

On **TUESDAY, OCTOBER 4, 2022**, the **PROFESSIONAL SERVICES COMMITTEE** met at the Aviation Authority Carl T. Langford Board Room, One Jeff Fuqua Boulevard, Orlando International Airport, Orlando, FL 32827. Vice Chair Hunt called the meeting to order at 9:44 a.m. Vice Chair Hunt read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Professional Services 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:

Gary Hunt, Vice Chair  
Marie Dennis, Director of Finance  
Scott Shedek, Director of Construction

Also participating:

Kevin Thibault, GOAA Chief Executive Officer  
Kathleen Sharman, GOAA Chief Financial Officer  
Tom Draper, GOAA Chief of Operations  
Pete Pelletier, GOAA Director of Information Technology  
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)  
Debbie McKeown, GOAA Project Controls  
Ian Brooks, GOAA Information Technology  
Joe Furnari, GOAA Information Technology  
Kathy Anderson, GOAA Contracts and Grants  
Mofoluso Murnane, Geotech Consultants International, Inc. dba GCI, Inc.  
Rob Brancheau, Anser Advisory Consulting, LLC  
Tara Ciaglia, Recording Secretary

## **MINUTES**

1. The following minutes were presented for consideration:

### **CONSIDERATION OF MEETING MINUTES OF AUGUST 30, 2022 (VARIOUS ITEMS)**

A. Upon motion of Ms. Dennis, second by Mr. Shedek, vote carried to approve the PSC Minutes from the meeting held on August 30, 2022, as presented.

### **REQUEST FOR APPROVAL OF PERSONNEL FOR W-S00111, SOUTH TERMINAL C, PHASE 1 – PROGRAM AND PROJECT MANAGEMENT SERVICES (OAR), AT THE ORLANDO INTERNATIONAL AIRPORT.**

2. Ms. Murnane presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Shedek, second by Ms. Dennis, vote carried to approve Personnel for W-S00111, South Terminal C, Phase 1 – Program and Project Management Services (OAR); there is no fiscal impact associated with this item.

### **REQUEST FOR RECOMMENDATION OF APPROVAL TO THE CHIEF EXECUTIVE OFFICER OF AN ADDENDUM TO THE INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH ADVANCED I.T. CONCEPTS, INC. FOR FY 2023 AVIATION AUTHORITY ENTERPRISE APPLICATIONS ON-CALL SUPPORT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

3. Mr. Brooks presented the memorandum, dated October 4, 2022. Discussion ensued. As part of the discussion, Ms. McKeown stated that the amount of this item would be revised from, “the total not-to-exceed fee amount of \$30,000.00”, to, “the total not-to-exceed fee amount of \$15,000.00, with an effective date of October 3, 2022”. Ms. Sharman stated that an Information Item should be submitted on a subsequent PSC Agenda to denote the adjustment and to clarify the reason for the revision. *[Subsequent to the PSC meeting, Information Item 2-A was included on the October 11, 2022, PSC agenda, which included the requested clarification.]*

Upon motion of Mr. Shedek second by Ms. Dennis, vote carried to recommend approval to the Chief Executive Officer of an Addendum to the Information Technology Consulting Services Agreement with Advanced I.T.

Concepts, Inc. for FY 2023 Aviation Authority Enterprise Applications On-Call Support Services, for the total not-to-exceed fee amount of \$15,000.00, with funding from previously approved Operations and Maintenance Funds.

**REQUEST FOR RECOMMENDATION OF APPROVAL TO THE AVIATION AUTHORITY BOARD OF AN ADDENDUM TO THE INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH BARICH, INC. FOR FY 2023 RESEARCH, CONCEPT DEVELOPMENT, AND CBP BIOMETRIC INNOVATION LAB PROGRAM SUPPORT, AT THE ORLANDO INTERNATIONAL AIRPORT.**

4. Mr. Brooks presented the memorandum, dated October 4, 2022. Discussion ensued. As part of the discussion, Ms. McKeown stated that the cumulative amount for Barich, Inc. including this item in would require Aviation Authority Board approval, therefore the recommended action should be revised from, "vote carried to recommend approval to the Chief Executive Officer" to, "vote carried to recommend to the Aviation Authority Board approval". Mr. Brooks stated that the effective date would be revised to, "effective October 20, 2022". Further, Mr. Brooks stated that an Information Item would be submitted on a subsequent PSC Agenda to denote the revisions. *[Subsequent to the PSC meeting, Information Item 2-C was included on the October 11, 2022, PSC agenda, which included the requested clarification.]*

Upon motion of Mr. Shedek, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Information Technology Consulting Services Agreement with Barich, Inc. for FY 2023 Research, Concept Development, and CBP Biometric Innovation Lab Program Support, for the total not-to-exceed fee amount of \$150,000.00, with funding from previously approved Operations and Maintenance Funds.

