

**ADDENDUM NO. 20  
TO THE AGREEMENT DATED JUNE 7, 2022  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND COST MANAGEMENT, INC. dba CMI**

**Project:** Construction Phase OAR Services for V-1021 NTC East Checkpoint HVAC Modifications, Orlando International Airport

**THIS ADDENDUM** is effective this 12<sup>th</sup> day of March, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Aviation Authority"), and **COST MANAGEMENT, INC. dba CMI** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated June 7, 2022, Aviation 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 Aviation Authority as are contained in any additional scope of work established by the Aviation Authority in any addendum to the Agreement and accepted in writing by the Consultant; and

**WHEREAS**, the Aviation 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 Aviation 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 THIRTY-TWO THOUSAND FOUR HUNDRED EIGHTY-THREE AND NO/100 DOLLARS (\$32,483.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$32,483.00</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>\$32,483.00</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. Aviation 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, Aviation 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 June 7, 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 Mar 18, 2024.

**GREATER ORLANDO AVIATION AUTHORITY**

  
box SIGN 4W88Q9Z1-1RX9QKYZ

By:

Max Marble  
Sr. Vice President, Capital Programs

**Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Mar 18, 2024**



By: box SIGN 1B8RLKS1-1RX9QKYZ

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

**COST MANAGEMENT INC. dba CMI**

  
box SIGN 4KWWP8W-1RX9QKYZ

By:

Signature (Duly Authorized Rep.)

Ganesh Jiawon

Printed Name

President

Title



# Memorandum

**To:** Members of the Construction Committee

**From:** Scott Shedek, P.E, Vice President of Construction  
(As Prepared by Brian Gainous, Senior Project Manager - CMI)

**Date:** March 12, 2024

**Re:** Request for the Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management Inc. dba CMI to provide Construction Phase OAR Services for **V-01021** NTC East Checkpoint HVAC Modifications at Orlando International Airport.

Consultant's proposal, dated February 27, 2024, is to provide Owners Approved Representative (OAR) Consulting Services. The scope of services will consist of providing construction project management, project control, contract administration and construction coordination in support of **V-01021** NTC East Checkpoint HVAC Modifications at Orlando International Airport.

If approved, these services would be effective date of Construction Committee approval.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☒ Current Workload  
☒ Expertise ☐ Equitable Distribution ☐ Other: \_\_\_\_\_

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 funds

301.631.210.5460002.000.000000 . Funding source verified by \_\_\_\_\_

\_\_\_\_\_ Construction Finance on \_\_\_/\_\_\_/\_\_\_ as correct and available.

It is respectfully requested that the Construction Committee approve an Addendum to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$32,483.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$32,483.00</b>
AAC – Compliance Review Date	03/08/2024 <i>MM</i>
AAC – Funding Eligibility Review Date	03/08/2024



## **MEMORANDUM**

**TO:** Members of the Construction Committee

**FROM:** Edelis Molina, Manager Small Business Programs

**DATE:** March 12, 2024

**RE:** Request for Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management, Inc., dba CMI, to provide Construction Phase OAR Services for V-01021 NTC East Checkpoint HVAC Modifications at Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Cost Management, Inc. dba CMI proposes 12% MWBE participation on this addendum.

Our analysis indicates that Cost Management, Inc. dba CMI 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) 825-7179

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management, Inc., dba CMI, to provide Construction Phase OAR Services for V-01021 NTC East Checkpoint HVAC Modifications 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: \$32,483.00

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

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	3,840.00	Actual Result	12%
Caucasian Female American	-	Actual Result	0%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other	_____	Actual Result	0%
<b>Total MWBE Participation</b>	<b>3,840.00</b>	<b>Actual Result</b>	<b>12%</b>

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

Name: Cost Management, Inc. dba CMI  
Address: 158 Terra Mango Loop, Suite B  
City, State, Zip: Orlando, FL 32835  
Telephone: (407) 293-4168

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

Name: Geotech Consultants International, Inc.  
Address: 2290 North Ronald Reagan Blvd. Suite 100  
City, State, Zip: Longwood, FL 32750  
Telephone: 407-331-6332

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

Black American  
Work Item(s): Project Coordinator  
Amount of Subcontract \$3,840.00  
Percent of Prime Contract (%): 12%

\* 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)

