

On **FEBRUARY 22, 2021**, 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:

Brad Friel, Chairman
Kathleen Sharman, Vice Chair
Thomas Draper, Senior Director of Operations
Brian Engle, Director of Customer Experience
Deborah Silvers, Director of Risk Management

Staff/Others present:

Bruce Gant, Manager of Purchasing Contracts
Diana Hershner, Manager of Purchasing
Jo Thacker, Nelson Mullins, Legal Counsel
Larissa Bou, Manager of Board Service and Recording
Secretary

Chairman Friel 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 with copy to larissa.bou@goaa.org, by Monday, March 1, 2021, 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. 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. 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 Chief Administration Officer with questions at (407) 825-7105.

Before proceeding to business, Chairman Friel, asked Committee members to report any conflicts of interest or violations of the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regard to any agenda item. None were expressed by any Committee member.

MINUTES

1. Upon motion by Mr. Draper, second by Mr. Engle, motion passed to accept the February 8, 2021, minutes as written.

CONSENT AGENDA

2. Chairman Friel asked if anyone in the audience would like to speak regarding the Consent Agenda item. Ms. Bou confirmed she had not received any speaker requests for this item. Chairman Friel then asked if any Committee member had questions or wished to pull the item for discussion. There was no response to his inquiry.

Upon motion by Vice Chair Sharman, second by Mr. Draper, vote carried to approve the following Consent Agenda item:

A. recommend to the Chief Executive Officer to: (1) approve the purchase of a secure, internet-based, electronic procurement system in the not-to-exceed amount of \$102,900; (2) authorize funding from the Operations and Maintenance Fund; (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel; and (4) authorize the Purchasing Department to issue the necessary Purchase Order

RECOMMENDATION TO APPROVE AMENDMENT NO. 1, FIRST RENEWAL OPTION FOR PURCHASING CONTRACT 05-18, AIRPORT RUNWAY AND TAXIWAY PAINTING SERVICES WITH HI-LITE AIRFIELD SERVICES, LLC (A revised Financial Form was provided to Committee members with a copy on file)

3. Mr. Gant presented the item.

The initial term of the contract was for thirty-six (36) months, effective June 1, 2018, expiring May 31, 2021, with the Aviation Authority having two (2) options to renew the contract for an additional period of one (1) year each.

This contract requires Hi-Lite to furnish all labor, supervision, materials, tools and equipment, cleaning solutions, degreasers, fuels, accessories, consumables and all other items necessary or proper for, or incidental to, performing airport runway and taxiway painting services, including paint removal, surface preparation, and repainting at the Orlando International Airport in accordance with the contract documents.

First Renewal Option - June 1, 2021 to May 31, 2022.

Department - Concur with the renewal option.

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

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

The unit pricing did not change from Year 3 of the contract.

The fiscal impact for the first renewal option is a not-to-exceed amount of \$1,245,602. Funding will be from the Operations and Maintenance Fund 301.414.110.5340007.000.00000. 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.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 1, First Renewal Option to Purchasing Contract 05-18, Airport Runway and Taxiway Painting Services with Hi-Lite Airfield Services, LLC.; (2) authorize funding in a not-to exceed amount of \$1,245,602 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Chairman Friel asked if anyone in the audience would like to speak regarding this item. Ms. Bou confirmed she had not received any speaker requests for this item. He then asked if any Committee member had questions or comments. There was no response to his inquiry.

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

RECOMMENDATION TO AWARD PURCHASING REQUEST FOR WRITTEN QUOTATION (RFQ) 93124-21, PURCHASE OF HP ENTERPRISE NIMBLE ARRAY STORAGE HARDWARE, SOFTWARE, AND SUPPORT THROUGH THE UTILIZATION OF THE STATE OF FLORIDA ALTERNATE CONTRACT SOURCE #43211500-WSCA-15-ACS-E, TO HIGH PERFORMANCE TECHNOLOGIES, LLC

4. Ms. Hershner presented the item.

This approval will result in the purchase of HP Enterprise Nimble Storage Array hardware, software, and support of the Information Technology centralized storage system at Orlando International Airport under the Government Contract/Annual/Multi-year Contract Procurement Request for the value of \$354,641.81. HP Enterprise Nimble Array Storage hardware, software, and support purchase is necessary to meet the Aviation Authority's data storage requirements.

