

**ADDENDUM NO. 11
TO THE AGREEMENT DATED JUNE 10, 2021
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND HNTB CORPORATION**

Project: FY24 On Call Horizontal Review Consulting Services, Orlando International Airport

THIS ADDENDUM is effective this 1st day of October, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Authority”), and **HNTB CORPORATION** (“Consultant”).

WITNESSETH:

WHEREAS, by Agreement dated June 10, 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 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 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 **TEN THOUSAND AND NO/100 DOLLARS (\$10,000.00)**, broken down as follows:

Professional Fees:	NTE:	\$10,000.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$10,000.00

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. 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, 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 10, 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 Oct 26, 2023 _.

GREATER ORLANDO AVIATION AUTHORITY

Kevin J. Thibault

By:

box SIGN 1V3Q39J4-19WYLPRQ

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

**Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Oct 20, 2023**

Karen Ryan

By:

box SIGN 198161-19WYLPRQ
**NELSON MULLINS BROAD AND
CASSEL, Legal Counsel
Greater Orlando Aviation Authority**

HNTB CORPORATION

George Gilhooley

By:

box SIGN 4V16PRQ1-19WYLPRQ

Signature (Duly Authorized Rep.)

George Gilhooley

Printed Name

SVP

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, Senior Vice President of Multi-Modal Planning and Environmental
(Prepared by Alex Sorondo)

DATE: September 26, 2023

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for fiscal year 2024 (FY24) On-Call Horizontal Review Consulting 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

Consultant's proposal, dated September 5, 2023, is to provide On-Call Horizontal Development Plan Review Services.

EXHIBIT A

If approved, these services would be effective October 1, 2023 and extend through September 30, 2024.

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 HNTB Corporation is below the \$250,000 threshold; thus, this agenda item does not require Board 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 \$10,000.00. Funding is from FY24 Operation and Maintenance (O&M) Funds, subject to adoption by the Aviation Authority Board of the FY24 Aviation Authority budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$10,000.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$10,000.00
AAC – Compliance Review Date	<i>EW</i> 9/11/2023
AAC – Funding Eligibility Review Date	9/12/2023

ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo

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: HNTB Corporation



By: _____

Print Name: Alejandro Sorondo, P.E., MBA

Date: 9/5/23

HNTB Corporation
The HNTB Companies
Infrastructure Solutions

200 Colonial Center Parkway
Suite 200
Lake Mary, Florida 32746

Telephone (407) 805-0355
Facsimile (866) 205-1648
www.hntb.com

September 5, 2023

Mr. Brad Friel
Senior Vice President of Multi-Modal Planning and Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

Dear Mr. Friel:

HNTB Corporation (HNTB) is pleased to submit this proposal for transportation consulting services associated with supporting Greater Orlando Aviation Authority (GOAA) staff with Horizontal Permitting Review Services on an as-needed basis for the fiscal year 2024. HNTB will utilize this authorization to perform review of proposed development in accordance with GOAA's Horizontal Permitting Review and Regulations. HNTB will prepare a Task Authorization form including an hourly estimate of fees to complete each task as it is assigned to assist GOAA with managing the overall budget of this agreement.

For purposes of this agreement, GOAA will be referred to as the Client and HNTB will be referred to as the Consultant.

SCOPE

Generally, the scope of work will include, but is not limited to, the review of proposed horizontal development within properties controlled by GOAA. HNTB's review will be summarized in comments that will be provided to GOAA for review prior to distributing to applicants or other stakeholders. Other stakeholders may include municipalities, Orange County, adjacent developments, or other governmental or quasi-governmental entities. The scope may also include meetings, workshops, or presentations, as required by the Client.

SCHEDULE

The Consultant will work as expeditiously as possible to meet the Client's schedule for individual task work authorizations. The Consultant will coordinate with Client staff about the schedule for each work request received.

FEE

Services provided under this agreement will be performed on an as-needed basis using the hourly rate schedule on file with GOAA. A recommended labor budget Not-to-Exceed (NTE) fee authorization of \$10,000 is requested for the Consultant to accomplish the miscellaneous activities as assigned by the Client.

