

**ADDENDUM NO. 7  
TO THE AGREEMENT DATED MAY 7, 2021  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND MSE GROUP, LLC**

**Project: FY24 Water Quality Monitoring Program, 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 **MSE Group, LLC** (“Consultant”).

**WITNESSETH:**

**WHEREAS**, by Agreement dated May 7, 2021 Authority and Consultant entered into an agreement for Consultant to provide **Continuing Environmental** 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-NINE THOUSAND NINE HUNDRED SEVENTY AND 36/100 DOLLARS (\$249,970.36)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$154,924.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$95,046.36</u></b>
<b>Total:</b>		<b>\$249,970.36</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 May 7, 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 October 12, 2023.

**GREATER ORLANDO AVIATION AUTHORITY**



By:

boxSIGN 1V3Q2914-1XR3Q92Z

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

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Oct 10, 2023



By: boxSIGN 11BRUK51-1XR3Q92Z

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

**MSE GROUP, LLC**



By:

boxSIGN 13LVJ59V-1XR3Q92Z

Signature (Duly Authorized Rep.)

Ellen M. Eveland

Printed Name

Vice President - SE Region

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, Senior Vice President, Multi-Modal Planning and Environmental  
(Prepared by Dan Carrington)

DATE: August 29 2023

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**ITEM DESCRIPTION**

Request for Recommendation to Aviation Authority Board of Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC for FY 2024 Water Quality Monitoring Program at Orlando International Airport (MCO)

**BACKGROUND**

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

On April 21, 2021, the Aviation Authority Board approved a Continuing Environmental Consulting Services Agreement with each of the following firms:

- Breedlove, Dennis and Associates, Inc.
- Bio-Tech Consulting, Inc.
- DRMP, Inc.
- The Transit Group, Inc. d/b/a Ecological Associates, Inc.
- EXP U.S. Service, Inc.
- MSE Group, LLC
- Terracon Consultants, Inc.
- Vanasse Hangen Brustlin, Inc.

These no-cost base agreements established the negotiated hourly rates. The continuing environmental consulting services may include, but are not limited to, evaluation and assessment of wildlife issues, uplands and wetlands evaluation, habitat analysis, threatened and endangered species issues, jurisdictional wetland determinations, water quality analysis, land management, and monitoring of wetlands mitigation on facilities operated or purchased by the Aviation Authority 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 preparation of required notices and reports, coordination and providing assistance with requirements of authorities having jurisdiction over various mitigation sites, documentation of existing environmental conditions, preparation of environmental studies, technical support, and assistance with permitting activities 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 15, 2023, is to provide FY 2024 Water Quality Data to be in compliance with State and Federal regulations such as Municipal Storm water system works, Decision of Regional Impact and primarily South Florida Water Management District permit requirements at Orlando International Airport (MCO).

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

## 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 \$249,970.36. Funding is from Operations & Maintenance funds, subject to adoption by Aviation Authority Board of FY2024 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 Environmental Consulting Services Agreement with MSE Group, LLC, for the services contained herein and the amount as shown below:

<b>Not-to-Exceed Fees</b>	<b>\$154,924.00</b>
<b>Lump Sum Fees</b>	<b>\$0.00</b>
<b>Not-to-Exceed Expenses</b>	<b>\$95,046.36</b>
<b>TOTAL</b>	<b>\$249,970.36</b>
<b>AAC – Compliance Review Date</b>	<i>S.J</i> 08/23/23
<b>AAC – Funding Eligibility Review Date</b>	08/23/23

## ATTACHMENTS

Attachment A: Finance Form  
Attachment B: OSBD Memo



August 15, 2023

***Electronic Mail Delivery Only***

[dcarrington@goaa.org](mailto:dcarrington@goaa.org)

Dan Carrington  
Greater Orlando Aviation Authority (GOAA)  
5855 Cargo Road  
Orlando, Florida 32827

RE: **Proposal – FY 2024 GOAA Water Quality Monitoring Program  
Orlando International Airport (OIA), Orlando, Florida  
Continuing Environmental Consulting Services – May 7, 2021**

Dear Mr. Carrington:

MSE Group, LLC (MSE) is pleased to submit the following proposal to assist the Greater Orlando Aviation Authority (GOAA) with monitoring the surface water quality around the Orlando International Airport (OIA) property for fiscal year (FY) 2024 (October 2023 – September 2024). These services will be provided under MSE's Agreement for Continuing Environmental Consulting Services, dated May 7, 2021.

