

**ADDENDUM NO. 20  
TO THE AGREEMENT DATED JANUARY 8, 2021  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND RICONDO & ASSOCIATES, INC.**

**Project:** FY23 On-Site Planning Support Services, Orlando International Airport

**THIS ADDENDUM** is effective this 15<sup>th</sup> day of October, 20 22,  
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 **THREE HUNDRED NINETY-NINE THOUSAND EIGHT HUNDRED NINETY-SIX AND NO/100 DOLLARS (\$399,896.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$399,896.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$0.00</u></b>
<b>Total:</b>		<b>\$399,896.00</b>

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.

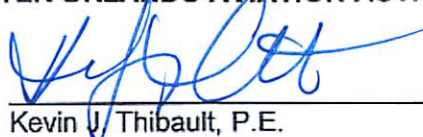
In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan 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 26 day of September, 2022.

**GREATER ORLANDO AVIATION AUTHORITY**

By:



Kevin Thibault, P.E.  
Chief Executive Officer

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

this 26 day of Sept, 2022

By:



NELSON MULLINS BROAD AND  
CASSEL, Legal Counsel  
Greater Orlando Aviation Authority

**RICONDO & ASSOCIATES, INC**

By:



Signature (Duly Authorized Rep.)

PETE RICONDO, P.E.

Printed Name

SENIOR VICE PRESIDENT

Title



**HANDOUT**  
8/30/2022  
Item 16  
Revised Memo

# Memorandum

**To: Members of the Construction Committee**

**From: Brad Friel, Director of Planning and Development**  
*(Prepared by Karen Block)*

**Date: August 30, 2022**

**Re: Request for Recommendation of Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for FY23 On-Site Planning Support Services at Orlando International Airport**

Consultant's proposal, dated August 9, 2022, is to provide On-Site Planning Support and Related Services from October 1, 2022 through September 30, 2023.

If approved, these services would be effective as of October 1, 2022

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

Funding is from previously approved Operations & Maintenance Fund (301.711.170.5310005.000.000000) subject to the Aviation Authority Board adoption of the FY23 Aviation Authority budget. Funding source verified by Andrea Harper of Construction Finance on 08/24/22 as correct and available.

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

Not to Exceed Fees	\$399,896.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$399,896.00</b>
AAC – Compliance Review Date	ZTG 8/23/2022
AAC – Funding Eligibility Review Date	8/23/2022

Req. 92125

August 9, 2022

Mr. Bradley Friel, A.A.E., AICP  
Director of Planning and Commercial Properties  
Greater Orlando Aviation Authority  
11314 Terminal C Service Road  
Orlando, FL 32824

RE: Proposal for Fiscal Year (FY) 2023 On-Site Planning Support Services at the Orlando International Airport (MCO)

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) and KIND Strategies (KIND) appreciate the opportunity to submit this proposal to assist the Greater Orlando Aviation Authority (GOAA) with on-site planning support services for the period extending from October 1, 2022 through September 30, 2023.

The Authority has requested KIND to provide staff extension services to support GOAA's planning department. These services will require a Program Manager and Senior Project Manager from KIND to be on-site to complete the following services:

- Program Manager:
  - Provide land use and master planning support services
  - Provide strategic planning support services
  - Provide strategic marketing support for real estate and other revenue generating assets
  - Assist in the development of standard operating procedures as identified by GOAA staff
  - Assist in the development of wayfinding processes, guidelines, and master plans
  - Other support services as identified by GOAA staff
- Senior Project Manager:
  - Review requests for additional or modified wayfinding on MCO property
  - Track active wayfinding projects
  - Coordinate with project teams to ensure compliance with GOAA standards
  - Provide support to GOAA wayfinding planning groups
  - Maintain signage guidelines and specifications
  - Other support services as identified by GOAA staff

### **Schedule**

The proposed services are for the period starting October 1, 2022 through September 30, 2023.



