

**ADDENDUM NO. 9  
TO THE AGREEMENT DATED OCTOBER 1, 2021  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND HDR ENGINEERING, INC.**

**Project: FY24 On Call Horizontal Development Plan Review Services,  
Orlando International Airport**

**THIS ADDENDUM** is effective this 27th day of September, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **HDR ENGINEERING, INC.** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated October 1, 2021 Authority and Consultant entered into an agreement for Consultant to provide Continuing Transportation Planning Consulting 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 **TWENTY THOUSAND AND NO/100 DOLLARS (\$20,000.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$20,000.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$0.00</u></b>
<b>Total:</b>		<b>\$20,000.00</b>

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 October 1, 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 October 9, 2023.


**GREATER ORLANDO AVIATION AUTHORITY**

By:   
boxSIGN 11032916-1104719123  
\_\_\_\_\_  
Kevin Thibault, Chief Executive Officer

**Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Oct 5, 2023**

By:   
boxSIGN 11032916-1104719123  
\_\_\_\_\_  
**NELSON MULLINS BROAD AND  
CASSEL, Legal Counsel  
Greater Orlando Aviation Authority**

**HDR ENGINEERING, INC.**

By:   
boxSIGN 11032916-1104719123  
\_\_\_\_\_  
Signature (Duly Authorized Rep.)  
Oct 5, 2023  
\_\_\_\_\_  
Printed Name  
Vice President  
\_\_\_\_\_  
Title



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**GREATER ORLANDO AVIATION AUTHORITY**

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

**MEMORANDUM**

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning and Environmental  
(Prepared by Alex Sorondo)

DATE: September 26, 2023

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**ITEM DESCRIPTION**

Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for fiscal year 2024 (FY24) On-Call Horizontal Development Plan Review Services for the Greater Orlando Aviation Authority.

**BACKGROUND**

In 2021, the firms providing Continuing Transportation Planning Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 19, 2021, the Aviation Authority Board approved a Continuing Transportation Planning Services Agreement with the following firms:

- HDR Engineering, Inc.
- HNTB Corporation

These no-cost base agreements established the negotiated hourly rates. These services consist of the performance of transportation planning services and related professional services, and may include, but not be limited to, on-airport roadway traffic counts, multi-modal transportation facility planning, airport passenger surface access-related analyses, coordination with local, regional, state and federal transportation agencies on transportation planning issues to support the development of the Aviation Authority's existing and future facilities; assisting with strategic development planning, planning analyses of roadway opportunities and constraints, wayfinding and signage, and other miscellaneous transportation projects and all other related services including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the facilities. The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, evaluation and documentation of existing conditions; Master Document support, plan review and support of the Aviation Authority's horizontal permitting program, technical support and review of documents prepared by others, management support on various Aviation Authority projects and all other related professional services.

**ISSUES**

Consultant's proposal, dated August 31, 2023, is to provide On-Call Horizontal Development Plan Review Services.



If approved, these services would be effective the date of Board approval and extend through September 30, 2024.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

**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 \$20,000.00. Funding is from Operations & Maintenance, subject to adoption by Aviation Authority Board of FY24 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 Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for the services contained herein and the amount as shown below:

<b>Not-to-Exceed Fees</b>	<b>\$20,000.00</b>
<b>Lump Sum Fees</b>	<b>\$0.00</b>
<b>Not-to-Exceed Expenses</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$20,000.00</b>
<b>AAC – Compliance Review Date</b>	<i>SJ</i> 09/08/23
<b>AAC – Funding Eligibility Review Date</b>	09/12/23

**ATTACHMENTS**

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

**ATTACHMENT A  
FINANCE FORM**

Date:	September 5, 2023	Requestor's Extension:	3139
Requestor's Name:	Brad Friel	Preparer's Extension:	3142
Preparer's Name:	Alex Sorondo	Solicitation #:	
Requestor's Department:	Multi-Modal Planning & Env	Contract # / Name:	Continuing Transportation Planning
Description:	On-Call Professional Services	Procurement Committee Date:	September 26, 2023
Vendor:	HDR Engineering, Inc.	Agenda Item #:	

**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
301.711.170.5310008.000.000000		\$20,000.00				
<b>Total Requisition:</b>		\$20,000.00				
<b>Requisition Number:</b>		<b>94927</b>				

**Funding Approver:** *Andreas Harper* 9/8/23  
**OMB Notes:**

Operating Unit: **GOAA**

Number: **94927**      Type: **Internal Requisition**      Preparer: **Richards, Christina**

Description: **FY24 PC 9/26/23 H**      Status: **Incomplete**      Total: **USD 20,000.00**

Lines      **Source Details**      **Details**      **Currency**

Num	Type	Item	Rev	Category	Description	UOM	Q	[ ]
1	Encumbrance C			Encumbrance.Ho	HDR - On Call Horizontal	USD	2	

Destination Type: **Expense**      Source: **Supplier**

Requester: **Richards, Christina**      Supplier:

