

**ADDENDUM NO. 2  
TO THE AGREEMENT DATED MARCH 24, 2023  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND JACOBS PROJECT MANAGEMENT CO.**

**Project:** Executive Project Management and Oversight Services for W-S149  
Program Management and Oversight Services for Terminal C  
Programs, Orlando International Airport

**THIS ADDENDUM** is effective this 1<sup>st</sup> day of May, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **JACOBS PROJECT MANAGEMENT CO.** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated March 24<sup>th</sup>, 2023, Authority and Consultant entered into an agreement for Consultant to provide Executive Program Management and Oversight Services for STC Programs 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 **TWO HUNDRED FORTY-FOUR THOUSAND SEVEN HUNDRED EIGHT AND NO/100 DOLLARS (\$244,708.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$224,708.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$20,000.00</u></b>
<b>Total:</b>		<b>\$244,708.00</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. 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 March 24<sup>th</sup>, 2023 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 day of May 11, 2023.

**GREATER ORLANDO AVIATION AUTHORITY**



By:

box SIGN #WB8CZ71-47XKPWZV

Max Marble  
Sr. Vice President, Capital Programs  
Construction Committee Chair

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of May 3, 2023

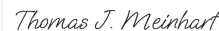


By:

box SIGN 188BLK51-677XDMZV

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

**JACOBS PROJECT MANAGEMENT CO.**



By:

box SIGN 1J93LZ72-4E7KPVWZV

Signature (Duly Authorized Rep.)

Thomas J. Meinhart

Printed Name

Sr. Vice President

Title



# Memorandum

**To:** Members of the Construction Committee

**From:** Scott Shedek, Vice President of Construction

**Date:** April 25, 2023

**Re:** Request for Approval of an Addendum to the Executive Program Management and Oversight Services for STC Programs Services Agreement with Jacobs Project Management Co. to provide Executive Project Management and Oversight Services for W-S00149 Program Management and Oversight (PMO) Services for Terminal C Programs at Orlando International Airport

Consultant's proposal, dated April 10, 2023, is to provide Executive Project Management and Oversight Services to provide an overall assessment of the South Terminal Program including processes, systems, and recommended improvements.

If approved, these services would be effective May 1, 2023.

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

Funding is from General Airport Revenue Bonds and Customer Facility Charges. Funding source verified by \_\_\_\_\_ of Construction Finance on \_\_\_\_/\_\_\_\_/\_\_\_\_ as correct and available.

It is respectfully requested that the Construction Committee approve an Addendum to the Executive Project Management and Oversight Services for STC Programs Services Agreement with Jacobs Project Management Co. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$224,708.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$20,000.00
<b>TOTAL</b>	<b>\$244,708.00</b>
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	



**April 10, 2023**

Mr. Max Marble  
SR VP Capital Programs

Mr. Scott Shedek  
VP of Construction

Greater Orlando Aviation Authority  
Orlando International Airport  
One Jeff Fuqua Blvd  
Orlando, FL 82827

Subject: Scope Proposal 2 - 90 Day Program Assessment Proposal

Dear Mr. Marble and Mr. Shedek,

Jacobs Program Management Co. is pleased to provide this proposal for the 90 Day Assessment of the South Terminal Restart Program. Please find the proposal scope and fee in the following documentation.

We greatly appreciate the opportunity to provide this proposal, and if you have any questions please do not hesitate to ask.