DBE/MWBE/LDB



Since this scope of services is for an on-call contract, the specific DBE/MWBE/LDB firms to be utilized cannot be identified at this time. As such, HNTB has provided our commitment to pursue and fulfill the DBE/MWBE/LDB objectives.

TERMS OF AGREEMENT

The terms and conditions of the Agreement for Professional Services Continuing Transportation Planning Services at the Orlando International and Executive Airports dated June 10, 2021 will apply to this addendum.

This proposal represents a continuation of services by HNTB as part of our Transportation Planning contract with GOAA. If you need additional information, please feel free to contact me. We appreciate the opportunity to provide the Authority with our professional services.

Sincerely,

A handwritten signature in blue ink, appearing to read 'AS', with a long horizontal flourish extending to the right.

Alejandro Sorondo, P.E., MBA
Project Director

Hourly Rates Report By Vendor

<i>Office</i>	<i>Position</i>	<i>Hourly Rate</i>	<i>Effective</i>	<i>Renog. Date</i>	<i>Comments</i>
<u>HNTB Corporation</u>					
HOME	Administrative Assistant	\$68.00	08/08/23	08/08/24	
HOME	Architect	\$100.00	08/08/23	08/08/24	
HOME	Asst. Project Manager	\$182.00	08/08/23	08/08/24	
HOME	Chief Architect	\$281.00	08/08/23	08/08/24	
HOME	Design Intern	\$60.00	08/08/23	08/08/24	
HOME	Engineer	\$136.00	08/08/23	08/08/24	
HOME	Engineering Intern	\$112.00	08/08/23	08/08/24	
HOME	Intern Architect	\$75.00	08/08/23	08/08/24	
HOME	Multiplier	\$2.65	08/08/23	08/08/24	
HOME	Project Architect	\$124.00	08/08/23	08/08/24	
HOME	Project Engineer	\$157.00	08/08/23	08/08/24	
HOME	Senior Designer	\$167.00	08/08/23	08/08/24	
HOME	Senior Project Architect	\$158.00	08/08/23	08/08/24	
HOME	Senior Project Architect	\$175.00	10/01/22	10/01/23	Add 45 FY23
HOME	Senior Project Architect	\$184.00	10/01/23	10/01/24	Add 45 FY24
HOME	Senior Project Architect	\$193.00	10/01/24	10/01/25	Add 45 FY25
HOME	Senior Project Architect	\$203.00	10/01/25	10/01/26	Add 45 FY26
HOME	Senior Project Engineer	\$241.00	08/08/23	08/08/24	
HOME	Senior Project Manager I	\$340.00	08/08/23	08/08/24	
HOME	Senior Project Manager II	\$238.00	08/08/23	08/08/24	
FIELD	Administrative Assistant	\$78.00	10/01/22	10/01/23	Add 45 FY23
FIELD	Administrative Assistant	\$82.00	10/01/23	10/01/24	Add 45 FY24
FIELD	Administrative Assistant	\$86.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Administrative Assistant	\$90.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Architect-Designer	\$107.00	10/01/22	10/01/23	Add 45 FY23
FIELD	Architect-Designer	\$112.00	10/01/23	10/01/24	Add 45 FY24
FIELD	Architect-Designer	\$118.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Architect-Designer	\$124.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Asst. Project Manager	\$161.00	08/08/23	08/08/24	
FIELD	Asst. Project Manager	\$153.00	10/01/22	10/01/23	Add 45 FY23
FIELD	Asst. Project Manager	\$161.00	10/01/23	10/01/24	Add 45 FY24