GOAA established a surface water quality monitoring program in 1978 for OIA. The purpose of the continued analysis is to detect any potential pollution problems resulting from on-site and off-site sources. Early detection of pollutants within the surface waters on-site provides a level of protection for the airport's natural resources.

## **Scope of Work**

MSE has a qualified team in place and ready to support GOAA with the following tasks.

### **Task 1: Water Quality Monitoring and Sampling Program**

MSE will provide all labor, materials, subcontractor support, and equipment needed to perform the following tasks:

- Conduct monthly inspections at GOAA's water quality monitoring stations including readings of water levels and staff gauges, meter calibrations, and equipment maintenance.
- Conduct analytical sampling around GOAA's property to evaluate the health of GOAA's surface water and per permit requirements.
- Coordination with Fondriest Environmental Products (Nexsens) for equipment purchasing, equipment installation, and semi-annual visits, Southern Research Laboratory for surface water analysis, and other subcontractors as needed for equipment/material purchases.
- Evaluate water quality and water elevation data discharging onsite and throughout OIA property.
- Coordination with GOAA regarding water quality and data logger activities.

- Attend meetings with GOAA as requested.

### Task 2: Data Analysis and Reporting

MSE will provide all labor and software needed to complete the following:

- Input water quality analytical data into spreadsheets monthly to evaluate each parameter.
- Conduct an overall analysis of water quality sampling data.
- Compare the data with current standards.
- Update figures to indicate new station locations.
- Develop an annual report of all sampling data collected and include recommendations for the next steps for the monitoring program.

### Task 3: Station Upgrades

MSE will provide all labor, materials, equipment, and software needed to complete the following:

- Install up to four X2 data loggers at previously installed monitoring stations
- Install/relocate up to eight monitoring stations to measure water quality and water elevation discharging onsite and throughout OIA property.
- Coordination with GOAA regarding water quality and data logger activities.
- Attend meetings with GOAA as requested.

### Schedule

Upon your authorization, MSE will coordinate with the appropriate GOAA personnel to develop a project schedule that meets the time frames anticipated for the project.

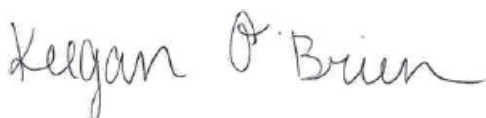
### Cost Proposal

The scope of services defined above will be completed on a time and materials basis for each requested service per the Continuing Environmental Consulting Services, dated May 7, 2021 and not to exceed **\$249,970.36**. MSE will utilize the unit rates provided in **Attachment A**.

### Closure

MSE appreciates the opportunity to submit this proposal and we look forward to continuing our support to GOAA on this project. If you have any questions regarding our proposal or need additional information, please contact me at 321.289.2104 or [kobrien@msegroupp.com](mailto:kobrien@msegroupp.com).

Sincerely,  
**MSE Group, LLC**



Keegan O'Brien, PE  
Contract Manager

Attachment A – Cost Estimate

Cc. Kristian Kjos, MSE Group, LLC

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*Attachment A - Cost Estimate*

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**Attachment A  
Cost Estimate  
Greater Orlando Airport Authority**