**Professional Fees**

This proposal is predicated on the following labor hour assumptions:

- Program Manager: 1,351 hours
- Senior Project Manager: 1,351 hours

The Not to Exceed (NTE) fee amount for the proposed services based on the aforementioned assumptions is \$399,896. There is no Ricondo labor or expense budget for this task. A copy of KIND's proposal for these services is attached for your reference.

TABLE 1 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM/POSITION	HOURLY RATES	LABOR HOURS	COST
KIND Strategies/Program Manager	\$1179.00	1,351	\$ 241,829.00
KIND Strategies/Senior Project Manager	\$117.00	1,351	\$ 158,067.00
<b>TOTAL COSTS</b>			<b>\$ 399,896.00</b>

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

Sincerely,

RICONDO & ASSOCIATES, INC.

Sébastien Carreau  
Director

ENCLOSURE – KIND Strategies Proposal  
cc: 21041212; Pete Ricondo (Ricondo)

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: 08/09/2022

# KIND

August 5, 2022

Mr. Sébastien Carreau  
Ricondo & Associates  
11486 Corporate Boulevard, Suite 140  
Orlando, FL 32817

Reference: Fee proposal for  
**PLANNING SUPPORT SERVICES**  
Orlando International Airport  
October 1, 2022 through September 30, 2023

Dear Mr. Carreau:

KIND Strategies is pleased to submit this proposal to provide two staff extension positions for the Greater Orlando Aviation Authority. This proposal has been prepared based on our understanding of the following scope of work.

## **SCOPE OF SERVICES:**

The Greater Orlando Aviation Authority (GOAA) requires the provision of two extension of staff positions for the Planning & Development Department from October 1, 2022 through September 30, 2023. These services consist of:

### Program Manager:

- Provide land use and master planning support services
- Provide strategic planning support services
- Provide strategic marketing support for real estate and other revenue generating assets
- Assist in the development of standard operating procedures as identified by GOAA staff
- Assist in the development of wayfinding processes, guidelines, and master plans
- Other support services as identified by GOAA staff

### Senior Project Manager:

- Review requests for additional or modified wayfinding on MCO property
- Track active wayfinding projects
- Coordinate with project teams to ensure compliance with GOAA standards
- Provide support to GOAA wayfinding planning groups
- Maintain signage guidelines and specifications
- Other support services as identified by GOAA staff

**HOURLY RATES:**

GOAA approved hourly rates are summarized as follows:

FIRM	POSITION	HOURLY RATE
KIND Strategies	Program Manager	\$179
KIND Strategies	Senior Project Manager	\$117

**PROFESSIONAL FEES:**

KIND Strategies proposes a "NOT TO EXCEED" (NTE) fee of Three Hundred Ninety-Nine Thousand Eight Hundred and Ninety Six (\$399,896) for the above referenced services. The proposed professional fees were calculated as follows:

POSITION	HOURLY RATE	LABOR HOURS	TOTAL
Program Manager	\$179	1,351	\$241,829
Senior Project Manager	\$117	1,351	\$158,067
			\$399,896

We hope this proposal meets with your approval and thank you for the opportunity to be of service. If you have any questions, please do not hesitate to contact me.

Sincerely,



Karen Block, AIA, AICP

KIND Strategies





**GREATER ORLANDO AVIATION AUTHORITY**

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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: August 30, 2022

Re: Request for Recommendation of Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for FY23 On-Site Planning Support Services at Orlando International Airport

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We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Ricondo & Associates, Inc. proposes 100% MWBE participation on this Addendum.

