

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: July 30, 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. NEW BUSINESS

- A. Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-123-IFB Aquatic Weed Control Services to Bio-Tech Consulting, LLC.
- B. Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-162-2-IFB Fire Sprinkler System Maintenance Services to Sciens Orlando, LLC.
- C. Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-466-IFB Lift Station Preventative Maintenance Services to Central Florida Pump.
- D. Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-320-IFB, Pest Control Services to Home Paramount Pest Control.
- E. Request for Recommendation to the Aviation Authority Board to Award Other Entity Contract (OEC) 24-758-OEC for five (5) Chevy Silverados, four (4) GMC Sierras, and four (4) Ford Mavericks, three (3) Ford Explorers from Alan JayFord/Chevrolet utilizing Sourcewell Contracts 060920-NAF and 091521-NAF.
- F. Request for Recommendation to the Aviation Authority Board for Approval of the Second Renewal Option of Purchasing Contract 23-20, Specialized Commercial Cleaning Services with Florida Cleaning Systems, Inc.
- G. Request for Recommendation to the Aviation Authority Board the Approval of the First Renewal Option of Purchasing Contract 09-21, Satellite Buildings Janitorial Maintenance with Sterling Building Services, Inc.
- H. Request for Recommendation to the Aviation Authority Board for Approval of the First Renewal Option for Purchasing Contract 01-22 Tile, Marble and Limestone Repair and Replacement Services with Designers West Interiors Inc.
- I. Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the PS-713 General Consulting Services Agreement with AirProjects, Inc. for Concessions Consulting Services.
- J. Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum 8 to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI for FY24 Small Projects OAR at 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., August 6, 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, August 6, 2024, at 9:30 a.m.](#)

MEMORANDUM

TO: Members of the Procurement Committee
FROM: Gary Hunt, Vice President of Facilities
DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-123-IFB Aquatic Weed Control Services to Bio-Tech Consulting, LLC.

BACKGROUND

On June 9, 2024, the Aviation Authority issued an Invitation for Bid 24-123 IFB Aquatic Weed Control Services. The term of this contract will be for five years with initial services starting on or about September 1, 2024.

The Contractor shall perform aquatic weed control of all undesirable aquatic plants as necessary to maintain a free flow of water and an acceptable aesthetic appearance in lakes, canals, ponds, with the location of such treatment areas shown for the Orlando International Airport and Orlando Executive Airport in accordance with contract documents.

ISSUES

On July 9, 2024, the Aviation Authority received the following responses:

<u>Name of Respondent</u>	<u>Total Five-Year Price</u>
Bio-Tech Consulting, LLC	\$1,053,418.80
Karina’s Lakefront Maintenance	\$2,110,821.04
Environmental Management Acquisition LLC dba Estate Mgmt. Services	\$2,325,716.50

Staff’s review of the respondents’ submissions found the respondents were responsive and responsible to the IFB requirements. Therefore, Staff recommends awarding to Bio-Tech Consulting, LLC. as the lowest responsive and responsible respondent for services.

SMALL BUSINESS

The Small Business 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 \$1,053,418.80 for the 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 that the following be recommended to the Aviation Authority Board: (1) Award Invitation for Bid 24-123 IFB Aquatic Weed Control Services to Bio-Tech Consulting, LLC. for a not-exceed amount of \$1,053,418.80; (2) authorize funding from the Operations and Maintenance Fund; 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 – Finance Form

Greater Orlando Aviation Authority

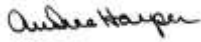
Date:	<u>7/11/2024</u>	CCM / PC:	<u>PC</u>
Requestor's Name:	<u>Daisily Pagan</u>	Requestor's Extension:	<u></u>
Form Preparer's Name:	<u>John Field</u>	Preparer's Extension:	<u>2495</u>
Requestor's Department:	<u>Facilities</u>	Purchasing Solicitation #:	<u>24-123 IFB</u>
Description:	<u>Contract Award</u>	Committee Date:	<u>7/30/2024</u>
Vendor:	<u>Bio-Tech Consulting, LLC.</u>	Committee Agenda Item#:	<u></u>

PC 7/2024: FY 2028 & 2029 24-123 Award

301.631.661.5460001.000.100033

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 / 29 Amount	Total Contract
301.631.XXX.5460001.000.100033	\$ 17,556.98	\$ 210,683.76	\$ 210,683.76	\$ 210,683.76	\$ 403,810.54	1,053,418.80
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Total Requisition	17,556.98	210,683.76	210,683.76	210,683.76	403,810.54	1,053,418.80
BPA or Requisition Number	97412	97413	97414	97415	97416	

Funding Approver: 
 OMB Notes: _____

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97412	PC 7/2024: FY 2024 24-123 Award	In Process	17-JUL-2024 10:15:03	USD	17,556.98	Field, John M.	<input checked="" type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee
FROM: Gary Hunt, Vice President of Facilities
DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-162-2 IFB Fire Sprinkler System Maintenance Services to Sciens Orlando, LLC.

BACKGROUND

On February 18, 2024, the Aviation Authority issued an Invitation for Bid 24-162-IFB for Fire Sprinkler System Maintenance Services. All bids from the solicitation were rejected by the Procurement Committee on April 23, 2024, due to Procurement Services and Facilities staff reviewing the responses submitted for Fire Sprinkler System Maintenance Services and believed, due to the disparity between the two bids, adding additional language to the Scope of Work, to provide even greater detail, will ensure bidders are clear in the expectations of required services.

On April 30, 2024, the Aviation Authority issued an Invitation for Bid 24-162-2 IFB Fire Sprinkler System Maintenance Service. The term of this contract will be for five years with initial service starting on or about October 1, 2024.

The Contractor shall provide Fire Sprinkler Systems Maintenance Services for all water-based sprinkler systems located throughout the Orlando International Airport in accordance with all State of Florida and City of Orlando currently adopted applicable codes, in accordance with the Contract Documents.

ISSUES

On May 21, 2024, the Aviation Authority received the following responses:

<u>Name of Respondent</u>	<u>Total Five Year Bid Price</u>
Sciens Orlando, LLC	\$3,110,999.71
Randall Mechanical, Inc.	\$3,726,625.00
Summit Fire & Security	\$3,977,410.00
Int'l Fire Protection, Inc.	\$4,789,594.00

Staff's review of the submissions found that the Respondents were responsive and responsible to the requirements of the Invitation for Bid. Therefore, Staff recommends awarding to Sciens Orlando, LLC as the lowest responsive and responsible bidder for an amount not to exceed \$3,110,999.71 for the five-year period.

SMALL BUSINESS

The Small Business 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 procurement is a not-to-exceed amount of \$3,110,999.71 for the 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 that the following be recommended to the Aviation Authority Board: (1) Award Invitation for Bid 24-162-2 IFB Fire Sprinkler System Maintenance Service to Sciens Orlando, LLC., for a not-to-exceed amount of \$3,110,999.71; (2) authorize funding from the Operations and Maintenance Fund; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by Legal Counsel.