**Continuing Environmental Consulting Services - May 7, 2021**

**August 9, 2023**

ITEM	RATE	UNIT	Number of Units	Total
<b>MSE PERSONNEL LABOR</b>				
Senior I Professional	\$130.00	Hour	288	\$37,440.00
Project I Professional	\$102.00	Hour	322	\$32,844.00
Document Control	\$92.00	Hour	0	\$0.00
Staff II Professional	\$87.00	Hour	968	\$84,216.00
Senior Technician	\$76.00	Hour	0	\$0.00
Staff I Professional	\$72.00	Hour	0	\$0.00
Technician	\$60.00	Hour	0	\$0.00
Admin/Clerical	\$53.00	Hour	8	\$424.00
<b>PERSONAL PROTECTIVE EQUIPMENT</b>				
Disposable Gloves (Latex)	\$25.00	Box	12	\$300.00
<b>SAMPLING/TESTING EQUIPMENT</b>				
Crew Truck	\$130.00	Day	106	\$13,780.00
YSI 63 PH/CONDUCTIVITY/TEMP METER	\$35.00	Day	12	\$420.00
Turbidity Meter	\$50.00	Month	12	\$600.00
<b>MISCELLANEOUS EQUIPMENT/EXPENDABLES</b>				
Water Depth Staff Gauge	\$50.00	Each	10	\$500.00
Micellaneous Supplies (shipping, misc. hardware, etc.)	\$100.00	each	30	\$3,000.00
<b>EQUIPMENT SERVICES - FONDRIEST ENVIRONMENTAL PRODUCTS (NEXSENS)</b>				
Annual Data Hosting Package including Verizon Cellular Service	\$11,959.95	Each	1	\$11,959.95
X2 Data Logger	\$4,321.28	Each	2	\$8,642.56
ISIC data logger solar controller replacement	\$95.00	Each	1	\$95.00
Pressure transducer replacement	\$1,190.67	Each	5	\$5,953.35
EXO3 turbidity sensor replacement	\$2,076.75	Each	2	\$4,153.50
EXO3 sonde tune-up service	\$199.00	Each	10	\$1,990.00
<b>ANALYTICAL SERVICES - SOUTHERN RESEARCH LABORATORIES</b>				
Alkalinity	\$15.00	Each	3	\$45.00
Ammonia	\$25.00	Each	24	\$600.00
Arsenic	\$15.00	Each	8	\$120.00
Biological Oxygen Demand	\$35.00	Each	84	\$2,940.00
Cadmium	\$15.00	Each	24	\$360.00
Chloride	\$25.00	Each	60	\$1,500.00
Chlorinated Solvents	\$150.00	Each	6	\$900.00
Chlorophyll A	\$60.00	Each	12	\$720.00
Color	\$25.00	Each	3	\$75.00
Copper	\$15.00	Each	24	\$360.00
E. Coli	\$50.00	Each	4	\$200.00
Fecal Bacteriological	\$50.00	Each	6	\$300.00
Hardness	\$40.00	Each	60	\$2,400.00
Herbicides	\$250.00	Each	4	\$1,000.00
Lead	\$15.00	Each	60	\$900.00
Mercury	\$125.00	Each	8	\$1,000.00
Nitrate	\$25.00	Each	96	\$2,400.00
Nitrite	\$25.00	Each	60	\$1,500.00
Oils and Greases	\$95.00	Each	60	\$5,700.00
Orthophosphate	\$25.00	Each	24	\$600.00
Phosphorus	\$30.00	Each	104	\$3,120.00



