licenses and Maintenance (per month)	<u>\$14.22</u>
2. CUSS Freestanding Kiosk Software/Firmware Licenses and Maintenance (per month)	<u>\$14.22</u>
3. LDCS Software Licenses and Maintenance (per month)	<u>\$54.90</u>
4. SmartPath Biometric Self Boarding Gate Software/Firmware License and maintenance per lane (per month)	<u>\$321.49</u>
5. SmartPath Biometric Self Boarding Gate Software/Firmware License and maint per lane (per month), If 5-yr extended warranty is purchased	<u>\$265.94</u>
6. WIN10 Enterprise LTSC License (one-time cost per license – Customer Owned) (New Item)	<u>\$390.26</u>
7. PAXControl Server License Fee (one-time charge per server) (New Item)	<u>\$20,299.00</u>

C. SERVICES:

1. CUPPS Workstation Software/Firmware Installation (one time charge per CUPPS Workstation)	<u>\$0.00</u>
2. CUSS Freestanding Kiosk Software/Firmware Installation (one time charge per CUSS Kiosk)	<u>\$0.00</u>

D. <u>ADDITIONAL SERVICES (Hourly Labor Rates):</u>	
1. Operation/Maintenance of CUPPS Workstations, CUSS Kiosks and Peripheral Devices (Price went up from \$39.95)	<u>\$40.71</u>
2. Software Engineer (Price went up from \$118.00)	<u>\$120.00</u>
3. Project Engineer (Price went up from \$172.00)	<u>\$175.00</u>
4. Installation/Integration Engineer (Price went up from \$148.00)	<u>\$151.00</u>
5. Service Technician (Price went up from \$82.93)	<u>\$84.51</u>
6. Project Analyst (New Item)	<u>\$40.71</u>
E. <u>ADDITIONAL SERVICES + TRAVEL (Hourly Labor Rates):</u>	
1. Software Engineer (New Item)	<u>\$161.75</u>
2. Project Engineer (New Item)	<u>\$216.75</u>
3. Installation/Integration Engineer (New Item)	<u>\$192.75</u>
4. Service Technician (New Item)	<u>\$126.26</u>
F. <u>USER POSITION HARDWARE/FIRMWARE:</u>	
1. CUSS Freestanding Kiosk	<u>\$8,150.00</u>
2. CUSS ADA Kit	<u>\$376.00</u>
3. CUSS Bar Code Scanner	<u>\$1,481.00</u>
4. CUSS Passport Reader	<u>\$2,075.00</u>
5. CUSS BTP Printer	<u>\$917.00</u>
6. CUSS Verifone Credit Card Reader	<u>\$601.00</u>
7. LED Monitor (New Item replaces LCD Monitor \$616.00)	<u>\$212.00</u>
8. Aviosys IP Power Switch	<u>\$180.00</u>
9. LED Controller Board	<u>\$223.00</u>
10. LED Top Board	<u>\$138.00</u>
11. LED Device Board	<u>\$9.00</u>
12. FMS Bar Code Scanner	<u>\$625.00</u>
	<u>\$1,040.00</u>

	PRICE
13. Computer PC Mini, 8GB (New Item replaces Computer \$1,455.00)	
14. Light Bar Kit	<u>\$710.00</u>
15. OCR Reader (Price went down from \$740.00)	<u>\$450.00</u>
16. BGR Reader (Price went down from \$1,662.00)	<u>\$1,362.00</u>
17. Encrypted Credit Card Reader (counter mount)	<u>\$754.00</u>
18. Custom TK180 Multi-purpose (ATB, BPP, BTP)	<u>\$917.00</u>
19. BTP Paper Roll Holder	<u>\$120.00</u>
20. RFID BTP Printer (Price went down from \$2,382.00)	<u>\$1,782.00</u>
21. DCP Printer	<u>\$439.00</u>
22. Honeywell Scanner with Firmware	<u>\$672.00</u>
23. Biometric Overhead Cameras	<u>\$2,228.00</u>
24. Receipt Printer	<u>\$775.00</u>
25. Additional RAM (12GB) (New Item)	<u>\$51.47</u>

G. SMARTPATH BIOMETRICS E-GATES:

1. Single Lane Gunnebo e-Gate, includes: - Standard or ADA lane configuration - 1 SITA FaceCamera - 1 SITA PaxScreen - 1 PC with i7 - 1 MS Win10 LTSB license - 1 Airsphere license - 1 Aware license (Receipt printer shown separately) *Includes freight, customs and import charges *Excludes any potential tariffs (New)	<u>\$40,461.02</u>
2. Single Lane Gunnebo e-Gate - Base plate	<u>\$1,086.06</u>
3. Single Lane Gunnebo e-Gate - 60 month Warranty (must be included at time of purchase)	<u>\$2,135.33</u>

4. Dual Lane Gunnebo e-Gate, includes:
 - 1 Standard and 1 ADA lane configuration
 - 2 SITA FaceCameras \$74,099.94
 - 2 SITA PaxScreens
 - 2 PC with i7
 - 2 MS Win10 LTSB licenses
 - 2 Airsphere licenses
 - 2 Aware licenses
 - (Receipt printer shown separately)
 - *Includes freight, customs and import charges
 - *Excludes any potential tariffs **(New)**

