

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: January 2, 2024

DAY: Tuesday

TIME: 9:30 A.M.

PLACE: Carl T. Langford Board Room, Orlando International Airport, One Jeff Fuqua Blvd., Orlando, FL 32827

I. CALL TO ORDER / ROLL CALL / ANNOUNCEMENTS

II. CONSENT AGENDA

- A. Request for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2024 On-Call Horizontal Development Plan Review Services at the Orlando International Airport
- B. Request for Approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for Development and Stormwater Analysis at the Orlando Executive Airport

III. NEW BUSINESS

- A. Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 3 to Purchasing Contract PS-329, Parking Access and Revenue Control System, with Skidata, Inc. for the Upgrade of Parking Access and Revenue Control System Servers and Network Infrastructure at the Orlando International Airport
- B. Request for Recommendation to the Aviation Authority Board for Approval of Amendment No. 2 to Purchasing Contract 07-21, Elevator, Escalator, Moving Walkway Inspection and Test Witnessing Services, with Bureau Veritas National Elevator Inspection Services for the First Renewal Option at the Orlando International Airport

NOTE: 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. Any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. Any appeal must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to yovannie.rodriquez@goaa.org by 4:00 p.m., January 9, 2024

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 1st 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. The policy, forms, and instructions are available on the Aviation Authority's offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

(Pursuant to Florida Statute 286.0113 (2)(b)1., the portion of the Procurement Committee meeting, when interviews are being conducted, will be exempt from public meeting requirements.)

Any member of the public who wishes to address the committee on an agenda item being considered at this meeting must notify the committee in writing by submitting a completed Appearance Request Form. This form may be requested from and submitted to the Recording Secretary via email at PC@goaa.org, or in person on the date of the meeting. Each speaker will be allowed up to three minutes, and speakers will be limited to no more than five speakers per group or joint effort; excluding businesses and other such entities, which will be limited to one speaker to represent the entity, as a whole.

[The next Procurement Committee Meeting is scheduled for Tuesday, January 9, 2024, at 9:30 a.m.](#)



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 of Multi-Modal Planning and Environmental

(Prepared by Chris DeLoatche)

DATE: January 9, 2024

ITEM DESCRIPTION

Request for Approval of an Amendment to Addendum 9 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for fiscal year 2024 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

On September 26, 2023 the Procurement Committee approved \$20,000 for similar on-call horizontal development plan review services. Since the initial approval, several reviews have been conducted related to Terminal C and its ancillary parking lots that have used a significant portion of the approved funding. It has been determined that an additional \$20,000 will be needed to address any further on-call horizontal plan review services. The consultant's proposal dated December 4, 2023 is to provide these on-call development review services for the Greater Orlando Aviation Authority.

PC
01/02/2024
ITEM CA-A

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. does not exceed the \$250,000 threshold; thus, this agenda item does not require Board approval.

If approved, these services would be effective the date of Procurement Committee 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 previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Amendment to Addendum 9 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for the services contained herein and amount as shown below:

Not-to-Exceed Fees	\$20,000.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$20,000.00
AAC – Compliance Review Date	<i>SJ</i> 12/15/23
AAC – Funding Eligibility Review Date	12/15/23

ATTACHMENTS

Attachment A: Finance Form

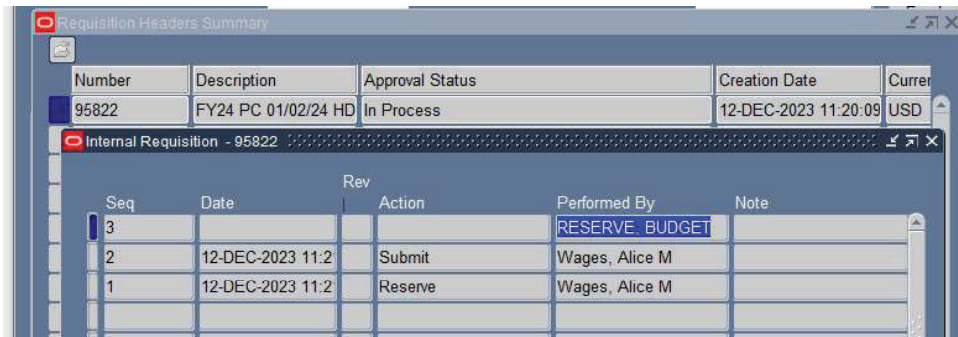
ATTACHMENT A

FINANCE FORM

Date:	<u>December 12, 2023</u>	Requestor's Extension:	<u>x3139</u>
Requestor's Name:	<u>Brad Friel</u>	Preparer's Extension:	<u>x2255</u>
Preparer's Name:	<u>Chris DeLoatche</u>	Solicitation #:	<u>N/A</u>
Requestor's Department:	<u>Multi-Modal Planning and Environmental</u>	Contract # / Name:	<u>Continuing Transportation Planning Services</u>
Description:	<u>On-Call Horizontal Development Review</u>	Procurement Committee Date:	<u>January 9 2024</u>
Vendor:	<u>HDR Engineering, Inc.</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
301.711.170.5310008.000.000000		\$20,000.00				
Total Requisition:		\$20,000.00				
Requisition Number:		95822				
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: January 02, 2024

RE: Request for Approval of an Amendment to Addendum 9 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for fiscal year 2024 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 on this amendment.

