

**ADDENDUM NO. 3  
TO THE AGREEMENT DATED JUNE 25, 2024  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND KIMLEY-HORN AND ASSOCIATES, INC.**

**Project: FY25 On-Call Engineering Services, Orlando International and Executive Airport**

**THIS ADDENDUM** is effective this 1<sup>st</sup> day of October, 2024 by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Aviation Authority"), and **KIMLEY-HORN AND ASSOCIATES, INC.** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated June 25, 2024, Aviation Authority and Consultant entered into an agreement for Consultant to provide Continuing On-Call Architectural and Engineering 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 ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$100,000.00</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>\$100,000.00</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. 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 June 25, 2024 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**

By:   
**box**SIGN 1V3Q39J4-157VQ77L  
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 1J8RLK51-157VQ77L  
**NELSON MULLINS RILEY AND  
SCARBOROUGH, Legal Counsel  
Greater Orlando Aviation Authority**

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

By:   
**box**SIGN 4YRYK7L5-157VQ77L  
Signature (Duly Authorized Rep.)  
  
Sr. Vice Preseident  
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 Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for FY25 On-Call Engineering Services at Orlando International Airport and Orlando Executive Airport.

## **BACKGROUND**

In May 2024, the firms providing Continuing On-Call Architecture and Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 15, 2024, the Aviation Authority Board approved a Continuing On-Call Architecture and Engineering Services Agreement with the following firms:

- C&S Engineers, Inc.
- Garver Engineers, LLC
- Kimley-Horn and Associates, Inc.
- Michael Baker International, Inc.
- RS&H, 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 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, but are not limited to, 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 14, 2024, is to provide on-call engineering services.

## **EXHIBIT A**

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

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. does not exceed the \$250,000 threshold; thus, this agenda item does 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 \$100,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority Budget.

**RECOMMENDED ACTION**

It is respectfully requested that the Procurement Committee approve an Addendum to Continuing On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$100,000.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$100,000.00</b>
CRI – Compliance Review Date	DL 8/21/24
CRI – Funding Eligibility Review Date	8/21/24



August 14, 2024

Ms. Keegan O'Brien, P.E.  
Assistance Vice President or Environmental  
Greater Orlando Aviation Authority  
5855 Cargo Road  
Orlando, Florida 32827  
[mary.obrien@goaa.org](mailto:mary.obrien@goaa.org)

**Re: Greater Orlando Aviation Authority  
Fiscal Year 2025 On-Call Engineering Services  
Orlando International Airport and Orlando Executive Airport**

Dear Keegan:

Attached, please find our proposal for the fiscal year 2025 on-call engineering services, in accordance with our Continuing On-Call Architecture and Civil Engineering Consultant Services contract (May 15, 2024) and approved rates.

The proposal submitted herein is for a total value of \$100,000.00. 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.  
Principal/Senior Vice President

Brian S. Ashby, P.E.  
Vice President

cc:  
Enclosures

K:\ORL\_Aviation\_marketing\GOAA\2024-08-13-FY25 On-Call\CoverLetter-O'Brien-FY25 On Call Services -2024-08-13.docx

**ATTACHMENT A: SCOPE OF SERVICES  
ORLANDO INTERNATIONAL AIRPORT AND  
ORLANDO EXECUTIVE AIRPORT  
FISCAL YEAR 2025 ON-CALL 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 engineering services.

**SCOPE:**

Kimley-Horn will be available to GOAA to provide continuing engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; planning; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying services; 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 2025 On-Call Engineering Services**

Kimley-Horn will be available to GOAA to provide continuing engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; planning; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying services; 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.

<b>FIRM</b>	<b>POSITION</b>	<b>CONTRACT HOURLY RATE</b>
Kimley-Horn and Associates, Inc	Principal	\$367.00
Kimley-Horn and Associates, Inc	QC Reviewer	\$300.00
Kimley-Horn and Associates, Inc	Senior Project Manager	\$338.00
Kimley-Horn and Associates, Inc	Project Manager	\$280.00
Kimley-Horn and Associates, Inc	Senior Engineer/Planner	\$288.00
Kimley-Horn and Associates, Inc	Engineer/Planner	\$209.00
Kimley-Horn and Associates, Inc	Engineering Intern	\$130.00
Kimley-Horn and Associates, Inc	Designer	\$229.00
Kimley-Horn and Associates, Inc	Principal/Chief Scientist	\$222.00
Kimley-Horn and Associates, Inc	Environmental Specialist	\$170.00
Kimley-Horn and Associates, Inc	Administrative Assistant	\$120.00

**Fiscal Year 2025 On-Call Engineering Services**



TRUTH IN NEGOTIATION CERTIFICATION  
FISCAL YEAR 2025 ON-CALL ENGINEERING SERVICES

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: August 14, 2024

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

### Kimley-Horn and Associates, Inc. -- Agreement No. 202404-CAE3 Continuing On-Call Architectural and Engineering 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 On-Call Architectural and Engineering Consulting Services	<b>PSC</b>	04/11/24	05/15/24	06/25/24	\$0.00	\$0.00
001	000	H-00378-MCO	H-00378-MCO STORMWATER PUMP SYSTEM PLAN Construction Administration Services for H-378	<b>CCM</b>	08/06/24	NA	08/09/24	\$10,338.00	\$10,338.00
002	000	-	East Airfield Site Development Planning	<b>PSC</b>	08/13/24	08/21/24	08/26/24	\$1,225,970.00	\$1,225,970.00
<b>Total for Kimley-Horn and Associates, Inc. for Agreement No. 202404-CAE3</b>								<b>\$1,236,308.00</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 - Architectural/Engineering</b>			
Kimley-Horn and Associates, Inc.	Not a Minority Firm 06/25/24	Original Dur: 5 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	06/25/29

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

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
08/13/24	08/21/24	002	000	\$1,225,970.00	\$1,225,970.00

**ATTACHMENT A**

**FINANCE FORM**

<b>Date:</b>	<u>August 20, 2024</u>	<b>Requestor's Extension:</b>	<u>x3555</u>
<b>Requestor's Name:</b>	<u>Keegan O'Brien</u>	<b>Preparer's Extension:</b>	<u>x3555</u>
<b>Preparer's Name:</b>	<u>Keegan O'Brien</u>	<b>Solicitation #:</b>	<u>N/A</u>
<b>Requestor's Department:</b>	<u>Environmental</u>	<b>Contract # / Name:</b>	<u>On-Call Architecture and Civil Engineering Consultant Services</u>
<b>Description:</b>	<u>FY25 On-Call Engineering Services</u>	<b>Procurement Committee Date:</b>	<u>September 3, 2024</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.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.00 0000			\$50,000.00			
301.716.170.5310010.000.00 0000			\$50,000.00			
<b>Total Requisition:</b>			\$100,000.00			
<b>Requisition Number:</b>			97678			
<b>Funding Approver:</b>	<i>Andrea Harper</i>					
<b>OMB Notes:</b>						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97678	9/3/24 FY25 On-Call C	Incomplete	20-AUG-2024 10:48:52	USD	100,000.00	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 On-Call Architecture and Engineering Consultant Services with Kimley-Horn and Associates, Inc. for FY25 On-Call Engineering Services at Orlando International Airport and Orlando Executive Airport.

**SMALL BUSINESS**

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.