ATTACHMENTS

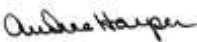
Attachment A – Finance Form

Greater Orlando Aviation Authority

Date:	<u>7/11/2024</u>	CCM / PC:	<u>PC</u>
Requestor's Name:	<u>Kevin Wicks</u>	Requestor's Extension:	<u></u>
Form Preparer's Name:	<u>John Field</u>	Preparer's Extension:	<u>2495</u>
Requestor's Department:	<u>Facilities</u>	Purchasing Solicitation #:	<u>24-162-2 IFB</u>
Description:	<u>Contract Award</u>	Committee Date:	<u>7/23/2024</u>
Vendor:	<u>Sciens Orlando, LLC</u>	Committee Agenda Item#:	<u></u>

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	FY 29 Amount	Total Contract
301.631.XXX.5460001.000.100023 <i>CPA / PO</i>	83,316.75	81,609.00	83,332.96	99,749.20	71,681.20	419,689.11
301.631.XXX.5460001.000.100023 <i>BPA</i>	541,029.00	541,029.00	541,029.00	523,700.00	544,523.60	2,691,310.60
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Total Requisition	624,345.75	622,638.00	624,361.96	623,449.20	616,204.80	3,110,999.71
BPA or Requisition Number	97355	97356	97357	97358	97359	

Funding Approver: 
 OMB Notes: _____

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97355	PC 07/2024 FY25 funding. 24-162 aw	In Process	11-JUL-2024 16 53:21	USD	83,316.75	Field, John M	<input type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee
FROM: Gary Hunt, Vice President of Facilities
DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-466 IFB Lift Station Preventative Maintenance Services to Central Florida Pump

BACKGROUND

On April 14, 2024, the Aviation Authority issued an Invitation For Bid 24-466-IFB for Lift Station Preventative Services. The Aviation Authority notified 15,236 vendors via OpenGov and forty-six vendors downloaded the solicitation opportunity. The term of this contract will be for five years with initial service starting on or about October 1, 2024.

The Contractor shall provide all labor and parts required for Pump preventive maintenance and repair services to include removal of existing pumps for refurbishment, rehabilitation, and/or rebuilding, then reinstallation and correct alignment of all components.

ISSUES

On May 14, 2024, the Aviation Authority received the following responses:

<u>Name of Respondent</u>	<u>Total Five Year Bid Price</u>
Central Florida Pump	\$372,150.00
Carver Water Technology	\$398,502.00

Staff’s review of the submissions found that the Respondents were responsive and responsible to the requirements of the Invitation for Bid. Therefore, Staff recommends awarding to Central Florida Pump as the lowest responsive and responsible bidder for an amount not to exceed \$372,150 for the five-year period.

SMALL BUSINESS

The Small Business 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 recommend this procurement to the Aviation Authority Board.

FISCAL IMPACT

The value of this procurement is a not-to-exceed amount of \$372,150 for the 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 that the following be recommended to the Aviation Authority Board: (1) Award Invitation for Bid 24-466 IFB Lift Station Preventative Maintenance Services to Central Florida Pump; (2) authorize funding from the Operations and Maintenance Fund; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by Legal Counsel.

ATTACHMENTS

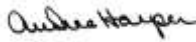
Attachment A – Finance Form

Greater Orlando Aviation Authority

Date:	<u>7/11/2024</u>	CCM / PC:	<u>PC</u>
Requestor's Name:	<u>Stephen Mickulas</u>	Requestor's Extension:	<u></u>
Form Preparer's Name:	<u>John Field</u>	Preparer's Extension:	<u>2495</u>
Requestor's Department:	<u>Facilities</u>	Purchasing Solicitation #:	<u>24-466 IFB</u>
Description:	<u>Contract Award</u>	Committee Date:	<u>7/30/2024</u>
Vendor:	<u>Central Florida Pump</u>	Committee Agenda Item#:	<u></u>

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	FY 29 Amount	Total Contract
301.631.XXX.5460002.000.000000 CPA / PO	\$6,000.00	\$6,000.00	\$6,600.00	\$6,600.00	\$7,200.00	32,400.00
301.631.XXX.5460002.000.000000 BPA	\$65,750.00	\$65,750.00	\$69,250.00	\$69,250.00	\$69,750.00	339,750.00
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Total Requisition	71,750.00	71,750.00	75,850.00	75,850.00	76,950.00	372,150.00
BPA or Requisition Number	BPA & 97392	BPA & 97393	BPA & 97395	BPA & 97396	BPA & 97397	

Funding Approver: 
 OMB Notes: _____

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97392	PC 07/2024 Award 24-466 FY2025	In Process	16-JUL-2024 13:51:07	USD	6,000.00	Field, John M.	<input type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary M. Hunt, Vice President of Facilities

DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Award Invitation for Bid 24-320-IFB, Pest Control Services to Home Paramount Pest Control

BACKGROUND

On March 3, 2024, the Aviation Authority issued an Invitation for Bid 24-380-IFB for Pest Control Services. All bids from the solicitation were rejected by the Procurement Committee on April 23, 2024. Procurement Services and Facilities staff reviewed the responses submitted for Pest Control Services, due to the disparities with the two bids, thought adding additional language to the Scope of Work and clarity with the pricing requirements would ensure bidders are clear in the expectations of required services.

On April 30, 2024, the Aviation Authority issued an Invitation for Bid 24-320-2 IFB for Pest Control Services. The term of the Contract will be for five years with initial service to commence on or about September 1, 2024.

The contractor shall provide all labor, supervision, materials, tools, equipment, supplies, chemicals, product data, and incidentals for the effective eradication and control of pests, including, but not limited to, insects and rodents which are normally considered to be a nuisance or which pose potential hazard to human health and all other items necessary or proper for, or incidental to, performing pest control services at the Orlando International Airport (“MCO”) and the Orlando Executive Airport (“ORL”) in accordance with the Contract documents.

ISSUES

On May 21, 2024, the Aviation Authority received the following responses:

<u>Name of Respondent</u>	<u>Total Five-Year Price</u>
Home Paramount Pest Control	\$1,041,448.00
Wilton Exterminating Service, Inc.	\$1,159,817.39
Rentokil North America	\$1,982,406.00
Grow Care Outdoor Solutions	\$2,178,058.43
McCall Service NW, LLC	\$3,474,225.00

Staff’s review of the three lowest respondents’ submissions found the respondents were responsive and responsible to the bid requirements. Therefore, Staff recommends awarding Home Paramount Pest Control, as the lowest responsive and respondent for services.

The amount paid to the Contractor is based on actual work requested, performed, and approved by the Aviation Authority, based on the daily prices for each area listed and the hourly rate for additional services in accordance with the Contract documents.

SMALL BUSINESS

The Small Business 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

None.