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



December 12, 2023

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

Re: Amendment No. 1 to Addendum No. 9 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*. This authorization is proposed as an amendment to Addendum No. 9, which was originally approved by GOAA on October 18, 2023 in the amount of \$20,000. Due to a heavy volume of review work across several tasks at the outset of the contract addendum, the previously approved fee has nearly been exhausted. As such, an additional fee of \$20,000 is requested to provide sufficient fee to cover current and forthcoming review tasks. This proposed supplemental fee would result in a total amended fee of \$40,000 for this contract addendum. Previously requested reviews to date include the following:

- Task 1: BP-S199 Train Station PDL Parking Lot
- Task 2: H-S028 STC Interim GSE Revisions
- Task 3: BP-S196
- Task 4: BP-S196 STC Airfield Civil

Each review task be tracked as it is assigned to assist GOAA with managing the overall budget of this agreement with a monthly budget report provided along with each invoice.

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.

hdrinc.com

315 E. Robinson Street, Suite 400
Orlando, FL 32801
T 407.420.4200 F 407.420.4242



Sincerely,
HDR ENGINEERING, INC.

A handwritten signature in blue ink that reads "Katie E. Duty". The signature is fluid and cursive, with the first name being the most prominent.

Katie E. Duty
Vice President

JMK:jmk

C: Jeff Arms (HDR); HDR Accounting Department



Exhibit A - Scope of Services for Amendment 1 to FY24 Horizontal Development Review Services

SCOPE

The proposed budget amendment is proposed to cover current and future review tasks in FY24. 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 additional labor budget fee authorization of \$20,000 is requested for the Consultant to accomplish the review tasks as assigned by the Client, as follows:

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

The additional requested fee would be added to the previously approved fee of \$20,000 for a total amended authorization of \$40,000.

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.



GOAA 2023 HOURLY RATE SCHEDULE

	<u>HOURLY RATE</u>
Senior Principal	\$ 333
Project Principal	\$ 249
Senior Project Manager	\$ 208
Engineer/Planner VI	\$ 166
Engineer/Planner V	\$ 148
Engineer/Planner IV	\$ 132
Engineer/Planner III	\$ 113
Engineer/Planner II	\$ 106
Engineer/Planner I	\$ 93
Chief Designer	\$ 168
Senior Designer	\$ 99
Designer	\$ 79
Senior Project Accountant	\$ 129
Document Control	\$ 119



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: 12/12/2023

Addenda / Amendments Awarded per Agreement - Summary for Committee

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

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	Continuing Transportation Planning	PSC	04/27/21	05/19/21	10/01/21	\$0.00	\$0.00
001	000	-	FY22 On-Call Horizontal Development Plan Review Services	CCM	10/05/21	NA	10/12/21	\$25,000.00	\$25,000.00
001	001	-	Reduction in Scope of FY22 On-Call Horizontal Development Plan Review Services	CCM	08/23/22	NA	08/31/22	(\$10,000.00)	\$15,000.00
002	000	-	FY22 On-Call Transportation Planning Services	CCM	10/05/21	NA	10/12/21	\$50,000.00	\$50,000.00
002	001	-	Additional FY22 On-Call Transportation Planning Services	CCM	08/23/22	NA	08/31/22	\$10,000.00	\$60,000.00
003	000	-	2022 Easter MCO Traffic Count Program	CCM	03/22/22	NA	03/29/22	\$84,977.00	\$84,977.00
004	000	-	FY23 On Call Horizontal Development Plan Review Services	CCM	10/04/22	NA	10/20/22	\$25,000.00	\$25,000.00
005	000	-	FY23 On Call Transportation Planning Services	CCM	10/04/22	NA	10/20/22	\$50,000.00	\$50,000.00
005	001	-	Additional FY23 On Call Transportation Planning Services	CCM	01/03/23	NA	01/18/23	\$50,000.00	\$100,000.00
006	000	-	Dowden Road Extension Traffic Study	CCM	01/03/23	NA	01/18/23	\$67,033.00	\$67,033.00
007	000	-	2023 Easter MCO Traffic Count Program	PSC	03/21/23	NA	03/29/23	\$89,948.00	\$89,948.00
008	000	-	Professional Transportation Planning Services for W-483 Traffic Congestion Management Study	CCM	08/01/23	NA	08/10/23	\$202,388.00	\$202,388.00
008	001	-	Additional Professional Transportation Planning Services for W-483 Traffic Congestion Management Study	CCM	10/10/23	NA	10/20/23	\$193,721.00	\$396,109.00
009	000	-	FY24 On Call Horizontal Development Plan Review Services	PSC	09/26/23	10/18/23	10/26/23	\$20,000.00	\$20,000.00
010	000	-	FY24 On-Call Transportation Planning Services	PSC	09/26/23	10/18/23	10/26/23	\$75,000.00	\$75,000.00

Total for HDR Engineering, Inc. for Agreement No. 202104-CTP1 \$933,067.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

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

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
03/21/23		007	000	\$89,948.00	\$89,948.00
09/26/23	10/18/23	009	000	\$20,000.00	\$109,948.00
09/26/23	10/18/23	010	000	\$75,000.00	\$184,948.00



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Keegan O'Brien, P.E., Assistant Vice President of Environmental

DATE: January 2, 2024

ITEM DESCRIPTION

Request for approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for Development and Stormwater Analysis at the Orlando Executive Airport.

BACKGROUND

In March 2023, the firms providing Continuing Civil Engineering Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On March 15, 2023, the Aviation Authority Board approved a Continuing Civil Engineering Services Agreement with the following firms:

- AECOM Technical Services, Inc.
- Atkins North America, Inc.
- AVCON, Inc.
- C&S Engineers, Inc.
- Kimley-Horn and Associates, Inc.
- Mead & Hunt, Inc.