Sincerely,

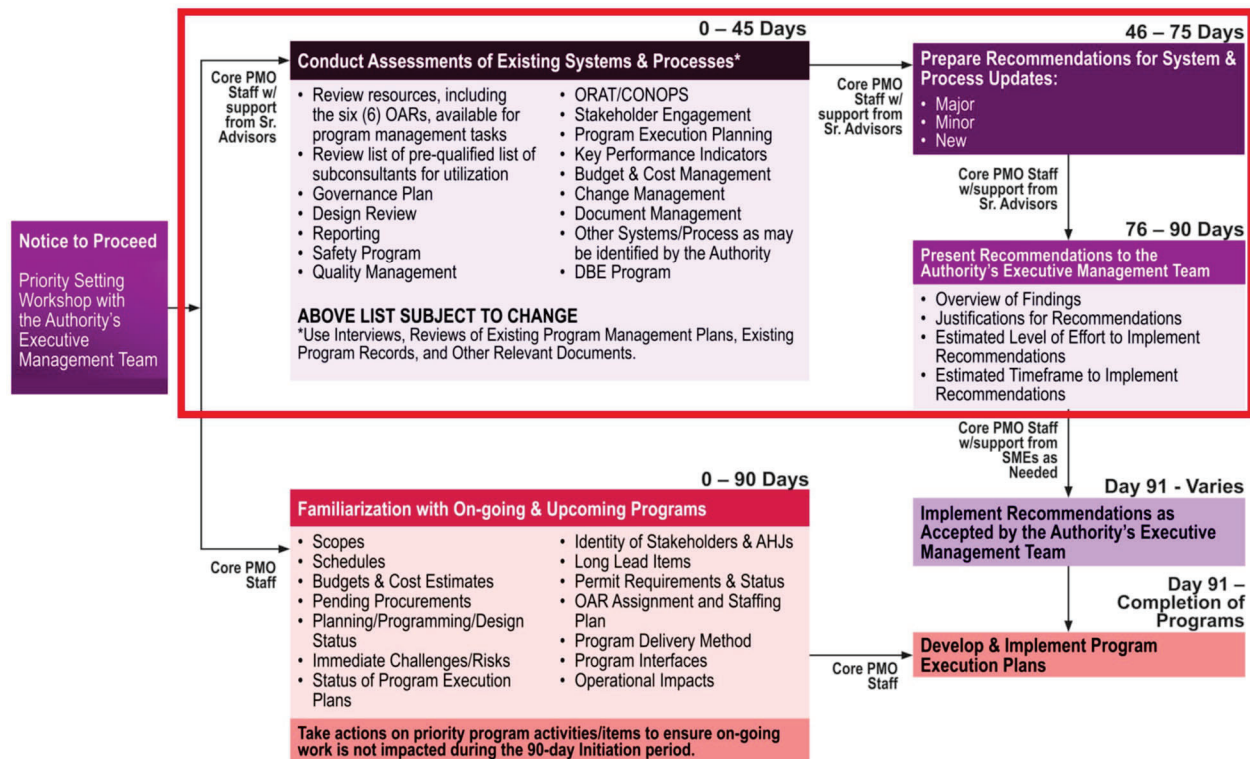
A handwritten signature in blue ink, appearing to read "Brad Miller", is located below the "Sincerely," text.

Brad Miller | [Jacobs](#) | Aviation Program Manager, VP  
M: 303.618.4335 | [brad.miller@jacobs.com](mailto:brad.miller@jacobs.com)

# Greater Orlando Aviation Authority South Restart Program – 90 Day Program Assessment

Scope Proposal 2, 90 Program Assessment, will be executed under the terms and conditions of \_\_\_\_\_ Contract Number \_\_\_\_\_, executed on \_\_\_\_\_. This proposal gives no rights or benefits to anyone other than the Greater Orlando Aviation Authority (Authority) and Jacobs Project Management Company (Jacobs) and has no third-party beneficiaries.

These services are one of three initiation activities designed to assess and benchmark the Authority's Terminal C Program as well as set critical activities for Program Management and Oversight Services (PMO). This task order comprises the activities represented in the 90-Day Initiation Plan graphic below surrounded by the red box.



As Jacobs initiates overall PMO services for the Authority, this scope of work will be performed by a combination of core PMO staff with support from subject matter experts and Senior Advisors. This Program Assessment will include the following:

- Inventory the Authority's systems and processes already in place.
- Interview users of these systems and processes to identify strengths and weaknesses.
- Interview Authority representatives to gain an understanding of short/long term goals.
- From the compiled information, conduct a gap assessment to identify needed improvements.
- Prepare written recommendations for undertaking needed improvements, with the focus on changing only what has not been working (or is missing) and keep successful systems and processes.

