

**AMENDMENT 1 to ADDENDUM NO. 8
TO THE AGREEMENT DATED MAY 7, 2021
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND MSE GROUP, LLC**

**Project: Additional FY24 Wildlife Hazard Assessment Survey and Report Services,
Orlando International Airport**

THIS AMENDMENT is effective this 23rd day of January, 2024, 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 Amendment 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 **TWENTY-SIX THOUSAND FOUR HUNDRED SEVENTY-TWO AND NO/100 DOLLARS (\$26,472.00)**, broken down as follows:

Professional Fees:	NTE:	\$23,502.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$2,970.00</u>
Total:		\$26,472.00


3. Except as expressly modified in this Amendment, 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 Jan 26, 2024.

GREATER ORLANDO AVIATION AUTHORITY


By: 
box SIGN 1V939J4-46982Z7J

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

Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Jan 25, 2024

By: box SIGN 1188LK51-46582Z7J

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

MSE GROUP, LLC

By: 
box SIGN 1V733XP2-46982Z7J

Signature (Duly Authorized Rep.)
Ellen M. Eveland

Printed Name
Vice President

Title



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Keegan O'Brien, P.E., Assistant Vice President of Environmental

DATE: January 23, 2024

ITEM DESCRIPTION

Request of Approval of an Amendment to Addendum No. 8 to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC. for Additional FY 2024 Wildlife Hazard Assessment Survey and Report at the Orlando International Airport.

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 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.

On September 27, 2023, the Aviation Authority Board approved Addendum No. 8 to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC for FY 2024 Wildlife Hazard Assessment Survey and Report at the Orlando International Airport, for the total amount of \$82,232.00. Since that time it has been determined that additional scope and funding is needed to conduct roosting and nesting bird surveys at OIA.

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 December 20, 2023, is to provide monthly roosting and nesting bird surveys on Mud Lake for the rest of FY24.

If approved, these services would be effective the date of Procurement Committee approval.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Consulting Services Agreement with MSE Group, LLC, is below the \$250,000 threshold; thus, this agenda item does not require Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$26,472.00. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend approval of an Amendment to Addendum No. 8 to the Continuing Environmental Consulting Services with MSE Group, LLC, for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$23,502.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$2,970.00
TOTAL	\$26,472.00
AAC – Compliance Review Date	<i>SJ</i> 01/12/24
AAC – Funding Eligibility Review Date	01/12/24

ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo



December 20, 2023

Electronic Mail Delivery Only

mary.obrien@goaa.org

Keegan O'Brien, P.E.
Assistant Vice-President of Environmental
Greater Orlando Aviation Authority (GOAA)
5855 Cargo Road
Orlando, Florida 32827

RE: Ecological Consulting Services - Roosting and Nesting Bird Survey on Mud Lake
January through September 2024
Orlando International Airport, Orlando, Florida
Continuing Environmental Consulting Services Contract - May 7, 2021

Dear Ms. O'Brien:

MSE Group, LLC (MSE) is pleased to submit this proposal to provide ecological consulting services in support of GOAA's need to address potential safety hazards resulting from roosting birds surrounding Mud Lake.

Background

Based on a phone call between you and me, on December 14, 2023, GOAA needs to maintain access to Mud Lake in the event of a needed public emergency response involving a bird strike. It is our understanding that vultures inhabit the trees that surround Mud Lake, and this avian species is known for aircraft and wildlife collisions. GOAA is requesting MSE's support in evaluating roosting wildlife surrounding Mud Lake. MSE is being requested to conduct monthly avian surveys, via boat, on Mud Lake from January 2024 through September 2024.

Scope of Work

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

Roosting and Nesting Bird Survey (RNBS) on Mud Lake

- Conduct monthly (January 2024–September 2024) roosting and nesting bird surveys on Mud Lake.
 - Boat survey of roosting sites on Mud Lake initiated prior to civil sunrise.
 - RNBS will be conducted concurrently with the monthly Wildlife Hazard Assessment Survey (WHAS).
- Enter numerical data collected during RNBS field surveys into Microsoft Excel spreadsheets, locational data (GPS) into Google Earth, and QC data.
- Notify GOAA if any protected species nesting activity is verified during the surveys.