These no-cost base agreements established the negotiated hourly rates. These services are to provide continuing civil engineering series and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; 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 such as the Federal Aviation Administration, the Transportation Security Administration, the Florida Department of Transportation, and the Orlando Utilities Commission.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of design parameters, budget development, evaluation and documentation of existing conditions; design, bid/procurement and award, design/build, design criteria package development, permitting, construction administration, resident engineering, master document support, technical support and review of documents prepared by others, design management support on various Aviation Authority projects and all other 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.

PC
01/02/2024
ITEM CA-B

ISSUES

Consultant's proposal, dated December 7, 2023, is to provide ORL Development and Stormwater Analysis.

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

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. is below the \$250,000 threshold; thus, this agenda item does not require Board approval.

Consultant shall, with each monthly invoice, certify that the assigned work and services are on schedule to be completed within the contracted lump sum price, or provide at time of certification a written notice to the Aviation Authority of any deviations.

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 \$73,787.00. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve of an Addendum to the Continuing Civil Engineering Services with Kimley-Horn and Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$73,787.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$73,787.00
AAC – Compliance Review Date	<i>SJ</i> 12/27/23
AAC – Funding Eligibility Review Date	12/27/23

ATTACHMENTS

Attachment A: Finance Form
Attachment B: OSBD Memo

**ATTACHMENT A
FINANCE FORM**

Date:	<u>12/19/2023</u>	Requestor's Extension:	<u>3555</u>
Requestor's Name:	<u>Keegan O'Brien</u>	Preparer's Extension:	<u>3555</u>
Preparer's Name:	<u>Keegan O'Brien</u>	Solicitation #:	<u></u>
Requestor's Department:	<u>Planning and Environmental</u>	Contract # / Name:	<u>Civil Engineering Continuing</u>
Description:	<u>ORL Development and Stormwater Analysis</u>	Procurement Committee Date:	<u>1/2/2024</u>
Vendor:	<u>Kimley-Horn and Associates</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format: 901.441.871.5310009.000.50 1409	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
901.441.871.5310009.000.501409						
Total Requisition:		\$73,787.00				
Requisition Number:		95880				
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						

Requisition Headers Summary							
GOAA Req Headers							
Number	Preparer	Description	Approval Status	Creation Date	Total	Type	Operating Un C
95880	Wages, Alice M	FY24 PC 01/02/2	In Process	19-DEC-2023 15:25:07	73,787.00	Internal Requisition	GOAA

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: January 02, 2024

RE: Request for Approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for Development and Stormwater Analysis at the Orlando Executive Airport.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Kimley-Horn and Associates, Inc. does not propose small business participation on this addendum due to the limited scope of the services to be provided.

Our analysis indicates that Kimley-Horn and Associates, Inc. is eligible for award of the subject addendum.



December 7, 2023

Mr. Brad Friel, A.A.E., AICP
Senior Vice President of Director of Multi-Modal Planning and Environmental
Greater Orlando Aviation Authority
Planning and Engineering
5855 Cargo Road
Orlando, Florida 32827
bfriel@goaa.org

**Re: ORL Development and Stormwater Analysis
at Orlando Executive Airport**

Dear Brad:

Attached, please find our proposal to complete the design services for the subject project, in accordance with our Continuing Civil Engineering Consultant Services contract (March 31, 2023) and approved rates.

The proposal submitted herein is for a total value of \$73,787.00; of which \$73,787.00 is not to exceed labor fee. The following tables are attached for backup:

- Table C-1, Summary of Fees and Expenses
- Table C-2, Summary of Labor Fees
- Table C-3 (Kimley-Horn), Breakdown of Fees for Kimley-Horn and Associates
- Table C-7, LDB/MWBE Participation Schedule
- Table C-9, Summary of Contracted Hourly Rates

Please note that since this scope is very specific, we are not currently able to partner with any of our MWBE/DBE/LDB partners at this time.

We sincerely appreciate the opportunity to provide these services to you and the Greater Orlando Aviation Authority. Please contact me if you have any questions.

Very truly yours,
KIMLEY-HORN AND ASSOCIATES, INC.

Jonathan A. Martin, P.E.
Principal

Brian S. Ashby, P.E.
Vice President

CC:

K:\ORL_Aviation_marketing\GOAA\2023-11-21 ORL Redevelopment and Drainage Analysis\Coverletter-Friel-ORL Development and Stormwater Analysis-2023-12-07.docx

**ATTACHMENT A: SCOPE OF SERVICES
ORLANDO EXECUTIVE AIRPORT
ORL DEVELOPMENT AND STORMWATER ANALYSIS
GREATER ORLANDO AVIATION AUTHORITY**

OVERVIEW

The Greater Orlando Aviation Authority (GOAA) is currently planning for development of three (3) separate development areas at Orlando Executive Airport (ORL). Activities conducted under this program will include:

- The existing non-aviation commercial development known as the 'Colonial Promenade Shopping Center', located on the north side of ORL. The project area is bound by Colonial Drive (SR 50) to the north, Humphries Avenue to the east, Fairgreen Street to the South, and Rickenbacker Road to the West.
- The existing 'East Ramp' located south of the Colonial Promenade Shopping Center. The project area is bound by Fairgreen Street to the North, Humphries Avenue to the East and Rickenbacker Drive to the West.
- The existing area known as the 'Southeast Quadrant', located on the southeast side of ORL. The project area is bound by ORL Tower Road to the West and South, George Desalvia Way to the East, and an existing runway to the North.

