

**ADDENDUM NO. 1
TO THE AGREEMENT DATED JUNE 19, 2024
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND C&S ENGINEERS, INC.**

Project: CAD, GIS and BIM Services for W-518 CAD, GIS and BIM Services, Orlando International Airport

THIS ADDENDUM is effective this 6th day of August, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Aviation Authority”), and **C&S ENGINEERS, INC.** (“Consultant”).

WITNESSETH:

WHEREAS, by Agreement dated June 19, 2024, Aviation Authority and Consultant entered into an agreement for Consultant to provide Continuing On-Call Architectural and Engineering 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 FORTY-THREE THOUSAND SEVEN HUNDRED SIXTY-TWO AND NO/100 DOLLARS (\$43,762.00)**, broken down as follows:

Professional Fees:	NTE:	\$43,762.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$43,762.00

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

AND

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


4. 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 19, 2024 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 date Aug 9, 2024.


GREATER ORLANDO AVIATION AUTHORITY

By: 
Max Marble
Sr. Vice President, Capital Programs

**Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Aug 8, 2024**


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

C & S ENGINEERS, INC.

By: 
Signature (Duly Authorized Rep.)

Department Manager
Title

MEMORANDUM

TO: Members of the Construction Committee

FROM: Tuan Nguyen, P.E., Assistant Vice President, Engineering

DATE: August 6, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consulting Services Agreement with C&S Engineers, Inc., for MCO CAD, GIS and BIM Services W-00518 at Orlando International Airport.

BACKGROUND

On May 15, 2024, the Authority approved and entered an agreement with C&S Engineers, Inc., for Continuing On-Call Architecture and Engineering Consulting Services. The Agreement was fully executed on 06/19/2024.

ISSUES

Consultant’s proposal, dated 07/10/2024, is to provide the CAD, GIS and BIM services from August 6, 2024, through September 30, 2024. Refer to the attached proposal for more details. Services would support GOAA Planning, Engineering, Maintenance, and IT departments.

If approved, services will be effective the 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: _____

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

Funding is from previously approved Operations and Maintenance Funds 301.716.170.5310009.000.000000. Funding source verified by *Melvin Martinez* of Construction Finance on 08/01/24 as correct and available.

RECOMMENDED ACTION

It is respectfully requested that the Construction Committee approve an Addendum to the Continuing On-Call Architecture and Engineering Consulting Services with C&S Engineers, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$43,762.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$43,762.00
AAC – Compliance Review Date	 7/31/2024
AAC – Funding Eligibility Review Date	7/31/2024



SENT VIA EMAIL ONLY

July 30, 2024

Tuan Nguyen, P.E., TNguyen@goaa.org
Assistant Vice President Engineering
Greater Orlando Aviation Authority
Engineering and Construction
11312 Terminal C Service Road
Orlando International Airport
Orlando, FL 32824

Re: Greater Orlando Aviation Authority (GOAA)
W-00518-MCO CAD, GIS, and BIM Services Proposal, Revision No. 04

C&S File: L94.MKT.PRO

Dear Mr. Nguyen:

C&S Companies appreciates the opportunity to submit the proposal for the above referenced project. Enclosed for your review and approval are the following documents for the W-00518-MCO CAD, GIS, and BIM Services Proposal.

- Scope of Work, dated July 30, 2024
 - Includes the Woolpert proposal as an attachment.
- C-Tables, dated July 30, 2024
 - Lump sum fee - \$0.00
 - Not to Exceed Reimbursable Fee - \$43,762.00
 - Not to Exceed Reimbursable Expenses - \$0.00
 - Total: \$43,762.00
- Truth in Negotiation Certification, dated July 30, 2024
- Items modified in Revision No. 04
 - Adjusted the project number to W-00518

If you have any questions or need additional information, please do not hesitate to contact me.

Very truly yours,

C&S ENGINEERS, INC.

Douglas R. Saunders, P.E., dsaunders@cscos.com

Department Manager

cc:

SCOPE OF WORK
W-00518-MCO CAD, GIS and BIM Services
July 30, 2024

Sponsor: Greater Orlando Aviation Authority
Services Provided: MCO CAD, GIS and BIM Services

Project Description:

The objective of this project is to provide technical support for CAD, GIS and BIM Services at the Orlando International Airport.