Hourly Rates Report By Vendor

<i>Office</i>	<i>Position</i>	<i>Hourly Rate</i>	<i>Effective</i>	<i>Renog. Date</i>	<i>Comments</i>
FIELD	Asst. Project Manager	\$169.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Asst. Project Manager	\$177.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Chief Engineer-Architect	\$248.00	10/01/22	10/01/23	Add 45 FY23
FIELD	Chief Engineer-Architect	\$260.00	10/01/23	10/01/24	Add 45 FY24
FIELD	Chief Engineer-Architect	\$273.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Chief Engineer-Architect	\$287.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Multiplier	\$2.47	08/08/23	08/08/24	
FIELD	Project Architect	\$138.00	10/01/22	10/01/23	Add 45 FY23
FIELD	Project Architect	\$145.00	10/01/23	10/01/24	Add 45 FY24
FIELD	Project Architect	\$152.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Project Architect	\$160.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Project Director	\$216.00	10/01/22	10/01/23	Cont. Transportation (Alex)
FIELD	Project Director	\$249.00	10/01/23	10/01/24	Alex Sorrondo
FIELD	Senior Project Architect	\$156.00	08/08/23	08/08/24	
FIELD	Senior Project Manager	\$219.00	10/01/22	10/01/23	Add 45 FY23 and Cont. Transportation
FIELD	Senior Project Manager	\$230.00	10/01/23	10/01/24	Add 45 FY24
FIELD	Senior Project Manager	\$242.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Senior Project Manager	\$254.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Senior Project Manager I	\$245.00	08/08/23	08/08/24	
FIELD	Senior Project Manager II	\$221.00	08/08/23	08/08/24	
FIELD	Sr. Program Director I	\$345.00	08/08/23	08/08/24	
FIELD	Sr. Program Director I	\$329.00	10/01/22	10/01/23	Add 45 FY23
FIELD	Sr. Program Director I	\$345.00	10/01/23	10/01/24	Add 45 FY24
FIELD	Sr. Program Director I	\$362.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Sr. Program Director I	\$380.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Sr. Program Director II	\$300.00	08/08/23	08/08/24	
FIELD	Sr. Program Director II	\$286.00	10/01/22	10/01/23	Add 45 FY23
FIELD	Sr. Program Director II	\$300.00	10/01/23	10/01/24	Add 45 FY24
FIELD	Sr. Program Director II	\$315.00	10/01/24	10/01/25	Add 45 FY25
FIELD	Sr. Program Director II	\$331.00	10/01/25	10/01/26	Add 45 FY26
FIELD	Travel Premium	\$58.00	08/08/23	08/08/23	West and mid-west
	Senior Project Architect	\$162.00	06/04/19	06/04/20	FY20 rate

**ATTACHMENT A
FINANCE FORM**

Date:	September 5, 2023	Requestor's Extension:	3139
Requestor's Name:	Brad Friel	Preparer's Extension:	3142
Preparer's Name:	Alex Sorondo	Solicitation #:	
Requestor's Department:	Multi-Modal Planning & Env	Contract # / Name:	Continuing Transportation Planning
Description:	On-Call Horizontal Permit Review Services	Procurement Committee Date:	September 26, 2023
Vendor:	HNTB Corporation	Agenda Item #:	

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		\$10,000.00				
Total Requisition:		\$10,000.00				
Requisition Number:		94918				
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						

Requisitions - 94918

Operating Unit: **GOAA**

Number: **94918** Type: **Internal Requisit** Preparer: **Mitchell, Elecia B**

Description: **FY24 PC 9/26/23 H** Status: **Incomplete** Total: **USD 10,000.00**

Lines | Source Details | Details | Currency

Num	Type	Item	Rev	Category	Description	UOM	€	[]
1	Encumbrance C			Encumbrance.Ho	Continuing Transportatio	US D	1	

Destination Type: **Expense** Source: **Supplier**

Requester: **Mitchell, Elecia B** Supplier:

Organization: **Material Control - 121** Site:

Location: **Engineering & Construction** Contact:

Subinventory: Phone:



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

To: Members of the Procurement Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: September 26, 2023

Re: Request for Approval of an Addendum to the Continuing Transportation Planning Services Agreement with HNTB Corporation for fiscal year 2024 (FY24) On-Call Horizontal Review Consulting 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, HNTB Corporation does not propose small business participation at this time.

Our analysis indicates that HNTB Corporation is eligible for award of the subject addendum.