SCOPE:

The program will include site investigation, redevelopment analysis, and conceptual master stormwater system layout for Colonial Promenade Shopping Center. The program for the East Ramp and Southeast Quadrant includes site investigation and stormwater due diligence to understand the stormwater management system needs in order to support development within the East Ramp and Southeast Quadrant Development Areas. The three areas have been broken out as separate projects as described herein.

The first Task includes the redevelopment analysis of the Colonial Promenade Shopping Center for commercial use. Kimley-Horn will provide GOAA a technical memo with St. Johns River Water Management District (SJRWMD) criteria that development will be required to abide by for redevelopment to occur. This will include the maximum impervious area and on-site stormwater treatment requirements. Kimley-Horn will also prepare a conceptual site plan of a commercial redevelopment of Colonial Promenade. Kimley-Horn will work with GOAA to understand the proposed redevelopment program envisioned for Colonial Promenade, including the commercial end use(s) anticipated, and incorporate those elements into the conceptual site plan. An analysis of historical St. Johns River Water Management District permits within the Lake Georgette Basin will be conducted to develop an understanding of the existing conditions for the subject site's existing stormwater infrastructure. Additionally, the ORL drainage atlas, and historical surveys will be analyzed to determine the drainage infrastructure that is existing. The information gathered

will be used in conjunction with the conceptual site plan to develop a conceptual master stormwater plan for treatment of the on-site runoff generated by the redeveloped site.

The second Task includes analyzing the development program of the East Ramp area to understand what stormwater infrastructure is required to support the development program. Kimley-Horn will provide GOAA a technical memo with jurisdictional criteria the development program will be required to abide by. This will include maximum impervious area and on-site stormwater treatment requirements. An analysis of historical St. Johns River Water Management District permits within the East Ramp drainage basin will be conducted to develop an understanding of the existing conditions of the East Ramp development area existing stormwater infrastructure.

The third Task includes the stormwater analysis of the Southeast Quadrant site to support future development. Kimley-Horn will provide GOAA a technical memo with jurisdictional criteria the redevelopment will be required to abide by. This will include maximum impervious area and on-site stormwater treatment requirements. An analysis of historical St. Johns River Water Management District permits within the Southeast Quadrant drainage basin will be conducted to develop an understanding of the existing conditions of the site's existing stormwater infrastructure.

Specifically, this project includes:

1. Review of historical SJRWMD permits for each of the development areas noted above.
2. Assist GOAA with conceptual site planning of the Colonial Promenade redevelopment area.
3. Assist GOAA with developing a conceptual stormwater management system for the Colonial Promenade redevelopment area.
4. Attending meetings with GOAA to discuss the drainage and permitting requirements.
5. Attend one (1) pre-application meetings with St. Johns River Water Management District (SJRWMD) to discuss the development areas and stormwater requirements.
6. Assist with the development of opinions of probable costs for the conceptual drainage modifications for the Colonial Promenade redevelopment area.
7. Analyze the stormwater requirements and permit conditions for each of the development areas noted above.
8. Prepare three (3) separate technical memos outlining the stormwater management requirements for each of the development areas noted above (1 for Colonial Promenade, 1 for the East Ramp, and 1 for the Southeast Quadrant).

The project is expected to require professional civil design and planning support services. The basic scope of services for this project includes the following Tasks:

Task 1 – Colonial Promenade Redevelopment Analysis

Task 2 – East Ramp Development Area Stormwater Analysis

Task 3 – Southeast Quadrant Development Area Stormwater Analysis

Task One – Colonial Promenade Redevelopment Analysis

The purpose of this task is to analyze the existing conditions, develop a conceptual commercial site plan, and conceptual stormwater management system design criteria for the redevelopment of Colonial Promenade at ORL, and will more specifically include:

1. Assist GOAA with the review of historical SJRWMD permits to understand the criteria the previous development was designed to and the criteria and infrastructure that will be required as part of the redevelopment of Colonial Promenade.
2. Review of applicable historical as-builts, surveys, and record drawings.
3. Review of the ORL Drainage Atlas and basin mapping.
4. Attend pre-application meeting with SJRWMD.
5. Develop a technical memorandum outlining the SJRWMD jurisdictional development requirements and of relevant site data collected during the historical permit review.
6. Assist with the planning for the anticipated drainage needs associated with the Colonial Promenade redevelopment program. A conceptual stormwater plan will be prepared to depict the drainage infrastructure required to support redevelopment.
7. Develop a conceptual site plan for the proposed commercial redevelopment.
8. Assist with the development of an opinion of probable costs for the site civil infrastructure associated with the conceptual site plan and conceptual stormwater plan.

Task Two – East Ramp Development Area Stormwater Analysis

The purpose of this task is to analyze the area known as the East Ramp development area to understand the SJRWMD requirements for development within the basin. More specifically, this Task will include:

1. Assist GOAA with the review of historical SJRWMD permits to understand the criteria the previous development was designed to and the criteria and infrastructure that will be required as part of the East Ramp development program.
2. Review of applicable historical as-builts, surveys, and record drawings.
3. Review of the ORL Drainage Atlas and basin mapping.
4. Attend pre-application meeting with SJRWMD.
5. Review of proposed development projects within the East Ramp development area to determine if they are consistent with existing SJRWMD permit criteria.
3. Develop a technical memorandum outlining the SJRWMD jurisdictional development requirements and of relevant site data collected during the historical permit review.

