

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: April 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. CONSIDERATIONS OF MINUTES FOR FEBRUARY 20, 2024

III. NEW BUSINESS

- A. Request for Approval of an Amendment to Addendum 44 of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Fiscal Year 2024 On-Call General Consulting Services at the Orlando International Airport.
- B. Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Passenger Intercept Surveys at Orlando International Airport (MCO).
- C. Request to Recommend to the Aviation Authority Board the Approval of Amendment No. 8, Contract Adjustment, and approval for Year Four Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation ("Schindler").
- D. Request for recommendation to the Aviation Authority Board to award Other Entity Contract (OEC) 24-455-OEC, Exagrid Expansion to Presidio Holdings, Inc.
- E. Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-153-IFB, Blank Proximity ID Cards to IdentiSys, Inc.
- F. Request for Recommendation to the Aviation Authority Board to Exercise the First Renewal Option of Purchasing Contract 16-21, U.S. Department of Agriculture (USDA) Regulated Garbage Services at Orlando International Airport with Covanta Environmental Solutions, LLC (Covanta).
- G. Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-124-IFB Fire Suppression Systems Testing, Certification and Maintenance Services to United Fire Protection, Inc.

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., April 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, April 9, 2024, at 9:30 a.m.](#)

On **TUESDAY, FEBRUARY 20, 2024**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Chair Sharman called the meeting to order at 10:31 a.m. Chair Sharman read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

- Kathleen Sharman, Chair
- Marquez Griffin, GOAA Vice President, MCO Operations
- Jeff Daniels, GOAA Assistant Vice President, Facilities
- Robert Furr, GOAA Vice President, Engineering and Architecture
- Iranetta Dennis, GOAA Vice President, Small Business

Also participating:

- Jo Thacker, Legal Counsel (Nelson Mullins Riley and Scarborough LLP)
- Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)
- Marie Dennis, GOAA Deputy Chief Financial Officer, Finance
- Kelly Loll, GOAA Vice President, Procurement Services
- Olimpia Lonsdale, GOAA Assistant Vice President, Procurement Services
- Racha Al Khalil, GOAA Senior Procurement Agent, Procurement Services
- Nina Gilbert, GOAA Building Service Manager, Maintenance Admin
- Jill Overstreet, GOAA Risk Management Manager, Safety & Risk Management
- Travaris McCurdy, GOAA Small Business Programs Manager, Small Business Development

CONSIDERATION OF MINUTES FOR NOVEMBER 7, 2023

1. Upon motion by Mr. Griffin, seconded by Mr. Daniels, vote carried to approve the meeting minutes for November 7, 2023.

RECOMMENDATION TO REVIEW/RANK/AWARD REQUEST FOR 23-380-RFP, EVALUATION/SHORTLISTING OF 23-380-RFP TERMINALS A AND B JANITORIAL SERVICES.

2. Ms. Gilbert presented the memorandum. Discussion ensued. The Procurement Committee evaluated the submitted proposals as follows for Location 1, 2 and 3.

Location 1

PROPOSAL EVALUATION SCORE SHEET									
23-380-RFP TERMINALS A&B JANITORIAL MAINTENANCE									
LOCATION 1 - TERMINALS A & B									
SCORE TABULATION									
CRITERIA	TAB #	MAX. POINTS	ABM	C&V Services	Flagship Facility Services	LGC Global Energy FM LLC	Owens Realty Services	Sunshine Cleaning System, Inc.	
Experience and Qualifications of Respondent; Knowledge and Experience of Key Individuals/management team and Client References	3	25	19	18	21	22	18	19	
Approach and Methodology; Staffing, Training, Quality Control, Customer Services, Transition Plans	4	25	20	18	21	22	21	21	
Small Business Participation Goal	5	25	19	17	19	24	17	20	
Qualifications Score		75	58.00	53.00	61.00	68.00	56.00	60.00	
Pricing Score		25	12.54	19.41	16.78	25.00	18.55	19.42	
Grand Total		100	70.54	72.41	77.78	93.00	74.55	79.42	

Location 2

PROPOSAL EVALUATION SCORE SHEET									
23-380-RFP TERMINALS A&B JANITORIAL MAINTENANCE									
LOCATION 2 - Airsides 1 & 3									
SCORE TABULATION									
CRITERIA	TAB #	MAX. POINTS	ABM	C&V Services	Flagship Facility Services	Owens Realty Services	Sunshine Cleaning System, Inc.		
Experience and Qualifications of Respondent; Knowledge and Experience of Key Individuals/management team and Client References, and	3 & 4	25 + 25	39	36	42	39	40		
Approach and Methodology; Staffing, Training, Quality Control, Customer Services, Transition Plans									
Small Business Participation Goal	5	25	20	17	20	18	24		
Qualifications Score		75	59.00	53.00	62.00	57.00	64.00		
Pricing Score		25	14.73	21.43	18.55	22.72	25.00		
Grand Total		100	73.73	74.43	80.55	79.72	89.00		

PROPOSAL EVALUATION SCORE SHEET								
23-380-RFP TERMINALS A&B JANITORIAL MAINTENANCE								
LOCATION 3 - Airsides 2 & 4								
SCORE TABULATION								
CRITERIA	TAB #	MAX PCM	ABM	C&W Services	Flagship Facility Services	LGC Global Energy FM LLC	Owens Realty Services	Sunshine Cleaning System, Inc.
Experience and Qualifications of Respondent; Knowledge and Experience of Key Individuals/management team and Client References, and	3 & 4	25 + 25	39	36	42	44	39	40
Approach and Methodology; Staffing, Training, Quality Control, Customer Services, Transition Plans								
Small Business Participation Goal	5	25	24	17	19		18	23
Qualifications Score		75	63.00	53.00	61.00	44.00	57.00	63.00
Pricing Score		25	12.92	22.49	20.65		25.00	24.25
Grand Total		100	75.92	75.49	81.65	44.00	82.00	87.25

Location 3

The scores were assigned based on four distinct criteria: Experience & Qualifications, Approach & Methodology, Small Business Participation Goal, and Pricing, with a total combined maximum score of 100. The firm awarded for Location 1 was excluded from consideration for contracts at Location 2 and Location 3.

