

**AMENDMENT 1 to ADDENDUM NO. 9
TO THE AGREEMENT DATED OCTOBER 1, 2021
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND HDR ENGINEERING, INC.**

Project: Additional FY24 On Call Horizontal Development Plan Review Services, Orlando International Airport

THIS AMENDMENT is effective this 2nd day of January, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Authority”), and **HDR ENGINEERING, INC.** (“Consultant”).

WITNESSETH:

WHEREAS, by Agreement dated October 1, 2021, Authority and Consultant entered into an agreement for Consultant to provide Continuing Transportation Planning Consulting 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 Amendment 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 TWENTY THOUSAND AND NO/100 DOLLARS (\$20,000.00)**, broken down as follows:

Professional Fees:	NTE:	\$20,000.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$20,000.00

3. Except as expressly modified in this Amendment, the Agreement dated October 1, 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 Amendment this day of Jan 9, 2024.

GREATER ORLANDO AVIATION AUTHORITY

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

Karen Ryan

By: boxSIGN 1J8RLK51-427P733Z

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

Kevin J. Thibault

By: boxSIGN 1V3Q39J4-427P733Z

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

HDR ENGINEERING, INC.

Katie E Duty

By: boxSIGN 1JRPLK29-427P733Z

Signature (Duly Authorized Rep.)
Katie E Duty, PE

Printed Name
Vice President

Title



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Sr. Vice President of Multi-Modal Planning and Environmental

(Prepared by Chris DeLoatche)

DATE: January 2, 2024

ITEM DESCRIPTION

Request for Approval of an Amendment to Addendum 9 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for fiscal year 2024 On-Call Horizontal Development Plan Review Services for the Greater Orlando Aviation Authority.

BACKGROUND

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

On May 19, 2021, the Aviation Authority Board approved a Continuing Transportation Planning Services Agreement with the following firms:

- HDR Engineering, Inc.
- HNTB Corporation

These no-cost base agreements established the negotiated hourly rates. These services consist of the performance of transportation planning services and related professional services, and may include, but not be limited to, on-airport roadway traffic counts, multi-modal transportation facility planning, airport passenger surface access-related analyses, coordination with local, regional, state and federal transportation agencies on transportation planning issues to support the development of the Aviation Authority's existing and future facilities; assisting with strategic development planning, planning analyses of roadway opportunities and constraints, wayfinding and signage, and other miscellaneous transportation projects 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, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, evaluation and documentation of existing conditions; Master Document support, plan review and support of the Aviation Authority's horizontal permitting program, technical support and review of documents prepared by others, management support on various Aviation Authority projects and all other related professional services.

ISSUES

On September 26, 2023 the Procurement Committee approved \$20,000 for similar on-call horizontal development plan review services. Since the initial approval, several reviews have been conducted related to Terminal C and its ancillary parking lots that have used a significant portion of the approved funding. It has been determined that an additional \$20,000 will be needed to address any further on-call horizontal plan review services. The consultant's proposal dated December 4, 2023 is to provide these on-call development review services for the Greater Orlando Aviation Authority.

PC
01/02/2024
ITEM CA-A

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

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

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 \$20,000.00. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Amendment to Addendum 9 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for the services contained herein and amount as shown below:

Not-to-Exceed Fees	\$20,000.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$20,000.00
AAC – Compliance Review Date	<i>SJ</i> 12/15/23
AAC – Funding Eligibility Review Date	12/15/23

ATTACHMENTS

Attachment A: Finance Form



December 12, 2023

Mr. Brad Friel, A.A.E
Greater Orlando Aviation Authority
Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, FL 32827-4399

Re: Amendment No. 1 to Addendum No. 9 to Continuing Transportation Planning Services Agreement dated October 1, 2021: FY24 Horizontal Development Review Services

Dear Brad:

HDR Engineering, Inc. (HDR) is pleased to submit this proposal to provide professional design review services for horizontal development at Orlando International Airport (MCO) on an as-needed basis, utilizing the Authority's adopted *Horizontal Permitting Rules and Regulations*. This authorization is proposed as an amendment to Addendum No. 9, which was originally approved by GOAA on October 18, 2023 in the amount of \$20,000. Due to a heavy volume of review work across several tasks at the outset of the contract addendum, the previously approved fee has nearly been exhausted. As such, an additional fee of \$20,000 is requested to provide sufficient fee to cover current and forthcoming review tasks. This proposed supplemental fee would result in a total amended fee of \$40,000 for this contract addendum. Previously requested reviews to date include the following:

- Task 1: BP-S199 Train Station PDL Parking Lot
- Task 2: H-S028 STC Interim GSE Revisions
- Task 3: BP-S196
- Task 4: BP-S196 STC Airfield Civil

Each review task be tracked as it is assigned to assist GOAA with managing the overall budget of this agreement with a monthly budget report provided along with each invoice.