**Attachment A  
Cost Estimate  
Greater Orlando Airport Authority**

**Continuing Environmental Consulting Services - May 7, 2021**

**August 9, 2023**

ITEM	RATE	UNIT	Number of Units	Total
<b>ANALYTICAL SERVICES - SOUTHERN RESEARCH LABORATORIES (continued)</b>				
Sulfides	\$30.00	Each	36	\$1,080.00
Total Bacteriological	\$50.00	Each	6	\$300.00
Total Dissolved Solids	\$20.00	Each	36	\$720.00
Total Kjeldahl Nitrogen	\$35.00	Each	96	\$3,360.00
Total Nitrogen	\$50.00	Each	68	\$3,400.00
Total Petroleum Hydrocarbons	\$85.00	Each	40	\$3,400.00
Total Suspended Solids	\$20.00	Each	48	\$960.00
Total Volative Solids	\$20.00	Each	36	\$720.00
Turbidity	\$15.00	Each	76	\$1,140.00
Volatile Organic Carbons	\$95.00	Each	4	\$380.00
Zinc	\$15.00	Each	60	\$900.00
Sample Disposal Fee	\$3.00	Each	120	\$360.00
Environmental Impact Fee	\$12.00	Each	16	\$192.00
<b>MSE NTE Total</b>			<b>\$173,524.00</b>	<b>69.4%</b>
Labor			\$154,924.00	62.0%
Equipment and Material Expenses			\$18,600.00	7.4%
<b>MSE NTE Total</b>			<b>\$76,446.36</b>	<b>30.6%</b>
Nexsens Technology, Inc. Expenses			\$32,794.36	13.1%
Southern Research Laboratories Expenses			\$43,652.00	17.5%
			<b>Total NTE Amount \$249,970.36</b>	
The above referenced fees and expenses are estimated. The actual fees and expenses will vary based on scope of work performed.				

Southern Research Laboratories, Inc.  
 279 Douglas Ave., Suite 1110  
 Altamonte Springs, Florida 32714  
 (407) 522-7100 Fax: (407) 522-7043

# Estimate

DATE	ESTIMATE NO.
8/9/2023	1427

Estimate for:

Montrose Environmental  
 5858 S Semoran Blvd  
 Orlando, FL 32822

Phone: 855.629.8180

Fax: 407.629.7595

CONTACT: Keegan O'Brien, PE			
PROJECT: GOAA			
QTY	DESCRIPTION	COST	TOTAL
	*** OIA WATER QUALITY SAMPLING ***		
1	Chlorophyll A (SM 10200H)	60.00	60.00
1	Florida-Petroleum Range Organics in Water (FL-PRO)	85.00	85.00
1	Total Suspended Solids/Non-Filterable Residue (SM2540D)	20.00	20.00
1	Total Dissolved Solids/Total Filterable Residue (SM4500-S F	20.00	20.00
1	TVS 160.4	20.00	20.00
1	Biochemical Oxygen Demand (SM5210B)	35.00	35.00
1	Coliform, Fecal / E. Coli (Escherichia coli (SM9223B)	50.00	50.00
1	Fecal Coliform, Water (SM 9222D)	50.00	50.00
	8hr Holding time)		
1	Color (SM2120B)	25.00	25.00
1	Nitrogen, Total	50.00	50.00
1	Nitrogen, Nitrite	25.00	25.00
1	Nitrogen, Nitrate	25.00	25.00
1	SM 4500NO3 H-201 (NOX)	50.00	50.00
1	Total Kjeldahl Nitrogen, Water (351.2)	35.00	35.00
1	Phosphorus, Total, Wtr	30.00	30.00
1	Nitrogen, Ammonia (350.1)	25.00	25.00
1	Ortho Phosphate (365.1)	25.00	25.00
1	Hardness, Total (SM2340B) (SM2340B is hardness calc by ICP)	40.00	40.00
1	Alkalinity, Total (CaCO3) (310.2)	15.00	15.00
1	Chloride, Water (300.0)	25.00	25.00
1	Turbidity (180.1)	15.00	15.00
1	Volatile Organics in Water by GC-MS (5030/8260)	95.00	95.00
1	Arsenic (As), Water	15.00	15.00
1	Copper (Cu), Water	15.00	15.00
1	Cadmium (Cd), Water	15.00	15.00
1	Calcium (Ca), Water	15.00	15.00
1	Lead (Pb), Water	15.00	15.00
1	Zinc (Zn), Water	15.00	15.00
1	Iron (Fe), Water	15.00	15.00
We look forward to working with you.		<b>TOTAL</b>	

Southern Research Laboratories, Inc.  
 279 Douglas Ave., Suite 1110  
 Altamonte Springs, Florida 32714  
 (407) 522-7100 Fax: (407) 522-7043

