

**ADDENDUM NO. 28  
TO THE AGREEMENT DATED JUNE 7, 2022  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND COST MANAGEMENT, INC. dba CMI**

**Project: Project Management Services for BP-00485 Hyatt Lobby Renovation D/B, Orlando International Airport**

**THIS ADDENDUM** is effective this 21<sup>st</sup> day of August, 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 THREE HUNDRED EIGHTY-SIX THOUSAND EIGHT HUNDRED EIGHTY AND NO/100 DOLLARS (\$386,880.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$386,880.00</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>\$386,880.00</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 Aug 26, 2024.

**GREATER ORLANDO AVIATION AUTHORITY**

  
boxSIGN 1V3Q39J4-42VYQWWW

By:

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

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Aug 23, 2024



By:

boxSIGN 188LKS1-42VYQWWW

**NELSON MULLINS RILEY AND  
SCARBOROUGH, Legal Counsel  
Greater Orlando Aviation Authority**

**COST MANAGEMENT INC. dba CMI**

  
boxSIGN 42VYQWWW-188LKS1

By:

Signature (Duly Authorized Rep.)

Ganesh Jiawon

Printed Name

President

Title



**MEMORANDUM**

TO: Members of the Construction Committee

FROM: Arlene Grant, Manager Tenant/Concessions Projects

DATE: July 30, 2024

**ITEM DESCRIPTION**

Request for Recommendation of Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management, Inc., dba CMI for Project Management Services for BP-00485 Hyatt Lobby Renovation Design/Build at Orlando International Airport.

**BACKGROUND**

By Agreement dated June 7, 2022, the Authority and Consultant entered into an agreement for the Consultant to provide Continuing Program and Project Management Services. The 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.

**ISSUES**

Consultant’s proposal, July 8, 2024 is to provide Project Management Services for BP-00485 Hyatt Lobby Renovation project for FY25. This project entails major interior finish upgrades and new furnishings to the Hyatt 1<sup>st</sup> Fl Motor Court Lobby, 3<sup>rd</sup> Fl Elevator Lobby, 4<sup>th</sup> Floor Lobby, Briefing Rm, Meeting Rm Corridors/Performance Balcony, Continental Ballroom, and Lobby Bar. A new Market Grab ‘n Go will be an added amenity to the 4<sup>th</sup> Fl Lobby area across from the Bar.

If approved, services will be effective the date of the Aviation Authority Board Approval.

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

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Experience | <input checked="" type="checkbox"/> Available Personnel | <input type="checkbox"/> Current Workload |
| <input checked="" type="checkbox"/> Expertise  | <input type="checkbox"/> Equitable Distribution         | <input type="checkbox"/> Other: _____     |

**SMALL BUSINESS**

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

**ALTERNATIVES**

None.

**FISCAL IMPACT**

EXHIBIT A

**CC**  
**ITEM IV-A**  
**7/30/2024**

Funding is from 311-991-510-5660003-000-501191 GOAA FY24 CIR00164 Funding source verified by Malvin Martinez of Construction Finance on 07 / 25 / 24 as correct and available.

**RECOMMENDED ACTION**

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

Not to Exceed Fees	\$ 386,880.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$ 386,880.00</b>
AAC – Compliance Review Date	<i>SJ</i> 07/24/24
AAC – Funding Eligibility Review Date	07/24/24



Owner's Representative

Estimating / Scheduling

Value Engineering

Life Cycle Costing

LEED Consulting

Constructability Review

Cashflow Projections

Change Orders

Claims Analysis

Contract Administration

Commissioning

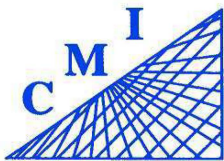
Construction Auditing

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)

08 July 2024

Ms. Arlene Grant  
Manager, Tenant/Concessions Projects  
Engineering and Construction  
**Greater Orlando Aviation Authority**  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827

<u>CMI No. P-5326.1-R2</u>	
Project: Greater Orlando Aviation Authority Project Management Services	
CMI	\$386,880.00
<b>Total Not to Exceed Fees</b>	<b>\$386,880.00</b>
Three Hundred and Eighty-Six Thousand, Eight Hundred and Eighty Dollars.	