**REQUEST FOR RECOMMENDATION OF APPROVAL TO THE CHIEF EXECUTIVE OFFICER OF AN ADDENDUM TO THE INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH FAITH GROUP CONSULTING, LLC FOR FY 2023 MCO MOBILE APPLICATION SUPPORT AND MAINTENANCE SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

5. Mr. Brooks presented the memorandum, dated October 4, 2022. Discussion ensued. As part of the discussion, Mr. Brooks stated that the effective date is retroactive to October 1, 2022, because the September 27, 2022 PSC meeting was cancelled. Ms. Dennis stated that an Information Item should be submitted on a subsequent PSC Agenda to clarify that the reason for the retroactive date is due to impacts from Hurricane Ian. *[Subsequent to the PSC meeting, Information Item 2-D was included on the October 11, 2022, PSC agenda, which included the requested clarification.]*

Upon motion of Ms. Dennis, second by Mr. Shedek, vote carried to recommend approval to the Chief Executive Officer of an Addendum to the Information Technology Consulting Services Agreement with Faith Group Consulting, LLC for FY 2023 MCO Mobile Application Support and Maintenance Services, for the total amount of \$110,480.00, including the not-to-exceed fee amount of \$20,000.00 and the lump sum fee amount of \$90,480.00, with funding from previously approved Operations and Maintenance Funds.

**REQUEST FOR RECOMMENDATION OF APPROVAL TO THE CHIEF EXECUTIVE OFFICER OF AN ADDENDUM TO THE INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH ADVANCED I.T. CONCEPTS, INC. FOR FY 2023 AVIATION AUTHORITY ONSITE WEBSITE MAINTENANCE SUPPORT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

6. *[A handout was presented, which included a revised Memorandum and an Office of Small Business Development Participation Memorandum.]* Mr. Brooks presented the memorandum, dated October 4, 2022. Discussion ensued. As part of the discussion, Ms. McKeown stated that the amount of this item would be revised from, "the total not-to-exceed fee amount of \$183,316.96", to, "the total not-to-exceed fee amount of \$50,000.00, with an effective date of October 4, 2022". Further, Ms. McKeown stated that the recommended action should be revised from, "vote carried to recommend to the Aviation Authority Board approval" to, "vote carried to recommend approval to the Chief Executive Officer". Ms. Sharman stated that an Information Item should be submitted on a subsequent PSC Agenda to denote the adjustment and to clarify the reason for the revision. *[Subsequent to the PSC meeting, Information Item 2-B was included on the October 11, 2022, PSC agenda, which included the requested clarification.]*

Upon motion of Mr. Shedek, second by Ms. Dennis, vote carried to recommend approval to the Chief Executive Officer of an Addendum to the Information Technology Consulting Services Agreement with Advanced I.T.

Concepts, Inc. for FY 2023 Aviation Authority Onsite Website Maintenance Support Services, for the total not-to-exceed fee amount of \$50,000.00, with funding from previously approved Operations and Maintenance Funds.

**REQUEST FOR RECOMMENDATION OF APPROVAL TO THE AVIATION AUTHORITY BOARD OF AN ADDENDUM TO THE INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH BARICH, INC. FOR FY 2023 ON-CALL MCO CARES WEBSITE SUPPORT, AT THE ORLANDO INTERNATIONAL AIRPORT.**

7. [A handout was presented, which included a revised Memorandum and an Office of Small Business Development Participation Memorandum.] Mr. Brooks presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Shedek, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Information Technology Consulting Services Agreement with Barich Inc. for FY 2023 On-Call MCO Cares Website Support, for the total not-to-exceed fee amount of \$90,000.00, with funding from previously approved Operations and Maintenance Funds.

**REQUEST FOR RECOMMENDATION OF APPROVAL TO THE AVIATION AUTHORITY BOARD OF AN ADDENDUM TO THE INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH BARICH, INC. FOR FY 2023 ON-CALL INFORMATION TECHNOLOGY SUPPORT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

8. [A handout was presented, which included a revised Memorandum and an Office of Small Business Development Participation Memorandum.] Mr. Brooks presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Shedek, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Information Technology Consulting Services Agreement with Barich Inc. for FY 2023 On-Call Information Technology Support Services, for the total not-to-exceed fee amount of \$30,000.00, with funding from previously approved Operations and Maintenance Funds.

**REQUEST FOR RECOMMENDATION OF APPROVAL TO THE AVIATION AUTHORITY BOARD OF AN ADDENDUM TO THE INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH BARICH, INC. FOR FY 2023 AVIATION AUTHORITY TENANT SYSTEMS GUIDELINES UPDATE SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

9. [A handout was presented, which included a revised Memorandum, Supporting Documentation, and an Office of Small Business Development Participation Memorandum.] Mr. Brooks presented the memorandum, dated October 4, 2022. Discussion ensued.

Upon motion of Mr. Shedek, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Information Technology Consulting Services Agreement with Barich Inc. for FY 2023 Aviation Authority Tenant Systems Guidelines Update Services, for the total not-to-exceed fee amount of \$30,794.00, with funding from previously approved Operations and Maintenance Funds.

**ADJOURNMENT**

10. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 10:21 a.m.



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Gary Hunt, Vice Chair  
Professional Services Committee  
Director of Maintenance