

**ADDENDUM NO. 33
TO THE AGREEMENT DATED JUNE 15, 2018
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND MSE GROUP, LLC**

Project: FY23 Comprehensive Environmental Audits and Training Services, Orlando International Airport

THIS ADDENDUM is effective this 28th day of February, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Authority”), and **MSE GROUP, LLC** (“Consultant”).

WITNESSETH:

WHEREAS, by Agreement dated June 15, 2018 Authority and Consultant entered into an agreement for Consultant to provide **Continuing Environmental Engineering** 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 **NINETEEN THOUSAND NINE HUNDRED NINETY-NINE AND NO/100 DOLLARS (\$19,999.00)**, broken down as follows:

Professional Fees:	NTE:	\$19,999.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$19,999.00

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 June 15, 2018 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 Apr 27, 2023.

GREATER ORLANDO AVIATION AUTHORITY

By: Kevin J. Thibault
box SIGN 13131914-4WBL2081
Kevin J. Thibault, P.E.
Chief Executive Officer

Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Apr 26, 2023
Karen Ryan
By: _____
NELSON MULLINS BROAD AND
CASSEL, Legal Counsel
Greater Orlando Aviation Authority

MSE GROUP, LLC

By: James E. Cotton
box SIGN 13131914-4WBL2081
Signature (Duly Authorized Rep.)
James E. Cotton
Printed Name
Sr Geologist
Title



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, Sr. Vice President, Multi-Modal, Planning and Environmental

DATE: February 28, 2023

ITEM DESCRIPTION

Request for Recommendation of Approval of an Addendum to the Continuing Environmental Engineering Consulting Services Agreement with MSE Group, LLC for FY 2023 Comprehensive Environmental Audits and Training Services at the Orlando International Airport

BACKGROUND

In 2018, the firms providing Continuing Environmental Engineering Consulting Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 16, 2018, the Aviation Authority Board approved a Continuing Environmental Engineering Consulting Services Agreement with the following firms:

- AECOM Technical Services, Inc.
- MSE Group, LLC (*MWBE*)
- Professional Services Industries, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum and hazardous materials incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orlando International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental engineering and related professional services which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

ISSUES

Consultant's proposal, dated February 20, 2023, is to provide FY 2023 Comprehensive Environmental Audits and Training Services at the Orlando International Airport. It is recommended that a performance bond not be required for these since these services are on call and when completed are in the form of inspections.

If approved, these services would be effective the date of Procurement Committee approval.

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 \$19,999.00. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Chief Executive Officer approval of an Addendum to the Continuing Environmental Engineering Consulting Services Agreement with MSE Group, LLC for FY 2023 Comprehensive Environmental Audits and Training Services at the Orlando International Airport for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$19,999.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$19,999.00
AAC – Compliance Review Date	<i>JSS</i> 2/21/23
AAC – Funding Eligibility Review Date	2/21/23

ATTACHMENTS

Attachment A: Finance Form
Attachment B: OSBD Memo

**ATTACHMENT A
FINANCE FORM**

Date:	<u>2/16/2023</u>	Requestor's Extension:	<u>3463</u>	
Requestor's Name:	<u>Dan Carrington</u>	Preparer's Extension:	<u>3463</u>	
Preparer's Name:	<u>Dan Carrington</u>	Solicitation #:	<u>N/A</u>	
Requestor's Department:	<table border="1" data-bbox="370 449 782 533"> <tr> <td>Multi-Modal Planning & Environmental</td> </tr> </table>	Multi-Modal Planning & Environmental	Contract # / Name:	<u>Continuing Environmental Engineering Consulting Services Agreement</u>
Multi-Modal Planning & Environmental				
Description:	<u>FY 2023 Comprehensive Environmental Audits and Training Services at the Orlando International Airport</u>	Procurement Committee Date:	<u>2/28/2023</u>	
Vendor:	<u>MSE 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
301.712.170.5310010.000.000	\$19,999.00					
Total Requisition:	\$19,999.00					
Requisition Number:	93600					
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Funding Approver:	<i>Andrea Harper</i>					
OMB Notes:						
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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: February 28, 2023

Re: Request for Recommendation of Approval of an Addendum to the Continuing Environmental Engineering Consulting Services Agreement with MSE Group, LLC for FY 2023 Comprehensive Environmental Audits and Training Services at the Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the limited scope of the services to be provided, MSE Group, LLC does not propose small business participation on this Addendum.

Our analysis indicates that MSE Group, LLC is eligible for award of the subject Addendum.



Proposal

ECOLOGICAL | ENVIRONMENTAL | ENGINEERING

February 20, 2023

Electronic Mail Delivery Only
dcarrington@goaa.org

Mr. Dan Carrington
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827

RE: **FY23 (February 28, 2023 – September 2023) Environmental Compliance Services
Orlando International Airport (OIA), Orlando, Florida
Continuing Environmental Engineering Consulting Services – June 15, 2018**

Dear Mr. Carrington:

MSE Group, LLC (MSE) is pleased to present our proposal to provide professional environmental services to perform comprehensive environmental compliance audits and facility inspections, training workshops, and administrative services as requested for the OIA facility located in Orlando, Florida. These services will be provided from February 28, 2023 through September 2023 under MSE Group's Agreement for Continuing Environmental Engineering Consulting Services dated June 15, 2018.