FISCAL IMPACT

The fiscal impact of this award is for a not-to-exceed amount of \$1,041,448. 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 that the following be recommended to the Aviation Authority Board: (1) award Invitation for Bids (IFB) 24-320-IFB Pest Control Services to Home Paramount Pest Control; (2) authorize funding from the Operations and Maintenance Fund for a not-exceed amount of \$1,041,448.00; and (3) authorize the Chief Executive Officer or an Aviation Authority Officer to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENTS

Attachment A – Finance Form

Greater Orlando Aviation Authority

Date:	<u>7/11/2024</u>	CCM / PC:	<u>PC</u>
Requestor's Name:	<u>Nina Gilbert</u>	Requestor's Extension:	<u></u>
Form Preparer's Name:	<u>John Field</u>	Preparer's Extension:	<u>2495</u>
Requestor's Department:	<u>Facilities</u>	Purchasing Solicitation #:	<u>24-320-IFB</u>
Description:	<u>Contract Award</u>	Committee Date:	<u>7/30/2024</u>
Vendor:	<u>Home Paramount Pest Control</u>	Committee 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	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 / 29 Amount	Total Contract
301.631.XXX.5460001.000.100236	\$ 17,357.47	\$ 208,289.60	\$ 208,289.60	\$ 208,289.60	\$ 399,221.73	1,041,448.00
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Total Requisition	17,357.47	208,289.60	208,289.60	208,289.60	399,221.73	1,041,448.00
BPA or Requisition Number	97441	97442	97443	97444	97445	

Funding Approver: *Audrey Harper*
 OMB Notes: _____

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97441	PC 7/2024 FY 2024 Funding 24-320	In Process	19-JUL-2024 08:32:52	USD	17,357.47	Field, John M	<input type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary Hunt, Vice President of Facilities

DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board to Award Other Entity Contract (OEC) 24-758-OEC for five (5) Chevy Silverados, four (4) GMC Sierras, four (4) Ford Mavericks, and three (3) Ford Explorers from Alan Jay Ford/Chevrolet utilizing Sourcewell Contracts 060920-NAF and 091521-NAF

BACKGROUND

Sourcewell Contract 060920-NAF is effective until August 1, 2025, and Sourcewell Contract 091521-NAF is effective until November 8, 2025.

Approval of this request will result in the purchase of five (5) Chevy Silverados, four (4) GMC Sierras, four (4) Ford Mavericks, three (3) Ford Explorers from Alan Jay Ford/Chevrolet.

Requisition Table			
Description	Quote	Total Cost	Fund
Qty 1 – 2024 Ford Explorer	55069-2	\$41,769	501027/ CIR#00062 Vehicle Replacement (rolling stock)
Qty 5 - 2024 Chevy Silverado 1500 Crew Cab	55065-2	\$266,685	501094 / CIR#00961 New Vehicles
Qty 4 - 2024 GMC Sierra 1500 Crew Cab	55329-1	\$214,952	501094 / CIR#00961 New Vehicles
Qty 4 - 2024 Ford Maverick Super Crew XLT	54018-2	\$121,352	501094 / CIR#00961 New Vehicles
Qty 2 - 2024 Ford Explorer	55069-2	\$83,538	501094 / CIR#00961 New Vehicles

Delivery shall be completed with a not-to-exceed (NTE) of 180 days after issuance of the Purchase Order.

ISSUES

The purchase of these units will be new additions and replacements to the fleet that would provide the Aviation Authority with the capability to self-perform airport maintenance.

SMALL BUSINESS

The Small Business Development Department (SBDD) has reviewed the requirements for the above-referenced solicitation and determined that due to the limited and specialized scope of the required services, and/or lack of ready, willing, and able certified small businesses, it does not lend itself to MWBE/LDB/VBE participation. In addition, SBDD cannot change the terms and conditions of an existing contract such as Sourcewell Contracts 091521-NAF and 060920-NAF.

ALTERNATIVES

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

FISCAL IMPACT

The fiscal impact is to allocate a not-to-exceed amount of \$728,296. Funding required in the current fiscal year will be allocated from the previously approved Capital Expenditure Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) award 24-758-OEC for a one-time procurement of five (5) Chevy Silverados, four (4) GMC Sierras, four (4) Ford Mavericks, three (3) Ford Explorers to Alan Jay Ford/Chevrolet as the awarded Contractor for a not-to-exceed amount of \$728,296; (2) authorize funding from the Capital Expenditure Fund; and (3) authorize the Procurement Services Department to issue the necessary Purchase Order.

ATTACHMENTS

Attachment A – Finance Form

ATTACHMENT A

Greater Orlando Aviation Authority
Finance Form

Date:	<u>7/18/2024</u>	Requestor's Extension:	<u>3628</u>
Requestor's Name:	<u>Eugene Angel</u>	Preparer's Extension:	<u>3127</u>
Form Preparer's Name:	<u>Meagan Spooner</u>	Purchasing Solicitation	<u>24-758-OEC</u>
Requestor's Department:	<u>Facilities</u>	CCM / PC / PSC:	<u>PC</u>
Description:	<u>Purchase of 16 Vehicles</u>	Committee Date:	<u>7/30/2024</u>
Vendor:	<u>Alan Jay Ford</u>	Committee Agenda Item	<u>TBD</u>

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	Total Contract
308.631.170.5650001.000.501027	41,769.00					41,769.00
308.631.170.5650001.000.501094	686,527.00					686,527.00
Total Requisition	728,296.00	0.00	0	0	0	728,296.00
Requisition Number	97439					

OMB Notes: Aubree Harper
Funding Approver _____

Converted into PO #: _____
Date: _____
Buyer: _____

Total Requisition
BPA Amount _____
and Total - Agree to Committee Item \$ -

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97439	FY24 24-758-OEC Encumbrance Re	In Process	18-JUL-2024 18:42:43	USD	728,296.00	Spooner, Meagan I	<input checked="" type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary M. Hunt, Vice President of Facilities

DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for the Approval of the Second Renewal Option of Purchasing Contract 23-20, Specialized Commercial Cleaning Services with Florida Cleaning Systems, Inc.

BACKGROUND

The initial term of the Contract is for 36 months, effective August 1, 2020, through July 31, 2023, with the Authority having options to renew the Contract for two additional periods of one year each.

This Contract will be to furnish all labor, supervision, chemicals, materials, water trucks, equipment (including aerial lift equipment) and all other items necessary or proper for, or incidental to, performing interior/exterior window, interior/exterior skylights, interior/exterior canopy and specialty surface cleaning services as well as all accessories necessary to effectively perform pressure washing services to remove all gum, oil, stickers, soil, algae, grease deposits and other foreign substances from roadway bridge abutments, knee-walls, piers, and ticket and toll structures at the Orlando International Airport in accordance with the Contract.

ISSUES

Based on the information known at this time, Florida Cleaning Systems, Inc. has performed satisfactorily during the initial term of the contract.

The annual value of the Second Renewal Option is for a total not-to-exceed amount of \$432,526.89. The actual amount paid to the contractor is based on actual work requested, performed, and approved by the Aviation Authority.

SMALL BUSINESS

The contract includes a Minority and Women Business Enterprise participation requirement. The participation goal for this Contract is 20%. The Small Business Development Department certifies that this contract is in good standing as it relates to the participation requirement.