Owner's Representative

Estimating / Scheduling

Value Engineering

Life Cycle Costing

LEED Consulting

Constructability Review

Cashflow Projections

Change Orders

Claims Analysis

Contract Administration

Commissioning

Construction Auditing

Facilities Condition  
Assessment

Information Technology

Database Development

Program Management  
Software Modules



158 Terra Mango Loop

Suite B

Orlando, FL 32835

Tel: 407.293.4168

Fax: 407.293.0944

Website: [www.cminc.biz](http://www.cminc.biz)

Email: [cmi@cminc.biz](mailto:cmi@cminc.biz)

February 28, 2024

Mr. Scott Shedek, P.E.  
Vice President of Construction  
**Greater Orlando Aviation Authority**  
11314 Terminal C Service Road  
Orlando, Florida 32824

CMI No. P-5331

**Project: OAR Support for V-XXX NTC East  
Checkpoint HVAC Modifications**

CMI Staffing Fee	\$32,483.00
GCI Inc. Staffing Fee	\$3,840.00
Total NTE Fees	\$32,483.00
Thirty-Two Thousand, Four Hundred and Eighty-Three Dollars	

Dear Mr. Shedek

We hereby submit our fee proposal for Continuing Program and Owner's Authorized Representative Services (OAR) on the above-referenced project at Orlando International Airport. Our understanding is that the scope of this Design Build (D/B) project is to provide all design, labor, equipment, materials and supervision to provide HVAC Improvements for the East Checkpoint Atrium Space at the Orlando International Airport.

**SERVICES**

Our scope of services for this project will consist of providing support to the GOAA staff with project management (OAR), and reporting services as the process may require.

**FEE SCHEDULE**

Based on the attached OAR Staffing Manhours sheet, our anticipated staffing plan equates to a NTE Fee effective date of Construction Committee approval.

**MWBE / LDB PARTICIPATION**

GCI, a certified MBE / LDB firm, will be providing project coordination services and their participation is 12%.

**EXCLUSIONS**

This proposal excludes: office space rental; utilities; cost estimating & scheduling and travel outside of the Central Florida area.

**PAYMENT**

We will invoice in accordance with the terms of your Contract with the Authority.

Sincerely,  
**CMI**

*Brian Gainous*

Brian Gainous  
Senior Project Manager

**PRIME CONSULTANT - CMI**

V-XXX NTC East Checkpoint HVAC Modifications																			
			2023					2024											
Role	Staff	Firm	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total Hours	Rate	Total NTE Fee
<b>Project Management Services</b>																			
Senior Project Manager	Brian Gainous	CMI	-	-	-	-	-	-	-	-	40	50	50	15			155	\$ 181.00	\$ 28,055.00
Technical Assitant	Priya Basant	CMI	-	-	-	-	-	-	-	-	3	0	0	4			7	\$ 84.00	\$ 588.00
																			\$ -
<b>SUBTOTAL</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>43</b>	<b>50</b>	<b>50</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>162</b>		<b>\$ 28,643.00</b>

<b>Subconsultant - GCI Inc.</b>																			
Sr. Project Coordinator	Noy Supaswud	GCI Inc.	-	-	-	-	-	-	-		10	10	10	10			40	\$ 96.00	\$ 3,840.00
<b>TOTAL NTE FEE</b>																			<b>32,483.00</b>

**V-XXX NTC East Checkpoint HVAC Modifications**

Role	Firm	Hourly Rate	Total Hours	Total Fee (\$)
Senior Project Manager	CMI	\$ 181.00	155	\$ 28,055.00
Technical Assitant	CMI	\$ 84.00	7	\$ 588.00
Sr. Project Coordinator	GCI	\$ 96.00	40	\$ 3,840.00
<b>TOTAL FEE</b>			<b>202</b>	<b>\$ 32,483.00</b>

MWBE/ LDB Participation				
Firm		Designation (MWBE/LDB/DBE)	Fee Amount	Percentage Participation
GCI Inc.		MBE/LDB	\$ 3,840.00	12%



**Greater Orlando Aviation Authority**  
CMI Cumulative Project Staffing  
Projected Hours by Task for FY2024  
OAR STAFFING MANHOURS  
01 October 2023 thru' 30 September 2024

