

**ADDENDUM NO. 6  
TO THE AGREEMENT DATED MARCH 31, 2023  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND KIMLEY-HORN AND ASSOCIATES, INC.**

**Project: FY24 On-Call Engineering Services, Orlando International Airport**

**THIS ADDENDUM** is effective this 1<sup>st</sup> day of October, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Authority”), and **KIMLEY-HORN AND ASSOCIATES, INC.** (“Consultant”).

**WITNESSETH:**

**WHEREAS**, by Agreement dated March 31, 2023, Authority and Consultant entered into an agreement for Consultant to provide Continuing Civil Engineering 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 **EIGHTY THOUSAND AND NO/100 DOLLARS (\$80,000.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$80,000.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$0.00</u></b>
<b>Total:</b>		<b>\$80,000.00</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 31, 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 this day of October 4, 2023.

**GREATER ORLANDO AVIATION AUTHORITY**

**Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Oct 2, 2023**

*Karen Ryan*

By: boxSIGN 1J8RLK51-19W232EV

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

By: *Kevin J. Thibault*  
boxSIGN DV92894-19W232EV

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

**KIMLEY-HORN AND ASSOCIATES, INC.**

By: *Jonathan Martin*  
boxSIGN 4YRYK7L5-19W232EV

Signature (Duly Authorized Rep.)

Jonathan Martin  
Printed Name

Sr v.p.  
Title



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**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, A.A.E, Senior Vice President of Multi-modal Planning and Environmental and  
Tuan Nguyen, P.E., Assistant Vice President, Engineering  
*(prepared by Alex Sorondo)*

DATE: September 12, 2023

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**ITEM DESCRIPTION**

Request for Recommendation to the Aviation Authority Board Approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for FY24 On-Call Engineering Services at the Orlando International Airport.

**BACKGROUND**

In March 2023, the firms providing Continuing Civil Engineering Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On March 15, 2023, the Aviation Authority Board approved a Continuing Civil Engineering Services Agreement with the following firms:

- AECOM Technical Services, Inc.
- Atkins North America, Inc.
- Avcon, Inc.
- C&S Engineers, Inc.
- Kimley-Horn and Associates, Inc.
- Mead & Hunt, Inc.

These no-cost base agreements established the negotiated hourly rates. These services are to provide continuing civil engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; and all other related services including coordination with the Aviation Authority, its Consultants, the City or Orlando and all agencies having jurisdiction over the facilities such as the Federal Aviation Administration, the Transportation Security Administration, the Florida Department of Transportation, and the Orlando Utilities Commission.

The Services may also include studies and preparation of reports involving scope definition and validation of projects, analysis of design parameters, budget development, evaluation and documentation of existing conditions; design, bid/procurement and award, design/build, design criteria package development, permitting, construction administration, resident engineering, master document support, technical support and review of documents prepared by others, design management support on various Aviation Authority

projects and all other engineering and related professional services 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 28, 2023, is to provide On-Call Civil Engineering Services on an as needed basis.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

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

## 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 \$80,000.00. Funding is from Operation and Maintenance Funds, subject to adoption by Aviation Authority Board of FY24 Aviation Authority budget.

## RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the Continuing Civil Engineering Services with Kimley-Horn and Associates, Inc. for the services contained herein and the amount as shown below:

<b>Not-to-Exceed Fees</b>	<b>\$80,000.00</b>
<b>Lump Sum Fees</b>	<b>\$0.00</b>
<b>Not-to-Exceed Expenses</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$80,000.00</b>
<b>AAC – Compliance Review Date</b>	<i>EW</i> 9/6/2023
<b>AAC – Funding Eligibility Review Date</b>	9/6/2023

## ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo



August 28, 2023

Mr. Brad Friel, A.A.E., AICP  
Director of Planning  
Greater Orlando Aviation Authority  
5855 Cargo Road  
Orlando, Florida 32827  
[bfriel@goaa.org](mailto:bfriel@goaa.org)

**Re: Greater Orlando Aviation Authority  
Fiscal Year 2024 On-Call Civil Engineering Services  
Orlando International Airport and Orlando Executive Airport**

Dear Brad:

Attached, please find our proposal for the fiscal year 2024 on-call civil engineering services, in accordance with our Continuing Civil Engineering Consultant Services contract (March 31, 2023) and approved rates.

