

**ADDENDUM NO. 4
TO THE AGREEMENT DATED FEBRUARY 19, 2021
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND EPIC ENGINEERING & CONSULTING GROUP, LLC**

Project: FY24 Planning, Engineering & Construction Staff Extension for Computer Aided Design (CAD), Geographic Information Systems (GIS), Building Information Modeling (BIM) and Related Services, Orlando International Airport

THIS ADDENDUM is effective this 1st day of October, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Authority”), and **EPIC ENGINEERING & CONSULTING GROUP, LLC** (“Consultant”).

WITNESSETH:

WHEREAS, by Agreement dated February 19, 2021, Authority and Consultant entered into an agreement for Consultant to provide CAD, GIS, BIM and Related Services; and

WHEREAS, under the Agreement, Consultant agreed to perform such additional services for the Authority as are contained in any additional scope of work established by the Authority in any addendum to the Agreement and accepted in writing by the Consultant; and

WHEREAS, the Authority and the Consultant desire to enter into this Addendum to the Agreement to provide for additional services to be rendered by the Consultant under the terms of said Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the Authority and the Consultant do hereby agree as follows:

1. Consultant shall perform additional services in accordance with the terms of the Agreement and the attached Exhibit “A.” Consultant shall be paid for such additional services according to the payment terms set forth in the Agreement.
2. Consultant shall be compensated for such additional services in the **NOT TO EXCEED** amount of **FOUR HUNDRED SIXTY-SIX THOUSAND AND NO/100 DOLLARS (\$466,000.00)**, broken down as follows:

Professional Fees:	NTE:	\$466,000.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
 Total:		 \$466,000.00

3. A. Consultant hereby certifies that it is not on the Scrutinized Companies that Boycott Israel List and is not engaged in a boycott of Israel, as defined in Florida Statutes § 287.135, as amended;

AND

B. (applicable to agreements that may be \$1,000,000 or more) - Consultant hereby certifies that it is: (1) not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as defined in Florida Statutes § 287.135; and (2) not engaged in business operations in Cuba or Syria, as defined in Florida Statutes § 287.135, as amended.

4. Authority may terminate the Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or is engaged in business operations in Cuba or Syria.

5. Except as expressly modified in this Addendum, the Agreement dated February 19, 2021, and all prior addenda will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto by their duly authorized representatives, have executed this Addendum this day of Aug 24, 2023.

GREATER ORLANDO AVIATION AUTHORITY

By:



Kevin J. Thibault, P.E.
Chief Executive Officer

Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Aug 24, 2023

By:



NELSON MULLINS BROAD AND
CASSEL, Legal Counsel
Greater Orlando Aviation Authority

EPIC ENGINEERING & CONSULTING GROUP, LLC

By:



Signature (Duly Authorized Rep.)

Prasad Chittaluru
Printed Name

CEO
Title



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Tuan Nguyen, P.E., Assistant Vice President of Engineering
(Prepared by Alex Sorondo)

DATE: August 1, 2023

ITEM DESCRIPTION

Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the CAD, GIS, BIM & Related Services Agreement with EPIC Engineering and Consulting Group, LLC for FY 2024 Planning, Engineering & Construction Staff Extension for Computer Aided Design (CAD), Geographic Information Systems (GIS), Building Information Modeling (BIM) & Related Services for Orlando International Airport

BACKGROUND

In 2021, the firms providing Computer Aided Drafting (CAD), Geographic Information System (GIS), Building Information Modeling (BIM) and Related Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On February 2, 2021, the Aviation Authority Board approved a Computer Aided Drafting (CAD), Geographic Information System (GIS), Building Information Modeling (BIM) and Related Services Agreement with the following firms:

- CAD Concepts, Inc. dba CCI Engineering Services
- DRMP-AVCON JV, LLC
- Epic Engineering & Consulting Group, LLC
- Montgomery Consulting Group, Inc.
- Woolpert, Inc.

These no-cost base agreements established the negotiated hourly rates. These services typically consist of working in the Aviation Authority's offices and using the Aviation Authority equipment to perform and assist the Aviation Authority staff with providing CAD, GIS, BIM and Related Services for the:

- Preparation and updating of the airport facility conceptual layout drawings, Airport Layout Plan (ALP) drawings, graphics, aerial photography and geospatial imagery, base maps, exhibits, floor plans, utility systems and building inventories; and
- Integration and management of the airport facility data, airport addressing, land use maps, property surveys and maps, easements and leasehold exhibits, facility management data layers and data attributes, geospatial space planning systems and airport airspace.

ISSUES

Consultant’s proposal, dated June 9, 2023, is to provide Onsite CAD, GIS, BIM and Related Technical Support Services.