**Legend:**

Proposal submitted for review  
Previously approved  
Future proposal

Name	Position	Sponsor	Task Description	Total
Bill White	Safety Director	S. Shedek	Airport Safety Compliance	644
Bill White	Safety Director	S. Shedek	V-01006, Airside 3 Wing 1 Ramp Level Upgrades	20
Bill White	Safety Director	S. Shedek	H-00361 JFB (Loop Road) B Terminal Entrance Reconfiguration	50
Bill White	Safety Director	S. Shedek	V-995 Replacement of Elevator P58 at Airside 4	15
Bill White	Safety Director	WSP	W-453, Airside 2 & 4, Safety Oversight	357
Bill White	Safety Director	PSA	E-280, West Airfield Electrical Upgrades	169
Bill White	Safety Director	Lea & Elliot	Specialty APM & Passenger Rail Systems	52
Bill White	Safety Director	Ardmore	OEA BP-049 Taxiways A, B and E4 Rehabilitation	156
Bill White	Safety Director	Ardmore	BP-497 Taxiways G and H Rehabilitation, Phase 1	541
Bill White	Safety Director	GCI	BP-S0199 Train Station Passenger Drop-off Lobby Parking Lot	70
			n/a	0
			n/a	0
Bill White	Safety Director	S. Shedek	Purchasing Building Rehabilitation Project	0
Bill White	Safety Director			0
			n/a	0
			<b>TOTAL</b>	<b>2074</b>
Brian Gainous	Sr. Project Manager	S. Shedek	V-01006, Airside 3 Wing 1 Ramp Level Upgrades	135
Brian Gainous	Sr. Project Manager	S. Shedek	Miscellaneous Small Projects	496
Brian Gainous	Sr. Project Manager	S. Shedek	V-995 Replacement of Elevator P58 at Airside 4 (D/B)	40
Brian Gainous	Sr. Project Manager	S. Shedek	V-995 Replacement of Elevator P58 at Airside 4 (Construction)	231
Brian Gainous	Sr. Project Manager	S. Shedek	EP-00427 Water Intrusion - NTLS-Level 1 B East	10
Brian Gainous	Sr. Project Manager	S. Shedek	EP-00429 Water Intrusion - NTLS-Level 1 B East - OAR	27
Brian Gainous	Sr. Project Manager	S. Shedek	H-00361 JFB (Loop Road) B Term Entrance Reconfiguration	635
Brian Gainous	Sr. Project Manager	S. Shedek	EP-00446 Jeff Fuqua Fence Repair	46
Brian Gainous	Sr. Project Manager	S. Shedek	V-00976 Smart Restroom Pilot Project	50
Brian Gainous	Sr. Project Manager	S. Shedek	V-01017 HVAC Improvements GOAA Executive Office	100
Brian Gainous	Sr. Project Manager	S. Shedek	V-01018 N. Terminal Top A&B Re-paintingp Canopy Repainting	75
Brian Gainous	Sr. Project Manager	S. Shedek	V-XXX NTC East Checkpoint HVAC Modifications	155
Brian Gainous	Sr. Project Manager	S. Shedek	Terminal A Side Garage Storm Drain Repairs	
Brian Gainous	Sr. Project Manager	S. Shedek	Gate Gourmet Retention Pond Flume Repairs	
			<b>TOTAL</b>	<b>2000</b>
Priya Basant	Tech Assistant	S. Shedek	Airport Safety Compliance	24
Priya Basant	Tech Assistant	S. Shedek	EP-00427 Water Intrusion - NTLS-Level 1 B East - Investigate	5
Priya Basant	Tech Assistant	S. Shedek	EP-00429 Water Intrusion - NTLS-Level 1 B East - OAR	5
Priya Basant	Tech Assistant	S. Shedek	EP-00446 Jeff Fuqua Fence Repair	5
Priya Basant	Tech Assistant	S. Shedek	V-995 Replacement of Elevator P58 at Airside 4 (Construction)	7
Priya Basant	Tech Assistant	S. Shedek	V-01017 HVAC Improvements GOAA Executive Office	5
Priya Basant	Tech Assistant	S. Shedek	V-01018 N. Terminal Top A&B Re-painting Canopy Repainting	5
Priya Basant	Tech Assistant	S. Shedek	V-XXX NTC East Checkpoint HVAC Modifications	7
			n/a	0
			<b>TOTAL</b>	<b>63</b>



## 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 Cost Management Inc. dba CMI

By: 

Print Name: Ganesh Jiawon

Date: 02/28/2024