ALTERNATIVES

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

FISCAL IMPACT

The fiscal impact of this second renewal option is a not-to-exceed amount of \$432,526.89. 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 the second renewal option of Purchasing Contract 23-20, Specialized Commercial Cleaning Services with Florida Cleaning Systems, Inc., for a not-to-exceed amount of \$432,526.89. (2) authorize funding from the Operations and Maintenance Fund; and (3) authorize the Chief Executive Officer or 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"
SUMMARY OF CONTRACT REVISIONS

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	<ul style="list-style-type: none"> •CPC 5/4/2020 •Board 06/17/2020 	36 Month Contract Award	8/01/2020 through 7/31/2023	\$1,365,389.40
Amendment No. 1	<ul style="list-style-type: none"> •CEO Approval 5/30/2023 	Contract Adjustment	8/1/2023 through 7/31/2024	\$417,708.73
Amendment No. 2	<ul style="list-style-type: none"> •Pending Approval 	Contract Adjustment	8/1/2024 through 7/31/2025	\$432,526.89
Total Contract Value with all Changes (approved and proposed)				\$2,215,625.02

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary M. Hunt, Vice President of Facilities

DATE: July 30, 2024

ITEM DESCRIPTION

Request to Recommend to the Aviation Authority Board the approval of the First Renewal Option for Purchasing Contract 09- 21, Satellite Buildings Janitorial Maintenance with Sterling Building Services, Inc.

BACKGROUND

The initial term of the Contract is for 36 months, effective September 1, 2021, through August 31, 2024, with the Aviation Authority having options to renew the Contract for two additional periods of one year each.

Sterling Building Services, Inc. provides all labor, supervision, equipment, tools, janitorial cleaning supplies, supplies (except hand soap and trash liners), paper products (except paper towels and toilet tissue), dispensers and electronically dispensed air-freshener in all bathrooms, fuel, oil, lubricants, uniforms and all other items necessary or proper for, or incidental to, performing janitorial maintenance of the satellite buildings.

ISSUES

First Renewal Option and Contract Adjustment – September 1, 2024, through August 31, 2025

Department – Concur with the renewal option.

Contractor– Based on the information known at this time, Sterling Building Services, Inc. has performed satisfactorily during the initial term of the contract.

The annual value for the First Renewal Option is for a total not-to-exceed amount of \$568,447.53 which includes the addition of a new service location and a rate increase per square foot as allowed per the terms and conditions of the Contract. The actual amount paid to the contractor is based on actual work requested, performed, and approved by the Aviation Authority.

SMALL BUSINESS

This Contract is designated as Local Developing Business (LDB) direct. The Small Business Development department certifies that this Contract is in good standing as it relates to LDB participation.

ALTERNATIVES

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

FISCAL IMPACT

The fiscal impact of this award is a not-to-exceed amount of \$568,447.53. Funding is from the Operations and Maintenance Fund. Funds anticipated to be spent in the current fiscal year are within budget.

RECOMMENDED ACTION

It is respectfully recommended that the Procurement Committee approve that the following be recommended to the Aviation Authority Board (1) exercise the first renewal option of Purchasing Contract 09-21 Satellite Buildings Janitorial Maintenance with Sterling Building Services, Inc., for a not-to-exceed amount of \$568,447.53; (2) authorize funding from the Operations and Maintenance Fund; and (3) authorize the Chief Executive Officer or an Aviation Authority Officer to execute the necessary documents following satisfactory review by Legal Counsel.

ATTACHMENTS

Attachment A – Finance Form

Attachment B – Contract History

Greater Orlando Aviation Authority

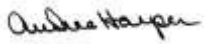
Date:	<u>7/19/2024</u>	CCM / PC:	<u>PC</u>
Requestor's Name:	<u>Nina Gilbert</u>	Requestor's Extension:	<u></u>
Form Preparer's Name:	<u>John Field</u>	Preparer's Extension:	<u>2495</u>
Requestor's Department:	<u>Facilities</u>	Purchasing Solicitation #:	<u>09-21</u>
Description:	<u>First Renewal Option</u>	Committee Date:	<u>7/30/2024</u>
Vendor:	<u>Sterling Building Services Inc.</u>	Committee Agenda Item#:	<u></u>

PC 7/30/2024 09-21: FY 2025 Option Renewal

301.631.170.5340005.000.100232

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	Total Contract
301.631.XXX.5340005.000.100232	47,370.63	521,076.90				568,447.53
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	47,370.63	521,076.90	-	-	-	568,447.53
BPA or Requisition Number	97446	97447				

Funding Approver: 
 OMB Notes: _____

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97446	PC 7/30/2024 09-21: Option Renewal	In Process	19-JUL-2024 09:31:40	USD	47,370.63	Field, John M	<input type="checkbox"/>

ATTACHMENT "A"
SUMMARY OF CONTRACT REVISIONS

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	<ul style="list-style-type: none"> • CPC 06/28/2021 • Board 07/21/2021, Item-I 	36 Month Contract Award	9/01/2021 through 8/31/2024	\$1,175,069.62
Amendment No. 1	<ul style="list-style-type: none"> • VPP Approval 7/3/2023 	Contract Adjustment	6/1/2023 through 8/31/2024	\$39,210.20
Amendment No. 2	<ul style="list-style-type: none"> • Pending PC Approval 	First Renewal	9/01/2024 through 8/31/2025	\$568,447.53
Total Contract Value with all Changes (approved and proposed)				\$1,782,727.35

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary Hunt, Vice President of Facilities

DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for the Approval of the First Renewal Option for Purchasing Contract 01-22 Tile, Marble and Limestone Repair and Replacement Services with Designers West Interiors Inc.

BACKGROUND

The initial term of the contract is for 36 months, effective October 21, 2021, and expiring September 30, 2024, with the Aviation Authority having options to renew the Agreement for two additional periods of one year each, upon mutual agreement.

This Contract will be to provide all supervision, labor, equipment, tools, miscellaneous materials specified in this Specification and all other items necessary or proper for, or incidental to, performing the removal, repair and replacement of various wall/floor tiles, including marble and limestone flooring, as directed by the Aviation Authority utilizing Aviation Authority-provided tile and marble and limestone.

ISSUES

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

Pricing is based on hourly rates for the lead tile setters/installers, tile setters/installers, helpers, and for additional work multiplied by the estimated number of annual hours; and material markup percentage using parts and materials purchased for reimbursable cost for additional work. The actual amount paid to the contractor is based on actual work requested, performed and approved by the Aviation Authority.

SMALL BUSINESS

The Small Business 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 renew/recommend this procurement to the Aviation Authority Board.

FISCAL IMPACT

The fiscal impact for the First Renewal Option is a not-to-exceed amount of \$252,860. Funding required in the subsequent fiscal year will be allocated from the previously approved Capital Expenditure Funds.