Upon motion by Mr. Griffin, seconded by Mr. Furr, vote carried to recommend to the Aviation Authority Board the below ranking of the proposers and award Location 1 of Request for Proposal 23-380-RFP, Terminals A and B, to the first-ranked firm:

First: LGC Global Energy

Second: Sunshine Cleaning System, Inc.

Third: Flagship Facility Services

Fourth: Owens Realty Services

Fifth: C&W Services

Sixth: ABM

Upon motion by Mr. Griffin, seconded by Mr. Daniels, vote carried to recommend to the Aviation Authority Board the below ranking of the proposers and award Locations 2 and 3 of Request for Proposal 23-380-RFP, Terminals A and B, to the first-ranked firm:

First: Sunshine Cleaning System, Inc.

Second: Owens Realty Services

Third: Flagship Facility Services

Fourth: ABM

Fifth: C&W Services

ADJOURNMENT

- No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned by 12:30 p.m.

Marquez Griffin, Vice Chair
 Procurement Committee
 Senior Vice President of Operations



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Sr. Vice President of Multi-Modal Planning and Environmental

DATE: April 2, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 44 of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Fiscal Year 2024 On-Call General Consulting Services at the Orlando International Airport

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

On October 5, 2023 the Procurement Committee approved \$50,000 for general on-call services with Ricondo & Associates. Similarly, on January 9, 2024 the Procurement Committee approved additional funds of \$50,000 for these on call services. Since the initial approval, several projects have been conducted related to airport development, the strategic plan and advanced air mobility that have used a significant portion of the approved funding. It has been determined that an additional \$80,000 will be needed to address any further general on-call services for Fiscal Year 2024.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

If approved, these services would be effective the date of the Aviation Authority Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$80,000. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an amendment to addendum 44 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$80,000.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$80,000.00
AAC – Compliance Review Date	<i>SJ</i> 03/21/24
AAC – Funding Eligibility Review Date	03/22/24

ATTACHMENT A

FINANCE FORM

Date:	<u>March 19, 2024</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>General Consulting Services</u>
Description:	<u>On-Call Services</u>	Procurement Committee Date:	<u>April 2, 2024</u>
Vendor:	<u>Ricondo & Associates, Inc.</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.711.170.5310005.000.00 0000		\$80,000				
Total Requisition:		\$80,000				
Requisition Number:		96530				
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
96530	PC 04/02/24 - Ricondo & Associates	In Process	19-MAR-2024 16:22:37	USD	80,000.00	Wages, Alice M	<input checked="" type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: April 02, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 44 of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Fiscal Year 2024 On-Call General Consulting Services at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Ricondo & Associates, Inc. does not propose small business participation on this amendment due to the on-call nature of the general consulting services.

Our analysis indicates that Ricondo & Associates, Inc. is eligible for award of the subject amendment.

March 19, 2024

Mr. Brad Friel, A.A.E.
Senior Vice President Planning & Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

RE: Proposal for On-Call General Consulting Services for Work to be Performed at Orlando International Airport

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to establish a general consulting services Not-to-Exceed Fee in the amount of \$80,000. The purpose of this fee is to assist the Greater Orlando Aviation Authority (the Aviation Authority) with miscellaneous general consulting efforts or advisory services on an as-needed basis, as requested by the Aviation Authority.

These services may relate to, but not necessarily be limited to professional consulting services for: airfield analysis, terminal planning/programming, airspace analysis, vertiport planning, airport activity forecasting, capital improvement program support and implementation services, cargo and general aviation facility concept development, benchmarking analysis, preparation of 3D renderings, aircraft parking plan analyses, and other miscellaneous general consulting and advisory services, as deemed necessary by the Aviation Authority.

This proposal is for general consulting efforts or advisory services to be performed at Orlando International Airport (MCO).

Schedule

Ricondo will coordinate with Aviation Authority staff to identify the schedule and deadlines associated with each work request received.

Professional Fees

Services provided under this agreement will be performed on an as-needed basis using Ricondo hourly approved rates. The proposed Not-to-Exceed Fee is \$80,000.

Hourly Rates

It is mutually understood that work under this Addendum for On-Call General Consulting Services would only be undertaken when requested by Aviation Authority staff. Services performed under this Addendum would be compensated based on Ricondo approved hourly rates for FY 2024 (Refer to **Table 1**).

TABLE 1 – FY 2024 APPROVED HOURLY RATES

COMPANY	POSITION	HOURLY RATES
Ricondo	Senior Officer	\$350.00
Ricondo	Officer	\$340.00
Ricondo	Senior Director	\$295.00
Ricondo	Director	\$239.00
Ricondo	Manager	\$180.00
Ricondo	Senior Consultant	\$139.00
Ricondo	Technical Editor	\$138.00
Ricondo	Senior Graphic Designer	\$134.00
Ricondo	Graphic Designer	\$97.00
Ricondo	Consultant	\$93.00
Ricondo	Technical Specialist	\$66.00

We appreciate the opportunity to continue serving and supporting the Greater Orlando Aviation Authority. If you require additional information, please contact me at 407-583-6824 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.



Sébastien Carreau
 Director

cc: Kevin Thompson
 Christopher DeLoatche
 21041212

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: Ricondo & Associates, Inc.

