

**ADDENDUM NO. 9
TO THE AGREEMENT DATED MAY 14, 2021
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND DRMP, INC.**

Project: FY25 Environmental Permit Tracking Database and Hazardous Material Database Services, Orlando International Airport

THIS ADDENDUM is effective this 1st day of October, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Aviation Authority”), and **DRMP, INC.** (“Consultant”).

WITNESSETH:

WHEREAS, by Agreement dated May 14, 2021 Aviation Authority and Consultant entered into an agreement for Consultant to provide Continuing Environmental Consulting 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 FIFTY-FOUR THOUSAND ONE HUNDRED FOURTEEN AND NO/100 DOLLARS (\$54,114.00)**, broken down as follows:

Professional Fees:	NTE:	\$54,114.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$54,114.00

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 May 14, 2021 and all prior addenda will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto by their duly authorized representatives, have executed this Addendum this day of Sep 5, 2024.

GREATER ORLANDO AVIATION AUTHORITY


box SIGN 1V3Q39J4-46PLZ7R8

By:

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

Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Sep 5, 2024



By: box SIGN 1J8RLK51-46PLZ7R8

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

DRMP, INC.


box SIGN 4PJ866WP-46PLZ7R8

By:

Signature (Duly Authorized Rep.)

Rachel Schmidt

Printed Name

Env Dept Manager

Title



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Keegan O'Brien, P.E., Assistant Vice President of Environmental

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for FY25 Environmental Permits Tracking Database & Hazardous Material Database for Orlando International Airport.

BACKGROUND

In 2021, the firms providing Continuing Environmental Consulting Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On April 21, 2021, the Aviation Authority Board approved a Continuing Environmental Consulting Services Agreement with the following firms:

- Breedlove, Dennis and Associates, Inc.
- Bio-Tech Consulting, Inc.
- DRMP, Inc.
- The Transit Group, Inc. d/b/a Ecological Associates, Inc.
- EXP U.S. Service, Inc.
- MSE Group, LLC
- Terracon Consultants, Inc.
- Vanasse Hangen Brustlin, Inc.

These no-cost base agreements established the negotiated hourly rates. The continuing environmental consulting services may include, but are not limited to, evaluation and assessment of wildlife issues, uplands and wetlands evaluation, habitat analysis, threatened and endangered species issues, jurisdictional wetland determinations, water quality analysis, land management, and monitoring of wetlands mitigation on facilities operated or purchased by the Aviation Authority and all other related services including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the facilities. The Services may also include preparation of required notices and reports, coordination and providing assistance with requirements of authorities having jurisdiction over various mitigation sites, documentation of existing environmental conditions, preparation of environmental studies, technical support, and assistance with permitting activities which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

ISSUES

Consultant's proposal, dated August 16, 2024, is to provide continued maintenance of the environmental permit tracking database and hazardous material database.

Services cannot commence before the date of Procurement Committee approval. The approved addendum must be executed by the Aviation Authority before invoicing for services.

EXHIBIT A

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Consulting Services Agreement with DRMP, Inc. does not exceed the \$250,000 threshold; thus, this agenda item dose not require Board approval.

SMALL BUSINESS

The Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. The findings and recommendation are attached

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$54,114.00. Funding is from Operations and Maintenance Funds, subject to the Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$54,114.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$54,114.00
CRI – Compliance Review Date	DL 8/22/24
CRI – Funding Eligibility Review Date	8/22/24

August 16, 2024

DRMP #: 21-0003.000

Keegan O'Brien, P.E.
Assistant Vice President, Environmental
Planning & Environmental
Orlando International Airport
5855 Cargo Road
Orlando, Florida 32827
mary.obrien@goaa.org

**Subject: GOAA W424 Continuing Environmental Consulting Services
Proposal for Addendum No. 9– Environmental Permits Tracking Database & Hazardous
Material Database for Orlando International Airport (MCO) FY 2025**

Dear Ms. O'Brien:

Thank you for allowing DRMP, Inc. (DRMP) the opportunity to continue to perform Environmental Consulting Services for the Greater Orlando Aviation Authority (GOAA). Per the above referenced Continuing Services Agreement (W424), the Consultant, DRMP shall provide environmental services for the airports owned and operated by the Client, GOAA. As an addendum to this agreement, GOAA has requested that DRMP provide a proposal for the continued maintenance of the Environmental Permit Tracking Database (EPTD), Geographic Information Systems (GIS) tracking, and Hazardous Material Database (HMD) for the airports managed by GOAA including the Orlando International and Executive Airport. The proposed scope of services for the requested addendum is outlined as follows:

I. SCOPE OF SERVICES

DRMP developed an EPTD based in GIS and Microsoft Excel that tracks critical permit information, such as, issuance and expiration dates, permit conditions, and any other pertinent information associated with environmental permits at MCO. The EPTD catalogs permit information into a user-friendly platform that will assist GOAA with planning, design, and construction at MCO. DRMP has been tracking hazardous materials and contamination sites for MCO teamed with Terracon in a separate GIS data layer and Microsoft Excel database. We have developed the following task-oriented scope of services for the continued data management, tracking, and support of the EPTD and HMD for GOAA managed airports.