# Estimate

DATE	ESTIMATE NO.
8/9/2023	1427

Estimate for:

Montrose Environmental  
 5858 S Semoran Blvd  
 Orlando, FL 32822

Phone: 855.629.8180

Fax: 407.629.7595

CONTACT: Keegan O'Brien, PE			
PROJECT: GOAA			
QTY	DESCRIPTION	COST	TOTAL
1	Low Level Mercury (Hg), Water (1631)	125.00	125.00
1	Chlorophenoxy Herbicides in Water (8151)	250.00	250.00
1	Oil & Grease, Water (1664~HEM)	95.00	95.00
1	Sulfide, Water (SM4500-S-F)	30.00	30.00
1	Sample Disposal Fees (Per sample)	3.00	3.00
1	Environmental Impact Fee (Per work order)	12.00	12.00
We look forward to working with you.		<b>TOTAL</b>	<b>\$1,440.00</b>



Keegan O'Brien  
 Montrose Environmental Group  
 5858 S Semoran Blvd.  
 Orlando, Florida 32822  
 Tel. 407-629-8180

**Quote:** #132015  
**Contact:** Paul Nieberding  
**Email:** paul.nieberding@fondriest.com  
**Date:** 08/14/23  
**Expires:** 11/12/23

**Notes:** Service period 10/1/23 to 10/1/24.

Part #	Manufacturer	Description	Price	Qty	Total
<b>Annual Data Services</b>					
WQData-P-Y	NexSens	WQData LIVE Professional web datacenter service, priced per year	\$1,950.00	1	\$1,950.00
SITE-INT-Y	NexSens	iChart hosting service, priced per year	\$1,000.00	1	\$1,000.00
VZ-25MB-Y	NexSens	Verizon cellular data service with 25 MB monthly allowance priced per year	\$360.00	23	\$8,280.00
<i>Subtotal</i>					\$11,230.00
<b>X2 Data Logger</b>					
X2-C-WW4G	NexSens	X2 environmental data logger with global 4G LTE cellular telemetry	\$2,495.00	1	\$2,495.00
PM2	NexSens	X-Series pole and wall mount kit, 1.5" to 2" pipe	\$95.00	1	\$95.00
SP10	NexSens	SP10 solar power pack with panel, regulator & 6 A-Hr battery in weathertight enclosure, 10-watt	\$945.00	1	\$945.00
UW-FWP	NexSens	UW plug terminal for flying lead sensor interface	\$225.00	1	\$225.00
UW-FWP-V	NexSens	UW plug terminal for vented flying lead sensor interface	\$235.00	1	\$235.00
<i>Subtotal</i>					\$3,995.00
<b>iSIC Solar Controller</b>					
N10108	NexSens	Solar regulator, 6A current, 12V	\$95.00	1	\$95.00
<i>Subtotal</i>					\$95.00
<b>PT12 Level Sensor</b>					
2B41826	Seametrics	PT12 vented pressure & temperature sensor with stainless steel housing, 15 PSIG range, requires cable	\$1,008.00	1	\$1,008.00
7A23640	Seametrics	Vented PU standard cable with Kevlar, priced per meter	\$11.00	10	\$110.00
<i>Subtotal</i>					\$1,118.00

Part #	Manufacturer	Description	Price	Qty	Total
<b>EXO Turbidity Sensor</b>					
599101-01	YSI	EXO turbidity sensor	\$1,950.00	1	\$1,950.00
<i>Subtotal</i>					\$1,950.00
<b>EXO Tune-Up Service</b>					
Tune-Up EXO	Fondriest Repair	Tune-up YSI EXO water quality sonde, includes all repair labor	\$199.00	1	\$199.00
<i>Subtotal</i>					\$199.00

**Send Purchase Order To:**

Fondriest Environmental, Inc.