Dear Ms. Grant,

We hereby submit our fee proposal to provide Continuing Program and Project Management Services. Our understanding is that we will be providing Project Management services and documentation as the process may require for projects at Orlando International Airport.

**SERVICES**

Our scope will be to support GOAA with project management and reporting services. This proposal is for staffing, from 01 October 2024 to 30 September 2025.

**FEE SCHEDULE**

Based on the attached OAR Staffing Manhours sheet, our anticipated staffing plan equates to a NTE Fee. Our fee is based on an average of 40 hours per week.

Position	Rate Expiration	Total Hours	Rate (\$)	Total (\$)
Sr. Project Manager	03/31/2025	2,080	186.00	386.880.00

**MWBE / DBE / LDB PARTICIPATION**

Due to the specialized nature of this assignment, it will not be possible to engage another firm and achieve any MWBE/DBE/LDB participation.

**EXCLUSIONS**

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

**PAYMENT**

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

Sincerely,

**CMI**

Ganesh Jiawon  
President

**PRIME CONSULTANT - CMI**

			2024			2025											
Role	Staff	Firm	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total Hours	Rate	Total NTE Fee
<b>BP-00485 Hyatt Lobby Renovation D/B</b>																	
Sr. Project Manager	TBD	CMI	184	176	176	176	160	168	176	176	168	176	168	176	2080	\$ 186.00	\$ 386,880.00
															0		\$ -
<b>TOTAL</b>			<b>184</b>	<b>176</b>	<b>176</b>	<b>176</b>	<b>160</b>	<b>168</b>	<b>176</b>	<b>176</b>	<b>168</b>	<b>176</b>	<b>168</b>	<b>176</b>	<b>2080</b>		<b>\$ 386,880.00</b>