The proposal submitted herein is for a total value of \$80,000.00. All work completed under this authorization will be completed utilizing the contracted hourly rates, as shown on Table C-9, Summary of Contracted Hourly Rates, attached herein.

We sincerely appreciate the opportunity to provide these services to you and the Greater Orlando Aviation Authority. Please contact me if you have any questions.

Very truly yours,  
KIMLEY-HORN AND ASSOCIATES, INC.

Jonathan A. Martin, P.E.  
Sr. Vice President/Principal

cc:  
Enclosures

K:\ORL\_Aviation\_marketing\GOAA\2023-08-29-FY24 On-Call\Coverletter-Friel-FY24 On Call Services -2023-08-28.docx

**ATTACHMENT A: SCOPE OF SERVICES  
ORLANDO INTERNATIONAL AIRPORT  
FISCAL YEAR 2024 ON-CALL CIVIL ENGINEERING SERVICES  
GREATER ORLANDO AVIATION AUTHORITY**

**OVERVIEW**

The Greater Orlando Aviation Authority (GOAA) operates and maintains the Orlando International Airport (MCO) and Orlando Executive Airport (ORL). As part of the ongoing development and maintenance throughout the airport's property, there is a need for civil engineering services.

**SCOPE:**

Kimley-Horn will be available to GOAA to provide continuing civil engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; and all other related services including coordination with the Aviation Authority, its Consultants, the City or Orlando and all agencies having jurisdiction over the facilities such as the Federal Aviation Administration, the Transportation Security Administration, the Florida Department of Transportation, and the Orlando Utilities Commission.

The Services may also include studies and preparation of reports involving scope definition and validation of projects, analysis of design parameters, budget development, evaluation and documentation of existing conditions; design, bid/procurement and award, design/build, design criteria package development, permitting, construction administration, resident engineering, master document support, technical support and review of documents prepared by others, design management support on various Aviation Authority projects and all other engineering and related professional services which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

**TASK ONE – Fiscal Year 2024 On-Call Civil Engineering Services**

Kimley-Horn will be available to GOAA to provide continuing civil engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; and all other related services including coordination with the Aviation Authority, its Consultants, the City or Orlando and all agencies having jurisdiction over the facilities such as the Federal Aviation Administration, the

Transportation Security Administration, the Florida Department of Transportation, and the Orlando Utilities Commission.

The Services may also include studies and preparation of reports involving scope definition and validation of projects, analysis of design parameters, budget development, evaluation and documentation of existing conditions; design, bid/procurement and award, design/build, design criteria package development, permitting, construction administration, resident engineering, master document support, technical support and review of documents prepared by others, design management support on various Aviation Authority projects and all other engineering and related professional services which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

### **SCHEDULE**

There are no set schedules for the services proposed. All schedules for services will be determined at the time services are requested.

# EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

## Table C-9

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the corresponding Contract Hourly Rate, up to the Not to Exceed limit defined by the Agreement. Include information on positions held by both the design consultant and each subconsultant.

<u>FIRM</u>	<u>POSITION</u>	<u>CONTRACT HOURLY RATE</u>
Kimley-Horn and Associates, Inc	QC Reviewer	268.00
Kimley-Horn and Associates, Inc	Sr. Project Manager	248.00
Kimley-Horn and Associates, Inc	Sr. Engineer	188.00
Kimley-Horn and Associates, Inc	Engineer	133.00
Kimley-Horn and Associates, Inc	Engineering Intern	111.00
Kimley-Horn and Associates, Inc	Senior CADD Designer	131.00
Kimley-Horn and Associates, Inc	Senior Scientist	206.00
Kimley-Horn and Associates, Inc	Senior Administrative Asst.	78.00



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: Kimley-Horn and Associates, Inc.