If approved, these services would be effective October 1, 2023 and would last through September 30, 2024.

SMALL BUSINESS

The MWBE/LDB/VBE participation has been reviewed by the Office of Small Business Development (OSBD). The findings and recommendation are attached.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$466,000.00. Funding is from Operation and Maintenance Funds, contingent upon Aviation Authority Board adoption of the FY2024 Aviation Authority budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the CAD, GIS, BIM & Related Services Agreement with EPIC Engineering and Consulting Group, LLC for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$466,000.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$466,000.00
AAC – Compliance Review Date	<i>JSS</i> 7/25/23
AAC – Funding Eligibility Review Date	7/25/23

ATTACHMENTS

- Attachment A: Finance Form
- Attachment B: OSBD Memo

ATTACHMENT A
FINANCE FORM

Date:	<u>July 17, 2023</u>	Requestor's Extension:	<u>3463</u>
Requestor's Name:	<u>Tuan Nguyen, P.E.</u>	Preparer's Extension:	<u>3142</u>
Preparer's Name:	<u>Alex Sorondo</u>	Solicitation #:	<u>N/A</u>
Requestor's Department:	<u>Engineering</u>	Contract # / Name:	<u>CAD, GIS, BIM & Related Services</u>
Description:	<u>FY On-Call CAD, GIS, BIM Services</u>	Procurement Committee Date:	<u>August 1, 2023</u>
Vendor:	<u>EPIC Engineering & Consulting Group, LLC</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.716.170.5310009.000.000000		\$466,000.00				
Total Requisition:		\$466,000.00				
Requisition Number:						
Funding Approver: Subject to Board Approval and Availability of Funds						
OMB Notes:						



MEMORANDUM

To: Members of the Procurement Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: August 01, 2023

Re: Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the CAD, GIS, BIM & Related Services Agreement with EPIC Engineering and Consulting Group, LLC for FY 2024 Planning, Engineering & Construction Staff Extension for Computer Aided Design (CAD), Geographic Information Systems (GIS), Building Information Modeling (BIM) & Related Services for Orlando International Airport

The Small Business Development Department (SBDD) has reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that EPIC Engineering & Consulting Group, LLC does not propose small business participation on this addendum as the services being provided are onsite staffing support.

Our analysis indicates that EPIC Engineering & Consulting Group, LLC is eligible for award of the subject addendum.

Date: June 9, 2023

To: Tuan Nguyen, P.E.
Manager of Engineering
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

Re: Proposal: W-423 CAD, GIS, BIM AND RELATED SERVICES for GOAA for FY 2024 (October 1, 2023 through September 30, 2024)

Dear Mr. Nguyen:

EPIC Engineering & Consulting Group, LLC (EPIC) is pleased to submit our proposal to provide Onsite CAD, GIS, BIM and Related Technical Support Services to the Greater Orlando Aviation Authority (GOAA). ***This proposal reflects the delivery of the project services from October 1, 2023 through September 30, 2024.***

We have developed the scope of services based on our project requirements discussions with you and the documentation you have provided us regarding the types of activities envisioned.

Task 1 – CAD, GIS, BIM and Related Services

In this task, EPIC staff member will report to the designated GOAA project manager and perform the assignments delegated. ***A total of 2,000 hours of Lead GIS Analyst and a total of 2,000 hours for Senior GIS Analyst are budgeted for this task.*** The following are the types of assignments envisioned in this task.

Support for the Planning, Engineering and Construction CAD/GIS/BIM activities

- Perform air space analysis
- Research, assemble, catalog, and condition existing GOAA CAD drawings in support of FAA data development requirements
- Research/field verification/field coordination with Contractors and Airport Staff in support of the FAA data collection requirements
- Verify GIS data compliance with FAA AC150/5300 - 16a, 17b, and 18b Survey, Aerial Photo, and GIS data Standards (100+ datasets)
- Support GIS data submittal/re-submittal process to the AGIS web site
- Emphasis on research, assembly, cataloging, and conditioning of existing GOAA CAD drawing on Airfield Lighting for OIA in support of both FAA compliance and related work done in Maximo
- Support for the ongoing maintenance of FAA compliant GIS data
- Support CAD/GIS/BIM related exhibit, mapping, and map book creation as needed
- Support CAD/GIS/BIM activities related to the Building Inventory Guide
- Support the Addressing Function (address assignment backup)
- Support the development and incorporation of NCS/AIA CAD standards into GOAA's CAD layering and EDC-02 CAD Standards
- Support the coordination and maintaining of data being shared from other Local

Organizations. Examples:

- City of Orlando (Roadway Center line, Sanitary Sewer, Reuse, Landuse, Zoning, etc.)
- Orange County (County Addressing, Jurisdictional Boundaries, Parcels, etc.)
- OUC Utilities (Electric, Transmission, Fiber, and Water)
- TECO Gas
- Aerial Photography (OCPA, FAA)
- Florida Statutes 365.171, 365.172, 365.173, 365.174, 365.175 (911 Emergency Communication System)
- Florida Legislation and Rules for E911
- City of Orlando Fire Prevention Codes
- US Postal Service Addressing Requirements

Task 2 – Project Coordination and Management Support

EPIC will submit monthly invoices and associated project status information as requested by the GOAA PM. EPIC PM will also meet with the GOAA PM as necessary to discuss project status and progress.

Estimate of Fees

EPIC will provide the services described in this proposal for a Fee Not to Exceed \$466,000.00. The budget estimates are shown in Exhibit A.

DBE/MWBE/LDB Participation

As the services being provided for this project are on-site staff support, DBE/MWBE/LDB participation is not included in this proposal.

Project Schedule

EPIC will provide the services described in this proposal from October 1, 2023 through September 30, 2024.

Please feel free to contact me if you need additional information or have any questions regarding this submittal. We sincerely appreciate the opportunity to assist GOAA on this important assignment.

Sincerely,



Prasad Chittaluru, PhD, PE, PMP, BCEE, GISP
Principal
EPIC Engineering & Consulting Group, LLC

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES
 EPIC Engineering & Consulting Group, LLC

GOAA W-423 CAD, GIS, BIM AND RELATED SERVICES

Position:	Lead GIS Analyst		Sr. GIS Analyst		TOTAL		
Rate (\$/Hour):	\$125		\$108.00				
	Labor hours	Cost	Labor hours	Cost	Labor hours	Cost	Avg. Hourly Rate
Project Tasks							
Task 1 – CAD, GIS and Related Services	2000	\$250,000	2000	\$216,000	4,000	\$466,000	\$117
Task 2 – Project Coordination and Management Support		\$0		\$0	0	\$0	
Sub-Total	2000	\$ 250,000	2000	\$ 216,000	4000	\$466,000	\$117
TOTAL NOT TO EXCEED REIMBURSABLE FEE:	2000	\$250,000	2000	\$216,000	4,000	\$466,000	\$117

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES
 EPIC Engineering & Consulting Group, LLC

REIMBURSABLE EXPENSES:	AMOUNT				
EPIC Engineering & Consulting Group, LLC					
Parking					\$0.00
Mailing					\$0.00
Printing / Copying (In House)					\$0.00
Postage (In House)					\$0.00
Courier					\$0.00
Subtotal - Consultant					\$0.00
Total					\$0.00

A complete breakdown of estimated reimbursable expenses, if any, which will be compensated on a not to exceed reimbursable basis, shall be included in this section. The Consultant may use any format for this breakdown, provided that it clearly defines the basis for the not to exceed amount. A breakdown of each subconsultant's expenses is also required.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-9
CONTRACT HOURLY RATES
 EPIC Engineering & Consulting Group, LLC

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied.

Rates approved by Ms. Kathy Anderson

Highlighted positions are used for this proposal development.

FIRM	POSITION	APPROVED HOURLY RATE
EPIC Engineering & Consulting Group, LLC	Business Analyst	\$ 106.00
EPIC Engineering & Consulting Group, LLC	GIS/BIM Manager	\$ 121.00
EPIC Engineering & Consulting Group, LLC	IT Systems Specialist	\$ 82.00
EPIC Engineering & Consulting Group, LLC	Principal	\$ 205.00
EPIC Engineering & Consulting Group, LLC	Project Coordinator	\$ 74.00
EPIC Engineering & Consulting Group, LLC	Project Manager	\$ 173.00
EPIC Engineering & Consulting Group, LLC	Senior Project Manager	\$ 184.00
EPIC Engineering & Consulting Group, LLC	Sr. GIS Programmer	\$ 156.00
EPIC Engineering & Consulting Group, LLC	Software Programmer	\$ 118.00
EPIC Engineering & Consulting Group, LLC	Software QA Professional	\$ 97.00
EPIC Engineering & Consulting Group, LLC	Sr. Bus. Process Analyst	\$ 166.00
EPIC Engineering & Consulting Group, LLC	Sr. GIS Analyst	\$ 108.00
EPIC Engineering & Consulting Group, LLC	Lead GIS Analyst	\$ 125.00
EPIC Engineering & Consulting Group, LLC	Sr. Oracle DBA	\$ 180.00
EPIC Engineering & Consulting Group, LLC	Sr. Software Architect	\$ 188.00
EPIC Engineering & Consulting Group, LLC	Sr. Software Programmer	\$ 172.00
EPIC Engineering & Consulting Group, LLC	UI/UX Designer	\$ 105.00
EPIC Engineering & Consulting Group, LLC	Senior Compliance Officer	\$ 129.00
EPIC Engineering & Consulting Group, LLC	Software Architect	\$ 163.00

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Greater Orlando Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within one (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Greater Orlando Aviation Authority, whichever is later.