Greater Orlando Aviation Authority manages Orlando International (MCO) and Orlando Executive (ORL) airports. The Aviation Authority over the years has amassed huge volumes of CAD and GIS data representing the airside and landside facilities at its airports. Over the past few years, GOAA has also been receiving BIM deliverables for major new construction like the SITF and Terminal C landside and airside buildings. A small group of CAD/GIS analysts currently handle all of the Authority's CAD/GIS needs. With Orlando International's a new terminal now being operational, GOAA is in need of skilled BIM staff to extract data delivered as BIM models for the new construction to assist with maintaining and running the facilities. These models contain valuable asset and floor plan data that GOAA Planning, Engineering, Maintenance and IT need to be incorporated into GOAA's CAD & GIS and other enterprise systems. To this end, GOAA has requested Woolpert for a technical staff extension position.

Woolpert, Inc. will work under C&S Engineers, Inc. on-call contract to provide technical staff extension position. This staff extension will support GOAA with day-to-day BIM related tasks including, data extraction from BIM models, BIM exhibit production, modifying existing BIM models to GOAA's BIM standards, reviewing incoming BIM deliverables, etc. Under this proposal Woolpert will provide one staff member to work as staff extension in GOAA offices.

Task No. 01 Technical Staff Extension

C&S Engineers, Inc. tasks:

1. Perform project management duties such as project planning, invoice preparation, schedule coordination and coordination of design team.
2. Provide to GOAA monthly project status reports.

Woolpert, Inc. tasks:

1. Assumptions:
 - a. Woolpert staff member will work on site in GOAA's offices.
 - b. GOAA will provide Woolpert staff member login credentials and access to GOAA's network as is necessary in performance of duties assigned.
 - c. GOAA will provide Woolpert staff member with a dedicated workspace, including computer workstation and telephone assigned to this staff member, as well as access to printers & plotter and other peripherals as necessary.

SCOPE OF WORK
W-00518-MCO CAD, GIS and BIM Services
July 30, 2024

- d. GOAA PM will provide Letter of Introduction necessary for obtaining GOAA badge for Woolpert's on-site staff member
2. Deliverables:
- a. Deliverables will be determined based tasks assigned during the course of day-to-day activities of the technical staff extension.

Schedule

This Technical Staff Extension is from August 6, 2024 through September 30, 2024.

DBE/MWBE/LDB Participation

The limited scope of required services does not provide an opportunity for DBE/MWBE/LDB participation on this project.

END OF SCOPE OF WORK

SCOPE OF WORK
W-00518-MCO CAD, GIS and BIM Services
July 30, 2024

ATTACHMENT
PROPOSAL FROM WOOLPERT, INC.



GREATER ORLANDO AVIATION AUTHORITY

Proposal

Technical Staff Extension (BIM Consultant)
Greater Orlando Aviation Authority (GOAA)

July 25, 2024



WOOLPERT
ARCHITECTURE | ENGINEERING | GEOSPATIAL



Table of Contents

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DBE/MWBD/LDB Participation	2



Change Control

Change Record			
Date	Author	Version	Change Reference
07/03/2024	Prateek Sharma	1.0	Initial Draft
07/08/2024	Prateek Sharma	1.1	Changed start date to August 6, 2024
07/25/2024	Prateek Sharma	1.2	Updated position titles per comments



Program Objective

Greater Orlando Aviation Authority manages Orlando International (MCO) and Orlando Executive (ORL) airports. The Aviation Authority over the years has amassed huge volumes of CAD and GIS data representing the airside and landside facilities at its airports. Over the past few years, GOAA has also been receiving BIM deliverables for major new construction like the SITF and Terminal C landside and airside buildings. A small group of CAD/GIS analysts currently handle all of the Authority's CAD/GIS needs. With Orlando International's a new terminal now being operational, GOAA is in need of skilled BIM staff to extract data delivered as BIM models for the new construction to assist with maintaining and running the facilities. These models contain valuable asset and floor plan data that GOAA Planning, Engineering, Maintenance and IT need to be incorporated into GOAA's CAD & GIS and other enterprise systems. To this end, GOAA has requested Woolpert for a technical staff extension position. This staff extension will support GOAA with day to day BIM related tasks including, data extraction from BIM models, BIM exhibit production, modifying existing BIM models to GOAA's BIM standards, reviewing incoming BIM deliverables, etc. Under this proposal Woolpert will provide one staff member to work as staff extension in GOAA offices.