- Analyze existing data and prepare a Wildlife Hazard Summary Memorandum discussing avian roosts on Mud Lake
- Incorporate the RNBS results in the annual Wildlife Hazard Assessment Report (WHAR).

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 **\$26,472.00**. MSE will utilize the unit rates provided in **Attachment A**.

Closure

MSE appreciates the opportunity to submit our qualifications 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 407.405.8066 / ketremain@montrose-env.com or Christian Miller at 321.663.8242 / chmiller@montrose-env.com.

Sincerely,
MSE Group, LLC



Kendra Tremain, PWS
Senior Biologist/Manager

Attachment A – Cost Estimate

cc. Jim Cotton, MSE Contract Manager
Christian H Miller, QAWB, MSE Project Manager

Attachment A - Cost Estimate

Attachment A - Cost Estimate
Roosting and Nesting Bird Survey on Mud Lake
ORLANDO INTERNATIONAL AIRPORT
(FY 2024) January 2024 - September 2024
Continuing Environmental Consulting Services - May 7, 2021
MSE Group, LLC

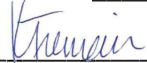
Position:	Associate Engineer/Scientist		Senior I Professional		Project II Professional		Project I Professional		Staff I Professional		Clerical		Total		Justification
	Rate (\$/Hour):	\$178.00	\$130.00		\$116.00		\$102.00		\$72.00		\$53.00		Staff hours	Cost	
	Staff hours	Cost	Staff hours	Cost	Staff hours	Cost	Staff hours	Cost	Staff hours	Cost	Staff hours	Cost	Staff hours	Cost	
Tasks															
Task 1: Roosting & Nesting Bird Survey on Mud Lake															
1.1 Mobilization, project management, coordination.	8	\$1,424.00	12	\$1,560.00	0	\$0.00	9	\$918.00	0	\$0.00	0	\$0.00	29	\$3,902.00	9 events @ 1.0 hrs/MSE event; 1.0 hr internal coord/mo
1.2 Conduct Roosting & Nesting Bird (Mud Lake) Surveys (1x/mth for 9 mth).	0	\$0.00	90	\$11,700.00	0	\$0.00	0	\$0.00	20	\$1,440.00	0	\$0.00	110	\$13,140.00	9 events@5 hrs/event
1.3 Data research and analysis / permitting support	10	\$1,780.00	18	\$2,340.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	28	\$4,120.00	prep Wildlife Hazard Summary memo / supporting data research
1.4 Enter data, QC data, & transmit data summary to GOAA each event.	0	\$0.00	18	\$2,340.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	18	\$2,340.00	9 events@1 hr data/event; 0.5 hr/mo for data trans; QC 9 events @ 0.5 hrs ea
Sub-Total	18	\$3,204.00	138	\$17,940.00	0	\$0.00	9	\$918.00	20	\$1,440.00	0	\$0.00	185	\$23,502.00	
TOTAL MSE LABOR	18	\$3,204	138	\$17,940	0	\$0	9	\$918	20	\$1,440	0	\$0	185	\$23,502	
Not-To-Exceed Expenses:															
								8 1/2 x 11 B&W Copies	0	Copies @	\$0.10	=	\$0.00		
								8 1/2 x 11 Color Copies	0	Copies @	\$1.25	=	\$0.00		
								11 x 17 Color Copies	0	Copies @	\$1.75	=	\$0.00		
								24x36 Blueprints	0	Copies @	\$3.00	=	\$0.00		\$0.00
							Misc. equipment/supplies (field books, markers, etc.)	0	Jump sum	\$100.00	=	\$0.00			
							Delivery service	0	Trips @	\$22.00	=	\$0.00		\$0.00	
														\$0.00	
							Boat Rental (per day)	9	Trips @	\$200.00	=	\$1,800.00			
							Crew Truck (per day)	9	Trips @	\$130.00	=	\$1,170.00		\$2,970.00	
														\$2,970.00	
Not-To-Exceed Subcontractor Costs:															
															Subconsultant \$0.00
														TOTAL NOT-TO-EXCEED FEE	\$0.00
														Total MSE Labor	\$23,502.00
														Total MSE Expenses	\$2,970.00
														Total Subconsultant Expenses	\$0.00
														Total Project Cost	\$26,472.00

