

On **JULY 13, 2020**, the **CONCESSIONS/PROCUREMENT COMMITTEE** of the **GREATER ORLANDO AVIATION AUTHORITY** met in regular session telephonically with the meeting live streamed on YOUTUBE (OrlandoAirports) and GOTOMEETING. Chairman Anderson called the meeting to order at 1:31 p.m. The meeting was posted in accordance with Florida Statutes with a quorum participating. *Office of the Governor, Executive Order Number 20-69*

**Committee members present:**

Raymond Anderson, Chairman  
Kathleen Sharman, Vice Chair  
Thomas Draper, Senior Director of Operations  
Bradley Friel, Director of Planning  
Brian Engle, Director of Customer Experience

**Staff/Others present:**

Denise Schneider, Assistant Director of Purchasing  
Dayci Snyder, Director of Board Services  
Tracy Harris, Manager of Concessions  
Jo Thacker, Nelson Mullins, Legal Counsel  
Anna Farmer, Recording Secretary  
Larissa Bou, Transcription Secretary

*Chairman Anderson announced to all present 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, and it must be received in writing by the Chief Executive Officer, Mr. Phillip N. Brown, via email [pbrown@goaa.org](mailto:pbrown@goaa.org) with copy to [dsnyder@goaa.org](mailto:dsnyder@goaa.org), by Monday, July 20 2020 at 4:00 p.m. (emails will be accepted during the pandemic COVID-19).*

*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. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member, including the Mayor of the City of Orlando or the Mayor of Orange County, 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 or Mayor of Orange County at their offices. The policy, forms, and instructions are available on the web site. Please contact the Director of Board Services with questions at (407) 825-2032.*

**CONSENT AGENDA**

1. Chairman Anderson asked if anyone on the call would like to speak regarding the Consent Agenda item. Ms. Farmer confirmed she had not received any speaker requests. He then asked if any Committee member had questions or wished to pull the item for discussion. Hearing none, Chairman Anderson asked if staff received any feedback as to why the other two authorized contractors did not submit a bid on the one consent agenda item. Ms. Snyder stated that she is unsure if staff received any feedback; however, the reason could be due to the mileage requirement which limited the geographic region of the authorized contractors.

Motion was moved by Mr. Draper, second by Mr. Engle, to approve the following Consent Agenda item:

A. recommendation to the Chief Executive Officer to: (1) award Purchasing Contract 05-21, IED ON CALL Public Address System Repair Services to Convergent Technologies LLC; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$135,887.50; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute an agreement following satisfactory review by legal counsel.

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**CONSENT AGENDA (con't)**

In response to Chairman Anderson's questions regarding the \$12,000 repair cost, Mr. Rick Shultz, Maintenance Department, explained that this was a purchase order for labor only, to repair some circuits in the terminal.

By roll call vote, motion passed unanimously.

*(Due to technical issues, New Business Item B was presented first, followed by New Business Item A)*

**RECOMMENDATION TO APPROVE THE FIRST RENEWAL TERM OF THE EXPEDITED CHECKPOINT PROCESSING AGREEMENT, AT ORLANDO INTERNATIONAL AIRPORT, WITH ALCLEAR, LLC**

2. Ms. Harris presented the item.

The Greater Orlando Aviation Authority (Aviation Authority) and Alclear, LLC (Alclear), are parties to that certain Expedited Checkpoint Processing Agreement, at Orlando International Airport (MCO) that provides for the enrollment and processing of customers of the CLEAR program (Agreement), which Agreement, is scheduled to expire on September 2, 2020. The Agreement commenced on September 3, 2010, with an initial ten-year term (Initial Term) and two five-year renewal terms (Renewal Terms) that may be exercised by the Aviation Authority.

Under the terms of the Agreement, the Aviation Authority receives thirty dollars (\$30) for each returning Orlando based subscriber of the former CLEAR program, twelve and a half percent (12.5%) of gross receipts generated from all Orlando catchment enrolled customers of the new CLEAR program, and a pro rata share of two and a half percent (2.5%) of revenues generated from all national gross receipts.

The Agreement's initial term is scheduled to expire on September 2, 2020. Based on the information known at this time, the CLEAR Program continues to provide a convenient beneficial amenity for travelers at MCO, and Alclear has performed satisfactorily during the initial term of the Agreement. As a result, based on the information presented, staff respectfully recommends that the Committee approve the First Renewal Term to the Agreement with Alclear, through September 2, 2025, under the existing terms and conditions.

In 2019, concession revenue generated by the Agreement was \$1,480,390.