By:  _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 03/19/2024

Addenda / Amendments Awarded per Agreement - Summary for Committee

Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

<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	-	General Consulting Services Agreement	PSC	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	CCM	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	CCM	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	CCM	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	CCM	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	CCM	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	CCM	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	CCM	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	CCM	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	CCM	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	CCM	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	CCM	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	CCM	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00
028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00
040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23	96527	\$94,268.00	\$94,268.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23	1007556	\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96749	\$50,000.00	\$50,000.00
044	001	-	Additional FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24		\$50,000.00	\$100,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96683	\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96874	\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23		\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23	1007489	\$1,090,217.00	\$1,090,217.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23	1007490	\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA	11/09/23	97033	\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA	11/21/23	1007494	\$71,219.00	\$71,219.00
052	000	W-00496-MCO	W-00496-MCO AIRSIDES 1 AND 3 INTERIOR REFRESH AND RELATED WORK North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	11/21/23	NA	11/29/23	1007572	\$195,303.00	\$195,303.00
052	001	W-00496-MCO	W-00496-MCO AIRSIDES 1 AND 3 INTERIOR REFRESH AND RELATED WORK Additional Estimating Services for W-496	CCM	01/23/24	NA	01/25/24		\$97,772.00	\$293,075.00
053	000	-	Interim Update of the Orlando International Airport (MCO) Airport Layout Plan	PSC	11/21/23	12/13/23	12/14/23	97020	\$13,840.00	\$13,840.00
054	000	-	Parking Capacity Analysis	PSC	11/21/23	12/13/23	12/14/23	97039	\$83,504.00	\$83,504.00
055	000	-	Parking Pricing Study	PSC	11/21/23	12/13/23	12/20/23	97042	\$87,100.00	\$87,100.00
056	000	-	FY24 On Call Support Services for Concessions Department	PSC	12/19/23	NA	12/27/23		\$47,440.00	\$47,440.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

057	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Construction Administration Services for V-995	CCM	01/02/24	NA	01/04/24		\$96,588.00	\$96,588.00
058	000	W-00503-MCO	W-00503-MCO EXPANSION OF CKPT A, New End-AROUND TAXIWAY & SERVICE RD REALIGNMENT Study for W503	CCM	01/09/24	NA	01/10/24	1007560	\$53,086.00	\$53,086.00
059	000	-	FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24	97045	\$10,000.00	\$10,000.00
060	000	W-00500-ORL	W-00500-ORL ORL MASTER PLAN UPDATE W-00500 Master Plan Update Services	CCM	01/23/24	02/21/24	02/23/24		\$795,886.00	\$795,886.00
061	000	-	Support Services for the Advanced Air Mobility Taskforce	PSC	02/27/24	NA	03/04/24		\$59,139.00	\$59,139.00
062	000	-	FY24 On-Call Support Services for the Airline Relations Department	PSC	03/12/24	NA			\$58,250.00	\$58,250.00
063	000	-	Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems	PSC	03/12/24	NA			\$129,650.00	\$129,650.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC

\$10,570,217.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00
11/21/23	12/13/23	053	000	\$13,840.00	\$1,231,465.00
11/21/23	12/13/23	054	000	\$83,504.00	\$1,314,969.00
11/21/23	12/13/23	055	000	\$87,100.00	\$1,402,069.00
12/19/23		056	000	\$47,440.00	\$1,449,509.00
01/09/24		044	001	\$50,000.00	\$1,499,509.00
01/09/24		059	000	\$10,000.00	\$1,509,509.00
02/27/24		061	000	\$59,139.00	\$1,568,648.00
03/12/24		062	000	\$58,250.00	\$1,626,898.00
03/12/24		063	000	\$129,650.00	\$1,756,548.00



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Sr. Vice President of Multi-Modal Planning and Environmental

DATE: April 2, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Passenger Intercept Surveys at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

The Consultant's proposal, dated March 11, 2024, is to conduct 1,500 on-site surveys during April and May with the purpose of gathering current and new demographic data and feedback from arriving passengers. Surveys would be conducted in the baggage claim and rental car waiting areas.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

If approved, these services would be effective the date of the Aviation Authority Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$22,954.50. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$22,954.50
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$22,954.50
AAC – Compliance Review Date	<i>SJ</i> 03/22/24
AAC– Funding Eligibility Review Date	03/22/24

ATTACHMENTS

Attachment A – Finance Form

ATTACHMENT A

FINANCE FORM

Date:	<u>March 19, 2024</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>General Consulting Services</u>
Description:	<u>Passenger Intercept Surveys</u>	Procurement Committee Date:	<u>April 2, 2024</u>
Vendor:	<u>Ricondo & Associates, Inc.</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.711.170.5310005.000.00 0000		\$22,954.50				
Total Requisition:		\$22,954.50				
Requisition Number:		96529				
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
96529	PC 04/02/24 - Ricondo	In Process	19-MAR-2024 16:17:2	USD	23,304.50	Wages, Alice M	<input checked="" type="checkbox"/>



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: April 02, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Passenger Intercept Surveys at Orlando International Airport (MCO).

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Ricondo & Associates, Inc. proposes 3% MWBE participation on this addendum.

Our analysis indicates that Ricondo & Associates, Inc. is eligible for award of the subject addendum.

MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS

PLEASE COMPLETE THIS FORM

This form should be used to report Construction and Engineering /Professional Services activities.

