

**ADDENDUM NO. 17  
TO THE AGREEMENT DATED JULY 12, 2022  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND AECOM TECHNICAL SERVICES, INC.**

**Project: FY24 Staff Extension Support Services for Construction Finance, Orlando International Airport**

**THIS ADDENDUM** is effective this 1<sup>st</sup> day of October, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Authority”), and **AECOM TECHNICAL SERVICES, INC.** (“Consultant”).

**WITNESSETH:**

**WHEREAS**, by Agreement dated July 12, 2022, Authority and Consultant entered into an agreement for Consultant to provide Continuing Program and Project Management 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 SIXTY-ONE THOUSAND FIVE HUNDRED FOUR AND NO/100 DOLLARS (\$161,504.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$161,504.00</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>\$161,504.00</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 July 12, 2022 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 this day of October 4, 2023.

**GREATER ORLANDO AVIATION AUTHORITY**

*Kevin J. Thibault*

By:

boxSIGN 1V3Q3914-1XR3QV6P

Kevin J. Thibault, P.E.  
Chief Executive Officer

**Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Sep 29, 2023**

*Karen Ryan*

By: boxSIGN 1J8RLK51-1XR3QV6P

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

**AECOM TECHNICAL SERVICES, INC.**

*Ross Spence*

By:

boxSIGN 4LW97722-1XR3QV6P

Signature (Duly Authorized Rep.)

Ross Spence

Printed Name

Vice President

Title



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**GREATER ORLANDO AVIATION AUTHORITY**

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

**MEMORANDUM**

TO: Members of the Procurement Committee

FROM: Marie Dennis, Deputy Chief Financial Officer (Prepared by Ross Spence)

DATE: August 29, 2023

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**ITEM DESCRIPTION**

Request for Recommendation to the Aviation Authority Board of Approval of an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2024 Staff Extension Support Services for Construction Finance at the Orlando International Airport.

**BACKGROUND**

In 2022, the firms providing Continuing Program and Project Management Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

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 Owner's Authorized Representative (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.

## ISSUES

Consultant's proposal, dated July 25, 2023, is to provide FY2024 Staff Extension Support Services for Construction Finance

If approved, these services would be effective October 1, 2023 through September 30, 2024. These services include, but are not limited to, providing assistance to the GOAA staff in the areas of specialized and advanced administrative functions, public meeting assignments, and maintaining records and minutes for various meetings.

## SMALL BUSINESS

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

## ALTERNATIVES

None.

## FISCAL IMPACT

The fiscal impact is \$161,504.00. Funding is from Operations and Maintenance Funds (Budget Code 301.111.170.5310009.000.000000) (subject to adoption by Aviation Authority Board of the Fiscal Year 2024 Aviation Authority Budget).

## RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for the services contained herein and the amount as shown below:

<b>Not-to-Exceed Fees</b>	<b>\$161,504.00</b>
<b>Lump Sum Fees</b>	<b>\$0.00</b>
<b>Not-to-Exceed Expenses</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$161,504.00</b>
<b>AAC – Compliance Review Date</b>	<i>SJ</i> 08/22/23
<b>AAC – Funding Eligibility Review Date</b>	08/22/23

## ATTACHMENTS

Attachment A: Finance Form  
Attachment B: OSBD Memo



July 25, 2023

Ms. Marie Dennis  
Director of Finance  
**GREATER ORLANDO AVIATION AUTHORITY**  
5855 Cargo Road  
Orlando, Florida 32827-4399

Subject: Staff Extension – Construction Finance  
Orlando International Airport

Dear Ms. Dennis:

AECOM is pleased to submit this proposal to provide Staff Extension services for projects defined by the Director of Finance at the Orlando International Airport. This proposal has been prepared based on our understanding of the following scope of work:

AECOM Technical Services, Inc. hours are proposed for charges incurred for Project Coordinator Services that will include but not be limited to, providing assistance to the GOAA staff in the areas of specialized and advanced administrative functions, public meeting assignments, and maintaining records and minutes for various meetings as required by the Finance Department. The proposed time period is from October 1, 2023 through September 30, 2024.