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	GOAA Project No	Task Description	Total	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Bill White	Safety Director	S. Shedek	FY24 O&M	Airport Safety Compliance	596	13	104	51	36	61	38	20	29	51	70	63	60
Bill White	Safety Director	S. Shedek	V-01006	Airside 3 Wing 1 Ramp Level Upgrades	6	0	0	0	0	0	0	0	6	0	0	0	0
Bill White	Safety Director	S. Shedek	H-00361	JFB (Loop Road) B Terminal Entrance Reconfiguration	25	0	0	0	0	0	0	0	0	0	15	10	0
Bill White	Safety Director	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4	15	0	0	0	0	0	0	0	0	0	0	5	10
Bill White	Safety Director	WSP	W-453	Airside 2 & 4, Safety Oversight	339	18	20	19	20	20	21	42	43	36	40	30	30
Bill White	Safety Director	PSA	E-280	West Airfield Electrical Upgrades	134	30	31	37	20	3	0	0	0	0	13	0	0
Bill White	Safety Director	Lea & Elliot	BP-0477	Specialty APM & Passenger Rail Systems	57	4	4	4	8	4	8	4	5	4	4	4	4
Bill White	Safety Director	Ardmore	BP-049	OEA Taxiways A, B and E4 Rehabilitation	114	0	0	0	0	34	40	40	0	0	0	0	0
Bill White	Safety Director	Ardmore	BP-497	Taxiways G and H Rehabilitation, Phase 1	521	0	0	0	20	41	54	62	68	68	68	70	70
Bill White	Safety Director	GCI	BP-S0199	Train Station Passenger Drop-off Lobby Parking Lot	70	0	8	38	24	0	0	0	0	0	0	0	0
				n/a	0												
<b>TOTAL HOURS</b>					<b>1877</b>	<b>65</b>	<b>167</b>	<b>149</b>	<b>128</b>	<b>163</b>	<b>161</b>	<b>168</b>	<b>151</b>	<b>159</b>	<b>210</b>	<b>182</b>	<b>174</b>
Brian Gainous	Sr. Project Manager	S. Shedek	FY24 O&M	Miscellaneous Small Projects	496	160	148	136	42	10	0	0	0	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-01006	Airside 3 Wing 1 Ramp Level Upgrades	146	0	0	0	0	0	34	60	28	15	9	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4 (D/B)	40	0	26	0	0	14	0	0	0	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4 (Construction)	218	0	0	0	0	10	28	10	10	20	15	45	80
Brian Gainous	Sr. Project Manager	S. Shedek	EP-00429	Water Intrusion - NTLs-Level 1 B East - OAR	30	0	0	10	0	0	0	20	0	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	EP-00447	Jeff Fuqua Fence Repair	59	0	0	0	0	49	0	0	10	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	H-00361	JFB (Loop Road) B Term Entrance Reconfiguration	635	0	0	0	78	94	80	60	20	30	100	90	83
Brian Gainous	Sr. Project Manager	S. Shedek	V-00976	Smart Restroom Pilot Project	50	0	0	0	0	0	12	30	8	0	0	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-01017	HVAC Improvements GOAA Executive Office	100	0	0	0	0	0	10	0	18	10	22	30	10
Brian Gainous	Sr. Project Manager	S. Shedek	V-01018	N. Terminal Roof Top Canopy A and B Sides Beam Re-Painting	115	0	0	0	0	0	0	0	100	0	15	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-01021	NTC East Checkpoint HVAC Modifications	155	0	0	0	0	0	0	0	0	20	60	40	35
Brian Gainous	Sr. Project Manager	S. Shedek	V-01022	North Terminal East and West Checkpoint Signage	39	0	0	0	0	0	0	0	8	0	20	11	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-1024	Terminal A Side Garage Storm Drain Repairs	56	0	0	0	0	0	0	0	0	25	19	12	0
Brian Gainous	Sr. Project Manager	S. Shedek	V-00961	AS1 APM Ceiling Repairs	110	0	0	0	0	0	0	0	0	10	40	40	20
Brian Gainous	Sr. Project Manager	S. Shedek	V-01026	American Airlines Airside 3 Roof Drain Re-routing	10	0	0	0	0	0	0	0	0	8	2	0	0
Brian Gainous	Sr. Project Manager	S. Shedek	H-00375	Bear Road Ditch Clean Out	70	0	0	0	0	0	0	0	0	30	25	15	0
Brian Gainous	Sr. Project Manager	S. Shedek	H-00376	Cargo Road Bldg. 858 Parking Lot Sealcoat and Re-stripping	27	0	0	0	0	0	0	0	0	0	20	7	0
Brian Gainous	Sr. Project Manager	S. Shedek	FY24 O&M	Miscellaneous Small Projects	160	0	0	0	0	0	0	0	0	0	0	80	80
Brian Gainous	Sr. Project Manager	S. Shedek	H-00334	Gourmet Gate Retention Pond Flume Repairs	-												
<b>TOTAL HOURS</b>					<b>2516</b>	<b>160</b>	<b>174</b>	<b>146</b>	<b>120</b>	<b>177</b>	<b>164</b>	<b>180</b>	<b>202</b>	<b>168</b>	<b>347</b>	<b>370</b>	<b>308</b>
TBD	Sr. Project Coordinator	S. Shedek	FY24 O&M	Miscellaneous Small Projects	262	0	0	0	0	0	0	0	0	0	0	132	130
				n/a	-	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL HOURS</b>					<b>262</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>0</b>	<b>0</b>	<b>132</b>	<b>130</b>



