

**ADDENDUM NO. 31
TO THE AGREEMENT DATED JANUARY 8, 2021
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY
AND RICONDO & ASSOCIATES, INC.**

**Project: FY23 On Call Operational Readiness Staffing and Support Services,
Orlando International Airport**

THIS ADDENDUM is effective this 15th day of January, 20 23,
by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and
RICONDO & ASSOCIATES, INC. ("Consultant").

WITNESSETH:

WHEREAS, by Agreement dated January 8, 2021, Authority and Consultant entered into an agreement for Consultant to provide General Consulting services; and

WHEREAS, under the Agreement, Consultant agreed to perform such additional services for the Authority as are contained in any additional scope of work established by the Authority in any addendum to the Agreement and accepted in writing by the Consultant; and

WHEREAS, the Authority and the Consultant desire to enter into this Addendum to the Agreement to provide for additional services to be rendered by the Consultant under the terms of said Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the Authority and the Consultant do hereby agree as follows:

1. Consultant shall perform additional services in accordance with the terms of the Agreement and the attached Exhibit "A." Consultant shall be paid for such additional services according to the payment terms set forth in the Agreement.

2. Consultant shall be compensated for such additional services in the **NOT TO EXCEED** amount of **ONE HUNDRED FORTY-SIX THOUSAND TWENTY-TWO AND NO/100 DOLLARS (\$146,022.00)**, broken down as follows:

Professional Fees:	NTE:	\$146,022.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$146,022.00

3. A. Consultant hereby certifies that it is not on the Scrutinized Companies that Boycott Israel List and is not engaged in a boycott of Israel, as defined in Florida Statutes § 287.135, as amended;

AND

B. (applicable to agreements that may be \$1,000,000 or more) - Consultant hereby certifies that it is: (1) not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as defined in Florida Statutes § 287.135; and (2) not engaged in business operations in Cuba or Syria, as defined in Florida Statutes § 287.135, as amended.

4. Authority may terminate the Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or is engaged in business operations in Cuba or Syria.

5. Except as expressly modified in this Addendum, the Agreement dated January 8, 2021 and all prior addenda will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto by their duly authorized representatives, have executed this Addendum on this 9th day of January, 2023.

GREATER ORLANDO AVIATION AUTHORITY


Approved as to Form and Legality
(for the benefit of GOAA only)

this ____ day of _____, 20__

By:  Karen Ryan
NELSON MULLINS BROAD AND CASSEL, Legal Counsel
Greater Orlando Aviation Authority

By: _____
Kevin J. Thibault, P.E.
Chief Executive Officer

RICONDO & ASSOCIATES, INC

By:  _____
Signature (Duly Authorized Rep.)
PETE RICINDO, P.E.
Printed Name
SENIOR VICE PRESIDENT
Title



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Jacqueline Chin, Assistant Director – Airline Affairs

Date: December 20, 2022

Re: Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year (FY) 2023 On-Call Operational Readiness Staffing and Support Services at the Orlando International Airport (MCO)

Consultant’s proposal, dated November 29, 2022, is to provide the Greater Orlando Aviation Authority (GOAA) with operational readiness staffing and support services at the Orlando International Airport (MCO) on an as-needed basis, as requested by the Authority.

If approved, these services would be effective January 1, 2023.

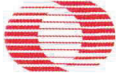
The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from FY23 Operations & Maintenance funds (301.006.170.5310005.000.000000). **GH**
Funding source verified by Andrea Harper of Construction Finance on 12/15/22 as correct and available.

It is respectfully requested that the Construction Committee approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees – Ricondo	\$146,022.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$146,022.00
AAC – Compliance Review Date	<i>JSS</i> 12/5/22
AAC – Funding Eligibility Review Date	12/13/22

Req. 93147



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

To: Members of the Construction Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: December 20, 2022

Re: Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year (FY) 2023 On-Call Operational Readiness Staffing and Support Services at the Orlando International Airport (MCO)

We have reviewed the qualifications of the subject contract's MWBE/LDB/VE specifications and determined, due to the limited and specialized scope of the required services, Ricondo & Associates, Inc. does not propose small business participation on this addendum.

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

November 29, 2022

Ms. Jacqueline Chin
Greater Orlando Aviation Authority
Assistant Director – Airline Affairs
5855 Cargo Road
Orlando, FL 32827-4349

RE: Proposal for On-Call Operational Readiness Staffing and Support Services at the Orlando International Airport (from January 1, 2023 through September 30, 2023)

Dear Ms. Chin:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal to assist the Greater Orlando Aviation Authority (GOAA) with various projects and tasks related to the rebalancing of passenger demand between the existing terminals and airside, as well operational readiness support services, for the period extending from January 1, 2023 through September 30, 2023. These services will require a Senior Consultant from Ricondo to provide the following services:

- Assist with various Operational Readiness Activation and Transition (ORAT) programs.
- Assess impacts associated with airlines relocations.
- Assist with technical review processes.
- Assist with the coordination and development of familiarization and training plans.
- Assist with collection of information for schedule development and monitor construction milestones.
- Assist with the implementation of transition plans.
- Coordinate with various GOAA departments and tenants to ensure stakeholders are engaged in the ORAT programs including the update of checklists tracking the status of activation activities.
- Support the development of metrics for measuring progress and reporting methodologies covering stakeholders' key tasks and dependencies in achieving operational readiness.
- Support the development of new processes and procedures to support operations in the new facilities.
- Track and monitor testing, training and orientation activities.
- Assist with the management of ORAT programs using reporting tools, such as AutoCAD; Adobe Photoshop, Acrobat, Illustrator; SketchUp, SharePoint, Microsoft Office, GIS applications, etc.