Task Three – Southeast Quadrant Development Area Stormwater Analysis

The purpose of this task is to analyze the area known as the Southeast Quadrant to understand the SJRWMD requirements for development within the basin. More specifically, this Task will include:

1. Assist GOAA with the review of historical SJRWMD permits to understand the criteria the previous development was designed to and the criteria and infrastructure that will be required as part of the Southeast Quadrant development program.
2. Review of historical as-builts, surveys, and record drawings.
3. Review of the ORL Drainage Atlas and basin mapping.
4. Attend one (1) pre-application meeting with SJRWMD.
5. Review of proposed development projects within the Southeast Quadrant development area to determine if they are consistent with existing SJRWMD permit criteria.
6. Develop a technical memorandum of applicable jurisdictional requirements and data collected during the SJRWMD historical permit review.

SCHEDULE

Some tasks within this proposal do not have set schedules. All schedules for services will be determined at the time services are requested.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-1

Phase of Project:	Task 1 - Colonial Promenade Redevelopment Analysis	Task 2 - East Ramp Development Area Stormwater Analysis	Task 3 - Southeast Quadrant Development Area Stormwater Analysis	SUBTOTAL	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.0 Not to Exceed Reimbursable Fee:	\$45,825.00	\$13,981.00	\$13,981.00	\$73,787.00	\$73,787.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$45,825.00	\$13,981.00	\$13,981.00	\$73,787.00	\$73,787.00
Total Lump Sum Labor Hours:	338	97	97	532	532
Total Not to Exceed Reimbursable Labor Hours:	0	0	0	0	0
TOTAL LABOR HOURS:	338	97	97	532	532

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-2

Phase of Project:	Task 1 - Colonial Promenade Redevelopment Analysis		Task 2 - East Ramp Development Area Stormwater Analysis		Task 3 - Southeast Quadrant Development Area Stormwater Analysis		TOTAL	Avg. Rate
	Labor Hours	Total Fee	Labor Hours	Total Fee	Labor Hours	Total Fee		
Kimley-Horn and Associates, Inc.								
Not to Exceed Reimbursable Fee:	338	\$45,825	97	\$13,981	97	\$13,981.00	532.0	\$139
Total Not to Exceed Amount:	338	\$45,825	97	\$13,981	97	\$13,981.00	532.0	\$139

ORL Development and Stormwater Analysis
Orlando Executive Airport

Table C-2

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
Table C-4 (Kimley-Horn)

Position:	QC Reviewer \$268		SR, Project Manager \$248		Senior Engineer \$188		Engineer \$133		Engineer Intern \$111		Senior CADD Designer \$131		Senior Administrative Asst. \$78		TOTAL		
	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Avg. Hourly Rate
Task 1 - Colonial Promenade Redevelopment Analysis																	
Obtain and Review Record Drawings and Historical Documentation		\$0	2	\$496	5	\$940	10	\$1,330		\$0		\$0	4	\$312	21	\$3,078	\$147
Review LIDAR and Survey Data		\$0	1	\$248	2	\$376	4	\$532		\$0	4	\$524		\$0	11	\$1,660	\$153
Establish Site Development Design Criteria		\$0	1	\$248	2	\$376	4	\$532		\$0		\$0		\$0	7	\$1,156	\$165
Attend Pre-Application Meeting with SJRWMD		\$0	4	\$992		\$0	4	\$532		\$0		\$0		\$0	8	\$1,524	\$191
Summarize drainage permit research findings		\$0	1	\$248		\$0	4	\$532		\$0		\$0	2	\$156	7	\$936	\$134
Summarize site development jurisdictional criteria		\$0	1	\$248		\$0	4	\$532		\$0		\$0	2	\$156	7	\$936	\$134
Prepare Conceptual Site Plan and Conceptual Stormwater Management Plan	1	\$288	3	\$744	8	\$1,504	25	\$3,325	60	\$6,660	60	\$7,860		\$0	157	\$20,361	\$130
Attend Conceptual Site Plan and Drainage Analysis Review Meeting		\$0	3	\$744		\$0	3	\$399		\$0		\$0		\$0	6	\$1,143	\$191
Update Conceptual Plan per comments from review meeting	1	\$288	1	\$248	2	\$376	5	\$665	10	\$1,110	10	\$1,310		\$0	29	\$3,977	\$137
Prepare technical memorandum	1	\$268	1	\$248	4	\$752	10	\$1,330	20	\$2,220		\$0	5	\$390	41	\$5,208	\$127
Prepare Engineer's Opinion of Probable Cost		\$0	1	\$248	5	\$940	10	\$1,330	18	\$1,998	10	\$1,310		\$0	44	\$5,826	\$132
Sub-Total Task 1 - Colonial Promenade Redevelopment Analysis	3	\$804	19	\$4,712	28	\$5,264	83	\$11,039	108	\$11,988	84	\$11,004	13	\$1,014	338	\$45,825	\$136
Task 2 - East Ramp Development Area Stormwater Analysis																	
Obtain and Review Record Drawings and Historical Documentation		\$0	2	\$496	5	\$940	10	\$1,330		\$0		\$0	4	\$312	21	\$3,078	\$147
Establish Site Development Design Criteria		\$0	1	\$248	2	\$376	4	\$532		\$0		\$0		\$0	7	\$1,156	\$165
Attend Pre-Application Meeting with SJRWMD		\$0	4	\$992		\$0	4	\$532		\$0		\$0		\$0	8	\$1,524	\$191
Summarize drainage permit research findings		\$0	1	\$248		\$0	4	\$532		\$0		\$0	2	\$156	7	\$936	\$134
Summarize site development jurisdictional criteria		\$0	1	\$248		\$0	4	\$532		\$0		\$0	2	\$156	7	\$936	\$134
Attend Drainage Analysis Review Meeting		\$0	3	\$744		\$0	3	\$399		\$0		\$0		\$0	6	\$1,143	\$191
Prepare technical memorandum	1	\$268	1	\$248	4	\$752	10	\$1,330	20	\$2,220		\$0	5	\$390	41	\$5,208	\$127
Sub-Total Task 2 - East Ramp Development Area Stormwater Analysis	1	\$268	13	\$3,224	11	\$2,068	39	\$5,187	20	\$2,220	0	\$0	13	\$1,014	97	\$13,981	\$144
Task 3 - Southeast Quadrant Development Area Stormwater Analysis																	
Obtain and Review Record Drawings and Historical Documentation		\$0	2	\$496	5	\$940	10	\$1,330		\$0		\$0	4	\$312	21	\$3,078	\$147
Establish Site Development Design Criteria		\$0	1	\$248	2	\$376	4	\$532		\$0		\$0		\$0	7	\$1,156	\$165
Attend Pre-Application Meeting with SJRWMD		\$0	4	\$992		\$0	4	\$532		\$0		\$0		\$0	8	\$1,524	\$191
Summarize drainage permit research findings		\$0	1	\$248		\$0	4	\$532		\$0		\$0	2	\$156	7	\$936	\$134
Summarize site development jurisdictional criteria		\$0	1	\$248		\$0	4	\$532		\$0		\$0	2	\$156	7	\$936	\$134
Attend Drainage Analysis Review Meeting		\$0	3	\$744		\$0	3	\$399		\$0		\$0		\$0	6	\$1,143	\$191
Prepare technical memorandum	1	\$268	1	\$248	4	\$752	10	\$1,330	20	\$2,220		\$0	5	\$390	41	\$5,208	\$127
Sub-Total Task 3 - Southeast Quadrant Development Area Stormwater Analysis	1	\$268	13	\$3,224	11	\$2,068	39	\$5,187	20	\$2,220	0	\$0	13	\$1,014	97	\$13,981	\$144
Total Not to Exceed Amount:																	
	5	\$1,340	45	\$11,160	50	\$9,400	161	\$21,413	148	\$16,428	84	\$11,004	39	\$3,042	532	\$73,787	\$139