Consultant: EPIC Engineering & Consulting Group, LLC

By: 

Print Name: Prasad Chittaluru

Date: 6/8/2023



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: August 16, 2023

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Approve an Addendum to the Computer Aided Drafting (CAD), Geographic Information System (GIS), Building Information Modeling (BIM) and Related Services Agreement with EPIC Engineering and Consulting Group, LLC for Fiscal Year (FY) 2024 CAD, GIS, BIM and Related Services

BACKGROUND

On February 2, 2021, the Aviation Authority Board approved CAD, GIS, BIM, and Related Consulting Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- CAD Concepts, Inc. dba CCI Engineering Services
- DRMP-AVCON JV, LLC
- EPIC Engineering and Consulting Group, LLC (*MWBE/LDB*)
- Montgomery Consulting Group, Inc. (*MWBE/LDB*)
- Woolpert, Inc.

The agreements are structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The terms of the agreements shall be for a period of three years with optional renewal periods of two additional one-year terms, to be exercised at the discretion of the Aviation Authority and accepted by both parties.

EPIC Engineering and Consulting Group, LLC will provide services that include, but are not limited to, working in the Aviation Authority's offices and using the Aviation Authority equipment to perform and assist the Aviation Authority staff with the following services:

- Preparation and updating of the airport facility conceptual layout drawings, Airport Layout Plan (ALP) drawings, graphics, aerial photography and geospatial imagery, base maps, exhibits, floor plans, utility systems and building inventories.
- Integration and management of the airport facility data, airport addressing, land use maps, property surveys and maps, easements and leasehold exhibits, facility management data layers and data attributes, geospatial space planning systems and airport airspace.

ISSUES

A fee has been negotiated with EPIC Engineering and Consulting Group, LLC for a total amount of \$466,000 for FY 2024 CAD, GIS, BIM and Related Services. These services include, but are not limited to, preparation of ongoing updates of CAD drawings and GIS data sets; database consolidation planning

and data integration into the Aviation Authority's Enterprise GIS system; related GIS and CAD planning, analysis, and input as needed; preparation and updating of the airport facility conceptual layout drawings, Airport Layout Plan (ALP) drawings, graphics, aerial photography and geospatial imagery, base maps, exhibits, floor plans, utility systems and building inventories; integration and management of the airport facility data, airport addressing, land use maps, property surveys and maps, easements and leasehold exhibits, facility management data layers and data attributes, geospatial space planning systems and airport airspace; and, assistance of Aviation Authority staff on various projects as requested. Services will be provided from October 1, 2023, through September 30, 2024. At the discretion of the Aviation Authority, the level of provided services may be adjusted during the fiscal year, depending on fluctuations of Aviation Authority staffing levels.

On August 1, 2023, the Procurement Committee recommended approval of an Addendum to the CAD, GIS, BIM and Related Services Agreement with EPIC Engineering and Consulting Group, LLC for FY 2024 CAD, GIS, BIM and Related Services, as outlined in the memorandum.

SMALL BUSINESS

EPIC Engineering and Consulting Group, LLC is a certified Minority and Women Business Enterprise (MWBE)/Local Developing Business (LDB) firm. The Aviation Authority has reviewed the proposal from EPIC Engineering and Consulting Group, LLC, and determined that, due to the onsite staffing support services, EPIC Engineering and Consulting Group, LLC does not propose any MWBE/LDB/VBE participation on this addendum, and certifies that EPIC Engineering and Consulting Group, LLC is in good standing as it relates to its small business participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$466,000. Funding is from Operations and Maintenance Fund (subject to adoption of the FY 2024 Aviation Authority Budget by the Aviation Authority Board under separate item).

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee and approve an Addendum to the Computer Aided Drafting (CAD), Geographic Information System (GIS), and Building Information Modeling (BIM) Related Services Agreement with EPIC Engineering and Consulting Group, LLC for FY 2024 CAD, GIS, BIM, and Related Services for a total not-to-exceed fee amount of \$466,000, with funding from Operations and Maintenance Fund; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.