## Addenda / Amendments Awarded per Agreement - Summary for Committee

### HDR Engineering, Inc. -- Agreement No. 202104-CTP1 Continuing Transportation Planning

<i>Add</i>	<i>Amd</i>	<i>Proj.</i>	<i>Description</i>	<i>PSC/CCM</i>	<i>Board</i>	<i>Exec.</i>	<i>PO#</i>	<i>\$ Amount</i>	<i>Cumul. per Add. \$ Amount</i>	
000	000	-	Continuing Transportation Planning	<b>PSC</b>	04/27/21	05/19/21	10/01/21	\$0.00	\$0.00	
001	000	-	FY22 On-Call Horizontal Development Plan Review Services	<b>CCM</b>	10/05/21	NA	10/12/21	93841	\$25,000.00	\$25,000.00
001	001	-	Reduction in Scope of FY22 On-Call Horizontal Development Plan Review Services	<b>CCM</b>	08/23/22	NA	08/31/22		(\$10,000.00)	\$15,000.00
002	000	-	FY22 On-Call Transportation Planning Services	<b>CCM</b>	10/05/21	NA	10/12/21	93843	\$50,000.00	\$50,000.00
002	001	-	Additional FY22 On-Call Transportation Planning Services	<b>CCM</b>	08/23/22	NA	08/31/22		\$10,000.00	\$60,000.00
003	000	-	2022 Easter MCO Traffic Count Program	<b>CCM</b>	03/22/22	NA	03/29/22	94592	\$84,977.00	\$84,977.00
004	000	-	FY23 On Call Horizontal Development Plan Review Services	<b>CCM</b>	10/04/22	NA	10/20/22	95445	\$25,000.00	\$25,000.00
005	000	-	FY23 On Call Transportation Planning Services	<b>CCM</b>	10/04/22	NA	10/20/22	95444	\$50,000.00	\$50,000.00
005	001	-	Additional FY23 On Call Transportation Planning Services	<b>CCM</b>	01/03/23	NA	01/18/23		\$50,000.00	\$100,000.00
006	000	-	Dowden Road Extension Traffic Study	<b>CCM</b>	01/03/23	NA	01/18/23	95668	\$67,033.00	\$67,033.00
007	000	-	2023 Easter MCO Traffic Count Program	<b>PSC</b>	03/21/23	NA	03/29/23	96210	\$89,948.00	\$89,948.00
008	000	-	Professional Transportation Planning Services for W-483 Traffic Congestion Management Study	<b>CCM</b>	08/01/23	NA	08/10/23	1007419	\$202,388.00	\$202,388.00
<b>Total for HDR Engineering, Inc. for Agreement No. 202104-CTP1</b>								<b>\$644,346.00</b>		



## Addenda / Amendments Awarded per Agreement - Summary for Committee

### Terms of Agreement

Firm	Agreement Execution Date	Original Duration 1st Extension 2nd Extension	Current Expiration Date
<b>Continuing Agreement Consultant - Transportation Planning</b>			
HDR Engineering, Inc.	10/01/21	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	10/01/24
Not a Minority Firm			

### Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
03/21/23		007	000	\$89,948.00	\$89,948.00



**GREATER ORLANDO AVIATION AUTHORITY**

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

**MEMORANDUM**

To: Members of the Procurement Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: September 26, 2023

Re: Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for fiscal year 2024 (FY24) On-Call Horizontal Development Plan Review Services for the Greater Orlando Aviation Authority.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the on-call nature of the services to be provided, HDR Engineering, Inc. does not propose small business participation at this time.

Our analysis indicates that HDR Engineering, Inc. is eligible for award of the subject addendum.





August 31, 2023

Mr. Brad Friel, A.A.E  
Greater Orlando Aviation Authority  
Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, FL 32827-4399

Re: Addendum to Continuing Transportation Planning Services Agreement dated October 1, 2021: FY24 Horizontal Development Review Services

Dear Brad:

HDR Engineering, Inc. (HDR) is pleased to submit this proposal to provide professional design review services for horizontal development at Orlando International Airport (MCO) on an as-needed basis, utilizing the Authority's adopted *Horizontal Permitting Rules and Regulations*. Each review will be tracked as it is assigned to assist GOAA with managing the overall budget of this agreement, which per your request has been set at \$20,000 for FY24.

The terms and conditions of the Agreement for Professional Services for Continuing Transportation Planning Services Orlando International and Executive Airports will apply to this addendum. If you have any questions, please contact Jamie Krzeminski at (407) 420-4250. We look forward to working with you.

Sincerely,  
HDR ENGINEERING, INC.

Katie E. Duty  
Vice President

JMK:jmk

C: Jeff Arms (HDR); HDR Accounting Department



## Exhibit A - Scope of Services for FY24 Horizontal Development Review Services

### SCOPE

The specific tasks are yet to be determined but will consist of on-call design review services for horizontal development at Orlando International Airport (MCO), utilizing the Authority's adopted *Horizontal Permitting Rules and Regulations*.

### SCHEDULE

The Consultant will work as expeditiously as possible to meet the Client's schedule for individual design reviews occurring during FY24 between October 1, 2023 and September 30, 2024. The Consultant will coordinate with Client staff about the schedule for each design review request received.

### FEE

Services provided under this agreement will be performed on an as-needed basis using HDR's approved hourly rate schedule (effective October 1, 2023). A recommended labor budget fee authorization of \$20,000 is requested for the Consultant to accomplish the miscellaneous activities as assigned by the Client, as follows:

HDR Engineering, Inc. (labor, hourly not to exceed)	\$ 20,000.00
<hr/>	
Total	\$ 20,000.00

### DBE/MWBE/LDB

The specific scope of services and nature of the design reviews under this contract addendum are uncertain. This includes the timing of when design review packages are received, as well as the specific disciplines required to complete a review. Based on this uncertainty, the specific DBE/MWBE/LDB firms to be utilized cannot be identified at this time. As such, HDR Engineering, Inc. has provided our commitment to pursue and fulfill the Authority's DBE/MWBE/LDB participation goals.







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: HDR Engineering, Inc.

By: *Katie E. Duty*

Print Name: Katie E. Duty, Vice President

Date: 08/31/2023