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7179

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: **Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Passenger Intercept Surveys at Orlando International Airport (MCO).**

1. Construction Information:

Addendum Amount: _____

2. MWBE Goal by Group Representation:

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	_____	Actual Result	_____
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
Total MWBE Participation	-	Actual Result	_____

3.a. Prime Contractor Information:

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____

3.b. Name and Address of MWBE Subcontractor

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____

3.c. *Identity: _____

Work Item(s): _____

Amount of Subcontract _____

Percent of Prime Contract (%): _____

4. Engineering/Professional Services Information:

Addendum Amount: \$22,954.50

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	-	Actual Result	0%
Caucasian Female American	702.00	Actual Result	3%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other	-	Actual Result	0%
Total MWBE Participation	702.00	Actual Result	3%

6.b. Engineering / Professional Service Firm Information:

Name: Ricondo & Associates, Inc.
Address: 1146 Corporate Blvd Suite 140
City, State, Zip: Orlando, FL 32817
Telephone: (407) 381-5730

6.b. Name and Address of MWBE Subconsultant

Name: Carolyn Binder CPA, LLC
Address: 3674 Winding Lake Circle
City, State, Zip: Orlando, FL 32835
Telephone: 407-319-0301

6.c. *Identity: _____

Work Item(s): Caucasian Female American

Amount of Subcontract \$702.00

Percent of Prime Contract (%): 3%

* In Items 3.c. and 6.c. above specify the identity of MWBE Subcontractors and E/PS Firms (e.g. Black American, Hispanic American, Asian Subcontinent American, Asian Pacific American, Caucasian Female American, Native American & Other)

March 11, 2024

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

RE: Proposal for Passenger Intercept Survey at Orlando International Airport (MCO)

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) and That Survey Company, LLC (TSC) appreciate the opportunity to submit this proposal to provide passenger survey services for the Greater Orlando Aviation Authority (the Aviation Authority). Services to be completed include the conduct of a passenger survey in April 2024 to gather feedback from arriving passengers utilizing touchscreen tablets.

Below is a breakdown of the anticipated services to be provided. That Survey Company's scope of work including staffing assumptions is included as an attachment to this proposal.

Intercept Passenger Survey Support

TSC team will conduct 1,500 onsite surveys during Spring Break with the purpose of gathering current and new demographic data and feedback from arriving passengers. Surveys would be conducted in the baggage claim and rental car waiting areas. The TSC team will provide the following:

- Consultation, design, and programming of survey
- Onsite representatives/interviewers to administer the survey using touchscreen tablets. After brief instructions from the survey representative, passengers privately complete the survey; the representative remains with the passenger to assist with any questions or clarifications.
- Survey to include up to 15 questions, and question types/formats may include single answer, multi-response answer, numeric, form fields, open-ended, and more.
- The goal is to collect 1,500 completed surveys during the survey period. Surveys will be completed by arriving passengers in the baggage claim and car rental areas.

Deliverables: A full report, including a Management Summary and color charts/graphs, will be emailed (PDF) to the Authority within 10 business days after completing data collection. The raw data of the passenger responses will be provided in an Excel spreadsheet.

Schedule

The proposed services will be completed in April 2024.

Mr. Bradley Friel, A.A.E., AICP
 Greater Orlando Aviation Authority
 March 11, 2024
 Page 2

Professional Fees

As noted in **Table 1**, the Not to Exceed (NTE) professional fee amount for the proposed services is \$22,954.50. A copy of TSC and Carolyn Binder, CPA proposals for these services is attached for your reference.

TABLE 2 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM/POSITION	HOURLY RATE	LABOR HOURS	COST
Ricondo/Senior Director	\$295.00	4	\$ 1,180.00
Manager	\$180.00	12	\$ 2,160.00
TSC/ Owner/Senior Representative	\$85.00	182.5	\$ 15,512.50
TSC/ Survey Representative	\$34.00	100	\$ 3,400.00
Carolyn Binder, CPA/Senior Consultant	\$117.00	6	\$ 702.00
GRAND TOTAL			\$ 22,954.50
WOMEN BUSINESS ENTREPRISE (WBE)/DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION			3.01% 3.06

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-583-6824 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.



Sébastien Carreau
 Director

ENCLOSURE – TSC Proposal including Professional Fee Breakdown and Hourly Rate; Truth in Negotiation Form

cc: 21041212

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: Ricondo & Associates, Inc.

By:  _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 03/11/2024

APPENDIX A SUBCONSULTANT PROPOSALS

ARRIVING PASSENGER SURVEY QUOTE
Orlando International Airport/GOAA
Sebastien Carreau, RICONDO, 407-446-3007
Survey Dates – April 2024

Overview:

That Survey Company provides intercept survey services to gather important feedback from those important to your business – your arriving passengers. Our friendly survey staff randomly invite travelers to participate in the survey, and by using touchscreen tablets and computers, where the respondent touches his own answers on the screen, it creates a fun and interactive experience for the passenger.

We propose to conduct 1,500 onsite surveys in April 2024 for the purpose of gathering current and fresh demographic data and feedback from arriving passengers while they are onsite and experiencing the Orlando International Airport. Surveys would be conducted in the baggage claim and rental car waiting areas.

That Survey Company (TSC) to provide:

1. Consultation, design and programming of survey.
2. Onsite representatives/interviewers to administer the survey using touchscreen tablets. After brief instruction from the survey representative, passengers privately complete the survey; the representative remains with passenger to assist with any questions or clarifications.
 - a. Survey to occur on dates to be determined, during April 2024
3. Survey to include up to 15 questions, and question types/formats may include single answer, multi-response answer, numeric, ranking, open-ended, and more.
4. The goal is to collect 1,500 completed surveys during the survey period. Surveys will be completed by arriving passengers in the baggage claim and car rental areas.
5. Full report, including Management Summary and color charts/graphs will be emailed (PDF) within 10 business days after completing data collection.
 - a. Additionally, raw data in Excel spreadsheet will be provided.

Greater Orlando Aviation Authority (GOAA) to provide:

1. Security clearance allowing TSC staff on the land side to conduct surveys.
2. Timely coordination for planning survey questions.

Cost:

\$18,912.50 - includes all items above.