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 for Purchasing Contract 01-22 Tile, Marble and Limestone Repair and Replacement Services with Designers West Interiors Inc., for a not-to-exceed amount \$252,860; (2) authorize funding from the Capital Expenditure Fund; 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

**Greater Orlando Aviation Authority
Finance Form**

Date:	<u>7/18/2024</u>	Requestor's Extension:	<u>2158</u>
Requestor's Name:	<u>Daisily Pagan</u>	Preparer's Extension:	<u>3127</u>
Form Preparer's Name:	<u>Meagan Spooner</u>	Purchasing Solicitation	<u>01-22</u>
Requestor's Department:	<u>Facilities</u>	CCM / PC / PSC:	<u>PC</u>
	<u>Tile, Marble and Limestone</u>		
Description:	<u>Repair</u>	Committee Date:	<u>7/30/2024</u>
Vendor:	<u>Designers West Interiors, Inc.</u>	Committee Agenda Item	<u>TBD</u>

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, OEA REVENUE FUNDS

Account Code Format: xxx.xxx.xxx.xxxxxxxx.xxx.xxxx	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	FY 29 Amount	Total Contract
308.631.210.5460002.000.501132	252,860.00					252,860.00
Total Requisition	252,860.00	0.00	0	0	0	252,860.00
Requisition Number	97438					

OMB Notes:
 Funding Approver: Andrea Harper Inverted into PO #: _____
 Date: _____
 Buyer: _____

Total Requisition
 BPA Amount _____
 and Total - Agree to Committee Item \$ _____ -

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97438	FY25 Encumbrance Requisition. 01-2	In Process	18-JUL-2024 17:35:45	USD	252,860.00	Spooner, Meagan I	<input checked="" type="checkbox"/>

CONTRACT HISTORY

01-22 TILE, MARBLE, AND LIMESTONE REPAIR AND REPLACEMENT SERVICES

Contract	Approvals	Description	Term	Dollars
Initial Term	CPC 7/12/2021 NB Item A Board 8/18/2021 NB Item L	36 Months Contract Award	10/1/2021 thru 9/30/2024	\$758,580
Amendment No. 1	PC 07/30/2024 Pending Board Approval	First Renewal Option	10/1/2024 thru 9/30/2025	\$252,860
Total Contract Value with all changes (approved and proposed):				\$1,011,440



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Tracy Conner Harris, Vice President of Concessions

DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board the approval of Amendment No. 1, Contract Adjustment, for Procurement Agreement PS-713 Concessions Consulting Services Agreement with AirProjects, Inc.

BACKGROUND

On September 21, 2022, the Aviation Authority Board awarded Request for Proposal PS-713 Concessions Consulting Services Agreement to AirProjects, Inc. as a no-cost base agreement. Tasks/Amendments are awarded on an as needed or annual basis. The initial term expires October 31, 2025, with two one-year renewal options.

The agreement requires AirProjects, Inc. to provide concessions planning and implementation services for new and existing facilities at Orlando International Airport, to include, but not limited to, the North Terminal Complex, South Airport APM/ITF Complex, Terminal C, Phase 1, Orlando Executive Airport, and other facilities operated by the Aviation Authority. Additionally, AirProjects, Inc. advises the Aviation Authority in matters involving concessions, including, but not limited to, food and beverage, news and sundries, specialty retail, and duty free/duty paid.

ISSUES

Contract Adjustment – Staff is requesting that the agreement be revised to add the following: AirProjects, Inc. will assist the Aviation Authority with completion of Phases 2 and 3 for the concession planning and implementation efforts for Terminals A and B (the Terminals) at Orlando International Airport and will assist Staff with any updates required for the concession plan and leasing strategy developed in Phase 1.

SMALL BUSINESS

The agreement has a Minority and Women Business Enterprise participation requirement of 10%. The Small Business Development Department certifies that AirProjects, Inc., is in good standing as it relates to the small business participation. The same small business participation requirement will apply to this amendment. Additionally, AirProjects, Inc. is a certified MWBE and DBE.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact for this Contract Adjustment is a not-to-exceed amount of \$214,887.00. 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. 1, Contract Adjustment for Procurement Agreement PS-713 Concessions Consulting Services Agreement with AirProjects, Inc; (2) authorize funding in the not-to-exceed amount of \$214,887 from the Operations and Maintenance Fund; 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 – Finance Form
Attachment B – Contract History

ATTACHMENT A

FINANCE FORM

Date:	<u>7/19/2024</u>	Requestor's Extension:	<u>2042</u>
Requestor's Name:	<u>Tracy Conner Harris</u>	Preparer's Extension:	<u>3142</u>
Preparer's Name:	<u>Kate Webb</u>	Solicitation #:	<u>PS-713</u>
Requestor's Department:	<u>Concessions</u>	Contract # / Name:	<u></u>
Description:	<u>Concessions Consulting Services</u>	Procurement Committee Date:	<u>July 30, 2024</u>
Vendor:	<u>AirProjects, Inc.</u>	Agenda Item #:	<u></u>

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount	TOTAL CONTRACT
301.221.220.5310009.000.00 0000	\$56,000.00	\$158,887.00				
Total Requisition:	\$56,000.00	\$158,887.00				\$214,887.00
Requisition Number:	PO#96404	Req #97460				
Funding Approver:	<i>Andrea Harper</i>					
OMB Notes:						

Number	Line	Ship	Distri	Description	UOM	Quantity	Charge Account	Amount	Amount Billed	Amc	Active Encumbrance	Closure Status	Supplier
96404	1	1	1	Services, Professional Consulting	US Dollar	35824	301.221.220.5310009.000.000000	35,824.00	19,899.00		15,925.00	Open	AirProjects Inc
96404	2	1	1	Services, Professional Consulting	US Dollar	149624	301.221.220.5310009.000.000000	149,624.00	109,515.00		40,109.00	Open	AirProjects Inc

ATTACHMENT B

CONTRACT HISTORY

Contract	Approvals	Description	Term	Dollars
Initial Term	CPC 8/29/2022 Board 9/21/2022 Item R	36 Months Contract Award	11/1/2022 thru 10/31/2025	\$0
Increase-in Value	PM Approval 9/28/23	Task 1 Ad Hoc Consulting Services – On Call Services	9/29/2023 thru 10/31/2023	\$35,824
Increase-in Value	VPP Approval 12/5/2023	Task 2 – Phase 1 Concession Plan and Leasing Strategy	11/1/2023 thru 8/31/2024	\$149,624
Amendment No. 1	Pending PC 7/30/2024	Contract Adjustment – Task 3 – Phase 2 Concession Planning and Implementation for Terminals A & B	9/1/2024 thru 10/31/2025	\$214,887
Total Agreement Value with all changes (approved and proposed):				\$400,335

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Scott Shedek, Vice President of Construction

DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum No. 8 to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI (CMI) for Additional FY 2024 Small Projects Owner's Authorized Representative (OAR) Support Services at the Orlando International Airport (MCO) and Other Facilities operated by the Aviation Authority

BACKGROUND

On May 18, 2022, the Aviation Authority Board approved a Continuing Program and Project Management Services Agreement with each of the following firms:

- AECOM Technical Services, Inc.
- Cost Management Inc. dba CMI (MWBE)
- Geotech Consultants International, Inc. dba GCI, Inc. (MWBE)
- PSA Constructors, Inc. dba PSA Management, Inc. (MWBE/LDB)
- The Roderick Group, Inc. dba Ardmore Roderick (MWBE)
- WSP USA, Inc.