The tasks that comprise this assessment and the related activities are identified and described in the following sections.

- Task 1: Establish Process and Collaboration Requirements
- Task 2: Current Condition Assessment
- Task 3: Definition of Desired/Future Condition
- Task 4: Implementation Roadmap

## **Task 1: Establish Process and Collaboration Requirements**

Key to a successful program assessment is to have alignment and collaboration understanding between the client and the organization performing the assessment: (1) Understanding the mechanics of how the assessment will be performed; (2) Knowing the layout of the client organization and why it is configured as it is as well as the status of key program management functions; (3) Understanding how the client views the relevancy of the key assessment categories to its organization; (4) Understanding of the timeline, access requirements, and other supporting needs of the assessment process; and (5) An understanding of GOAA staff and OARs representatives involvement in the process.

### **Deliverables**

The following deliverables will be submitted to the Authority as part of Task 1:

- Workshop agenda, presentation, and minutes

### **Meetings**

The following meeting is included as part of Task 1:

- First: In-Person Workshop with GOAA select staff to discuss the mechanics of how the assessment will be conducted and to determine key areas of concern
- Second: In-Person Workshop with GOAA select staff and the OARs representatives to discuss the purpose, process, outcome, and collaboration requirements in executing the Current Condition Assessment and receive comments.

### **Assumptions**

The following assumptions are included as part of Task 1:

- Authority representatives, OARs and systems users will be reasonably available for interviews and/or meetings for data gathering.

## **Task 2: Current Condition Assessment**

### **Program Maturity Model**

The Program Maturity Model assessment is a critical aspect of the Program Assessment. The Jacobs Program Maturity Model is a best-in-industry assessment and benchmarking tool that is used to evaluate the developmental status/maturity of an entire program or a specific functional area of program management. The Maturity Model is a proven tool with attributes focused on rapidly providing clients with a clear roadmap to develop and initiate high performing programs to accomplish their desired outcomes. Attributes of the Maturity Model include the following:

- ✓ Measures program operational effectiveness
- ✓ Guides organizational development progress
- ✓ Prepares teams for audits
- ✓ Assesses gaps and weaknesses

- ✓ Guides preventative actions
- ✓ Identifies issues early to assure success
- ✓ Identifies symptoms and trends
- ✓ Manage and control program initiation and monitor continuous improvement

The Jacobs Program Maturity Model has been continually refined through years of effective use on high performing programs across a wide array of industry sectors, including Aviation. The model leverages existing processes, tools, and program management experts to quickly and effectively assess program readiness against accepted benchmarks – saving the Authority valuable time and money, while resulting in a clear roadmap to implementing a successful, high-performing program.

The Authority will realize benefits from implementation of the model to the planning and delivery of Terminal C programs. The model provides key insight to strengths/weaknesses along with clear, specific, and aligned improvement actions to implement a high-performing program that leads to the organization's defined outcomes. Benefits include:

- ✓ Comprehensive & standardized model
- ✓ Evaluates program readiness throughout lifecycle
- ✓ Identifies systematic issues and areas for improvement
- ✓ Provides specific improvement actions and timing
- ✓ Prioritizes engagement and resourcing
- ✓ Proactive performance risk mitigation
- ✓ Maintains a high-performance team

Through a series of meetings, interviews, data requests and document reviews, the Jacobs assessment team will evaluate the Authority's organization in the following functional areas:

- Resources, including the six OARs, available for program management tasks
- Organizational Governance (Organization, Roles and Responsibilities, Delegated Authority, etc.)
- Design Review
- Reporting
- Document Management
- ORAT/CONOPS
- Stakeholder Engagement
- Program Execution Strategies and Planning
- Key Performance Indicators
- Budget and Cost Management
- Change Management
- Program Controls
- PMIS (systems, tools and processes)
- Risk and Contingency Management
- Communications, Messaging, Meetings and Reporting
- Procurement

The Jacobs assessment team will document and log the current conditions of the various functional areas, and subcategories where applicable, into a Maturity Model matrix tool which will be utilized in Tasks 3 and 4.

