

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: October 10, 2023

DAY: Tuesday

TIME: 9:30 a.m.

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

REVISED

- I. CALL TO ORDER / ROLL CALL / ANNOUNCEMENTS – APPEALS PROCESS**
- II. CONSIDERATION OF FIRMS FOR CONCIERGE SERVICES CONCESSIONS AT THE ORLANDO INTERNATIONAL AIRPORT (Six firms responded)**
 - Air General, Inc.,
 - Baggage Airline Guest Services, Inc. (BAGS)
 - IW Group, LLC d/b/a Perq Soleil
 - SkySquad, Inc.
 - Smarte Carte, Inc.
 - Trip Hospitality Orlando, LLC
- III. REQUEST FOR RECOMMENDATION OF APPROVAL FOR THE AWARD OF PURCHASING CONTRACT 23-656-OEC, INTELLIGENT TRANSPORTATION SYSTEM AT THE ORLANDO INTERNATIONAL AIRPORT, UTILIZING FDOT CONTRACT NO. APTS-21-S-CTS, TO PASSIO TECHNOLOGIES, LLC**
- IV. REQUEST FOR RECOMMENDATION OF APPROVAL OF A ONE-YEAR SINGLE SOURCE CONTRACT FOR BAGGAGE TRANSFER SERVICES FROM TERMINALS A AND B TO THE REMOTE SCREENING FACILITY (RSF) WITH BAGGAGE AIRLINE GUEST SERVICES, 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 a ctions 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.rodriguez@goaa.org by 4:00 p.m., October 17, 2023.

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 1 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.



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Members of the Procurement Committee
FROM: Marquez A. Griffin, Senior Vice President of Operations
DATE: October 10, 2023

ITEM DESCRIPTION

Recommendation to the Aviation Authority Board to Award Purchasing Contract No. 23-646-OEC, Intelligent Transportation System, to Passio Technologies, LLC, Utilizing FDOT Contract No. APTS-21-S-CTS

BACKGROUND

The contract will require Passio Technologies, LLC to provide all software, hardware, implementation, support, materials, tools, equipment, and all other items necessary to provide an Intelligent Transportation System including a computer aided dispatch, an automated vehicle location and an automated passenger count for the Aviation Authority's shuttle bus operation at Orlando International Airport, in accordance with the contract documents.

The Intelligent Transportation System will provide accurate and efficient schedules and status to the Aviation Authority's shuttle bus users through a mobile application and monitors.

ISSUES

This award is based on a Government Contract/Annual Contract in accordance with Aviation Authority Policy 450.03: The Aviation Authority may acquire Goods, Services and Professional Services by Direct Negotiation or other method involving limited or no competition from a Supplier having a requirements contract, annual agreement, or multi-year contract with any public entity (e.g., federal, state, county, city, authority, school board, Buying Cooperative, etc.) for Goods, Services, or Professional Services described in the contract and at prices or discounts no less favorable than any outlined in such Contracts.

The contract term will be for five years, commencing on or about December 1, 2023. The estimated five years cost is a not-to-exceed amount of \$556,562.74 which includes \$307,885.00 for Software, Hardware and implementation, and \$248,677.74 for the five years for support and maintenance.

SMALL BUSINESS

The Aviation Authority's Small Business Development Department reviewed this procurement and determined no participation goals could be established for Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) due to the terms and conditions of the FDOT Contract No. APTS-21-S-CTS and the specialized scope.

ALTERNATIVES

There are no reasonable alternatives under consideration.

FISCAL IMPACT

The value of this procurement is a not-to-exceed amount of \$556,562.74. Funding for Software, Hardware and implementation in the amount of \$307,885.00 will be from the Capital Expenditure Fund. Funding for the five years of support and maintenance in the amount of \$248,677.74 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 Contract No. 23-646-OEC, Intelligent Transportation System, to Passio Technologies, LLC, Utilizing FDOT Contract No. APTS-21-S-CTS; 2) authorize funding from the Capital Expenditure Fund and the Operations and Maintenance Fund in the not-to-exceed amount of \$556,562.74; 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 A

Greater Orlando Aviation Authority Finance Form			
Date:	10/6/2023	Requestor's Extension:	7847
Requestor's Name:	Eric McClung	Preparer's Extension:	2606
Form Preparer's Name:	Abdu EL-Baroudi	Purchasing Solicitation #:	23-646-OEC
Requestor's Department:	Parking Operations Intelligent Transportation System	CCM / PC / PSC:	PC
Description:		Committee Date:	10/10/2023
Vendor:	Passio Technologies, LLC	Committee Agenda Item#:	TBD

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

Account Code <small>Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx</small>	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	Total Contract
308.234.601.5640003.000.501656	307,885.00					307,885.00
301.234.601.5340007.000.000000	46,839.59	48,244.78	49,692.12	51,182.88	52,718.37	248,677.74
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	354,724.59	48,244.78	49,692.12	51,182.88	52,718.37	556,562.74
Requisition Number	95178	95178				

OMB Notes:
Funding Approver *Andrea Harper*

Converted into PO #:
Date:

Operating Unit: GOAA ...