2091 Exchange Court

Fairborn, OH 45324

**Phone:** (888) 426-2151

**Fax:** (937) 426-1125

**Email:** [customercare@fondriest.com](mailto:customercare@fondriest.com)

Subtotal: \$18,587.00

Tax: \$1,115.22

Shipping: \$66.68

**Total: \$19,768.90**

**Delivery:**

**FOB Point:**

**Freight:**

**Terms:**

**Late Payments:**

Origin

UPS - UPS Ground

Net 30 w/ approved credit

Visa, MC, AMEX, Discover

1.5% interest per month.

3% surcharge for late payments

made with credit card

**PLACE ORDER ONLINE**

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 MSE Group, LLC

By: Keegan O'Brien

Print Name: Keegan O'Brien

Date: August 18, 2023

**ATTACHMENT A**

**FINANCE FORM**

<b>Date:</b>	<u>08/17/23</u>	<b>Requestor's Extension:</b>	<u>3463</u>
<b>Requestor's Name:</b>	<u>Brad Friel</u>	<b>Preparer's Extension:</b>	<u>3463</u>
<b>Preparer's Name:</b>	<u>Dan Carrington</u>	<b>Solicitation #:</b>	<u>N/A</u>
<b>Requestor's Department:</b>	<u>Planning &amp; Environmental</u>	<b>Contract # / Name:</b>	<u>Continuing Environmental Consulting Services Agreement</u>
<b>Description:</b>	<u>FY 2024 Water Quality Monitoring Program</u>	<b>Procurement Committee Date:</b>	<u>8/29/2023</u>
<b>Vendor:</b>	<u>MSE Group, LLC</u>	<b>Agenda Item #:</b>	<u></u>

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

Account Code Format:	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.711.170.5310010.000.000000		\$249,970.36				
<b>Total Requisition:</b>		\$249,970.36				
<b>Requisition Number:</b>						
<b>Funding Approver:</b>	<i>Andrea Harper</i>					
<b>OMB Notes:</b>	Subject to Board Approval and Available Funds					



**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: August 29, 2023

Re: Request for Recommendation to Aviation Authority Board of Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC for FY 2024 Water Quality Monitoring Program at Orlando International Airport (MCO)

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that MSE Group, LLC proposes 17.5% MWBE participation on this Addendum.

Our analysis indicates that MSE Group, LLC is eligible for award of the subject 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 Recommendation to Aviation Authority Board of Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC for FY 2024 Water Quality Monitoring Program at Orlando International Airport (MCO)

**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: \$249,970.36

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

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	43,652.00	Actual Result	17.5%
Caucasian Female American	-	Actual Result	0.0%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other	-	Actual Result	0.0%
<b>Total MWBE Participation</b>	<b>43,652.00</b>	<b>Actual Result</b>	<b>17.5%</b>

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

Name: MSE Group, LLC  
Address: 5858 S. Semoran Blvd.  
City, State, Zip: Orlando, FL 32822  
Telephone: (407) 629-8180

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

Name: Southern Research Laboratories, Inc.  
Address: 2251 Lynx Lane, Suite 1  
City, State, Zip: Orlando, FL 32804  
Telephone: 407.522.7100

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

Work Item(s): Black American  
Analytical Services  
Amount of Subcontract \$43,652.00  
Percent of Prime Contract (%): 17.5%

\* 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)



## GREATER ORLANDO AVIATION AUTHORITY

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

### 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 Multiple Addenda to the Continuing Environmental Services Agreement with MSE Group, LLC for Fiscal Year (FY) 2024 Environmental Consulting Services at the Orlando International Airport (MCO)

### BACKGROUND

On April 21, 2021, the Aviation Authority Board approved Continuing Environmental Consulting Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- Bio-Tech Consulting, Inc.
- Breedlove, Dennis and Associates, Inc. (*VBE*)
- DRMP, Inc.
- The Transit Group, Inc. dba Ecological Associates, Inc.
- EXP U.S. Service, Inc.
- MSE Group, LLC (*MWBE*)
- Terracon Consultants, Inc.
- Vanasse Hangen Brustlin, 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 three years with optional renewal periods of two additional one-year terms, to be exercised at the discretion of the Aviation Authority and accepted by both parties.