By:  \_\_\_\_\_

Print Name: Jonathan A. Martin

Date: 8/28/2023

## Addenda / Amendments Awarded per Agreement - Summary for Committee

### Kimley-Horn and Associates, Inc. -- Agreement No. 202302-CCE4 Continuing Civil Engineering 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 Civil Engineering Services	<b>PSC</b>	02/23/23	03/15/23	03/31/23	\$0.00	\$0.00	
001	000	H-00362-MCO	H-00362-MCO PAVING OF OVERFLOW LOTS AT SOUTH PARK PLACE (D/B) Professional Engineering Services for H-362	<b>CCM</b>	04/11/23	NA	04/18/23	1007424	\$159,818.00	\$159,818.00
002	000	W-00478-ORL	W-00478-ORL ORL RUNWAY 7/25 REHABILITATION ALTERNATIVES ANALYSIS Engineering Analysis Services for W-00478	<b>CCM</b>	05/09/23	NA	06/01/23	1007363	\$24,712.00	\$24,712.00
003	000	-	FY23 On-Call Drainage and Infrastructure Design, Review, and Assistance Services	<b>PSC</b>	06/06/23	NA	06/09/23	96273	\$29,600.00	\$29,600.00
004	000	W-00485-MCO	W-00485-MCO EAST AIRFIELD SFWMD PERMIT SUPPORT Engineering Conceptual Stormwater Permit Support for W-485	<b>CCM</b>	08/22/23	NA	08/29/23		\$26,989.00	\$26,989.00
005	000	W-00484-ORL	W-00484-ORL ORL STORMWATER PIPE DEPRESSION INVESTIGATION Engineering Services for W-484	<b>CCM</b>	08/29/23	NA	09/01/23		\$5,051.00	\$5,051.00
<b>Total for Kimley-Horn and Associates, Inc. for Agreement No. 202302-CCE4</b>								<b>\$246,170.00</b>		

## Addenda / Amendments Awarded per Agreement - Summary for Committee

### **Terms of Agreement**

Firm	Agreement Execution Date	Original Duration 1st Extension 2nd Extension	Current Expiration Date
<b>Continuing Agreement Consultant - Civil Engineering</b>			
Kimley-Horn and Associates, Inc.	Not a Minority Firm 03/31/23	Original Dur: 5 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	03/31/28

### **Addenda / Amendments in Chronological Order**

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
06/06/23		003	000	\$29,600.00	\$29,600.00

**ATTACHMENT A**  
**FINANCE FORM**

<b>Date:</b>	<u>August 29, 2023</u>	<b>Requestor's Extension:</b>	<u>3139</u>
<b>Requestor's Name:</b>	<u>Brad Friel / Tuan Nguyen</u>	<b>Preparer's Extension:</b>	<u>3142</u>
<b>Preparer's Name:</b>	<u>Alex Sorondo</u>	<b>Solicitation #:</b>	<u>N/A</u>
<b>Requestor's Department:</b>	<u>Multi-Modal Planning and Environmental</u>	<b>Contract # / Name:</b>	<u>Continuing Civil Engineering Services</u>
<b>Description:</b>	<u>On-Call Civil Engineering Services</u>	<b>Procurement Committee Date:</b>	<u>September 12, 2023</u>
<b>Vendor:</b>	<u>Kimley-Horn &amp; Associates, Inc.</u>	<b>Agenda Item #:</b>	<u></u>

**NON-PROJECT FUNDS: O&M**

Account Code Format: xxx.xxx.xxx.xxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.000000		\$50,000.00				
301.716.170.5310008.000.000000		\$30,000.00				
<b>Total Requisition:</b>		\$80,000.00				
<b>Requisition Number:</b>		<b>94953</b>				
<b>Funding Approver:</b> <i>Andrea Harper</i>						
<b>OMB Notes:</b>						