The terms and conditions of the Agreement for Professional Services for Continuing Transportation Planning Services Orlando International and Executive Airports will apply to this addendum. If you have any questions, please contact Jamie Krzeminski at (407) 420-4250. We look forward to working with you.

hdrinc.com

315 E. Robinson Street, Suite 400
Orlando, FL 32801
T 407.420.4200 F 407.420.4242



Sincerely,
HDR ENGINEERING, INC.

A handwritten signature in blue ink that reads 'Katie E. Duty'.

Katie E. Duty
Vice President

JMK:jmk

C: Jeff Arms (HDR); HDR Accounting Department



Exhibit A - Scope of Services for Amendment 1 to FY24 Horizontal Development Review Services

SCOPE

The proposed budget amendment is proposed to cover current and future review tasks in FY24. The specific tasks are yet to be determined but will consist of on-call design review services for horizontal development at Orlando International Airport (MCO), utilizing the Authority's adopted *Horizontal Permitting Rules and Regulations*.

SCHEDULE

The Consultant will work as expeditiously as possible to meet the Client's schedule for individual design reviews occurring during FY24 between October 1, 2023 and September 30, 2024. The Consultant will coordinate with Client staff about the schedule for each design review request received.

FEE

Services provided under this agreement will be performed on an as-needed basis using HDR's approved hourly rate schedule (effective October 1, 2023). A recommended additional labor budget fee authorization of \$20,000 is requested for the Consultant to accomplish the review tasks as assigned by the Client, as follows:

HDR Engineering, Inc. (labor, hourly not to exceed)	\$ 20,000.00
<hr/>	
Total	\$ 20,000.00

The additional requested fee would be added to the previously approved fee of \$20,000 for a total amended authorization of \$40,000.

DBE/MWBE/LDB

The specific scope of services and nature of the design reviews under this contract addendum are uncertain. This includes the timing of when design review packages are received, as well as the specific disciplines required to complete a review. Based on this uncertainty, the specific DBE/MWBE/LDB firms to be utilized cannot be identified at this time. As such, HDR Engineering, Inc. has provided our commitment to pursue and fulfill the Authority's DBE/MWBE/LDB participation goals.



GOAA 2023 HOURLY RATE SCHEDULE

	<u>HOURLY RATE</u>
Senior Principal	\$ 333
Project Principal	\$ 249
Senior Project Manager	\$ 208
Engineer/Planner VI	\$ 166
Engineer/Planner V	\$ 148
Engineer/Planner IV	\$ 132
Engineer/Planner III	\$ 113
Engineer/Planner II	\$ 106
Engineer/Planner I	\$ 93
Chief Designer	\$ 168
Senior Designer	\$ 99
Designer	\$ 79
Senior Project Accountant	\$ 129
Document Control	\$ 119



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: HDR Engineering, Inc.

By: *Katie E. Duty*

Print Name: Katie E. Duty, Vice President

Date: 12/12/2023

ATTACHMENT A

FINANCE FORM

Date:	<u>December 12, 2023</u>	Requestor's Extension:	<u>x3139</u>
Requestor's Name:	<u>Brad Friel</u>	Preparer's Extension:	<u>x2255</u>
Preparer's Name:	<u>Chris DeLoatche</u>	Solicitation #:	<u>N/A</u>
Requestor's Department:	<u>Multi-Modal Planning and Environmental</u>	Contract # / Name:	<u>Continuing Transportation Planning Services</u>
Description:	<u>On-Call Horizontal Development Review</u>	Procurement Committee Date:	<u>January 9 2024</u>
Vendor:	<u>HDR Engineering, Inc.</u>	Agenda Item #:	<u></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
301.711.170.5310008.000.000000		\$20,000.00				
Total Requisition:		\$20,000.00				
Requisition Number:		95822				
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: January 02, 2024

RE: Request for Approval of an Amendment to Addendum 9 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for fiscal year 2024 On-Call Horizontal Development Plan Review Services for the Greater Orlando Aviation Authority.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the on-call nature of the services to be provided, HDR Engineering, Inc. does not propose small business participation on this amendment.

Our analysis indicates that HDR Engineering, Inc. is eligible for award of the subject amendment.