## **Deliverables**

The following deliverables will be submitted to the Authority as part of Task 2:

- Workshop agenda, presentation, and minutes

## **Meetings**

The following meeting is included as part of Task 2:

- Virtual meeting to discuss Current Condition Assessment and receive comments.



## **Assumptions**

The following assumptions are included as part of Task 2:

- Authority representatives, OARs and systems users will be reasonably available for interviews and/or meetings for data gathering.

## **Task 3: Definition of Desired/Future Condition**

Based on the results of Task 2 (Current Condition Assessment), the next step is to envision what “could be” - essentially to define what the desired future condition would be, in order to identify gaps and develop recommendations for improvements/updates. The scope of services provided under this Task includes the activities described below.

Given the overarching mission of efficient and effective management, planning, and successful delivery of the Authority’s Terminal C programs, Jacobs will collaboratively identify and develop specific goals and objectives for the Authority. During this task and fed from the understanding gained in Task 1 and 2, we will construct what the vision of the future is, building from best industry practices for managing similar programs, while at the same time, preserving those current Authority aspects and practices that are done well and are desired to be maintained.

The Authority’s goals and objectives will be brainstormed in a workshop which will include the Authority, PMO, OARs and other stakeholders. Some anticipated goals include an effective program wide governance system, and improvements in Program Maturity Model scoring as measured over the life of the program. Program objectives will address the following topics at a minimum:

- Program Initiation
- Governance
- Resources and Organization
- Program Controls
- Performance Management
- Change Management
- Risk Management
- Quality Management
- Communications
- Estimating
- Document Management
- Design/Engineering Management
- Commercial/Procurement

## **Deliverables**

The following deliverables will be submitted to the Authority as part of Task 3:

- Workshop agenda, presentation, and minutes for one workshop

## **Meetings**

The following meetings are included as part of Task 3:

- In person Workshop to brainstorm Goals and Objectives and define the desired future state of the program.

## **Assumptions**

The following assumptions are included as part of Task 3:

- The Authority will actively participate in the workshop and have key individuals available.



## **Task 4: Implementation Road Map**

Jacobs will identify recommended actions to achieve goals and objectives and desired future condition from Task 3 based on assessments performed in Task 1 and 2 and present these findings in a workshop. These actions will be based on best industry practices and may include new or modified implementation of tools, development of standards and SOPs, organizational recommendations, creation or modification of component plans comprising the overall Program Management Plan, and others. The Action Plan will include schedules and estimated levels of effort to implement all recommended actions.

### **Deliverables**

The following deliverables will be submitted to the Authority as part of Task 4:

- Workshop agenda, presentation, and minutes for one workshop
- Findings and Implementation Road Map, draft and final

### **Meetings**

The following meetings are included as part of Task 4:

- In-Person Workshop to discuss draft Implementation Road Map and receive comments from the Authority.

### **Assumptions**

The following assumptions are included as part of Task 4:

- The Authority will actively participate in the workshop and have key individuals available.

## **General Assumptions and Clarifications**

The following general assumptions cover the entirety of this proposal:

- Jacobs will communicate regularly with the GOAA's designated representative for this scope of work regarding its findings, key areas of concern, and potential best practices. Open, transparent communication and collaboration are essential to a successful program assessment.
- Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the Authority and third parties.
- Jacobs and Jacobs' personnel have no authority to exercise any control over any Authority personnel, construction contractor(s), or other entity or their employees in connection with their work or any health or safety precautions. Jacobs and Jacobs' personnel have no duty for inspecting, noting, observing, correcting, or reporting on health or safety deficiencies of the Authority's personnel, construction contractor(s), or other entity or any other persons at the site except Jacobs' own personnel.
- While this proposal differs in scope from Scope 1 Startup, execution of both proposals is required to support the effort in this 90 Day Program Assessment. The intent is to have the resources in Scope 1 Startup support the efforts required in this task, when necessary, on location, by providing a centralized client facing resource for coordination and communication as needed. If execution of Scope 1 Startup and Scope 2 90 Day Assessment cannot be achieved in parallel this proposal shall need to be modified.
- Jacobs assumes upon approval of this scope of work, that the expense portion is also approved, and Jacobs shall coordinate travel as required to support this task. Receipts for reimbursement per GOAA Travel Policy and approved expense cap shall not be exceeded without GOAA approval.
- Airside escorts/escorting by others will be required if Jacobs personnel is required to access airside areas for performance of this task.
- In person meetings are preferable, however, virtual meetings can be held if preferable/or mandated from a cost basis. The travel reimbursement estimate can be influenced by market conditions that are unforeseen.