Services may include, but are not limited to, evaluation and assessment of wildlife issues, uplands and wetlands evaluation, habitat analysis, threatened and endangered species issues, jurisdictional wetland determinations, water quality analysis, land management, and monitoring of wetlands mitigation on facilities operated or purchased by the Aviation Authority 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 preparation of required notices and reports, coordination and providing assistance with requirements of authorities having jurisdiction over various mitigation sites, documentation of existing environmental conditions, preparation of environmental studies, technical support, and assistance with permitting activities which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

Since April 2021, a total of 6 addenda, and applicable amendments, to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC 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. Thus, the Procurement Committee has recommended approval of addenda to the above-referenced agreement, as follows:

- An Addendum for FY 2024 Water Quality Monitoring Program at MCO, for the total not-to-exceed fee amount of \$249,970.36, which includes the not-to-exceed fee amount of \$154,924 and the not-to-exceed expense amount of \$95,046.36, with funding from Operations and Maintenance Funds (subject to adoption by the Aviation Authority Board of the FY 2024 Aviation Authority Budget, under separate item). Services will consist of water quality monitoring services to comply with state and federal regulations such as Municipal Stormwater System Works, Decision of Regional Impact, and South Florida Water Management District. Services will include, but are not limited to, conducting analytical sampling around the MCO campus and monthly inspections of water quality monitoring stations at MCO; data analyzing and reporting of collecting samplings; and, installing up to four data loggers and up to eight monitoring stations. These services will be provided from October 1, 2023, through September 30, 2024. MSE Group, LLC is a certified Minority and Women Business Enterprise (MWBE) firm. The Aviation Authority has reviewed the proposal from MSE Group, LLC, and determined that MSE Group, LLC proposes 17.5% MWBE participation on this addendum, and certifies that MSE Group, LLC is in good standing as it relates to its small business participation. *[Reference PC Meeting held August 29, 2023, Agenda Item No. IV-G].*
- An Addendum for FY 2024 Wildlife Hazard Assessment Survey and Report Services at MCO, for the total amount of \$82,232, which includes the not-to-exceed fee amount of \$72,698 and the not-to-exceed expense amount of \$9,534, with funding from Operations and Maintenance Funds (subject to adoption by the Aviation Authority Board of the FY 2024 Aviation Authority Budget, under separate item). Services will consist of wildlife hazard assessment surveys and annual reporting in compliance with the Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5200-38. Services will include, but are not limited to, assisting the Aviation Authority with natural resources management services for the survey and management of avifauna abatement of wading bird species through the reduction prey species (i.e., fish) within the waterways of selected airfield areas. These services will be provided from October 1, 2023, through September 30, 2024. MSE Group, LLC is a certified MWBE firm. The Aviation Authority has reviewed the proposal from MSE Group, LLC, and determined that MSE Group, LLC proposes 9.3% MWBE participation on this addendum, and certifies that MSE Group, LLC is in good standing as it relates to its small business participation. *[Reference PC Meeting held August 29, 2023, Agenda Item No. IV-H].*

As these addenda will result in an aggregate increase to the Aviation Authority's Agreement with MSE Group, LLC exceeding \$250,000, Aviation Authority Board approval is required, as outlined in the memorandum.

## SMALL BUSINESS

Individual small business participation is included for each of the addenda listed above.

## ALTERNATIVES

None.

## FISCAL IMPACT

The fiscal impact is \$332,202.36. 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 Addenda to the Continuing Environmental Consulting Services

Agreement with MSE Group, LLC for (1) FY 2024 Water Quality Monitoring Program at MCO, for the total not-to-exceed fee amount of \$249,970.36, which includes the not-to-exceed fee amount of \$154,924 and the not-to-exceed expense amount of \$95,046.36, with funding from Operations and Maintenance Funds; and, (2) FY 2024 Wildlife Hazard Assessment Survey and Report Services at MCO, for the total amount of \$82,232, which includes the not-to-exceed fee amount of \$72,698 and the not-to-exceed expense amount of \$9,534, 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.