Schedule

The proposed services are for the period beginning January 1, 2023 through September 30, 2023.



Hourly Rates

Ricondo's approved hourly rates are noted in **Table 1**.

TABLE 1 – RICONDO APPROVED HOURLY RATES FOR FY 2023

POSITION	HOURLY RATES
Senior Director	\$251.00
Senior Consultant	\$136.00

Professional Fees

This proposal is predicated on the following labor hour assumptions:

- Senior Director: 2 hours
- Senior Consultant: 1,070 hours (approximately 30 hours per week)

As noted in **Table 2**, the Not to Exceed (NTE) fee amount for the proposed services based on the aforementioned assumption is \$146,022.

TABLE 2 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM/POSITION	HOURLY RATES	LABOR HOURS	COST
Ricondo/Senior Director	\$251.00	2	\$ 502.00
Ricondo/Senior Consultant	\$136.00	1,070	\$ 145,520.00
Expenses			Not Applicable
TOTAL COSTS			\$ 146,022.00

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-446-3007 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.

Sébastien Carreau
Director

ENCLOSURE – Truth in Negotiation Form



Ms. Jacqueline Chin
Greater Orlando Aviation Authority
November 29, 2022
Page 3

cc: 21041247

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TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant: Ricondo & Associates, Inc.

By:  _____

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

Date: 11/29/2022

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR MCO COMMON USE PASSENGER PROCESSING SYSTEM EVALUATION SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.

8. [A handout was presented, which includes a revised memorandum.] Mr. Sorondo presented the memorandum, dated December 20, 2022. Discussion ensued.

Upon motion of Ms. Sharman, second by Mr. Hunt, vote carried to approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for MCO Common Use Passenger Processing System (CUPPS) Evaluation Services, for the total lump sum fee amount of \$57,705.00, and waive the requirement for Performance and Payment Bonds, with funding from Operation and Maintenance Funds.

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR FY 2023 ON-CALL SUPPORT SERVICES FOR THE COMMERCIAL PROPERTIES DEPARTMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.

9. [A handout was presented, which includes a revised memorandum.] Mr. Sorondo presented the memorandum, dated December 20, 2022. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Gilliam, vote carried to approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY 2023 On-Call Support Services for the Commercial Properties Department, for the total not-to-exceed fee amount of \$30,132.00, with funding from previously approved Operation and Maintenance Funds.

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR FY 2023 ON-CALL OPERATIONAL READINESS STAFFING AND SUPPORT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.

10. Mr. Beltran presented the memorandum, dated December 20, 2022. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Gilliam, vote carried to approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY 2023 On-Call Operational Readiness Staffing and Support Services, for the total not-to-exceed fee amount of \$146,022.00, with funding from previously approved Operation and Maintenance Funds.

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ENVIRONMENTAL ENGINEERING SERVICES AGREEMENT WITH TERRACON CONSULTANTS INC. TO PROVIDE TECHNICAL SUPPORT AND SOFTWARE SERVICES FOR AN ASSET MANAGEMENT PROGRAM, AT THE ORLANDO INTERNATIONAL AIRPORT.

11. [A handout was presented, which includes a revised memorandum.] Mr. Carrington presented the memorandum, dated December 20, 2022. Discussion ensued.

Upon motion of Ms. Sharman, second by Mr. Gilliam, vote carried to approve an Addendum to the Continuing Environmental Engineering Services Agreement with Terracon Consultants, Inc. to provide FY 2023 Technical Support (including Software Services) and Enhancements of the Asset Compliance Management Program, for the total amount of \$ 34,995.00, which includes the not-to-exceed fee amount of \$ 5,995.00, and the not-to-exceed expense amount of \$ 29,000.00, with funding from Operation and Maintenance Funds.

INFORMATION ITEMS

12. The following items were presented for information only:

- A. Field Change Order (FCO) Log
- B. COVID-19 CCM Item Log
- C. Revised Memorandum for the Request for Approval of an Amendment to Addendum No. 10 to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc., dba GCI Inc. for Additional Construction Phase Owner's Authorized Representative Services for H-S00027, Temporary Quick-Turn-Around Facility, at the Orlando International Airport. [From the Construction Committee on December 6, 2022, Item No. 3].
- D. Revised Memorandum for the Request for Approval of an Amendment to Addendum No. 20 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Restatement