Number: 95178 Type: Internal Requisition Preparer: El Baroudi, Abderrahim

Description: FY24 - Contract No Status: Incomplete, Res Total: USD 354,724.59

Lines Source Details Details Currency

Num	Type	Item	Rev	Category	Description	UOM			
1	Encumbrance C			Encumbrance.Ho	FY24 - Contract No. 23-	US D	3		
2	Encumbrance C			Encumbrance.Ho	FY24 - Contract No. 23-	US D	4		

Destination Type: Expense Source: Supplier

Requester: El Baroudi, Abderrahim Supplier:



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Members of the Procurement Committee
FROM: Marquez A. Griffin, Senior Vice President of Operations
DATE: October 10, 2023

ITEM DESCRIPTION

Recommendation to the Aviation Authority Board to Approve a One-Year Single Source Contract with Baggage Airline Guest Services, Inc. (BAGS) for Baggage Transfer Services from Terminals A and B to the Remote Screening Facility (RSF).

BACKGROUND

The contract will require BAGS to provide all labor, supervision, management and administrative oversight, materials, supplies, equipment, vehicles and all other items and services necessary to perform baggage transfer services from Terminals A and B to the Remote Screening Facility at the Orlando International Airport in accordance with the contract documents. The term contract will be for one year effective on or about November 1, 2023.

The baggage received from passengers of participating airlines at Terminals A and B will be securely transferred to the Remote Screening Facility for processing, screening and delivery to the appropriate airlines on the designated airside. This service will reduce the amount of baggage loaded onto Terminal A and B baggage handling systems.

ISSUES

This procurement is based on a Single Source Procurement in accordance with Aviation Authority Policy 450.03. The Aviation Authority's policy 450.03, Non-Competitive Procurements, permits the single source procurement from one firm among others in a competitive marketplace, which, for justifiable reasons, is found to be most advantageous for fulfilling the given purchasing need.

BAGS has a TSA-approved Aircraft Operator Standard Security Program (AOSSP) that outlines how to meet all rules, regulations and procedures for Baggage/Passenger check-in. The AOSSP allows BAGS to accept baggage on behalf of the aircraft operators. BAGS is also a designated authorized representative for handling baggage for the airlines that will be participating in this process. Additionally, BAGS has the necessary knowledge to operate the Aviation Authority's remote screening facility.

SMALL BUSINESS

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

ALTERNATIVES

There are no reasonable alternatives under consideration.

FISCAL IMPACT

The value of this procurement is a not-to-exceed amount of \$3,744,000. 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 requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: 1) award a One Year Single Source Contract for Baggage Transfer Services from Terminals A and B to the Remote Screening Facility to Baggage Airline Guest Services, Inc.; 2) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$3,744,000; 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 A

**Greater Orlando Aviation Authority
Finance Form**

Date:	10/6/2023	Requestor's Extension:	7339
Requestor's Name:	Dave Deans	Preparer's Extension:	2606
Form Preparer's Name:	Abdu EL-Baroudi	Purchasing Solicitation #:	SS
Requestor's Department:	Airport Operations	CCM / PC / PSC:	PC
Description:	Baggage Transfer Services	Committee Date:	10/10/2023
Vendor:	Baggage Airline Guest Services, Inc.	Committee Agenda Item#:	TBD

NON-PROJECT FUNDS: O&M, CAP EX, I&D, R&R, 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
301.413.213.5340007.000.000000	3,432,000.00	312,000.00				3,744,000.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	3,432,000.00	312,000.00	-	-	-	3,744,000.00
Requisition Number	95179	95179				

OMB Notes:
Funding Approver: *Andrea Harper* Converted into PO #: _____

Operating Unit: GOAA
 Number: 95179 Type: Internal Requisition Preparer: El Baroudi, Abderrahim
 Description: FY24 - Single Sour Status: Incomplete, Res Total: USD 3,744,000.00

Lines: Source Details Details Currency

Num	Type	Item	Rev	Category	Description	UOM ([])
1	Encumbrance C			Encumbrance Ho	FY24 - Single Source to	US D 3

Destination Type: Expense Source: Supplier
 Requester: El Baroudi, Abderrahim Supplier: _____