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	GOAA Project	Task Description	Total	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Priya Basant	Tech Assistant	S. Shedek	FY24 O&M	Airport Safety Compliance	24	3	4	2	4	4	4	2	1	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	EP-00429	Water Intrusion - NTLs-Level 1 B East - OAR	5	0	0	5	0	0	0	0	0	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	EP-00446	Jeff Fuqua Fence Repair	-	0	0	0	0	0	0	0	0	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	V-995	Replacement of Elevator P58 at Airside 4 (Construction)	6	0	0	0	0	0	6	0	0	0	0	0	0
Priya Basant	Tech Assistant	S. Shedek	V-00961	AS1 APM Ceiling Repairs	7	0	0	0	0	0	0	0	0	3	0	0	4
Priya Basant	Tech Assistant	S. Shedek	V-01017	HVAC Improvements GOAA Executive Office	6	0	0	0	0	0	3	0	0	0	0	3	0
Priya Basant	Tech Assistant	S. Shedek	V-01018	N. Terminal Top A&B Re-painting Canopy Repainting	5	0	0	0	0	0	0	0	3	0	2	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01021	NTC East Checkpoint HVAC Modifications	7	0	0	0	0	0	0	3	0	2	2	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01022	North Terminal East and West Checkpoint Signage	4	0	0	0	0	0	0	2	0	0	2	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01024	North Terminal A Side Garage Storm Drain Repairs	7	0	0	0	0	0	0	0	0	3	4	0	0
Priya Basant	Tech Assistant	S. Shedek	V-01026	American Airlines Airside 3 Roof Drain Re-routing	4	0	0	0	0	0	0	0	0	0	2	2	0
Priya Basant	Tech Assistant	S. Shedek	H-00375	Bear Road Ditch Clean Out	8	0	0	0	0	0	0	0	0	4	4	0	0
Priya Basant	Tech Assistant	S. Shedek	H-00376	Cargo Road Bldg. 858 Parking Lot Sealcoat and Re-striping	6	0	0	0	0	0	0	0	0	3	3	0	0
Priya Basant	Tech Assistant	S. Shedek	H-00334	Gourmet Gate Retention Pond Flume Repairs	-												
			n/a		0												
<b>TOTAL HOURS</b>					<b>89</b>	<b>3</b>	<b>4</b>	<b>7</b>	<b>4</b>	<b>4</b>	<b>13</b>	<b>7</b>	<b>4</b>	<b>15</b>	<b>19</b>	<b>5</b>	<b>4</b>

Greater Orlando Aviation Authority  
 CMI Cumulative Project Staffing  
 Projected Hours by Task for FY2025 OAR  
 STAFFING MANHOURS  
 01 October 2024 thru 30 September 2025

Name	Position	Sponsor	GOAA Project	Task Description	Total	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
TBD	Sr. Project Manager	A. Grant	BP-00485	Hyatt Lobby Renovations D/B	2080	184	176	176	176	160	168	176	176	168	176	168	176
			n/a														
<b>TOTAL HOURS</b>					<b>2080</b>	<b>184</b>	<b>176</b>	<b>176</b>	<b>176</b>	<b>160</b>	<b>168</b>	<b>176</b>	<b>176</b>	<b>168</b>	<b>176</b>	<b>168</b>	<b>176</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: 07/08/2024

**ATTACHMENT A  
FINANCE FORM**

<b>Date:</b>	<u>7.23.24</u>	<b>Requestor's Extension:</b>	<u>4017</u>
<b>Requestor's Name:</b>	<u>Arlene Grant</u>	<b>Preparer's Extension:</b>	<u>4017</u>
<b>Preparer's Name:</b>	<u>Arlene Grant</u>	<b>Solicitation #:</b>	<u></u>
<b>Requestor's Department:</b>	<u>Capital Programs</u>	<b>Contract # / Name:</b>	<u>Continuing Program and Project Management</u>
<b>Description:</b>	<u>BP-00485 - OAR/PM Services</u>	<b>Procurement Committee Date:</b>	<u>July 30, 2024</u>
<b>Vendor:</b>	<u>Construction Management, Inc., dba CMI</u>	<b>Agenda Item #:</b>	<u></u>

**PROJECT FUNDS**

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
311-991-510-5660003-000-501191 CIR 00164			\$386,880.00			
<b>Total Requisition:</b>			\$386,880.00			
<b>Requisition Number:</b>			97462			
<b>Funding Approver:</b> <i>Andrea Harper</i>						
<b>OMB Notes:</b>						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97462	FY25 CCM BP00485	In Process	23-JUL-2024 15:29:43	USD	386,880.00	Higinio, Greta N

**MEMORANDUM**

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: July 30, 2024

**ITEM DESCRIPTION**

Request for Recommendation of Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management, Inc., dba CMI, for Project Management Services for BP-00485 Hyatt Lobby Renovation D/B at Orlando International Airport

**SMALL BUSINESS**

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Cost Management, Inc. dba CMI did not propose small business participation on this addendum due to the specialized and limited nature of the services to be provided.