The HP Enterprise Nimble Storage Array hardware, software, and support are offered under the State of Florida Alternate Contract Source #43211500-WSCA-15-ACS-E, entitled, "Computer, Equipment, Peripherals, and Services".

RECOMMENDATION TO AWARD PURCHASING REQUEST FOR WRITTEN QUOTATION (RFQ) 93124-21, PURCHASE OF HP ENTERPRISE NIMBLE ARRAY STORAGE HARDWARE, SOFTWARE, AND SUPPORT THROUGH THE UTILIZATION OF THE STATE OF FLORIDA ALTERNATE CONTRACT SOURCE #43211500-WSCA-15-ACS-E, TO HIGH PERFORMANCE TECHNOLOGIES, LLC (CON'T)

RFQ 93124-21 was distributed only to HP Enterprise authorized resellers (a total of 25 when the RFQ was issued) listed in the State of Florida Alternate Contract Source #43211500-WSCA-15-ACS-E, entitled, "Computer, Equipment, Peripherals, and Services". The State of Florida Alternate Contract Source is through the National Association of State Procurement Officials (NASPO). On January 14, 2021, the Aviation Authority received two (2) responses as listed below:

<u>Firm</u>	<u>Total Quote</u>
High Performance Technologies, LLC	\$354,641.81
BlueAlly Services, LLC	\$436,804.04

Staff's review of the quotes found that all firms are responsive and responsible to the RFQ requirements.

The Small Business Development Department has reviewed the requirements for this purchase and has determined that the State of Florida Contract #43211500-WSCA-15-ACS-E does not lend itself to MWBE/LDB/VBE participation.

High Performance Technologies, LLC's quotation is in the amount of \$354,641.81. Funding is available from the previously-approved Capital Expenditure Fund account codes: 308.521.170.5640003.000.501018, 308.521.170.5460001.000.501018, and 308.521.170.5310009.000.501018. Funds expected to be spent in the 2020/2021 fiscal year are within budget.

It was respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) award Purchasing Request for Written Quotation (RFQ) 93124-21, Purchase of HP Enterprise Nimble Storage Array hardware, software, and support through the Utilization of the State of Florida Alternate Contract Source #43211500-WSCA-15-ACS-E, to High Performance Technologies, LLC, in the not-to-exceed amount of \$354,641.81; (2) authorize funding in the not-to-exceed amount of \$354,641.81 from the Capital Expenditure Funds listed; and (3) authorize the Purchasing Department to issue the necessary Purchase Order.

Chairman Friel asked if anyone in the audience would like to speak regarding this item. Ms. Bou confirmed she had not received any speaker requests for this item. He then asked if any Committee member had questions or comments. Ms. Silvers asked if this is a one-time purchase. Ms. Hershner responded in the affirmative. Ms. Silvers followed up by asking if the support needed for this purchase will take place within this fiscal year. Ms. Hershner explained that the support will be ongoing as long as the Aviation Authority has the equipment and the equipment is operational. The support will be added to the master technology renewal list that will be taken to the Aviation Authority Board next year. Lastly, Ms. Silvers inquired about the reason why out of 25 vendors only 2 responded. Ms. Hershner indicated that the Purchasing Department goes directly to the State to acquire vendors' information, and it is a possibility that a number of those vendors have not updated their information. Ms. Hershner offered to look further into this matter and bring an update to the Committee as an Information Item. Ms. Silvers stated that it is not necessary.

Vice Chair Sharman asked for confirmation that this is a one-time purchase for hardware, but there would be ongoing support in future budgets. Ms. Hershner confirmed this information.

Upon motion by Ms. Silvers, second by Vice Chair Sharman, vote carried to approve staff's recommendation.

MINUTES FOR THE FEBRUARY 22, 2021, CONCESSIONS/PROCUREMENT COMMITTEE

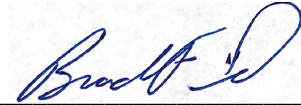
ADJOURNMENT

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 1:43 p.m.

(Digitally signed on April 6, 2021)



Larissa Bou
Recording Secretary



Brad Friel
Chairman