5. Dual Lane Gunnebo e-Gate - Base plate \$2,096.85

6. Dual Lane Gunnebo e-Gate - 60 month Warranty (must be included at time of purchase) \$3,899.90

7. Triple Lane Gunnebo e-Gate, includes:
 - 2 Standard and 1 ADA lane configuration
 - 3 SITA FaceCameras
 - 3 SITA PaxScreens \$107,851.06
 - 3 PC with i7
 - 3 MS Win10 LTSB licenses
 - 3 Airsphere licenses
 - 3 Aware licenses
 - (Receipt printer shown separately)
 - *Includes freight, customs and import charges
 - *Excludes any potential tariffs **(New)**

8. Triple Lane Gunnebo e-Gate - Base plate \$3,013.93

9. Triple Lane Gunnebo e-Gate - 60 month Warranty (must be included at time of purchase) \$5,678.92

10. Quad Lane Gunnebo e-Gate, includes:
 - 3 Standard and 1 ADA lane configuration
 - 4 SITA FaceCameras
 - 4 SITA PaxScreens \$141,479.02
 - 4 PC with i7
 - 4 MS Win10 LTSB licenses
 - 4 Airsphere licenses
 - 4 Aware licenses
 - (Receipt printer shown separately)
 - *Includes freight, customs and import charges
 - *Excludes any potential tariffs **(New)**

11. Quad Lane Gunnebo e-Gate - Base plate \$3,931.01

12. Quad Lane Gunnebo e-Gate - 60 month Warranty (must be included at time of purchase) \$7,406.96

ATTACHMENT "D"

**Greater Orlando Aviation Authority
Attachment D**

Date:	<u>12-Mar-20</u>	Requestor's Extension:	<u>3541</u>
Requestor's Name:	<u>Shiv Persaud</u>	Preparer's Extension:	<u>6427</u>
Form Preparer's Name:	<u>Vlad Opreanu</u>	Purchasing Solicitation #:	<u>02-11</u>
Requestor's Department:	<u>IT</u>	CCM / CPC / PSC:	<u>CPC</u>
Description:	<u>(CUPPS) and (CUSS) Operations and Maintenance</u>	Committee Date:	<u>3/24/2020</u>
Vendor:	<u>SITA Information Networking Computing USA, Inc.</u>	Committee Agenda Item#:	<u></u>
		Requisition #:	<u></u>

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 20 Amount	FY 21 Amount	FY 22 Amount	FY 23 Amount	FY 24 Amount	Total Contract
301.521.214.5340007.000.100425	379,825.00	531,755.00				911,580.00
301.521.214.5340007.000.100483	338,708.00	474,192.00				812,900.00
301.521.214.5520002.000.100483	83,333.00	116,667.00				200,000.00
308.521.214.5640003.000.501400	97,500.00	136,500.00				234,000.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	899,366.00	1,259,114.00	-	-	-	2,158,480.00
Requisition Number	BPA 83901					

OMB Notes: Attorney
 Funding Approver: _____
 Converted into PO #: _____
 Date: _____
 Buyer: _____

**CONSTRUCTION FINANCE - PROJECT NUMBERS: ZC-261 and BP-447
Eligibility Analysis Available? If yes, see Eligibility Analysis for Funding**

Amounts shown below are estimates of anticipated levels of service by capital program. Program & funding eligibility will continue to be provided by RW Block for each invoice as submitted based on actual work performed.

Award # or Account Code xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	CF Funding	Line Description	Project #	Unit Price	Quantity	Amount
	2019 General Airport Revenue Bond ZC-319		ZC-319	\$ 372,172.00	1.00	372,172.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total						372,172.00

Grand Total - Agree to Committee Item 2,530,652.00
 Location of equipment purchased for above listed projects after project completion: N/A
 Construction Finance Notes: _____
 Funding Approval: [Signature]
 Requisition #: _____
 Requisition Date: _____
 Converted into PO #: _____
 Date: _____
 Buyer: _____



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Concessions/Procurement Committee
FROM: Bruce L. Gant, Purchasing Manager - Contracts
DATE: March 23, 2020

ITEM DESCRIPTION

Information Item - Amendment No. 14, Contract Adjustment for Purchasing Contract 02-20, Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) with SITA Information Networking Computing USA, Inc. (SITA) [February 24, 2020, Concessions/Procurement Committee - New Business Item A]

BACKGROUND

On February 24, 2020, the Concessions/Procurement Committee approved Amendment No. 14, Contract Adjustment for Purchasing Contract 02-20, Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) with SITA Information Networking Computing USA, Inc. (SITA) in a not-to-exceed amount of \$1,220,133.48; subject to funding ratification by the Construction Finance Oversight Committee (CFOC).

At its March 10, 2020 meeting, the CFOC consensed the funding for this item. [CFOC Item 3A].