Background

GOAA operates and maintains the OIA. As part of the operating activities, multiple environmental permits, registrations, plans and supporting compliance data are generated and maintained. The compliance documentation supports GOAA and tenant operations. To monitor the multiple operating facilities with applicable regulatory and internal requirements, GOAA is required to monitor compliance with the following programs:

1. Resource Conservation and Recovery Act (RCRA), pursuant to Code of Federal Regulations (CFR) Title 40 Parts 260 through 268, adopted in Chapter 62-730 of the Florida Administrative Code (FAC).
2. Management of Used Oil pursuant to 40 CFR Part 279 adopted in FAC 62-710.
3. National Pollutant Discharge Elimination System (NPDES) pursuant to Florida Statute (FS) 403.0885 and FAC 62-621.300.
4. NPDES Multi-Sector Generic Permit for Stormwater Discharge Associated with Industrial Activity (MSGP), associated OIA-specific Stormwater Pollution Prevention Plan (SWPPP), and Best Management Practices (BMPs).
5. NPDES General Permits for Construction Activity pursuant to FAC 62-621.300.
6. Spill Prevention, Control, and Countermeasures (SPCC) pursuant to 40 CFR Part 112 and associated OIA-specific SPCC plan.
7. Sewer use for oil/water separators (OWSs) and grease traps pursuant to City of Orlando Chapter 30.

Accordingly, GOAA has requested a proposal to complete compliance support services encompassing plan updates, training, inspections and overall environmental compliance.

Scope of Work

The objective of this project is to evaluate the compliance status of OIA sites (tenant and GOAA operated) with applicable environmental programs and provide training as required with GOAA and regulatory requirements. The following scope of work (SOW) is proposed for the OIA environmental compliance program.

Task 1: Environmental Plan Updates and Compliance Inspections Support

The following tasks are proposed to be completed at OIA as follows:

1. MSE will review and update GOAA's SPCC plan and SWPPP to reflect recent changes to the facility (i.e., south terminal expansion and storage tank additions, tenant inventory, Best Management Practices).
2. MSE will update applicable appurtenance database tables and e-ALP hazardous waste codes and division tables as requested.
3. MSE will provide environmental auditing support as needed and directed by GOAA personnel. Support tasks may include monthly SPCC tank or SWPPP inspections as well as follow up inspections or serving as a backup in the event GOAA is unable to perform the inspections.

Task 2: Workshops

In efforts to support facilities to maintain compliance with regulatory and site-specific training requirements, MSE will provide up to three 2-hour environmental workshops virtually, conducted for GOAA facilities and tenants at OIA. The existing environmental workshop PowerPoint presentations will be reviewed and updated as needed prior to the training events. Additionally, MSE will provide a handout electronically of the PowerPoint presentation, sign-in sheets to document training attendance, workshop evaluation forms, and certifications (on GOAA certification template) for up to 100 people total.

COST PROPOSAL

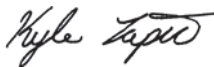
The scope of services defined above will be completed on a time and materials basis for each requested service per the Continuing Environmental Engineering Consulting Services dated June 15, 2018, and not to exceed **\$19,999.00**. MSE will utilize the unit rates provided in **Attachment A**.

Closure

We appreciate the opportunity to submit this proposal. If you have any questions or require additional information, please contact me at (407) 548-7019 or klapic@msegroupp.com.

Very truly yours,

MSE Group, LLC



Kyle Lopic
Senior Scientist



Sarah Hibbs, PE
Senior Engineer

Attachments:

Attachment A – Proposed Unit Rate Fees

Attachment A – Proposed Unit Rate Fees

**Attachment A
Greater Orlando Aviation Authority**

Continuing Environmental Engineering Consulting Services - June 15, 2018

February 20, 2023

ITEM	RATE	UNIT	Number of Units	Total
MSE PERSONNEL LABOR				
Associate Engineer/Scientist	\$178.00	Hour	20	\$3,560.00
Senior I Professional	\$130.00	Hour	10	\$1,300.00
Project II Professional	\$116.00	Hour	24	\$2,784.00
Staff II Professional	\$87.00	Hour	128	\$11,136.00
Admin/Clerical	\$53.00	Hour	23	\$1,219.00

MISCELLANEOUS EQUIPMENT/EXPENDABLES

MSE NTE Fees			\$19,999.00	100.0%
MSE NTE Expenses			\$0.00	0.0%
			Total NTE Amount \$19,999.00	

The above referenced fees and expenses are estimated. The actual fees and expenses will vary based on scope of work performed.

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 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 (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 Aviation Authority, whichever is later.

Consultant MSE Group, LLC

By: *Kyle Lopic*

Print Name: Kyle Lopic

Date: 08/30/2022