Position	Hrly Rates	# labor hrs	cost
Owner/Sr Rep	\$ 85.00	182.5	\$ 15,512.50
Survey Rep	\$ 34.00	100	\$ 3,400.00

Potential Additional Costs:

- a. Increased scope of survey project: Additional questions above 15
- b. Additional reporting, TBD
- c. Multi-lingual survey: Any additional language



Statistical Accuracy:

All information will be said to be "from those polled" and will represent only those who completed the survey. That Survey Company LLC is not responsible for damages or liability as a direct or indirect result of misinterpretation of data by the client or third party. To meet or exceed a 95% confidence level with a margin of error of +/- 5%, 385 surveys are needed out of a population of 58,000,000.

Misc

- That Survey Company LLC – FEIN 47-2785800
- The Hartford – insurance for general liability, professional liability, auto liability, worker comp, umbrella

Quote & Payment Terms:

Prices quoted above are valid for 30 days, and then are subject to change without notice. A non-refundable 20% deposit, plus any incurred travel expenses, secures your survey project, and full balance is due upon receipt (net 15 days) of final report. Past due amounts will be charged interest at 1.5% per month.

About Us:

That Survey Company provides market research services to a variety of businesses and organizations which need to collect feedback and data from guests, attendees and others at events and places of business.

We believe collecting opinions and data from survey respondents should be a fun, friendly and easy experience for the respondent. We won't proclaim that we have PhD's in Statistics (because we don't), and we won't claim we are the only way to conquer learning what your customers really think, but we promise that we will use every reasonable effort to collect valid and meaningful feedback and data based on the scope of the survey project, and that we will present it to you in an easy to read format.

We served our first client in 2001 when we started our business in Orlando, Florida, as a Licensed Distributor for TouchPoll, Inc. After a name change (That Survey Company LLC) and an 8-year stint in Colorado, we have permanently relocated to the Space Coast, FL. Our clients come from a variety of industries and business types and include attractions, fairs, conventions, airports, trade shows, casinos, libraries, museums, special events, theme parks and more. We are delighted to serve returning clients year after year, and we welcome the opportunity to work with you and your organization.

GOAA Accepted by (print name)

Title

Sign name

Date

Donna Gross

Pres/owner

Donna Gross

3-21-24.

TSC Accepted by (print name)

Title

Sign name

Date



CAROLYN BINDER, CPA, LLC

Scope of Services

Greater Orlando Aviation Authority

Carolyn Binder, CPA, LLC's scope of work for the Greater Orlando Aviation Authority.

Project Control Support Activities

Carolyn Binder will be responsible for project control support services including, but not limited to,

- Reviewing billing/invoices/task authorizations/project budgets for clerical accuracy
- Tracking labor effort
- Creating progress reports internally and for GOAA management
- Coordinating with other subconsultants, Ricondo, and Aviation Authority staff for all related invoicing matters
- Providing status updates, as needed

Engagement Administration

Carolyn Binder, CPA acknowledges that during the engagement she will have access to and become acquainted with various trade secrets, innovations, processes, information, records, and specifications owned or licensed by GOAA and Ricondo. Carolyn Binder, CPA agrees that she will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with the Airport.

Proposal Price

Our hourly rate to provide these services is **\$117/hour, with an anticipated budget of 6 hours = NTE \$702.00.**

Sincerely,

Carolyn Binder
Carolyn Binder, CPA, LLC
9300 Conroy Windermere Road #2093
Windermere, Florida 34786
407-319-0301
www.bindercpafirm.com

Addenda / Amendments Awarded per Agreement - Summary for Committee

Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

<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	-	General Consulting Services Agreement	PSC	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	CCM	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	CCM	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	CCM	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	CCM	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	CCM	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	CCM	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	CCM	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	CCM	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	CCM	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	CCM	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	CCM	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	CCM	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00
028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00
040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23	96527	\$94,268.00	\$94,268.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23	1007556	\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96749	\$50,000.00	\$50,000.00
044	001	-	Additional FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24		\$50,000.00	\$100,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96683	\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96874	\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23		\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23	1007489	\$1,090,217.00	\$1,090,217.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23	1007490	\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA	11/09/23	97033	\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA	11/21/23	1007494	\$71,219.00	\$71,219.00
052	000	W-00496-MCO	W-00496-MCO AIRSIDES 1 AND 3 INTERIOR REFRESH AND RELATED WORK North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	11/21/23	NA	11/29/23	1007572	\$195,303.00	\$195,303.00
052	001	W-00496-MCO	W-00496-MCO AIRSIDES 1 AND 3 INTERIOR REFRESH AND RELATED WORK Additional Estimating Services for W-496	CCM	01/23/24	NA	01/25/24		\$97,772.00	\$293,075.00
053	000	-	Interim Update of the Orlando International Airport (MCO) Airport Layout Plan	PSC	11/21/23	12/13/23	12/14/23	97020	\$13,840.00	\$13,840.00
054	000	-	Parking Capacity Analysis	PSC	11/21/23	12/13/23	12/14/23	97039	\$83,504.00	\$83,504.00
055	000	-	Parking Pricing Study	PSC	11/21/23	12/13/23	12/20/23	97042	\$87,100.00	\$87,100.00
056	000	-	FY24 On Call Support Services for Concessions Department	PSC	12/19/23	NA	12/27/23		\$47,440.00	\$47,440.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