Task 1: Updates to the EPTD and HMD for MCO

DRMP shall continue to merge available environmental permits and documentation, into the EPTD via Microsoft Excel. Available online environmental databases, the existing GOAA network, and staff coordination will be utilized to locate relevant environmental documentation for the airport. The following lists the regulatory agency information that will be cataloged in the EPTD spreadsheets:

1. South Florida Water Management District (SFWMD)
2. Florida Department of Environmental Protection (FDEP)
3. United States Army Corps of Engineers (USACE)
4. Federal Aviation Administration (FAA)
5. Florida Fish and Wildlife Conservation Commission (FWC)
6. United States Fish and Wildlife Service (USFWS)

DRMP shall continuously monitor the new permit data for the airport to ensure the most current permit information is incorporated into the EPTD. DRMP shall identify missing information and notify GOAA immediately with recommendations and upcoming permit expirations. As a part of the EPTD, DRMP shall assist GOAA's Records Department in locating as-built plans for projects and coordinate directly with the consultants responsible for obtaining permits for MCO. DRMP shall also assist the Records Department



with the upload of these files to GOAA's SharePoint site and will monitor the permit conditions and mitigation requirements in the EPTD spreadsheets.

In order to maintain the HMD, DRMP shall coordinate with GOAA staff and consultants to track hazardous materials and contamination sites for MCO in the HMD. DRMP shall also assist the Records Department with the upload of these files to GOAA's SharePoint site and shall monitor the conditions and requirements in the HMD spreadsheets. The HMD shall follow the same Microsoft Excel format as the EPTD.

Assumptions

1. GOAA shall provide DRMP with access to all applicable files.
2. GOAA shall provide the contacts of all consultants that have obtained permits for MCO.

Deliverable

1. DRMP shall utilize information provided by GOAA and its consultants to update the EPTD summary tables for the FDEP, SFWMD, and USACE permits twice a month for the length of the Addendum 9 and provide these summary tables to GOAA via email.
2. Additionally, DRMP shall update the HMD every four (4) months for the length of Addendum 9 and provide these updates to GOAA staff and their consultants via email.

Task 2: GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data

DRMP shall research and input the FDEP, SFWMD, and USACE permit boundaries of both previously issued and new permits in GIS. DRMP shall link the permit boundaries from issued permits to the GOAA Developments and Infrastructure Parcels and update the EPTD spreadsheets accordingly.

In addition, DRMP shall utilize and link the GOAA Development and Infrastructure Parcel data to the hazardous materials and contamination sites to track this information spatially in GIS. This information shall be used to update the HMD spreadsheets.

Task 3: On-Call Environmental Services and EPTD and HMD Support

DRMP shall assist GOAA with environmental activities at MCO in accordance with the terms and conditions of W424 Continuing Environmental Consulting Services Contract. These tasks include, but are not limited to the following:

- Uplands and Wetland Evaluations;
- Jurisdictional Wetland Determinations;
- Wetland Monitoring;
- Threatened and Endangered Species Surveys and Permitting;
- Assessment of Wildlife Management Issues;
- Water Quality Analysis and Monitoring;
- Land Management;
- Environmental GIS Mapping;
- NEPA Documentation and Airport Planning Support;
- Regulatory Agency Permit(s) Reviews and Coordination;
- Preparation of Permit Applications;
- EPTD Training;
- Coordination with GOAA staff; and
- Attend Meetings with GOAA staff.

GOAA manages multiple projects and consultants at the airport that produce a wide variety of environmental data. DRMP shall provide reviews of this information on an as-needed basis and these services may include preparing GIS maps, providing technical assistance/expertise, and/or providing reports.

Task 4: Meetings and Coordination



DRMP shall attend and conduct meetings and coordination with GOAA and consultants to obtain the recent environmental data and project status for incorporation into the EPTD, on an as needed basis. DRMP will attend up to four (4) environmental status meetings with GOAA staff and their consultants for MCO for the length of Addendum 9. These meetings will identify the following permit information:

- a. Issuance and Expiration Dates;
- b. Expiring Permits;
- c. Permit Compliance and Conditions;
- d. Mitigation or Remediation;
- e. As-builts;
- f. Identification of Consultants; and
- g. New Projects and Permit Application Submittals.