These no-cost base agreements established the negotiated hourly rates. These services include all services necessary for the management of the design and construction of both individual projects and programs consisting of two or more individual projects, including the management of design from planning and conceptual design phase through detailed design, bidding and award of construction contracts; development of design criteria documents, and management of design/build contracts; management of the construction and commissioning of projects including performing as the OAR; providing material testing, quantity surveying, construction inspection, construction safety compliance inspection, and other services required to verify compliance of construction with contract documents; providing cost estimating, cost control, scheduling, progress reporting, and planning services to support both design and construction activities; negotiations of contracts for program and project related professional and construction services required from the Aviation Authority's other consultants and contractors; coordination of the activities of multiple consultants and contractors onsite; and all other related services, which may be required to accomplish the planning, funding, design, bidding and award, construction, commissioning and operation of projects and programs for the Aviation Authority's existing and future facilities.

On August 29, 2023, the Procurement Committee approved Addendum No. 8 to the Continuing Program and Project Management Services Agreement with CMI for FY 2024 Small Projects OAR Support Services at MCO and Other Projects operated by the Aviation Authority for the total not-to-exceed fees amount of \$89,776.00.

ISSUES

Consultant’s proposal, dated July 11, 2024, is to provide additional construction project management, project controls, construction administration and construction coordination services in support of FY 2024 small projects at MCO and other facilities operated by the Aviation Authority.

Services cannot commence before the date of Aviation Authority Board approval. The approved addendum (or amendment as applicable) must be executed by the Aviation Authority before invoicing for services. Services will be provided through September 30, 2024.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Program and Project Management Services Agreement with CMI exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$50,092.00. Funding is from previously approved from Operations 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 No. 8 to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$50,092.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$50,092.00
CRI – Compliance Review Date	DL 7/25/24
CRI – Funding Eligibility Review Date	7/25/24

ATTACHMENT A

FINANCE FORM

Date:	<u>July 30, 2024</u>	CCM / PC:	<u>PC</u>
Requestor's Name:	<u>Scott Shedek</u>	Requestor's Extension:	<u></u>
Form Preparer's Name:	<u>Brian Gainous</u>	Preparer's Extension:	<u>EXT. 3117</u>
Requestor's Department:	<u>Construction</u>	Purchasing Solicitation #:	<u>N/A</u>
Description:	<u>Additional FY24 OAR Services</u>	Committee Date:	<u>July 30, 2024</u>
Vendor:	<u>Cost Management Inc. DBA CMI</u>	Committee Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount	TOTAL CONTRACT
301-715-170-5310009.000.000000	\$50,092.00					
Total Requisition:	\$50,092.00					
Requisition Number:	97459					
<hr/>						
Funding Approver:	<i>Andrea Harper</i>					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97459	FY24 CCM 2024-07-30	In Process	23-JUL-2024 12:46:50	USD	50,092.00	Ciaglia, Tara A	<input checked="" type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: July 30, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Amendment to Addendum No. 8 to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI (CMI) for Additional FY 2024 Small Projects Owner's Authorized Representative (OAR) Support Services at the Orlando International Airport (MCO) and Other Facilities operated by the Aviation Authority

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Cost Management, Inc. dba CMI does not propose small business participation on this amendment as the services being provided are for staffing support.

Owner's Representative
Estimating / Scheduling
Value Engineering
Life Cycle Costing
LEED Consulting
Constructability Review
Cashflow Projections
Change Orders
Claims Analysis
Contract Administration
Commissioning
Construction Auditing
Facilities Condition
Assessment
Information Technology
Database Development
Program Management
Software Modules



158 Terra Mango Loop
Suite B
Orlando, FL 32835
Tel: 407.293.4168
Fax: 407.293.0944
Website: www.cminc.biz
Email: cmi@cminc.biz

11 July 2024

Mr. Scott Shedek, P.E.
Vice President of Construction
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard
Orlando, Florida 32824

<u>CMI No. P-5303.2</u>	
GOAA Small Projects OAR Support Services for O&M Projects	
CMI	\$50,092.00
Total Not to Exceed Fee	\$50,092.00
Fifty Thousand and Ninety-Two Dollars.	

Dear Mr. Shedek,

We hereby submit our fee proposal for OAR Support Service. Our understanding is that we will be providing Construction Phase OAR and project coordination services and documentation as the process may require for projects at Orlando International Airport.

SERVICES

Our scope will be to support GOAA with construction phase OAR and coordinating services. This proposal is for staffing for the period 01 August 2024 to 30 September 2024.

FEE SCHEDULE

Our anticipated staffing plan equates to a NTE Fee as described in the attached Breakdown of Fees spreadsheet.

MWBE / DBE / LDB PARTICIPATION

Due to the specialized nature of this assignment, it will not be possible to engage another firm and achieve any MWBE/DBE/LDB participation. However, CMI is a certified MBE firm for providing these services.

EXCLUSIONS

This proposal excludes: office space rental; utilities; cost estimating & scheduling and travel outside of the Central Florida area.

PAYMENT

We will invoice in accordance with the terms of our Contract with the Authority.

Sincerely,

CMI

Brian Gainous

Brian Gainous
Senior Project Manager

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 Cost Management Inc. dba CMI

By: 

Print Name: Ganesh Jiawon

Date: 07/11/2024

PRIME CONSULTANT - CMI

Small Projects OAR Support Services for O&M Projects																				
			2024					2025												
Role	Staff	Firm	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total Hours	Rate	Total NTE Fee	
Project Management Services																				
Senior Project Manager	Brian Gainous	CMI	60.0	60.0	-	-	-	-	-	-	-	-	-	-	-	-	120	\$ 186.00	\$ 22,320.00	
Senior Project Coordinator	TBD	CMI	132.0	130.0	-	-	-	-	-	-	-	-	-	-	-	-	262	\$ 106.00	\$ 27,772.00	
																				\$ -
TOTAL NTE FEE																				50,092.00



Small Projects OAR Support Services for O&M Projects

Role	Firm	Hourly Rate	Total Hours	Total Fee (\$)
Senior Project Manager	CMI	\$ 186.00	120	\$ 22,320.00
Senior Project Coordinator	CMI	\$ 106.00	262	\$ 27,772.00
TOTAL FEE			382	\$ 50,092.00

MWBE/ LDB Participation				
Firm		Designation (MWBE/LDB/DBE)	Fee Amount	Percentage Participation
CMI		MBE	\$ 50,092.00	100%



Greater Orlando Aviation Authority
 CMI Cumulative Project Staffing
 Projected Hours by Task for FY2024
 OAR STAFFING MANHOURS
 01 October 2023 thru' 30 September 2024