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-9

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 by the corresponding Contract Hourly Rate, up to the Not to Exceed limit defined by the Agreement. Include information on positions held by both the design consultant and each subconsultant.


<u>FIRM</u>	<u>POSITION</u>	<u>CONTRACT HOURLY RATE</u>
Kimley-Horn and Associates, Inc	QC Reviewer	\$268.00
Kimley-Horn and Associates, Inc	Sr. Project Manager	\$248.00
Kimley-Horn and Associates, Inc	Sr. Engineer	\$188.00
Kimley-Horn and Associates, Inc	Engineer	\$133.00
Kimley-Horn and Associates, Inc	Engineering Intern	\$111.00
Kimley-Horn and Associates, Inc	Senior CADD Designer	\$131.00
Kimley-Horn and Associates, Inc	Senior Scientist	\$206.00
Kimley-Horn and Associates, Inc	Senior Administrative Asst.	\$78.00

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: Kimley-Horn and Associates, Inc.

By: 

Print Name: Jonathan A. Martin

Date: December 7, 2023

Addenda / Amendments Awarded per Agreement - Summary for Committee

Kimley-Horn and Associates, Inc. -- Agreement No. 202302-CCE4 Continuing Civil Engineering Services

Add	Amd	Proj.	Description	PSC/CCIM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	Continuing Civil Engineering Services	PSC	02/23/23	03/31/23		\$0.00	\$0.00
001	000	H-00362-MCO	H-00362-MCO PAVING OF OVERFLOW LOTS AT SOUTH PARK PLACE (D/B) Professional Engineering Services for H-362	CCM	04/11/23	04/18/23	1007424	\$159,818.00	\$159,818.00
002	000	W-00478-ORL	W-00478-ORL ORL RUNWAY 7/25 REHABILITATION ALTERNATIVES ANALYSIS Engineering Analysis Services for W-00478	CCM	05/09/23	06/01/23	1007363	\$24,712.00	\$24,712.00
003	000	-	FY23 On-Call Drainage and Infrastructure Design, Review, and Assistance Services	PSC	06/06/23	06/09/23	96273	\$29,600.00	\$29,600.00
004	000	W-00485-MCO	W-00485-MCO EAST AIRFIELD SFWMD PERMIT SUPPORT Engineering Conceptual Stormwater Permit Support for W-485	CCM	08/22/23	08/29/23	96462	\$26,989.00	\$26,989.00
005	000	W-00484-ORL	W-00484-ORL ORL STORMWATER PIPE DEPRESSION INVESTIGATION Engineering Services for W-484	CCM	08/29/23	09/01/23	96448	\$5,051.00	\$5,051.00
006	000	-	FY24 On-Call Engineering Services	PSC	09/12/23	10/04/23	96657	\$80,000.00	\$80,000.00

Total for Kimley-Horn and Associates, Inc. for Agreement No. 202302-CCE4 \$326,170.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration 1st Extension 2nd Extension	Current Expiration Date
Continuing Agreement Consultant - Civil Engineering			
Kimley-Horn and Associates, Inc. Not a Minority Firm	03/31/23	Original Dur: 5 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	03/31/28

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
06/06/23		003	000	\$29,600.00	\$29,600.00
09/12/23	09/27/23	006	000	\$80,000.00	\$109,600.00



MEMORANDUM

TO: Members of the Procurement Committee
FROM: Marquez A. Griffin, Senior Vice President of Operations
DATE: January 2, 2024

ITEM DESCRIPTION

Recommendation to the Aviation Authority Board to Approve Amendment No. 3 to Purchasing Contract PS-329, Parking Access and Revenue Control System with Skidata, Inc. for the Upgrade of Parking Access and Revenue Control System Servers and Network Infrastructure

BACKGROUND

On January 15, 2014, the Aviation Authority Board awarded Contract PS-329 for Parking Access and Revenue Control System (PRCS) to Skidata, Inc. The Contract scope includes all hardware, software, interfaces, tools, equipment, materials, labor, supervision, project management, warranties, and maintenance for a new Parking System at the Orlando International Airport.