This Task will be an Addendum to AECOM's Continuing Program and Project Management Services, dated July 12, 2022. This work will be billed for, on an hourly basis, a Not-to-Exceed amount of \$161,504.00.

The services for this project will be performed in accordance with the provisions of GOAA's standard agreement for professional services and as indicated in the attached project schedule showing the proposed staffing levels for the duration of the project.

We appreciate the opportunity to present this proposal and we look forward to working with GOAA on these important staff support services. Should you have any questions or if we may be of further assistance, do not hesitate to contact the undersigned.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ross Spence', is written over a light blue horizontal line.

Ross Spence  
Vice President  
**AECOM Technical Services, Inc.**

**EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL (OVERALL)**

**TABLE C-1**

**SUMMARY OF TOTAL CONTRACT VALUE**

**Project Coordinator for Construction Finance**

<b>Phase of Project:</b>		<b>Project Management Services</b>	<b>TOTAL CONTRACT</b>
1.0 Lump Sum Fee:		\$0	\$0
2.0 Not to Exceed Reimbursable Fee:		\$161,504	\$161,504
3.0 Not to Exceed Reimbursable Expenses:		\$0	\$0
<b>4.0 TOTAL CONTRACT VALUE:</b>		<b>\$161,504</b>	<b>\$161,504</b>

Total Lump Sum Labor Hours:		0	0
Total Not to Exceed Reimbursable Labor Hours:		2,176	2,176
<b>TOTAL LABOR HOURS:</b>	<b>0</b>	<b>2,176</b>	<b>2,176</b>
<b>Average Hourly Rate:</b>	<b>\$0.00</b>	<b>\$74.22</b>	<b>\$74.22</b>

**EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL**  
**TABLE C-4**  
**SUMMARY OF NOT TO EXCEED REIMBURSABLE FEES AND EXPENSES**  
**Project Coordinator for Construction Finance**

Phase of Project:							OAR Services		TOTAL			
	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate		
<b>AECOM</b>												
Not to Exceed Reimbursable Fee							2,176	\$161,504	2,176	161,504	\$74.22	
Not to Exceed Reimbursable Expenses										\$0		
<b>Sub-Total AECOM</b>							<b>2,176</b>	<b>\$161,504</b>	<b>2,176</b>	<b>\$161,504</b>	<b>\$74.22</b>	
Not to Exceed Reimbursable Fee										\$0		
Not to Exceed Reimbursable Expenses										\$0		
<b>Sub-Total</b>										<b>\$0</b>		
Not to Exceed Reimbursable Fee										\$0		
Not to Exceed Reimbursable Expenses										\$0		
<b>Sub-Total</b>										<b>\$0</b>		
Not to Exceed Reimbursable Fee										\$0		
Not to Exceed Reimbursable Expenses										\$0		
<b>Sub-Total</b>										<b>\$0</b>		
Not to Exceed Reimbursable Fee										\$0		
Not to Exceed Reimbursable Expenses										\$0		
<b>Sub-Total SubConsultant</b>										<b>\$0</b>		
Not to Exceed Reimbursable Fee										\$0		
Not to Exceed Reimbursable Expenses										\$0		
<b>Sub-Total SubConsultant</b>										<b>\$0</b>		
<b>Total Not to Exceed Amount:</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>2,176</b>	<b>\$161,504</b>	<b>2,176</b>	<b>\$161,504</b>	<b>\$74.22</b>

**EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL  
TABLE C-5  
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES**

**Project Coordinator for Construction Finance**

AECOM	Project Controls Coordinator		Project Accountant		TOTAL		
	labor hours	Cost	labor hours	Cost	labor hours	Cost	Avg. Hourly Rate
Rate (\$/Hour):	\$74		\$79				
<b>Project Controls</b>							
Project Controls Coordinator - Staff Extension	2080	\$153,920	96	\$7,584	2,176	\$161,504	\$74.22
		\$0		\$0	0	\$0	\$0.00
<b>Total</b>	2,080	\$153,920	96	\$7,584	2,176	\$161,504	\$74.22

**NOTES:**

1. A separate spreadsheet is required for each consultant/subconsultant with any portion of it's services to be compensated on a not to exceed reimbursable basis.
2. Each spreadsheet to be customized to accurately indicate the actual services to be provided for each phase of the Project.



**EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL**  
**TABLE C-9**  
**BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES**

**Project Coordinator for Construction Finance**

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the corresponding Contract Hourly Rate, up to the Not to Exceed limit defined by the Agreement. Include information on positions held by both the design consultant and each subconsultant.

<b>FIRM</b>	<b>POSITION</b>	<b>CONTRACT HOURLY RATE</b>
AECOM	Project Controls Coordinator	\$74.00
AECOM	Project Accountant	\$79.00

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: AECOM Technical Services Inc.

By:  \_\_\_\_\_

Print Name: Ross Spence

Date: 7/25/2023

**Greater Orlando Aviation Authority**  
AECOM Technical Services, Inc.  
Continuing Program and Project Management Services  
Projected Hours by Task for FY2024 (October 1, 2023 - September 30, 2024)

Legend:

Proposal submitted for review	
Previously approved	
Future proposal	

Name	Position	Sponsor	Task Description	TOTAL
TBD/Lisa Stoeckert	Project Accountant	Grant	Tenant/Concessions - Project Management Oversight	480
			<b>TOTAL</b>	<b>480</b>
Nadege Cadet	Project Coordinator	McKeown	Project Coordinator for Project Controls/PEC Dept.	0
			<b>TOTAL</b>	<b>0</b>
Chayla German	Project Coordinator	Dennis	Project Coordinator for Project Controls/CF Dept.	2080
			<b>TOTAL</b>	<b>2080</b>
Fransheska Brown	Project Coordinator	McKeown	Project Coordinator for Project Controls/PC Dept.	2080
			<b>TOTAL</b>	<b>2080</b>
Lisa Stoeckert	Project Accountant	McKeown	Project Accountant for Project Controls/PC Dept.	192
			<b>TOTAL</b>	<b>192</b>
Lisa Stoeckert	Project Accountant	Dennis	Project Accountant for Construction Finance/CF Dept.	96
			<b>TOTAL</b>	<b>96</b>
Lisa Stoeckert	Project Accountant	Shedek	Project Accountant for E-S00015	16
			<b>TOTAL</b>	<b>16</b>
Pankaj Gupta	Sr. Project Manager	Shedek	Sr. Project Manager for E-S0015	80
			<b>TOTAL</b>	<b>80</b>



ATTACHMENT A

FINANCE FORM

Date: 7/25/2023 Requestor's Extension: \_\_\_\_\_  
 Requestor's Name: Marie Dennis Preparer's Extension: 4159  
 Preparer's Name: Ross Spence Solicitation #: \_\_\_\_\_  
 Requestor's Department: Construction Contract # / Name: Continuing Program and Project Management  
 Description: FY24 Staff Extension – Const Fin Procurement Committee Date: 08.29.2023  
 Vendor: AECOM Agenda Item #: \_\_\_\_\_

**NON-PROJECT FUNDS: O&M**

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.111.170.5310009.000.000000		\$161,504.00				
<b>Total Requisition:</b>		\$161,504.00				
<b>Requisition Number:</b>		94866				

**Funding Approver:** Andrea Harper  
**OMB Notes:** Subject to Board Budget Approval and Availability of Funds

Operating Unit	GOAA	Number	94866	Type	Internal Requisition	Preparer	Harper, Andrea
Description	FY24 PC 8/29/23 A	Status	Incomplete	Total	USD	161,504.00	

Lines | Source Details | Details | Currency

Num	Item	Rev	Category	Description	UOM	Quantity
1	Expense C		Encumbrance.Ho	staff support CF	US D	161504

Destination Type	Expense	Source	Supplier
Requester	McCondichie, Hameedah JRT (M	Supplier	



**MEMORANDUM**

To: Members of the Procurement Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: August 29, 2023

Re: Request for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2024 Staff Extension Support Services for Construction Finance at the Orlando International Airport.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that AECOM Technical Services, Inc. does not propose small business participation on this addendum as the services being provided are staffing support.