Legend:
 Proposal submitted for review
 Previously approved
 Future proposal

Name	Position	Sponsor	GOAA Project #	Task Description	Total	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Bill White	Safety Director	S. Shedek	FY24 O&M	Airport Safety Compliance	596	13	104	51	36	61	38	20	29	51	70	63	60
Bill White	Safety Director	S. Shedek	V-01006	Airside 3 Wing 1 Ramp Level Upgrades	6	0	0	0	0	0	0	0	6	0	0	0	0
Bill White	Safety Director	S. Shedek	H-00361	JFB (Loop Road) B Terminal Entrance Reconfiguration	25	0	0	0	0	0	0	0	0	0	15	10	0
Bill White	Safety Director	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4	15	0	0	0	0	0	0	0	0	0	0	5	10
Bill White	Safety Director	WSP	W-453	Airside 2 & 4, Safety Oversight	339	18	20	19	20	20	21	42	43	36	40	30	30
Bill White	Safety Director	PSA	E-280	West Airfield Electrical Upgrades	134	30	31	37	20	3	0	0	0	0	13	0	0
Bill White	Safety Director	Lea & Elliot	BP-0477	Specialty APM & Passenger Rail Systems	57	4	4	4	8	4	8	4	5	4	4	4	4
Bill White	Safety Director	Ardmore	BP-049	OEA Taxiways A, B and E4 Rehabilitation	114	0	0	0	0	34	40	40	0	0	0	0	0
Bill White	Safety Director	Ardmore	BP-497	Taxiways G and H Rehabilitation, Phase 1	521	0	0	0	20	41	54	62	68	68	68	70	70
Bill White	Safety Director	GCI	BP-S0199	Train Station Passenger Drop-off Lobby Parking Lot	70	0	8	38	24	0	0	0	0	0	0	0	0
				n/a	-												
Bill White	Safety Director	S. Shedek		Purchasing Building Rehabilitation Project	-												
TOTAL HOURS					1877	65	167	149	128	163	161	168	151	159	210	182	174
Brian Gainous	Sr. Project Manager	S. Shedek	FY24 O&M	Miscellaneous Small Projects	496	160	148	136	42	10	0	0	0	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-01006	Airside 3 Wing 1 Ramp Level Upgrades	146	0	0	0	0	0	34	60	28	15	9	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4 (D/B)	40	0	26	0	0	14	0	0	0	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4 (Construction)	218	0	0	0	0	10	28	10	10	20	15	45	80
Brian Gainous	Sr. Project Manager	S. Shedek	EP-00429	Water Intrusion - NTLs-Level 1 B East - OAR	30	0	0	10	0	0	0	20	0	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	EP-00447	Jeff Fuqua Fence Repair	59	0	0	0	0	49	0	0	10	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	H-00361	JFB (Loop Road) B Term Entrance Reconfiguration	635	0	0	0	78	94	80	60	20	30	100	90	83
Brian Gainous	Sr. Project Manager	S. Shedek	V-00976	Smart Restroom Pilot Project	50	0	0	0	0	0	12	30	8	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-01017	HVAC Improvements GOAA Executive Office	100	0	0	0	0	0	10	0	18	10	22	30	10
Brian Gainous	Sr. Project Manager	S. Shedek	V-01018	N. Terminal Roof Top Canopy A and B Sides Beam Re-Painting	115	0	0	0	0	0	0	0	100	0	15	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-01021	NTC East Checkpoint HVAC Modifications	155	0	0	0	0	0	0	0	0	20	60	40	35
Brian Gainous	Sr. Project Manager	S. Shedek	V-01022	North Terminal East and West Checkpoint Signage	39	0	0	0	0	0	0	0	8	0	20	11	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-1024	Terminal A Side Garage Storm Drain Repairs	56	0	0	0	0	0	0	0	0	25	19	12	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-00961	AS1 APM Ceiling Repairs	110	0	0	0	0	0	0	0	10	40	40	20	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-01026	American Airlines Airside 3 Roof Drain Re-routing	10	0	0	0	0	0	0	0	0	8	2	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	H-00375	Bear Road Ditch Clean Out	70	0	0	0	0	0	0	0	0	30	25	15	0
Brian Gainous	Sr. Project Manager	S. Shedek	H-00376	Cargo Road Bldg. 858 Parking Lot Sealcoat and Re-striping	27	0	0	0	0	0	0	0	0	0	20	7	0
Brian Gainous	Sr. Project Manager	S. Shedek	FY24 O&M	Miscellaneous Small Projects	160	0	0	0	0	0	0	0	0	0	0	80	80
Brian Gainous	Sr. Project Manager	S. Shedek	H-00334	Gourmet Gate Retention Pond Flume Repairs	-												
				n/a	-												
TOTAL HOURS					2516	160	174	146	120	177	164	180	202	168	347	370	308
TBD	Sr. Project Coordinator	S. Shedek	FY24 O&M	Miscellaneous Small Projects	262	0	0	0	0	0	0	0	0	0	0	132	130
				n/a	-	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL HOURS					262	0	0	0	0	0	0	0	0	0	0	132	130
Priya Basant	Tech Assistant	S. Shedek	FY24 O&M	Airport Safety Compliance	24	3	4	2	4	4	4	2	1	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	EP-00429	Water Intrusion - NTLs-Level 1 B East - OAR	5	0	0	5	0	0	0	0	0	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	EP-00446	Jeff Fuqua Fence Repair	-	0	0	0	0	0	0	0	0	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4 (Construction)	6	0	0	0	0	0	6	0	0	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	V-00961	AS1 APM Ceiling Repairs	7	0	0	0	0	0	0	0	0	3	0	0	4
Priya Basant	Tech Assistant	S. Shedek	V-01017	HVAC Improvements GOAA Executive Office	6	0	0	0	0	0	3	0	0	0	0	0	3
Priya Basant	Tech Assistant	S. Shedek	V-01018	N. Terminal Top A&B Re-painting Canopy Repainting	5	0	0	0	0	0	0	0	3	0	2	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01021	NTC East Checkpoint HVAC Modifications	7	0	0	0	0	0	0	3	0	2	2	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01022	North Terminal East and West Checkpoint Signage	4	0	0	0	0	0	2	0	0	2	2	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01024	North Terminal A Side Garage Storm Drain Repairs	7	0	0	0	0	0	0	0	0	3	4	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01026	American Airlines Airside 3 Roof Drain Re-routing	4	0	0	0	0	0	0	0	0	0	2	2	0
Priya Basant	Tech Assistant	S. Shedek	H-00375	Bear Road Ditch Clean Out	8	0	0	0	0	0	0	0	0	4	4	0	0
Priya Basant	Tech Assistant	S. Shedek	H-00376	Cargo Road Bldg. 858 Parking Lot Sealcoat and Re-striping	6	0	0	0	0	0	0	0	0	3	3	0	0
Priya Basant	Tech Assistant	S. Shedek	H-00334	Gourmet Gate Retention Pond Flume Repairs	-												
				n/a	0												
TOTAL HOURS					89	3	4	7	4	4	13	7	4	15	19	5	4



Addenda / Amendments Awarded per Agreement - Summary for Committee

Cost Management, Inc., dba CMI -- Agreement No. 202204-OAR5 Continuing Program and Project Management Services