Task 1: Technical Staff Extension

Woolpert will provide one technical staff member to assist GOAA with day-to-day BIM related tasks. These tasks will include but not be limited to, BIM data extraction, BIM exhibit production, modifying existing BIM models, reviewing incoming BIM deliverables, etc.

Assumptions:

- Woolpert staff member will work on site in GOAA's offices.
- GOAA will provide Woolpert staff member login credentials and access to GOAA's network as is necessary in performance of duties assigned.
- GOAA will provide Woolpert staff member with a dedicated workspace, including computer workstation and telephone assigned to this staff member, as well as access to printers & plotter and other peripherals as necessary.
- GOAA PM will provide Letter of Introduction necessary for obtaining GOAA badge for Woolpert's on-site staff member

Deliverables:

- Deliverables will be determined based tasks assigned during the course of day to day activities of the technical staff extension.



Schedule

August 6, 2024 – September 30, 2024

Cost

The following table provides a breakdown of the task order cost.

	Senior Geospatial SME	Senior BIM Specialist	Sr. Admin. Assistant
Hourly Rate	\$255.00	\$122.00	\$73.00
Total Fee	\$765.00	\$38,064.00	\$365.00
Total Hours	3	312	5
Task 1: Technical Staff Extension	3	312	5
Technical Staff Extension (BIM)	3	312	5

Task Summary	Senior Geospatial SME	Senior BIM Specialist	Sr. Admin. Assistant	LABOR (T&M)
Task 1: Technical Staff Extension	\$765.00	\$38,064.00	\$365.00	\$39,194.00
Total	\$765.00	\$38,064.00	\$365.00	\$39,194.00

DBE/MWBE/LDB Participation

The limited scope of required services does not provide an opportunity for DBE/MWBE/LDB participation on this project.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE

Phase of Project:	Task No. 1 Technical Staff Extension	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$0	\$0
2.0 Not to Exceed Reimbursable Fee:	\$43,762	\$43,762
3.0 Not to Exceed Reimbursable Expenses:	\$0	\$0
4.0 TOTAL CONTRACT VALUE:	\$43,762	\$43,762

Total Lump Sum Labor Hours:	0	0
Total Not to Exceed Reimbursable Labor Hours:	338	338
TOTAL LABOR HOURS:	338	338
Average Hourly Rate:	\$129	\$129

Notes:

1. The lump sum cells in Table C-1 are linked to Table C-2 values
2. The Not to Exceed cells in Table C-1 are linked to Table C-4 values
3. The linked cells are based on a maximum of 5 subconsultants; if more than 5 are included enter all values manually.

**EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-2
SUMMARY OF LUMP SUM FEES**

Phase of Project:	Task No. 1 - Technical Staff Extension		TOTAL		
	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Consultant - C&S					
Lump Sum Fee Subtotal	0	\$0	0	\$0	#DIV/0!
Subconsultant No. 1 - Woolpert					
Lump Sum Fee Subtotal	0	\$0	0	\$0	#DIV/0!
Subconsultant No. 2 -					
Total Lump Sum Amount:	0	\$0	0	\$0	#DIV/0!

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-4
SUMMARY OF NOT TO EXCEED REIMBURSABLE FEES AND EXPENSES

Phase of Project:	Task No. 1 - Technical Staff Extension		TOTAL		
	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Consultant - C&S					
Not to Exceed Reimbursable Fee	18	\$4,568	18	\$4,568	\$ 254
Not to Exceed Reimbursable Expenses		\$0		\$0	
Sub-Total Designer	18	\$4,568	18	\$4,568	\$ 254
Subconsultant No. 1 - Woolpert					
Not to Exceed Reimbursable Fee	320	\$39,194	320	\$39,194	\$ 122
Not to Exceed Reimbursable Expenses		\$0		\$0	
Sub-Total Subconsultant No. 1	320	\$39,194	320	\$39,194	\$ 122
Total Not to Exceed Amount:	338	\$43,762	338	\$43,762	\$ 129