Requisitions - [New]

Operating Unit: GOAA  
 Number: 94953  
 Description: FY24 PCM 09/12/2  
 Type: Internal Requisition  
 Status: Incomplete  
 Preparer: Higinio, Greta N  
 Total: USD 80,000.00

Lines | Source Details | Details | Currency

Num	Category	Description	UOM	Quantity	Price	Need-By
1	Encumbrance.Ho	Kimley-Horn & Assoc O	US D	80000	1	

Destination Type: Expense  
 Requester: Mitchell, Elecia B  
 Organization: Material Control - 121  
 Location: Engineering & Construction  
 Subinventory:   
 Source: Supplier  
 Supplier:   
 Site:   
 Contact:   
 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 12, 2023

Re: Request for Recommendation to the Aviation Authority Board Approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for FY24 On-Call Engineering Services at the Orlando International Airport

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, Kimley-Horn and Associates, Inc. does not propose small business participation at this time.

Our analysis indicates that Kimley-Horn and Associates, Inc. is eligible for award of the subject addendum.



## GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32227-4392

### MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: September 27, 2023

### ITEM DESCRIPTION

Recommendation of the Procurement Committee to Approve an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for FY 2024 On-Call Civil Engineering Services, at the Orlando International Airport

### BACKGROUND

On March 15, 2023, the Aviation Authority Board approved Continuing Civil Engineering Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- AECOM Technical Services, Inc.
- Atkins North America, Inc.
- Avcon Inc. (MWBE)
- C&S Engineers, Inc.
- Kimley-Horn and Associates, Inc.
- Mead & Hunt, Inc.

The agreements are structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The terms of the agreements shall be for a period of five years.

Services will consist of continuing civil engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; 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 such as the Federal Aviation Administration, the Transportation Security Administration, the Florida Department of Transportation, and the Orlando Utilities Commission.

The Services may also include studies and preparation of reports involving scope definition and validation of projects, analysis of design parameters, budget development, evaluation and documentation of existing conditions; design, bid/procurement and award, design/build, design criteria package development, permitting, construction administration, resident engineering, master document support, technical support and review of documents prepared by others, design management support on various Aviation Authority projects and all other engineering and related professional services which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

A total of 5 addenda, and applicable amendments, to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. have been approved. A summary of these approvals can be provided upon request.

## **ISSUES**

Per the Aviation Authority's Policy 450.04, the Aviation Authority Board must approve all contract addenda and applicable amendments that result in the value of any contract being increased, in the aggregate, by \$250,000 or more over the contract value.

On September 12, 2023, the Procurement Committee recommended approval of an addendum to the above-referenced agreement as follows:

- Addendum for FY 2024 On-Call Civil Engineering Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$80,000, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2024 Aviation Authority Budget by the Aviation Authority Board under separate item). Services will consist of on-call civil engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; and all other related services. Services will be provided from October 1, 2023, through September 30, 2024.

As this addendum will result in an aggregate increase to the Aviation Authority's Agreement with Kimley-Horn and Associates, Inc. exceeding \$250,000, Aviation Authority Board approval is required, as outlined in the memorandum.

## **SMALL BUSINESS**

The Aviation Authority has reviewed the proposal from Kimley-Horn and Associates, Inc., and determined that Avcon, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the services to be provided. The Small Business Department certifies that Kimley-Horn and Associates, Inc. is in good standing as it relates to its small business participation as required on previously contracted services.

## **ALTERNATIVES**

None.

## **FISCAL IMPACT**

The fiscal impact is \$80,000. Funding is from Operations and Maintenance Funds (subject to adoption of the FY 2024 Aviation Authority Budget by the Aviation Authority Board under separate item).

## **RECOMMENDED ACTION**

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee and approve an Addendum to Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for FY 2024 On-Call Civil Engineering Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$80,000, with funding from Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.