<i>Add</i>	<i>Amd</i>	<i>Proj.</i>	<i>Description</i>	<i>PSC/CCM</i>	<i>Board</i>	<i>Exec.</i>	<i>PO#</i>	<i>\$ Amount</i>	<i>Cumul. per Add. \$ Amount</i>	
000	000	-	Continuing Program and Project Management Services	PSC	04/22/22	05/18/22	06/07/22	\$0.00	\$0.00	
001	000	-	FY23 Safety Compliance Services	CCM	09/27/22	NA	10/20/22	95363	\$143,995.00	\$143,995.00
002	000	-	FY23 Small Projects OAR Support	CCM	09/27/22	NA	10/20/22	95362	\$123,152.00	\$123,152.00
003	000	V-00978-MCO	V-00978-MCO TERMINAL TOP GARAGE FIRE SPRINKLER REPAIR OAR Support for V-978	CCM	01/03/23	NA	01/18/23	1007218	\$65,916.00	\$65,916.00
004	000	V-00989-MCO	V-00989-MCO TERMINAL B SKYBRIDGE REPAINTING OAR Support for V-989	CCM	02/21/23	NA	03/03/23	1007274	\$18,828.00	\$18,828.00
005	000	V-00983-MCO	V-00983-MCO USDA BUILDING EXTERIOR ENHANCEMENTS OAR Support for V-983	CCM	03/21/23	NA	03/22/23	1007296	\$16,340.00	\$16,340.00
006	000	V-00996-MCO	V-00996-MCO HYATT MECHANICAL ROOM WATERPROOFING OAR Support for V-996	CCM	04/25/23	NA	05/17/23	1007360	\$11,584.00	\$11,584.00
007	000	E-00284-MCO	E-00284-MCO MANHOLE 504 CONVERSION TO JUNCTION CAN PLAZA OAR Support for E-284	CCM	06/06/23	NA	06/14/23	1007377	\$19,358.00	\$19,358.00
007	001	E-00284-MCO	E-00284-MCO MANHOLE 504 CONVERSION TO JUNCTION CAN PLAZA Additional OAR Support for E-284	CCM	08/29/23	NA	09/06/23	AMD 1007377	\$5,000.00	\$24,358.00
008	000	-	FY24 Small Projects Support	PSC	08/29/23	09/27/23	10/04/23	96801	\$89,776.00	\$89,776.00
009	000	V-01006-MCO	V-01006-MCO AIRSIDE 3 WING 1 RAMP LEVEL UPGRADES Construction Phase OAR Services for V-1006, Airside 3, Wing 1 Ramp Level Upgrades	PSC	09/26/23	NA	10/02/23	1007453	\$29,395.00	\$29,395.00
010	000	-	FY24 Construction Safety Compliance Services	PSC	10/05/23	NA	10/30/23	96908	\$99,904.00	\$99,904.00
011	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) OAR Support for V-995	CCM	10/24/23	NA	10/27/23	1007492	\$7,240.00	\$7,240.00
012	000	BP-00485-MCO	BP-00485-MCO HYATT LOBBY RENOVATION (DESIGN/BUILD) Preparation of a Rough Order of Magnitude (ROM) Budget Estimate for BP-485	CCM	10/31/23	NA	11/21/23	1007466	\$28,521.00	\$28,521.00
013	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Cost Estimating Services for W-S211	CCM	11/21/23	NA	11/29/23	1007499	\$216,240.00	\$216,240.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

014	000	H-00361-MCO	H-00361-MCO JFB (LOOP RD) TERMINAL B ENTRANCE RECONFIGURATION (D/B) Construction Phase OAR Services for H-361	CCM	12/19/23	NA	01/23/24	1007513	\$249,843.00	\$249,843.00
015	000	V-00976-MCO	V-00976-MCO SMART RESTROOM PILOT PROJECT Construction Phase OAR Services for V-976	CCM	12/19/23	NA	01/23/24	1007525	\$9,050.00	\$9,050.00
016	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Construction Phase OAR Services for V-995	CCM	01/02/24	NA	01/24/24	1007532	\$99,893.00	\$99,893.00
017	000	BP-00485-MCO	BP-00485-MCO HYATT LOBBY RENOVATION (DESIGN/BUILD) Project Management Services for BP-485	CCM	01/30/24	NA	02/02/24	1007573	\$179,552.00	\$179,552.00
018	000	V-01017-MCO	V-01017-MCO HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICES Construction Phase OAR Services for V-1017	CCM	03/05/24	NA	03/07/24	1007593	\$20,440.00	\$20,440.00
019	000	V-01018-MCO	V-01018-MCO NORTH TERMINAL ROOFTOP CANOPY A AND B SIDES BEAM REPAINTING Construction Phase OAR Services for V-1018	CCM	03/12/24	NA	03/18/24	1007607	\$22,431.00	\$22,431.00
020	000	V-01021-MCO	V-01021-MCO NTC EAST CHECKPOINT HVAC MODIFICATIONS Construction Phase OAR Services for V-1021	CCM	03/12/24	NA	03/18/24	1007624	\$32,483.00	\$32,483.00
021	000	V-01022-MCO	V-01022-MCO NORTH TERMINAL A AND B EAST AND WEST CHECKPOINT SIGNAGE OAR Support Services for V-1022	CCM	04/09/24	NA	04/15/24	1007622	\$9,114.00	\$9,114.00
022	000	V-01024-MCO	V-01024-MCO NORTH TERMINAL A-SIDE PARKING GARAGE STORM DRAIN REPAIRS OAR Support Services for V-1024	CCM	04/23/24	NA	04/26/24	1007630	\$11,994.00	\$11,994.00
023	000	H-00375-MCO	H-00375-MCO BEAR ROAD DITCH CLEANING OAR Support Services for H-375	CCM	05/07/24	NA	05/10/24	1007656	\$15,612.00	\$15,612.00
024	000	V-00961-MCO	V-00961-MCO AIRSIDE 1 APM CEILING REPAIRS OAR Support Services for V-961	CCM	05/07/24	NA		1007652	\$23,448.00	\$23,448.00
025	000	H-00376-MCO	H-00376-MCO CARGO ROAD BUILDING 858 PARKING LOT SEALCOAT AND RE-STRIPING OAR Services for H-376	CCM	05/14/24	NA	05/23/24	1007680	\$5,526.00	\$5,526.00
026	000	V-01026-MCO	V-01026-MCO AMERICAN AIRLINES AIRSIDE 3 ROOF DRAIN RE-ROUTING OAR Services for V-1026	CCM	05/14/24	NA	05/23/24	1007664	\$2,196.00	\$2,196.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

027	000	R-00096-MCO	R-00096-MCO MCO SKYLIGHT REPAIRS AT GREAT HALL OAR Services for R-00096	CCM	06/18/24	NA	06/24/24	\$4,000.00	\$4,000.00
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Total for Cost Management, Inc., dba CMI for Agreement No. 202204-OAR5 \$1,560,831.00

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 - OAR/RE Construction			
Cost Management, Inc., dba CMI	Asian-Subcontinent American 06/07/22	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	06/07/25

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
08/29/23	09/27/23	008	000	\$89,776.00	\$89,776.00
09/26/23		009	000	\$29,395.00	\$119,171.00
10/05/23		010	000	\$99,904.00	\$219,075.00