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

Position: C&S Engineers, Inc.	Department Manager		Office Coordinator		TOTAL		
	\$272.00		\$108.00		labor hours	Cost	Avg. Hourly Rate
Rate (\$/Hour):	labor hours	Cost	labor hours	Cost	labor hours	Cost	Rate
Task No. 1 - Technical Staff Extension							
MCO CAD, GIS, and BIM Services	16	\$4,352	2	\$216	18	\$4,568	\$254
TOTAL NOT TO EXCEED REIMBURSABLE FEE:	16	\$4,352	2	\$216	18	\$4,568	\$254

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-5
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES**

Position: Woolpert, Inc.	Senior Geospatial SME		Senior BIM Specialist		Sr. Admin Assistant		TOTAL		
	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	Avg. Hourly Rate
Rate (\$/Hour):	\$255.00		\$122.00		\$73.00				
Task No. 1 - Technical Staff Extension									
MCO CAD, GIS, and BIM Services	3	\$765	312	\$38,064	5	\$365	320	\$39,194	\$122
TOTAL NOT TO EXCEED REIMBURSABLE FEE:	3	\$765	312	\$38,064	5	\$365	320	\$39,194	\$122

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 reimburs
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-6
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE EXPENSES

REIMBURSABLE EXPENSES

A complete breakdown of estimated reimbursable expenses, if any, which will be compensated on a not to exceed reimbursable basis, shall be included in this section. The Consultant may use any format for this breakdown, provided that it clearly defines the basis for the not to exceed amount. A breakdown of each subconsultant's expenses is also required.

Consultant - C&S

Not Applicable

Subconsultant No. 1 - Woolpert

Not Applicable

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-7a, C-7b and C-7c
PARTICIPATION SCHEDULES

TABLE C-7a DBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	ADDRESS	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Not Applicable.				
TOTAL PROPOSED PARTICIPATION			\$0.00	0.00%

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-7a, C-7b and C-7c
PARTICIPATION SCHEDULES

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	ADDRESS	MWBE CLASSIFICATION	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Not Applicable.					
TOTAL PROPOSED PARTICIPATION				\$0.00	\$0.00

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-7a, C-7b and C-7c
PARTICIPATION SCHEDULES

TABLE C-7c LDB PARTICIPATION SCHEDULE

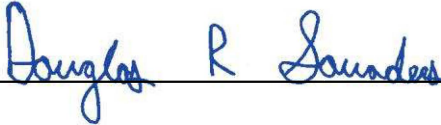
NAME OF FIRM	ADDRESS	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Not Applicable.				
TOTAL PROPOSED PARTICIPATION			\$0.00	0

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 Greater Orlando 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 one (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 Greater Orlando Aviation Authority, whichever is later.

Consultant: C&S Engineers, Inc.

By: 

Print Name: Douglas R. Saunders

Date: July 30, 2024

ATTACHMENT A

FINANCE FORM

Date:	<u>7/10/2024</u>	Requestor's Extension:	<u>4662</u>
Requestor's Name:	<u>Tuan Nguyen</u>	Preparer's Extension:	<u>4662</u>
Preparer's Name:	<u>Tuan Nguyen</u>	Solicitation #:	<u></u>
Requestor's Department:	<u>Engineering</u>	Contract # / Name:	<u></u>
Description:	<u>CAD-GIS-BIM Services</u>	Procurement Committee Date:	<u>08/06/24</u>
Vendor:	<u>C&S Companies</u>	Agenda Item #:	<u>TBD</u>

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.716.170.5310009.000.000000		\$43,762.00				
Total Requisition:		\$43,762.00				
Requisition Number:		97350				

Funding Approver:	<i>Andrea Harper</i>
OMB Notes:	

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97350	FY24 W-00518 CAD GIS BIM Suppo	In Process	11-JUL-2024 13:58:24	USD	43,762.00	Ciaglia, Tara A	<input checked="" type="checkbox"/>

MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: August 06, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing On-Call Architecture and Engineering Consulting Services Agreement with C&S Engineers, Inc. for MCO CAD, GIS and BIM Services W-00518 at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the limited and specialized scope of the services to be provided, C&S Engineers, Inc. does not propose small business participation on this addendum.