057	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Construction Administration Services for V-995	CCM	01/02/24	NA	01/04/24		\$96,588.00	\$96,588.00
058	000	W-00503-MCO	W-00503-MCO EXPANSION OF CKPT A, New End-AROUND TAXIWAY & SERVICE RD REALIGNMENT Study for W503	CCM	01/09/24	NA	01/10/24	1007560	\$53,086.00	\$53,086.00
059	000	-	FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24	97045	\$10,000.00	\$10,000.00
060	000	W-00500-ORL	W-00500-ORL ORL MASTER PLAN UPDATE W-00500 Master Plan Update Services	CCM	01/23/24	02/21/24	02/23/24		\$795,886.00	\$795,886.00
061	000	-	Support Services for the Advanced Air Mobility Taskforce	PSC	02/27/24	NA	03/04/24		\$59,139.00	\$59,139.00
062	000	-	FY24 On-Call Support Services for the Airline Relations Department	PSC	03/12/24	NA			\$58,250.00	\$58,250.00
063	000	-	Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems	PSC	03/12/24	NA			\$129,650.00	\$129,650.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC

\$10,570,217.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00
11/21/23	12/13/23	053	000	\$13,840.00	\$1,231,465.00
11/21/23	12/13/23	054	000	\$83,504.00	\$1,314,969.00
11/21/23	12/13/23	055	000	\$87,100.00	\$1,402,069.00
12/19/23		056	000	\$47,440.00	\$1,449,509.00
01/09/24		044	001	\$50,000.00	\$1,499,509.00
01/09/24		059	000	\$10,000.00	\$1,509,509.00
02/27/24		061	000	\$59,139.00	\$1,568,648.00
03/12/24		062	000	\$58,250.00	\$1,626,898.00
03/12/24		063	000	\$129,650.00	\$1,756,548.00

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary Hunt, Vice President of Facilities

DATE: April 2, 2024

ITEM DESCRIPTION

Request to Recommend to the Aviation Authority Board the Approval of Amendment No. 8, Contract Adjustment, and approval for Year Four Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation (“Schindler”)

BACKGROUND

The initial term of the Contract is for forty-eight (48) months, which commenced on June 1, 2021, expiring May 31, 2025, with the Aviation Authority renewing the Contract for three (3) additional periods of one (1) year each.

The Contract requires Schindler to furnish all labor, supervision, materials, repair parts, supplies, tools, diagnostic equipment, manuals, schematics, and services necessary or proper for, or incidental to, performing twenty-four hours per day, seven days per week, on-site maintenance, and repair services for elevators, escalators and moving sidewalks located at the Orlando International Airports. Schindler shall provide and maintain an on-site inventory of spare parts and shall perform or assist with the A17 Safety Code testing/witnessing inspections in accordance with the testing schedule, and all other items necessary or proper for, or incidental to, performing Elevators, Escalators and Moving Sidewalks maintenance and Repair Services at Orlando International Airport in accordance with the Contract Documents.

On December 14, 2022, the Aviation Authority Board Approved Amendment 5 in the amount of \$5,812,852.75, adding the Terminal C elevator/escalator units to the contract for maintenance and repairs through May 31, 2024. Amendment 5 modified the Contract to add the 70 elevators and escalators located within Terminal C and re-allocate 15 units from Terminal A and B to Terminal C. Terminal C Units Monthly Cost for Maintenance and Repair was \$4,453.21 per unit for the first 70 units and at a rate of \$325 per unit for the 15 units thereafter up to 143 units located within Terminal C. In addition, the staffing increased to six Service Mechanics, one Helper, and one Operation and Maintenance Assistant Manager, to service the Terminal C units, 24 hours per day, 7 days a week, 365 days a year basis.

On March 15, 2023, the Aviation Authority Board Approved Amendment No. 7 in the amount of \$4,135,290.56 for Year Three funding to the elevator/escalator units located within Terminal A and B.

ISSUES

Contract Adjustment and Approval of Year Four funding is needed. The Contract stipulates pricing for year two, three and four, are subject to adjustments, upward or downward, in accordance with the Contract Documents.

The annual value for Year Four beginning on June 1, 2024, through May 31, 2025, is based on published Producer Price Index (PPI) and National Elevator Industry, Inc. (N.E.I.I) Mechanic Rate, in which increases or decreases are allowed by the Contract. The PPI applies to materials and parts; and the N.E.I.I. applies to labor costs. The PPI and N.E.I.I. are subject to a maximum of + or – 5% annually for this Contract.

The actual percentage rate for PPI is an increase of 0.4% and for N.E.I.I. is an increase of 4.4%, therefore the Monthly Cost for the Maintenance and Repair per unit shall be adjusted to \$1,360.69 for 220 units located within Terminal A and B.

The Monthly Cost for the Maintenance and Repair per unit shall be adjusted to \$4,604.71 for 70 units and \$326.29 for 15 units located within Terminal C.

The existing hourly rates shall be adjusted to \$214.37 for mechanics and to \$171.49 for helpers.

Year Four Contract Adjustment and funding is for all (305) units located within Terminals A, B and C for an amount not-to exceed \$8,448,786.20.

SMALL BUSINESS

This contract includes a Minority and Women Business Enterprise (MWBE) participation requirement. The participation goal for this contract is 18% for MWBE. The Small Business Development Department certifies that the contract is in good standing as it relates to MWBE participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact for the Contract Adjustment is a not-to-exceed amount of \$8,448,786.20. Funds anticipated to be spent under the contract in the current fiscal year are within budget. Funding required in the current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) Amendment No. 8, Contract Adjustment and Year Four Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation; (2) authorize funding from the Operations and Maintenance Funding in the not-to-exceed amount of \$8,448,786.20; and (3) authorize an Aviation Authority Officer or designee to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENTS

Attachment A – Finance Form
Attachment B – Contract History

**ATTACHMENT B
CONTRACT HISTORY**

**Contract 01-21, Elevators, Escalators, and Moving Sidewalks
Maintenance and Repair Services**

Contract	Approvals	Description	Term	Dollars
Initial Term	CPC 12/14/2020 Board 2/2/2021 Item "G"	48 Months Contract Award Year 1 Pricing	6/1/2021 Thru 5/31/2025	\$4,133,772.56
Amendment No. 1	CPC 6/28/2021 Board 7/21/2021 Item G	Contract Adjustment Remove/Replace Two Escalators	9/1/2021 Thru 12/31/2022	\$2,458,584.00
Amendment No. 2	CPC 3/14/2022 Board 4/20/2022 Item I	Contract Adjustment Year 2 Pricing	6/1/2022 Thru 5/31/2023	\$4,278,618.92
Amendment No. 3	CPC 6/13/2022 Board 7/20/2022 Item J	Contract Adjustment Adding/Replacing 34 Locks	8/1/2022 Thru 12/31/2023	\$626,642.71
Amendment No. 4	CEO 9/15/2022	Contract Adjustment Extraction Services Terminal C	9/16/2022 Thru 5/31/2024	No Cost
Amendment No. 5	CPC 10/24/2022 Board 12/14/23 Item J	Contract Adjustment Adding Terminal C Units	12/16/2022 Thru 5/31/2024	\$5,812,852.75
Amendment No. 6	CEO 12/14/2022	Contract Adjustment Terminal C	12/14/2022 Thru 2/28/2023	No Cost
Amendment No. 7	PC 2/21/2023 Board 2/28/2023 Item B	Contract Adjustment Year 3 Pricing	6/1/2023 Thru 5/31/2024	\$4,135,290.56
Amendment No. 8	PC 4/2/2024	Contract Adjustment Year 4 Pricing	6/1/2024 Thru 5/31/2025	\$8,448,786.20

Total Contract Value with all changes (approved and proposed):

\$25,759,257.14

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Keila Walker, Interim Vice President, Information Technology

DATE: April 2, 2024

ITEM DESCRIPTION

Request for recommendation to the Aviation Authority Board to award Other Entity Contract (OEC) 24-455- OEC for two Exagrid data storage expansion units and one year maintenance support to Presidio Holdings, Inc. under the General Services Administrative Contract GS35F303DA.

BACKGROUND

On February 13, 2024, the Aviation Authority issued 24-455-OEC to obtain pricing for the purchase of ExaGrid data storage expansion units and one year maintenance support to four authorized resellers who have been awarded a competitive solicitation under an OEC.

Approval of this request will result in the one-time purchase of two ExaGrid data storage expansion units and one year maintenance support for the Aviation Authority’s backup and recovery system.

ISSUES

On February 29, 2024, the Aviation Authority received the following four responses:

Vendor	OEC #	Total
Presidio Holdings, Inc.	GSA GS35F303DA	\$356,093.58
High Performance Technologies, LLC	STATE OF FLORIDA 43211500-WSCA-15-ACS	Submitted a “No Bid”
Insight Public Sector	OMNIA Partners #23-6692-03	\$449,832.00
CDW.G, Inc.	SourceWell 081419-CDW	\$622,132.00

The award recommendation to Presidio Holdings, Inc. is the low, responsive, and responsible quote for this one-time purchase of the two ExaGrid data storage expansion units and one year maintenance support at a total cost of \$356,093.58.

SMALL BUSINESS

Small Business Development Department (SBDD) determined no small business goals for Minority and Women Business Enterprise, Local Developing Business and/or Veteran Business Enterprise participation, due to SBDD cannot change the terms and conditions of an existing contract such as GSA Contract GS35F303DA.

ALTERNATIVES

The Committee may choose not to award/recommend this procurement to the Aviation Authority Board. However, If the purchase of the requested ExaGrid data storage expansion units is not approved, the Aviation Authority IT Department will not be able to provide our preferred level of data restoration. IT would like to have 6 months of quickly accessible backup data to ensure we are able to best handle customer service requests for data restoration. If we are required to use off-site monthly backups, there is a possibility that the requested data will not be present. This difference is minutes compared to days. The ExaGrid has the capability recover data created in that 6 months, where as our monthly backups are snapshots from a single day at the end of the month.

FISCAL IMPACT

The fiscal impact of this award is a not-to-exceed amount of \$356,093.58 for the one-time procurement of the ExaGrid Expansion data storage hardware and one year maintenance. Funding is from the Capital Expenditure Funds. Funds anticipated to be spent under the contract in the current fiscal year are within budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) award Solicitation for 24-455-OEC for a one-time procurement of two ExaGrid data storage expansion units and one year maintenance support to Presidio Holdings, Inc. as the lowest responsible and responsive bidder, for a total not-exceed amount of \$356,093.58; (2) authorize funding from the Capital Expenditure Funds; and, (3) authorize the Procurement Services Department to issue the necessary Purchase Order.

ATTACHMENTS

Attachment A – Finance Form

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brian Gilliam, Vice President, Security

DATE: April 2, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-153-IFB, Blank Proximity ID Cards to IdentiSys, Inc.

BACKGROUND

On February 2, 2024, the Aviation Authority issued 24-153-IFB for the purchase of 60,000 Blank Proximity ID Cards to allow the Aviation Authority flexibility, convenience, and security in managing access control systems. These cards serve various purposes, including customization, replacement, security enhancement, scalability, and cost-effectiveness.

Approval of this request will result in the one-time purchase of 60,000 Blank Proximity ID Cards.

ISSUES

On February 29, 2024, the Aviation Authority received the following eight responses:

Respondents	Total
IdentiSys, Inc.	\$328,800
Computers Plus	\$335,400
BadgePass	\$336,600
ColorID, LLC	\$343,800
Electronic Access Specialists, Inc. dba Southern Lock and Supply	\$364,200
Total Industrial Supplies, Inc	\$431,400
Joshula Postell dba Total Touch Gloves LLC	\$450,000
The Builder Syndicate LLC	\$1,500,000

The Staff’s review of the respondents’ submissions found that all respondents were responsive and responsible to the IFB requirements. Therefore, Staff recommends awarding to IdentiSys, Inc. as the lowest responsive and responsible bidder for this one-time purchase of 60,000 Blank Proximity ID Cards at a cost of \$328,800.