- In the event a resource listed in the fee table may not be available, or different resources may be required throughout the course of the assessment, Jacobs reserves the right to utilize the approved funds as required to produce the committed deliverables. The approved task order amount by GOAA will not be exceeded. If an amendment/s to the approved task order estimate amount is justified, it shall be executed per the Professional Services Agreement.

## Payment for Services

The total estimated fee for Scope Proposal 02 - 90 Day Program Assessment shall not exceed **\$244,708** as summarized in Table 1. The basis of payment for this scope of service is time & materials. It is expected that the fee will be expended over a 90-day period in accordance with the schedule included. Attachment 1 shows a breakdown of estimated fee by individual staff member and level of effort.

Monthly invoices will be submitted to the Authority. Actual labor hours and allowable expenses will be billed in accordance with the Professional Service Agreement (PSA).

**Table 1. Estimated Time & Materials Fee Summary for Scope Proposal 2 – 90 Day Program Assessment**

Task	Estimate
Tasks 1 and 2 Labor: Establish Process and Collaboration Requirements / Current Condition Assessment	\$131,640
Task 3 Labor: Definition of Desired/Future Condition	\$58,885
Task 4 Labor: Implementation Road Map	\$34,182
Expenses	\$20,000
<b>Total: 90 Day Program Assessment</b>	<b>\$244,708</b>

## Schedule

It is anticipated that the services described in this proposal will be completed within 3 months of Jacobs' receipt of a notice-to-proceed (NTP). Per conversations with senior GOAA Staff we understand the NTP may be issued on May 1<sup>st</sup>, 2023. The approximate duration of each task is included in Table 2.

**Table 2. Approximate Duration**

Task	Approximate Duration
Tasks 1 and 2: Establish Process and Collaboration Requirements / Current Condition Assessment	45 Days
Task 3: Definition of Desired/Future Condition	30 Days
Task 4: Implementation Road Map	15 Days
Total Duration	90 Days