Deliverable

1. *DRMP shall provide hard copies of the EPTD spreadsheets to all the meeting attendees. DRMP shall update the EPTD based on the information discussed in the meetings and provide revised EPTD summary sheets to GOAA via email.*
2. *DRMP shall provide hard copies of the HMD Microsoft Excels spreadsheets to all meeting attendees. DRMP shall update the HMD based on the meeting discussions and provide the revisions via email.*

II. ADDITIONAL SERVICES (Not included in this proposal)

Should the Client desire to change or expand upon these services, an additional fee shall be negotiated. Services authorized in writing by the Client other than those specifically listed in the Scope of Services shall be considered Additional Services for which the Client shall compensate DRMP at current hourly rates for the actual personnel involved in the tasks or as pre-negotiated for that task. Any negotiation required shall be accomplished prior to further work on the project.

III. SCHEDULE

Work effort shall begin immediately upon receiving Notice-to-Proceed (NTP) from Client, Greater Orlando Aviation Authority (GOAA). It is anticipated that the Scope of Services for this, Addendum No. 9, shall begin continuously following completion of Addendum No. 6 and be completed within twelve (12) months following receipt of NTP.



IV. COMPENSATION SUMMARY AND TERMS

The following table summarizes the terms and fees as proposed by DRMP in the Scope of Services presented herein:

TASK	DESCRIPTION	TERMS	FEE
I.	Updates to the EPTD and HMD for MCO	Not to Exceed	\$12,456.00
II.	GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data	Not to Exceed	\$10,918.00
III.	On-Call Environmental Services and EPTD and HMD Support	Not to Exceed	\$18,900.00
IV.	Meeting and Coordination	Not to Exceed	\$11,840.00
TOTAL:			\$54,114.00

We sincerely appreciate the opportunity to provide consulting services relative to this addendum. Should you have any questions regarding this proposal, please contact our office.

This Scope of Services and Fee Schedule is hereby submitted by:

DRMP, Inc.

Rachel Schmidt

Rachel Schmidt, PWS
Environmental Services Florida Leader

8/16/2024
Date

CC: George McLatchey, PWS, CEP: Vice President/Environmental Division Manager, DRMP
Mark Brown, GISP: GIS Project Manager, DRMP

Continuing Environmental Consulting Services (W424)
Proposal for Addendum No. 9 – Environmental Permits Tracking Database Hazardous Material Database for Orlando International Airport (MCO) FY 25
Not to Exceed Rate Breakdown

Position:	PROJECT		DEPARTMENT		ENVIRONMENTAL		ENVIRONMENTAL		GIS ANALYST		GIS ANALYST		TOTAL		Avg. Hourly
	MANAGER		MANAGER		SPECIALIST III		SPECIALIST II		III		II				
	\$184.00		\$145.00		\$108.00		\$93.00		\$106.00		\$76.00				
Rate (\$/Hour):	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	labor hours	Cost	Rate
Task 1: Updates to the EPTD and HMD for MCO															
Ongoing Permit Review and Tracking	0	\$0	0	\$0	10	\$1080	8	\$744	0	\$0	0	\$0	18	\$1,824	\$101
Maintenance of EPTD and HMD	0	\$0	0	\$0	12	\$1,296	8	\$744	0	\$0	0	\$0	20	\$2,040	\$102
GOAA Staff Coordination	0	\$0	0	\$0	8	\$864	8	\$744	0	\$0	0	\$0	16	\$1,608	\$101
Bi-Weekly Summary Table Emails	0	\$0	0	\$0	44	\$4,752	24	\$2,232	0	\$0	0	\$0	68	\$6,552	\$102
Sub-Total Task 1: Updates to the EPTD and HMD for MCO	0	\$0	0	\$0	74	\$7,992	48	\$4,464	0	\$0	0	\$0	122	\$12,456	\$102
Task 2: GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data															
Maintenance and Updates to the GOAA Developments and Infrastructure Parcels Online GIS Database	0	\$0	0	\$0	0	\$0	0	\$0	103	\$10,918	0	\$0	103	\$10,918	\$106
Sub-Total Task 2: GIS Permit Boundary, Hazardous Material Sites, and GOAA Parcels Data	0	\$0	0	\$0	0	\$0	0	\$0	103	\$10,918	0	\$0	103	\$10,918	\$106
Task 3: On-Call Environmental Services and EPTD and HMD Support															
Field Work	0	\$0	0	\$0	8	\$864	80	\$7,440	0	\$0	0	\$0	88	\$8,304	\$94
Regulatory Agency Permit(s) Reviews and Coordination	0	\$0	4	\$580	12	\$1,296	0	\$0	0	\$0	0	\$0	16	\$1,876	\$117
GOAA Staff Coordination	0	\$0	4	\$580	10	\$1,080	0	\$0	0	\$0	0	\$0	14	\$1,660	\$119
Preparation of Permit Applications	0	\$0	4	\$580	60	\$6,480	0	\$0	0	\$0	0	\$0	64	\$7,060	\$110
Sub-Total Task 3: On-Call Environmental Services and EPTD and HMD Support	0	\$0	12	\$1,740	90	\$9,720	80	\$7,440	0	\$0	0	\$0	182	\$18,900	\$104
Task 4: Meeting and Coordination															
On-Call Meetings with GOAA Staff	0	\$0	8	\$1,160	30	\$3,240	80	\$7,440	0	\$0	0	\$0	118	\$11,840	\$100
Sub-Total Task 4: Meeting and Coordination	0	\$0	8	\$1,160	30	\$3,240	80	\$7,440	0	\$0	0	\$0	118	\$11,840	\$100