Our analysis indicates that AECOM Technical Services, Inc. is eligible for award of the subject addendum.



## GREATER ORLANDO AVIATION AUTHORITY

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

### MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chairman, Construction Committee

DATE: September 27, 2023

### ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve Multiple Addenda to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2024 Staff Extension Support Services at the Orlando International Airport

### BACKGROUND

On May 18, 2022, the Aviation Authority Board approved Continuing Program and Project Management Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- 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.

The agreements are structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The terms of the agreements shall be for a period of three years with optional renewal periods of two additional one-year terms, to be exercised at the discretion of the Aviation Authority and accepted by both parties.

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 Owner's Authorized Representative (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.

Since May 2023, a total of 11 addenda, and applicable amendments, to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. have been approved. A summary of these approvals can be provided upon request.

For reference, the following addenda and amendments have been recently approved by the Procurement Committee in accordance with Aviation Authority policy:

- Amendment No. 1 to Addendum No. 6 for Additional FY 2023 Staff Extension Support Services for City of Orlando and Permitting Coordination at the Orlando International Airport, for the total not-to-exceed fee amount of \$58,518. These additional services provide additional support for ongoing and future permitting needs and City of Orlando coordination, and include, but are not limited to, performing specialized and advanced project management functions for the Construction Department. *[Reference PC Meeting held May 2, 2023, Agenda Item No. IV-B].*
- Addendum No. 12 for FY 2023 Development of the Aviation Authority Sustainability Management and Resiliency Plan at the Orlando International Airport, for the total not-to-exceed fee amount of \$31,022. These services include, but are not limited to, the development of the 2023 Aviation Authority Sustainability Management and Resiliency Plan. This effort aligns with the current Aviation Authority Strategic Plan update and the Aviation Authority Sustainability Manager position for FY 2024. Scope includes defining campus sustainability target goals, developing audit criteria and schedules for the management plan, and tracking outcomes indicating results of success versus goal target objectives. *[Reference PC Meeting held August 1, 2023, Agenda Item No. IV-B].*

For reference, the following addenda were recently approved by the Construction Committee in accordance with Aviation Authority policy:

- Addendum No. 13 for Design and Construction Phase OAR Services to Support Project E-S00015, Terminal C Kilo-Volt Amperes Reactive (KVAR) Pilot Program, at the Orlando International Airport, for the total not-to-exceed fee amount of \$47,644. These services include, but are not limited to, design and construction project management, inspection, contract administration, construction coordination, and administrative functions for the Construction Department. *[Reference CC Meeting held August 29, 2023, Agenda Item No. IV-C].*
- Addendum No. 16 for Design Phase OAR Services to Support Project E-00285, Bus Duct Replacement from West to East Electrical Switchgear Room, at the Orlando International Airport, for the total not-to-exceed fee amount of \$7,132 was approved by the Construction Committee on August 29, 2023. These services include, but are not limited to, design reviews, prepare reports for specification/drawing reviews, attend Technical Review Team (TRT) meetings, and administrative functions for the Construction Department. *[Reference CC Meeting held August 29, 2023, Agenda Item No. IV-I].*

## ISSUES

Per the Aviation Authority's Policy 450.04, the Aviation Authority Board must approve all contract addenda and applicable amendments that result in the value of any contract being increased, in the aggregate, by \$250,000 or more over the contract value. The Procurement Committee has recommended approval of addenda to the above-referenced agreement, as follows:

- An Addendum for FY 2024 Staff Extension Support Services for Project Controls at the Orlando International Airport, for the total not-to-exceed fee amount of \$169,088, with funding from Operations and Maintenance Funds (subject to adoption by the Aviation Authority Board of the FY 2024 Aviation Authority Budget, under separate item). Services will include, but are not limited to, performing specialized and advanced administrative functions and public meeting assignments, and maintaining records and minutes for various Aviation Authority Sunshine Committees, such as the Construction Committee and Procurement Committee, ensuring compliance with state statutes and Aviation Authority policies and procedures. These services will be provided from October 1, 2023, through September 30, 2024. The Aviation Authority has reviewed the proposal from AECOM Technical Services, Inc., and determined that AECOM Technical Services, Inc. does not propose any small business participation on this addendum as the services being provided are onsite staffing support. The Small Business Department certifies that AECOM Technical Services, Inc. is in good standing as it relates to its small business



participation as required on previously contracted services. *[Reference PC Meeting held August 22, 2023, Agenda Item No. IV-B].*

- An Addendum for FY 2024 Staff Extension Support Services for Construction Finance at the Orlando International Airport, for the total not-to-exceed fee amount of \$161,504, with funding from Operations and Maintenance Funds (subject to adoption by the Aviation Authority Board of the FY 2024 Aviation Authority Budget, under separate item). Services will include, but are not limited to, performing specialized and advanced administrative functions and public meeting assignments, and maintaining records and minutes for various Aviation Authority Sunshine Committees, such as the Construction Committee and Procurement Committee, ensuring compliance with state statutes and Aviation Authority policies and procedures. These services will be provided from October 1, 2023, through September 30, 2024. The Aviation Authority has reviewed the proposal from AECOM Technical Services, Inc., and determined that AECOM Technical Services, Inc. does not propose any small business participation on this addendum as the services being provided are onsite staffing support. The Small Business Department certifies that AECOM Technical Services, Inc. is in good standing as it relates to its small business participation as required on previously contracted services. *[Reference PC Meeting held August 29, 2023, Agenda Item No. IV-B].*

In addition, the Construction Committee recommended approval of an addendum to the above-referenced agreement, as follows:

- An Addendum for FY 2024 Project Management/Oversight Support Services for Tenant/Concessions Projects at the Orlando International Airport, for the total not-to-exceed fee amount of \$1,062,720, with funding from previously-approved Capital Expenditure Funds and Operations and Maintenance Funds (subject to adoption by the Aviation Authority Board of the FY 2024 Aviation Authority Budget, under separate item). Coordination and oversight support services of the tenant/concessions projects are required. These project management services include, but are not limited to, construction project management, project control, contract administration, inspection services, review of drawings, monitoring of the tenant/concessions projects, and maintenance of project progress tracking. These services will be provided from October 1, 2023, through September 30, 2024. The Aviation Authority has reviewed the proposal from AECOM Technical Services, Inc., and determined that AECOM Technical Services, Inc. proposes 96% Minority and Women Business Enterprise (MWBE) participation on this addendum, and certifies that AECOM Technical Services, Inc. is in good standing as it relates to its small business participation. *[Reference CC Meeting held September 12, 2023, Agenda Item No. IV-G].*

As these addenda will result in an aggregate increase to the Aviation Authority's Agreement with AECOM Technical Services, Inc. exceeding \$250,000, Aviation Authority Board approval is required, as outlined in the memorandum.

## **SMALL BUSINESS**

Individual small business participation is included for each of the addenda listed above.

## **ALTERNATIVES**

None.

## **FISCAL IMPACT**

The fiscal impact is \$1,393,312. Funding is from previously-approved Capital Expenditure Funds, and Operations 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 approval of Addenda to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel:

(1) Procurement Committee for:

- (a) FY 2024 Staff Extension Support Services for Project Controls at the Orlando International Airport, for the total not-to-exceed fee amount of \$169,088, with funding from Operations and Maintenance Funds; and,
- (b) FY 2024 Staff Extension Support Services for Construction Finance at the Orlando International Airport, for the total not-to-exceed fee amount of \$161,504, with funding from Operations and Maintenance Funds;

(2) Construction Committee for FY 2024 Project Management/Oversight Support Services for Tenant/ Concessions Projects at the Orlando International Airport, for the total not-to-exceed fee amount of \$1,062,720, with funding from previously-approved Capital Expenditure Funds and Operations and Maintenance Funds.