# Attachment 1

## Estimated Time and Materials Fee

Task Description	Labor Category	Name	Company	LOE (hours)	Rate/hr	Total Fee
	Minority & Small Business Liaison	Leti Solaun	Jacobs	20	\$191.00	\$3,820.00
	Vice President/Sr. Program Manager	Tim Brown	Jacobs	60	\$342.00	\$20,520.00
	Program Management Advisor	Ron Stewart	Jacobs	90	\$280.00	\$25,200.00
	Program Initiation Advisor	Arun Srinivasan	Jacobs	80	\$186.47	\$14,917.60
	Sr. Program Management Advisor	Jim Chilton	Jacobs	60	\$354.12	\$21,247.20
	Stakeholder and Operations Liaison Director	Weston Parker	AR	60	\$353.00	\$21,180.00
	Program Governance Advisor	Josh Crowe	Jacobs	24	\$247.91	\$5,949.84
	Program Controls/PMIS Advisor	Pankaj Patel	Jacobs	80	\$235.07	\$18,805.60
	<b>TOTAL FOR TASK 1 and 2:</b>			<b>474</b>	<b>-</b>	<b>\$131,640.24</b>
	Minority & Small Business Liaison	Leti Solaun	Jacobs	8	\$191.00	\$1,528.00
	Vice President/Sr. Program Manager	Tim Brown	Jacobs	8	\$342.00	\$2,736.00
	Program Management Advisor	Ron Stewart	Jacobs	60	\$280.00	\$16,800.00
	Program Initiation Advisor	Arun Srinivasan	Jacobs	30	\$186.47	\$5,594.10
	Stakeholder and Operations Liaison Director	Weston Parker	AR	40	\$353.00	\$14,120.00
	Sr. Program Management Advisor	Jim Chilton	Jacobs	24	\$354.12	\$8,498.88
	Program Governance Advisor	Josh Crowe	Jacobs	16	\$247.91	\$3,966.56
	Program Controls/PMIS Advisor	Pankaj Patel	Jacobs	24	\$235.07	\$5,641.68
	<b>TOTAL FOR TASK 3:</b>			<b>210</b>	<b>-</b>	<b>\$58,885.22</b>
	Minority & Small Business Liaison	Leti Solaun	Jacobs	4	\$191.00	\$764.00
	Vice President/Sr. Program Manager	Tim Brown	Jacobs	4	\$342.00	\$1,368.00
	Program Management Advisor	Ron Stewart	Jacobs	40	\$280.00	\$11,200.00
	Program Initiation Advisor	Arun Srinivasan	Jacobs	10	\$186.47	\$1,864.70
	Sr. Program Management Advisor	Jim Chilton	Jacobs	12	\$354.12	\$4,249.44
	Stakeholder and Operations Liaison Director	Weston Parker	AR	20	\$353.00	\$7,060.00
	Program Governance Advisor	Josh Crowe	Jacobs	12	\$247.91	\$2,974.92
	Program Controls/PMIS Advisor	Pankaj Patel	Jacobs	20	\$235.07	\$4,701.40
	<b>TOTAL FOR TASK 4:</b>			<b>122</b>	<b>-</b>	<b>\$34,182.46</b>
<b>Labor Totals:</b>				<b>806</b>		<b>\$224,707.92</b>
Expenses, travel:						<b>\$20,000</b>
<b>Grand Total TO- Fee Estimate:</b>						<b>\$244,707.92</b>

Est. Budget Break Down of 90 Day Program Assessment	
Terminal C Gates	\$48,944
Terminal C Apron/Airfield	\$48,944
GTF Pedestrian Bridge	\$48,940
Terminal C Day Two	\$48,940
RAC QTA	\$48,940
<b>Total Budget</b>	<b>\$244,708</b>

\*Please note that DBE participation for this estimate is **18.9%**



April 24, 2023

Mr. Brad Miller  
Program Manager  
**Jacobs Via Email**

Subject: **Scope Proposal 2 – 90 Day Program Assessment Proposal**  
Orlando International Airport (MCO)

Dear Mr. Miller,

Ardmore Roderick is pleased to submit this proposal to provide Program Management services for the EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT (PMO) SERVICES FOR TERMINAL C PROGRAMS (WS149). This proposal has been prepared based on our understanding of the requested scope of work for Tasks 1, 2 and 3 for the 90 day assessment (attached). Ardmore Roderick has not included any hours for work associated with Task 4.

The scope of our services for the proposed project will consist of the Stakeholder and Operations Liaison Director assisting the Program Management team as required in completing the 90 day assessment of the existing program.

Our estimated man-hour requirements and applicable unit rates for completion of the project are attached to this proposal. The total contract value is estimated at **\$42,360** for this initial assessment work. This amount consists of \$42,360 for Not to Exceed Fees and Expenses, including travel per diem.

We appreciate the opportunity to present this proposal and we look forward to working with Jacobs and GOAA on this most important project. Should you have any questions or if we may be of further assistance, do not hesitate to contact the undersigned.

Sincerely,

Ardmore Roderick

Weston D. Parker, P.E.