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve the First Renewal Term to Expedited Checkpoint Processing Agreement, at Orlando International Airport, with Alclear, LLC, through September 2, 2025, under the same terms and conditions and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documentation following satisfactory review by legal counsel.

Chairman Anderson asked if anyone on the call would like to speak regarding this item. Ms. Farmer confirmed she had not received any speaker requests. He then asked if any Committee member had questions or comments. There was no reply to either inquiry.

Upon motion by Vice Chair Sharman, second by Mr. Friel, motion passed unanimously by roll call vote, to approve staff's recommendation.

**RECOMMENDATION TO AWARD PURCHASING CONTRACT 24-20, DATA CENTER HVAC PREVENTIVE MAINTENANCE AND REPAIRS SERVICES, LOCAL DEVELOPING BUSINESS (LDB) TO COLD WALL, INC.**

3. Ms. Schneider presented the item.

On August 12, 2019, the Aviation Authority issued Purchasing Bid 09-20, Data Center HVAC Preventive Maintenance and Repairs Services. On September 11, 2019, one bid was received from Trane U.S., Inc.

On October 28, 2019, the Concessions/Procurement Committee rejected the Trane U.S. Inc. Bid, because it was over budget at \$387,056, and authorized staff to revise the specification and re-solicit the services.

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**RECOMMENDATION TO AWARD PURCHASING CONTRACT 24-20, DATA CENTER HVAC PREVENTIVE MAINTENANCE AND REPAIRS SERVICES, LOCAL DEVELOPING BUSINESS (LDB) TO COLD WALL, INC. (con't)**

The contract period will be for thirty-six (36) months with the initial service to commence on or about August 1, 2020, and with the Aviation Authority having two additional option periods of one (1) year each.

This award will result in a contract for the service provider to provide all labor, supervision, parts and components, tools, equipment, and all other items necessary or proper for, or incidental to, performing Data Center HVAC Preventative Maintenance and Repairs services on an as needed basis.

Prior to this solicitation Aviation Authority's staff performed the needed work with in-house technicians. When the Aviation Authority could not perform the work, the department utilized Cold Wall, Inc. The total spent from December of 2017 to April of 2018 was \$16,000.

On April 20, 2020, the Aviation Authority issued Purchasing Bid 24-20, Data Center HVAC Preventive Maintenance and Repairs Services, Local Developing Business (LDB). A total of 43 notifications were sent out to potential vendors registered under the HVAC categories in the Central Florida area, which 17 of those vendors viewed, and 1 downloaded the solicitation. On May 12, 2020, V&R Enterprise of Jacksonville, Inc. Starr Mechanical and Cold Wall, Inc. participated in the Pre-Bid Conference.

After the bid opening, staff reached out to 2 vendors to inquire why these companies did not submit a bid. The vendors stated that they were unable to bid due to the uncertain and challenging times.

On June 9, 2020, the following bid was received:

<u>Name of Respondent</u>	<u>Total Three (3) Year Bid Price</u>
Cold Wall, Inc.	\$262,612.00

References for Cold Wall, Inc. were checked and based thereon was determined to be responsive. Staff reviewed the submittal provided and the bidder was responsive and responsible.

The Small Business Development Department established a Local Developing Business (LDB) designation for this contract, as shown on Attachment B (copy on file).

Cold Wall, Inc. bid in the amount of \$262,612 is to be funded from the Operations and Maintenance Fund 301.685.210.5460002.000.000000. 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 throughout the budget process and when funds become available.

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) award Purchasing Contract 24-20, Data Center HVAC Preventive Maintenance and Repairs Services, Local Developing Business (LDB) to Cold Wall, Inc.; (2) authorize funding from the Operations and Maintenance Fund, in the not-to-exceed amount of \$262,612; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Chairman Anderson asked if anyone on the call would like to speak regarding this item. Ms. Farmer confirmed she had not received any speaker requests. He then asked if any Committee member had questions or comments. Vice Chair Sharman asked if the September 11, 2020, date stated under "Background" was incorrect. Ms. Schneider responded in the affirmative and confirmed that the year should read 2019.

Upon motion by Mr. Draper, second by Mr. Friel, motion passed unanimously by roll call vote, to approve staff's recommendation.

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**ADJOURNMENT**

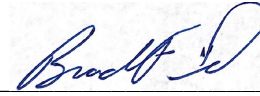
4. Chairman Anderson asked if there was further business to discuss before the Committee. Having no further business to discuss, he adjourned the meeting at 1:51 p.m.

*(Digitally signed on December 15, 2020)*



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Larissa Bou  
Transcription Secretary



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on behalf of:  
Raymond Anderson  
Chairman