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

**MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS**  
**PLEASE COMPLETE THIS FORM**

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

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7130

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Recommendation of Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for FY23 On-Site Planning Support Services at Orlando International Airport

**1. Construction Information:**

Addendum Amount: \_\_\_\_\_

**2. MWBE Goal by Group Representation:**

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

**3.a. Prime Contractor Information:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_

**3.b. Name and Address of MWBE Subcontractor**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_

**3.c. \*Identity:**

Work Item(s): \_\_\_\_\_  
 Amount of Subcontract \_\_\_\_\_  
 Percent of Prime Contract (%): \_\_\_\_\_

**4. Engineering/Professional Services Information:**

Addendum Amount: \$399,896.00

**5. MWBE Goal by Group Representation:**

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	<u>399,896.00</u>	Actual Result	<u>100%</u>
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
<b>Total MWBE Participation</b>	<b><u>399,896.00</u></b>	<b>Actual Result</b>	<b><u>100%</u></b>

**6.b. Engineering / Professional Service Firm Information:**

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

**6.b. Name and Address of MWBE Subconsultant**

Name: KIND Strategies Group, LLC  
 Address: 5857 Indigo Crossing Drive  
 City, State, Zip: Rockledge, FL 32955  
 Telephone: 407-697-4254

**6.c. \*Identity:**

Work Item(s): Staffing  
 Amount of Subcontract \$399,896.00  
 Percent of Prime Contract (%): 100%

*I certify that the information included on this form and its attachment is correct*  
 Signature: Edelis Molina Date: 08/30/22  
 for George I. Morning, Director of Small Business Development Department

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

Upon motion of Ms. Sharman, second by Mr. Hunt, vote carried to approve the Purchase of Miscellaneous Security Screening Equipment from W.W. Grainger, Inc. for H-00341, Checkpoint Alpha Refurbishment, for the total not-to-exceed expense amount of \$1,980.97, with funding from Previously Approved Capital Expenditure Funds.

**REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING HORIZONTAL CONSTRUCTION SERVICES AGREEMENT WITH GIBBS & REGISTER, INC. FOR H-00353, BEAR ROAD GUARDRAIL AT B-52 CURVE, AT THE ORLANDO INTERNATIONAL AIRPORT.**

12. Mr. Sorondo presented the memorandum, dated August 30, 2022. Discussion ensued.

Upon motion of Mr. Gilliam, second by Mr. Pelletier, vote carried to approve a Job Order Construction Services Addendum to the Continuing Horizontal Construction Services Agreement with Gibbs & Register, Inc. for H-00353, Bear Road Guardrail at B-52 Curve, for the total direct negotiated amount of \$63,411.66, and waive the requirement for Performance and Payment Bonds, with funding from Operations and Maintenance funds.

**REQUEST FOR APPROVAL OF PURCHASE ORDER SUPPORT SERVICES FROM PRECISION CONTRACTING SERVICES, INC. FOR SUPPORT OF THE PASSIVE OPTICAL LOCAL AREA NETWORK (LAN), IN SUPPORT OF THE W-00401, SELECTION OF PASSIVE OPTICAL LOCAL AREA NETWORK (LAN) MANUFACTURER, AT THE ORLANDO INTERNATIONAL AIRPORT.**

13. Ms. Harvey presented the memorandum, dated August 30, 2022. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Gilliam, vote carried to approve a Purchase Order Support Services from Precision Contracting Services, Inc. for support of the Passive Optical Local Network in support of the W-00401, Selection of Passive Optical Area Network (LAN) Manufacturer, for the total not-to-exceed expense amount of \$86,450.00, with funding from General Airport Revenue Bonds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING MEP ENGINEERING SERVICES AGREEMENT WITH C&S ENGINEERS, INC. FOR ENGINEERING ASSESSMENT SERVICES FOR W-00464, AVIS BUILDING 903 ASSESSMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**

14. Mr. Sorondo presented the memorandum, dated August 30, 2022. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Gilliam, vote carried to approve an Addendum to the Continuing MEP Engineering Services Agreement with C&S Engineers, Inc. for Engineering Assessment Services for W-00464, AVIS Building 903 Assessment, for the total lump sum fee amount of \$17,454.00, with funding from previously approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. FOR FY 2023 STAFF EXTENSION SUPPORT SERVICES FOR CONSTRUCTION FINANCE, AT THE ORLANDO INTERNATIONAL AIRPORT.**

15. Ms. Fisher presented the memorandum, dated August 30, 2022.

Discussion ensued, including a note by Ms. Anderson that the agreement name should be revised to strike, "(OAR Prime Entity)" from the last paragraph of the memorandum

Upon motion of Mr. Gilliam, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for FY 2023 Staff Extension Support Services for Construction Finance, for the total not-to-exceed fee amount of \$153,920.00, with funding from Operation and Maintenance Funds; subject to adoption by the Aviation Authority Board of the FY 2023 Aviation Authority Budget.

**REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES PROFESSIONAL AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR FY 2023 ON-SITE PLANNING SUPPORT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

16. [A handout was presented, which includes a revised Memorandum.] Mr. Sorondo presented the memorandum, dated August 30, 2022.

Upon motion of Ms. Sharman, second by Mr. Gilliam, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for FY 2023 On-Site Planning Support Services, for the total not-to-exceed fee amount of \$399,896.00, with

funding from Operation and Maintenance Funds; subject to adoption by the Aviation Authority Board of the FY 2023 Aviation Authority Budget.

**REQUEST FOR AUTHORIZATION OF PROJECT FUNDS FOR PURCHASING CONTRACTS WITH TOSHIBA BUSINESS SOLUTIONS FLORIDA FOR FY 2023 PROGRAM COPIERS AND PLOTTER EQUIPMENT EXPENSES.**

17. *This item was deferred.*

**INFORMATION ITEMS**

18. The following items were presented for information only:

- A. Field Change Order (FCO) Log
- B. COVID-19 CCM Item Log

**ADJOURNMENT**

19. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:34 a.m.

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Davin D. Ruohomaki, Chairman  
Construction Committee  
Senior Director of Engineering and Construction



## GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4392

### MEMORANDUM

TO: Members of the Aviation Authority

FROM: Davin D. Ruohomaki, Chairman, Construction Committee

DATE: September 21, 2022

### ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Fiscal Year (FY) 2023 On-Site Planning Support Services

### BACKGROUND

In 2020, the firm providing General Consulting Services was selected through a competitive award process. On December 9, 2020, the Aviation Authority Board approved a General Consulting Services Agreement with Ricondo & Associates, Inc.

This no-cost base agreement established the negotiated hourly rates. These services are procured on an as-needed or annual basis, and include, but are not limited to, advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design-build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies, including the Federal Aviation Administration (FAA); the Transportation Security Administration (TSA); the Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required.

### ISSUES

A fee has been negotiated Ricondo & Associates, Inc. for the total amount of \$399,896, for FY 2023 On-Site Planning Support Services. These general consulting services will include, but are not limited to, on-site staff support; land use and master planning support; strategic planning support; strategic marketing support for real estate and other revenue generating assets; development of standard operating procedures as identified by the Aviation Authority; development of wayfinding processes, guidelines and master plans; assistance with projects and programs; and other support tasks as required by the Aviation Authority. Services will be provided from October 1, 2022, through September 30, 2023. At the discretion of the Aviation Authority, the level of provided services may be adjusted during the fiscal year, depending on fluctuations of Aviation Authority staffing levels.

The Aviation Authority has reviewed the proposal submitted by Ricondo & Associates, Inc. and determined that Ricondo & Associates, Inc. proposes 100% Minority and Women Business Enterprise (MWBE) participation on this addendum, and certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation.

On August 30, 2022, the Construction Committee recommended approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY 2023 On-Site Planning Support Services, as outlined in the memorandum.

#### **ALTERNATIVES**

None.

#### **FISCAL IMPACT**

The fiscal impact is \$399,896. Funding is from Operation and Maintenance Funds (subject to adoption of the FY 2023 Aviation Authority Budget by the Aviation Authority Board under separate item).

#### **RECOMMENDED ACTION**

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY 2023 On-Site Planning Support Services, for a total not-to-exceed fee amount of \$399,896, with funding from Operation and Maintenance Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.