Digitally signed by Weston D. Parker, P.E.  
DN: C=US, E=Wparker@ardmoreroederick.com,  
O=Ardmore Roderick, OU=OMP-CM, CN="Weston D.  
Parker, P.E."  
Date: 2023.04.24 11:57:04-05'00'

Weston Parker, PE  
Vice President of Aviation  
Ardmore Roderick

P: 321.430.6710  
F: 773.289.0567  
www.ArdmoreRoderick.com

3361 Rouse Road  
Suite 140  
Orlando, Florida 32817

**Jacobs/ Greater Orlando Aviation  
Authority EPMO - Orlando International  
Airport**

**EPMO 90 day assessment Task 1 through 3**

Role	Individual	Firm	2023												2024		Total
			Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb			
Stakeholder and Operations Liaison Director	Weston Parker				60	40	20								120		
Total Staff Hours					60	40	20								120		

Jacobs/Greater Orlando Aviation  
 Authority EPMO - Orlando International  
 Airport

EPMO 90 day assessment tasks 1 through 3					4/24/2023
Staffing Estimate					
Role	Individual	Firm	Hourly Rate	Total Hours	Total Fee
<b>Staffing:</b>					
Stakeholder and Operations Liaison Director	Weston Parker		\$ 318.00	120	\$ 38,160
<b>Subtotal</b>				<b>120</b>	<b>\$ 38,160.00</b>
<b>Reimbursable Expenses:</b>					
Travel per diem	Weston Parker		\$35.00	120	\$4,200
<b>Subtotal</b>					<b>\$4200 -</b>
<b>Total:</b>					<b>\$ 42,360</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: Jacobs Project Management Company

By: 

Print Name: Thomas J. Meinhart

Date: April 18, 2023





## GREATER ORLANDO AVIATION AUTHORITY

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

### MEMORANDUM

To: Members of the Construction Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: April 25, 2023

Re: Request for Approval of an Addendum to the Executive Program Management and Oversight Services for STC Programs Services Agreement with Jacobs Project Management Co. to provide Executive Project Management and Oversight Services for W-S00149 Program Management and Oversight (PMO) Services for Terminal C Programs at Orlando International Airport

The Small Business Development Department (SBDD) has reviewed the proposal from Jacobs Project Management Co. and determined that Jacobs Project Management Co. proposes 17% MWBE participation on this addendum.

**MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS****PLEASE COMPLETE THIS FORM**

This form should be used to report Construction and Engineering /Professional Services activities.

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7130

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Approval of an Addendum to the Executive Program Management and Oversight Services for STC Programs Services Agreement with Jacobs Project Management Co. to provide Executive Project Management and Oversight Services for W-S00149 Program Management and Oversight (PMO) Services for Terminal C Programs at Orlando International Airport

**1. Construction Information:**

Addendum Amount: \_\_\_\_\_

**2. MWBE Goal by Group Representation:**

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	_____	Actual Result	_____
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
<b>Total MWBE Participation</b>	<b>-</b>	<b>Actual Result</b>	<b>_____</b>

**3.a. Prime Contractor Information:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**3.b. Name and Address of MWBE Subcontractor**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**3.c. \*Identity:**

Work Item(s): \_\_\_\_\_  
Amount of Subcontract \_\_\_\_\_  
Percent of Prime Contract (%): \_\_\_\_\_

**4. Engineering/Professional Services Information:**

Addendum Amount: \$244,708.00

**5. MWBE Goal by Group Representation:**

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	42,360.00	Actual Result	17%
Caucasian Female American	-	Actual Result	0%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other	-	Actual Result	0%
<b>Total MWBE Participation</b>	<b>42,360.00</b>	<b>Actual Result</b>	<b>17%</b>

**6.b. Engineering / Professional Service Firm Information:**

Name: Jacobs Project Management Co.  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**6.b. Name and Address of MWBE Subconsultant**

Name: The Roderick Group, Inc. DBA Ardmore Roderick  
Address: 3361 Rouse Road Suite 140  
City, State, Zip: Orlando, FL 32817  
Telephone: 312-795-1400

**6.c. \*Identity:**

Black American  
Work Item(s): Stakeholder Management & Operations Coordination  
Amount of Subcontract \$42,360.00  
Percent of Prime Contract (%): 17%

*I certify that the information included on this form and its attachment is correct*

Signature: Edelis Molina

Date: 04/25/23

for George I. Morning, Vice President of Small Business Development

\* In Items 3.c. and 6.c. above specify the identity of MWBE Subcontractors and E/PS Firms (e.g. Black American, Hispanic American, Asian Subcontinent American, Asian Pacific American, Caucasian Female American, Native American & Other)