The initial term of the Contract was from Implementation through Final Acceptance and included a one-year warranty period, after which a five-year maintenance period shall begin with the Aviation Authority having options to renew for five additional periods of one year each.

The original contract scope of work has been adjusted by multiple change orders to add equipment, parts and hardware required to complete the installation and implementation of the PRCS. As a result of the multiple Change Orders, the warranty period was extended.

On April 21, 2021, the Aviation Authority Board approved Amendment No. 1 for a five-year maintenance services through April 30, 2026 in the not-to-exceed amount of \$1,519,244.

On November 16, 2021, the Concessions/Procurement Committee approved a no-cost Amendment No. 2 authorizing Skidata, Inc. to utilize a subcontractor.

ISSUES

The exiting PRCS servers and network infrastructure are nearing their end of life cycle. This amendment is to upgrade the PRCS servers and network infrastructure. The scope includes hardware, software, data storage, virtualization software, network switches, security software, licenses, support, installation and commissioning. The upgrade will also allow for enhanced capacity to accommodate additional parking facilities and software upgrades.

**PC
01/02/2024
ITEM NB-A**

The cost of this server and network infrastructure upgrade is in the not-to-exceed amount of \$312,386.

SMALL BUSINESS

The Aviation Authority's Small Business Development Department reviewed this procurement and determined no participation goals could be established for Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) due to the specialized scope.

ALTERNATIVES

There are no reasonable alternatives under consideration.

FISCAL IMPACT

The value of this procurement is a not-to-exceed amount of \$312,386. Funding is available from the Discretionary Fund.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: 1) approve Amendment No. 3 to Purchasing Contract PS-329, Parking Access and Revenue Control System with Skidata, Inc.; 2) authorize funding from the Discretionary Fund in the not-to-exceed amount of \$312,386; 3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel.

ATTACHMENTS

Attachment A – Contract Summary

Attachment B – Finance Form

**ATTACHMENT "A"
CONTRACT SUMMARY**

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	<ul style="list-style-type: none"> • PSC 1/7/2014 • Board Approved Item K 1/15/2014 	Initial Term: Implementation, a sixty (60) month maintenance period commencing after Final Acceptance and a Warranty period.	07/14/14 to 04/30/2026	\$1,783,564.00
Change Order No. 1	<ul style="list-style-type: none"> • CCM Agenda Item 5-E 10/21/2014 	Contract Adjustment	07/14/14 to 04/30/2026	\$40,867.00
Change Order No. 2	<ul style="list-style-type: none"> • CCM Agenda Item 2-C 02/03/2015 • Board Agenda Item CA-L 02/18/2015 	Contract Adjustment	07/14/14 to 04/30/2026	\$266,357.00
Change Order No. 3	<ul style="list-style-type: none"> • CCM Agenda Item 2-A 06/01/2016 	Contract Adjustment	07/14/14 to 04/30/2026	\$3,546.40
Change Order No. 4	<ul style="list-style-type: none"> • CCM Agenda Item 2-G 10/11/2016 Board Agenda Item CA-Q 10/19/2016 	Contract Adjustment	07/14/14 to 04/30/2026	\$253,887.78
Change Order No. 5	<ul style="list-style-type: none"> • CCM Agenda Item 19 04/22/2017 • Board Agenda Item CA-R 04/19/2017 	Contract Adjustment	07/14/14 to 04/30/2026	\$638,420.00
Change Order No. 6	<ul style="list-style-type: none"> • CCM Agenda Item 2-I 07/11/2017 	Contract Adjustment	07/14/14 to 04/30/2026	\$21,923.75
Change Order No. 7	<ul style="list-style-type: none"> • CCM Agenda Item 2-J 07/11/2017 	Contract Adjustment	07/14/14 to 04/30/2026	\$2,000.00
Change Order No. 8	<ul style="list-style-type: none"> • CCM Agenda Item 1-I 04/24/2018 	Contract Adjustment	07/14/14 to 04/30/2026	\$32,649.41
Change Order No. 9	<ul style="list-style-type: none"> • CCM Agenda Item 25 05/22/2018 	Contract Adjustment	07/14/14 to 04/30/2026	\$39,465.00
Change Order No. 10	<ul style="list-style-type: none"> • CCM Agenda Item 1-D 01/02/2019 	Contract Adjustment	07/14/14 to 04/30/2026	\$13,962.00