## **MEMORANDUM**

TO: Members of the Aviation Authority

FROM: Scott Shedek, Chair, Construction Committee

DATE: August 21, 2024

## **ITEM DESCRIPTION**

Recommendation of the Construction Committee to Approve Multiple Addenda to the Continuing Program and Project Management Services Agreement with Cost Management, Inc. dba CMI (CMI)

## **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.

Scope includes 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 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.

As of July 2024, a total of 27 addenda, and applicable amendments, to the Continuing Program and Project Management Services Agreement with CMI have been approved. A summary of these approvals can be provided upon request.



## 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 Construction Committee (CC) and the Procurement Committee (PC) recommended approval of addenda and applicable amendments to the above-referenced agreement, as follows:

- Addendum for Project Management Services in support of Bid Package (BP) No. 00485, Hyatt Lobby Renovations at the Orlando International Airport (MCO), for the total not-to-exceed fees amount of \$386,880, with funding from Hyatt Lobby Renovations (CIR00164). BP No. 00485 entails major interior finish upgrades and new furnishings to the Hyatt 1<sup>st</sup> Floor Motor Court Lobby, 3<sup>rd</sup> Floor Elevator Lobby, 4<sup>th</sup> Floor Lobby, Briefing Room, Meeting Room Corridors/Performance Balcony, Continental Ballroom and Lobby Bar. A new Market Grab-n-Go will be an added amenity to the 4<sup>th</sup> Floor Lobby area across from the Lobby Bar. CMI services will include, but are not limited to, construction management, oversight, inspection services and material testing for BP No. 00485. Additional assistance to the Aviation Authority in the areas of pre-construction, construction project management, project control, contract administration, construction coordination and close-out services are also included. CMI is a certified MWBE firm. The Aviation Authority has reviewed the proposal from CMI and determined that CMI does not propose any small business participation on this Addendum and certifies that CMI is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference CC Meeting held July 30, 2024, Agenda Item No. IV-A].*
- Amendment to Addendum No. 8 for Additional Fiscal Year (FY) Small Project OAR Support Services at MCO, Orlando Executive Airport (ORL) and Other Facilities operated by the Aviation Authority, for the total not-to-exceed fees amount of \$50,092, with funding from previously-approved Operations and Maintenance Funds. Services will include, but are not limited to, project definition and development, including the preparation of documents, review of costs for potential projects as directed by the Aviation Authority for submission to the Construction Committee for consideration, inspections of Aviation Authority facilities, definition of scope issues, contact and coordination of repairs as required to address warranty and emergency issues, and administrative support services. CMI is a certified MWBE firm. The Aviation Authority has reviewed the proposal from CMI and determined that CMI does not propose any small business participation on this Addendum and certifies that CMI is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held July 30, 2024, Agenda Item No. III-J].*

As these addenda and applicable amendments will result in an aggregate increase to the Aviation Authority's Agreement with CMI exceeding \$250,000, Aviation Authority Board approval is required.

## SMALL BUSINESS

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

## ALTERNATIVES

None.

## FISCAL IMPACT

The fiscal impact is a not-to-exceed amount of \$436,972. Funding is from Hyatt Lobby Renovations (CIR00164) and previously-approved Operations and Maintenance Funds.

## **RECOMMENDED ACTION**

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendations of the Construction Committee and Procurement Committee for the Continuing Program and Project Management Services Agreement with Cost Management, Inc. dba CMI to: (1) approve an Addendum for Project Management Services in support of BP No. 00485, Hyatt Lobby Renovations at MCO, for the total not-to-exceed fees amount of \$386,880, with funding from Hyatt Lobby Renovations (CIR00164); (2) approve an Amendment to Addendum No. 8 for Additional FY Small Project OAR Support Services at MCO, ORL and Other Facilities operated by the Aviation Authority, for the total not-to-exceed fees amount of \$50,092, with funding from previously-approved Operations and Maintenance Funds; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.