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 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: 

Print Name: Kendra Tremain

Date: 12/19/23

Addenda / Amendments Awarded per Agreement - Summary for Committee

MSE Group, LLC -- Agreement No. 202104-CE6 Continuing Environmental 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 Environmental Consulting Services	PSC	04/01/21	04/21/21	05/07/21	\$0.00	\$0.00
001	000	-	FY21 Water Quality Monitoring Program	CCM	05/25/21	NA	06/08/21	93450	\$24,273.12
002	000	-	FY22 Water Quality Monitoring Program	CCM	09/21/21	NA	10/05/21	93838	\$244,118.32
003	000	-	FY22 Wildlife Hazard Assessment Surveys and Related Reports	CCM	09/28/21	NA	10/05/21	94082	\$78,425.00
004	000	-	FY22 Stormwater Best Management Practices (BMP) Audits for the South Terminal Complex for W-S00116	CCM	10/05/21	NA	10/22/21	1006872	\$39,348.00
005	000	-	FY23 Water Quality Monitoring Program	CCM	09/13/22	NA	10/24/22	95206	\$249,744.17
006	000	-	FY23 Wildlife Hazard Surveys and Related Reports	CCM	09/13/22	NA	10/24/22	95208	\$82,232.00
007	000	-	FY24 Water Quality Monitoring Program	PSC	08/29/23	09/27/23	10/12/23		\$249,970.36
008	000	-	FY24 Wildlife Hazard Assessment Survey and Report	PSC	08/29/23	09/27/23	10/12/23	96614	\$82,232.00
009	000	-	First Extension	CCM	12/05/23	01/17/24			\$0.00
Total for MSE Group, LLC for Agreement No. 202104-CE6								\$1,050,342.97	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration		Current Expiration Date
		1st Extension	2nd Extension	
Continuing Agreement Consultant - Environmental				
MSE Group, LLC	Asian-Pacific American	05/07/21	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	05/07/24

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
08/29/23	09/27/23	007	000	\$249,970.36	\$249,970.36
08/29/23	09/27/23	008	000	\$82,232.00	\$332,202.36

**ATTACHMENT A
FINANCE FORM**

Date:	<u>1/9/2024</u>	Requestor's Extension:	<u>3555</u>
Requestor's Name:	<u>Keegan O'Brien</u>	Preparer's Extension:	<u>3555</u>
Preparer's Name:	<u>Keegan O'Brien</u>	Solicitation #:	<u></u>
Requestor's Department:	<u>Planning and Environmental</u>	Contract # / Name:	<u>Continuing Environmental Consulting Services Agreement</u>
Description:	<u>Additional FY 2024 Wildlife Hazard Assessment Survey and Report</u>	Procurement Committee Date:	<u>1/23/2024</u>
Vendor:	<u>MSE Group, LLC</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format:	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.00000						
Total Requisition:		\$26,472.00				
Requisition Number:		96004				
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						

Requisition Headers Summary							
GOAA Req Headers							
Number	Preparer	Description	Approval Status	Creation Date	Total	Type	Operating Un C
96004	Wages, Alice M	FY24 PC 01/30/2	In Process	09-JAN-2024 10:42:20	26,472.00	Internal Requisition	GOAA

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: January 23, 2024

RE: Request of Approval of an Amendment to Addendum No. 8 to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC. for Additional FY 2024 Wildlife Hazard Assessment Survey and Report 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 limited and specialized scope of the services to be provided, MSE Group, LLC does not propose small business participation on this amendment.

Our analysis indicates that MSE Group, LLC is eligible for award of the subject amendment.