Change Order No. 11	• CCM 07/30/2019 Item 1-F	Contract Adjustment	07/14/14 to 04/30/2026	\$161,229.00
Change Order No. 12	• CCM 09/24/2019 Item 1-A	Contract Adjustment	07/14/14 to 04/30/2026	\$25,532.00
Change Order No. 13	• CCM 02/18/20 Item 2-B	Contract Adjustment	07/14/14 to 04/30/2026	\$24,900.00
Change Order No. 14	• CCM 3/24/20 Item 1-D	Contract Adjustment	07/14/14 to 04/30/2026	\$111,533.07
Change Order No. 15	• CCM 6/23/20 Item 1-D	Contract Adjustment	07/14/14 to 04/30/2026	\$19,728.00
Change Order No. 16	N/A	Contract Adjustment – warranty period language	07/14/14 to 04/30/2026	\$0.00
Amendment No. 1	• CPC 4/5/2021 Board Agenda Item CA-D 04/21/2021	Contract Adjustment - 60 month maintenance period	05/01/2021 to 04/30/2026	\$1,519,244.00
Amendment No. 2	• CPC 11/16/2021	Contract Adjustment – Request to utilize Subcontractor	11/01/2021 to 04/30/2026	\$ 0.00
Amendment No. 3	• Pending PC Meeting 01/02/2024	Contract Adjustment	05/01/2021 to 04/30/2026	\$312,386.00
Total Contract Value with all Changes (approved and proposed)				\$5,271,194.41



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4399

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary Hunt, Vice President of Facilities Development

DATE: January 2, 2024

ITEM DESCRIPTION

Request the Procurement Committee to recommend to the Aviation Authority Board the approval of Amendment No.2, First Renewal Option for Purchasing Contract 07-21 Elevator, Escalator, Moving Walkway Inspection and Test Witnessing Services with Bureau Veritas National Elevator Inspection Services.

BACKGROUND

The initial term of the Agreement was for thirty-six (36) months, effective February 16, 2021, and expiring February 15, 2024 with the Aviation Authority having options to renew the Agreement for two (2) additional periods of one (1) year each, upon mutual agreement.

The scope of services consists of providing all labor, materials, tools, manuals and code books, and all other items necessary or proper for, or incidental to, performing code mandated inspection, re-inspection and test witnessing services for elevator, escalators, and moving walkways located at the Orlando International Airport, in accordance with the contract documents.

ISSUES

First Renewal Option – February 16, 2024 to February 15, 2026.

Department – Concurs with the First Renewal Option but requests the Renewal to be for a two-year period.

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

This is a service Contract for Elevator, Escalator and Moving Walkway Inspection and Test Witnessing Services. Pricing is based on Unit Prices for Routine/Periodic Elevator Inspection and Test Witnessing, Routine/Periodic Escalator and Moving Walkway Inspection and Test Witnessing, 5-Year Elevator Inspection and Test Witnessing, and Second Call Back Inspections. The actual amount to be paid to the Contractor will be based on actual work requested by the Aviation Authority and satisfactorily provided by the Contractor. The pricing for the two-year Renewal is equal to renewing for 2 one-year periods.

The First Renewal does include the seventy-five (75) elevator/escalator units located in Terminal C to the existing Contract for inspection services.

SMALL BUSINESS

This Contract did not include a Minority and Woman Business Enterprise (MWBE) or Local Developing Business (LDB) participation requirement due to the limited scope of the required services; it did not lend itself to MWBE/LDB participation.

PC
01/02/2024
ITEM NB-B

ALTERNATIVES

None

FISCAL IMPACT

This fiscal impact of this renewal is a not-to-exceed amount of \$178,351 with funding from the Operations and Maintenance Fund account. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal year will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully recommended that the Procurement Committee approve that the following be recommended to the Aviation Authority Board (1) exercise Amendment No.2 the first renewal option for Purchasing Contract 07-21 Elevator, Escalator, Moving Walkway Inspection and Test Witnessing Services and Federal Governmental Relations Consulting Services, with Bureau Veritas National Elevator Inspection Services; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount \$178,351; and (3) authorize an Aviation Authority Officer to execute the necessary documents following satisfactory review by Legal Counsel.

ATTACHMENTS

Attachment A – Finance Form
Attachment B – Contract History

ATTACHMENT A

Date:	<u>12/15/2023</u>	Requestor's Extension:	<u>x- 2375</u>
Requestor's Name:	<u>Thomas ODay</u>	Preparer's Extension:	<u>x-2495</u>
Preparer's Name:	<u>John Field</u>	Solicitation #:	<u></u>
Requestor's Department:	<u>Facilities</u>	Contract # / Name:	<u>07-21 Elevator, Escalator, Moving Walkway Inspection and Test Witnessing Services and Federal Governmental Relations Consulting Services</u>
Description:	<u>First Renewal Option</u>	Committee Date:	<u>01/09/2024</u>
Vendor:	<u>Bureau Veritas National Elevator Inspection Services</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M, CAPEX, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount	FY29 Amount	TOTAL CONTRACT
301.631.XXX.5340007.000.000000	\$59,450.33	\$89,175.50	\$29,725.17				\$178,351
Total Requisition:	\$59,450.33	\$89,175.50	\$29,725.17				\$178,351
Requisition Number:	BPA	BPA	BPA				
Funding Approver:							
		<i>Audrey Harper</i>					
OMB Notes:							

FINANCE FORM

ATTACHMENT B

CONTRACT HISTORY

07-21 ELEVATOR/ESCALATOR/MOVING WALKWAY INSPECTION & TEST WITNESSING SERVICES

Contract	Approvals	Description	Term	Dollars
Initial Term	CPC 12/14/2020 CEO 2/16/2021	36 Months Contract Award	2/16/2021 thru 2/15/2024	\$149,959.50
Amendment No. 1	PM 8/26/2022	Contract Adjustment Adding Terminal "C" Units	11/1/2022 thru 2/15/2024	\$75,122.00
Amendment No. 2	Pending PC 1/9/2024	First Renewal Option	2/16/2024 thru 2/15/2026	\$178,351.00
Total Agreement Value with all changes (approved and proposed):				\$403,432.50