Addenda / Amendments Awarded per Agreement - Summary for Committee

DRMP, Inc. -- Agreement No. 202104-CE3

Continuing Environmental Consulting Services

<i>Add</i>	<i>Amd</i>	<i>Proj.</i>	<i>Description</i>	<i>PSC/CCM</i>	<i>Board</i>	<i>Exec.</i>	<i>PO#</i>	<i>\$ Amount</i>	<i>Cumul. per Add. \$ Amount</i>	
000	000	-	Continuing Environmental Consulting Services	PSC	04/01/21	04/21/21	05/14/21	\$0.00	\$0.00	
001	000	-	Perform Wildlife Hazard Management Training	CCM	05/25/21	NA	07/13/21	93495	\$9,820.00	\$9,820.00
002	000	-	FY22 Environmental Permit Tracking Database and Hazardous Material Database	CCM	09/21/21	NA	10/05/21	93836	\$44,475.00	\$44,475.00
003	000	-	Perform Wildlife Hazard Management Training	CCM	05/24/22	NA	07/08/22	94767	\$10,376.00	\$10,376.00
004	000	-	FY23 Environmental Permit Tracking Database and Hazardous Material Database Services	CCM	09/13/22	NA	05/24/23	95204	\$52,618.00	\$52,618.00
004	001	-	No Cost Reallocation of Funds for FY23 Environmental Permit Tracking Database and Hazardous Material Database Services	PSC	05/23/23	NA	06/13/23		\$0.00	\$52,618.00
005	000	-	2023 Wildlife Hazard Management Training	PSC	05/09/23	NA	06/07/23	96402	\$10,376.00	\$10,376.00
006	000	-	FY24 Environmental Permit Tracking Database (EPTD) and Hazardous Material Database (HMD) Services	PSC	09/26/23	NA	10/04/23	96660	\$52,618.00	\$52,618.00
007	000	-	First Extension	CCM	12/05/23	01/17/24	01/31/24		\$0.00	\$0.00
008	000	-	2024 Wildlife Hazard Management Training	PSC	08/13/24	NA	08/14/24		\$10,933.50	\$10,933.50
Total for DRMP, Inc. for Agreement No. 202104-CE3								\$191,216.50		

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration 1st Extension 2nd Extension	Current Expiration Date
Continuing Agreement Consultant - Environmental			
DRMP, Inc.	Not a Minority Firm 05/14/21	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	05/14/25

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/09/23		005	000	\$10,376.00	\$10,376.00
05/23/23		004	001	\$0.00	\$10,376.00
09/26/23		006	000	\$52,618.00	\$62,994.00
08/13/24		008	000	\$10,933.50	\$73,927.50

ATTACHMENT A

FINANCE FORM

Date:	<u>August 20,2024</u>	Requestor's Extension:	<u>x3555</u>
Requestor's Name:	<u>Keegan O'Brien</u>	Preparer's Extension:	<u>x3555</u>
Preparer's Name:	<u>Keegan O'Brien</u>	Solicitation #:	<u>N/A</u>
Requestor's Department:	<u>Environmental</u>	Contract # / Name:	<u>Environmental Consulting Services</u>
Description:	<u>FY25 Environmental Permits Tracking Database & Hazardous Material Database</u>	Procurement Committee Date:	<u>September 3, 2024</u>
Vendor:	<u>DRMP, Inc.</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.00 0000			\$54,114.00			
Total Requisition:			\$54,114.00			
Requisition Number:			97670			
Funding Approver:	<i>Andrea Harper</i>					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97670	FY25 (Dept. 712) DRM	In Process	20-AUG-2024 09:56:18	USD	54,114.00	Wages, Alice M

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with DRMP, Inc. for FY25 Environmental Permits Tracking Database & Hazardous Material Database for Orlando International Airport.

SMALL BUSINESS

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