SMALL BUSINESS

This procurement does not include a Minority and Woman Business Enterprise (MWBE) or Local Developing Business (LDB) participation requirement because of the specialized nature of the item provided.

ALTERNATIVES

The Committee may choose not to award/recommend this procurement to the Aviation Authority Board. Failure to not award could result in neglectful compromises to security protocols and hinder operational efficiency.

FISCAL IMPACT

The fiscal impact of this award is a not-to-exceed amount of \$328,800 for the one-time procurement of 60,000 Blank Proximity Cards. Funding is available from the Operations and Maintenance Fund.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) award Invitation for Bid #24-153-IFB for a one-time procurement of 60,000 Blank Proximity ID Cards to IdentiSys, Inc. as the lowest responsible and responsive bidder; (2) authorize funding from the Operations and Maintenance Fund in the not-exceed amount of \$328,800 ; and, (3) authorize the Procurement Services Department to issue the necessary Purchase Order.

ATTACHMENTS

Attachment A – Finance Form



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Marquez A. Griffin, Senior Vice President of Operations

DATE: April 2, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Exercise the First Renewal Option of Purchasing Contract 16-21, U.S. Department of Agriculture (USDA) Regulated Garbage Services at Orlando International Airport with Covanta Environmental Solutions, LLC (Covanta)

BACKGROUND

The contract requires Covanta to provide all labor, supervision, materials, equipment, supplies and all other items and services necessary to perform removal, transportation, processing and disposal of USDA regulated garbage (international garbage) in accordance with the applicable USDA regulations and the approved operating procedures.

On April 21, 2021, the Aviation Authority Board awarded Purchasing Contract 16-21 to Covanta. The initial term of the contract was for three years, effective August 1, 2021, at an initial cost of \$1,170,160 with the Aviation Authority having options to renew the contract for two additional periods of one year each. The three years initial term expires on July 31, 2024.

ISSUES

Staff recommends exercising the first renewal option of the contract with Covanta through July 31, 2025. The renewal option value is based on estimated quantities with a CPI increase of 3.1% to the unit prices which is allowable under the contract.

The total value of the first renewal option is a not-to-exceed amount of \$473,320. The actual amount paid to Contractor is based on actual work requested, performed, and approved by the Aviation Authority.

SMALL BUSINESS

The contract did not include a Minority and Woman Enterprise (MWBE) or Local Developing Business (LDB) participation requirement due to limited and specialized scope.

ALTERNATIVES

There are no reasonable alternatives under consideration.

FISCAL IMPACT

The value of the first renewal option is a not-to-exceed amount of \$473,320. Funding required in the 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 requested that the Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) exercise the first renewal option of Purchasing Contract 16-21, U.S. Department of Agriculture Regulated Garbage Services with Covanta Environmental Solutions, LLC; (2) authorize funding from the Operations and Maintenance Fund in the not-exceed amount of \$473,320; and, (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 History

Attachment B – Finance Form

ATTACHMENT A

CONTRACT HISTORY

16-21, USDA Regulated Garbage Services

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	<ul style="list-style-type: none">• 04/05/2021 CPC• 04/21/2021 Board Approved	36 Months Contract Award	08/01/2021 to 07/31/2024	\$1,170,160
Amendment No. 1	<ul style="list-style-type: none">• Pending 04/02/2024 PC	First Renewal Option	08/01/2024 to 07/31/2025	\$473,320
Total Contract Value with all Changes (approved and proposed)				\$1,643,480

MEMORANDUM

TO: Members of the Procurement Committee
FROM: Gary Hunt, Vice President of Facilities
DATE: April 2, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Award Purchasing Contract 24-124-IFB Fire Suppression Systems Testing, Certification and Maintenance Services to United Fire Protection, Inc.

BACKGROUND

On January 28, 2024, the Aviation Authority issued an Invitation for Bid 24-124-IFB for Fire Suppression Systems Testing, Certification and Maintenance Services. The term of the contract will be for five years with initial service starting on or about May 1, 2024.

The Contractor shall furnish all labor, supervision, parts and materials, equipment, tools, and all other items necessary or proper for, or incidental to, performing the inspection, testing, maintenance, repairs, modifications, and certification/recertification services for the Aviation Authority's fire suppression systems throughout the Orlando International Airport.

ISSUES

On February 27, 2024, the Aviation Authority received two responses:

<u>Name of Respondent</u>	<u>Total Five Year Bid Price</u>
Summit Fire & Security LLC	\$828,700
United Fire Protection, Inc.	\$628,150

The Staff's review of the respondents' submissions found both respondents were responsive and responsible to the IFB requirements. Therefore, Staff recommends awarding to United Fire Protection, Inc., as the lowest responsive and responsible respondent for Fire Suppression Systems Testing, Certification and Maintenance Services

SMALL BUSINESS

The Small Business Development Department reviewed the scope of the above-referenced solicitation and did not recommend a small business participation goal due to the limited scope and the lack of certified small business firms that are ready, willing, and able to participate.

ALTERNATIVES

The Committee may choose not to award/recommend this procurement to the Aviation Authority Board.

FISCAL IMPACT

The fiscal impact of this award is for a not-to-exceed amount of \$628,150 for a five-year period. Funds anticipated to be spent under the contract in the current fiscal year are within budget. Funding required in the current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) award Purchasing Invitation for Bids (IFB) 24-124-IFB, Fire Suppression Systems Testing, Certification and Maintenance Services to United Fire Protection, Inc.; (2) authorize funding from the Operations and Maintenance Fund for a not-to-exceed amount \$628,150; and (3) authorize the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENTS

Attachment A – Finance Form

