

**ADDENDUM NO. 55
TO THE AGREEMENT DATED JANUARY 8, 2021
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY
AND RICONDO & ASSOCIATES, INC.**

Project: Parking Pricing Study, Orlando International Airport

THIS ADDENDUM is effective this 13th day of December, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **RICONDO & ASSOCIATES, INC.** ("Consultant").

WITNESSETH:

WHEREAS, by Agreement dated January 8, 2021, Authority and Consultant entered into an agreement for Consultant to provide General 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-SEVEN THOUSAND ONE HUNDRED AND NO/100 DOLLARS (\$87,100.00)**, broken down as follows:

Professional Fees:	NTE:	\$87,100.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$87,100.00

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 January 8, 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 on this day of **Dec 20, 2023** .

GREATER ORLANDO AVIATION AUTHORITY

By:


box SIGN 1V3Q39J4-4YWKRQL5

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

Approved as to Form and Legality
(for the benefit of GOAA only)
this day of **Dec 18, 2023**



By: box SIGN 1JBRLK51-4YWKRQL5
**NELSON MULLINS BROAD AND
CASSEL, Legal Counsel
Greater Orlando Aviation Authority**

RICONDO & ASSOCIATES, INC

By:


box SIGN 4LWR3Z2Q-4YWKRQL5

Signature (Duly Authorized Rep.)

Pete Ricondo
Printed Name

Senior 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: Brad Friel, Senior Vice President of Multi-Modal Planning & Environmental
(Prepared by: Kevin Thompson)

DATE: November 21, 2023

ITEM DESCRIPTION

Request of Recommendation of Approval to the Aviation Authority Board of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a Parking Pricing study at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

Consultant's proposal dated September 26, 2023 is to provide a Parking Pricing Study that would complement the Parking Capacity assessment of parking demand at MCO for the Fiscal Year 2024 (FY24)

If approved, these services would be effective the date of the Aviation Authority Board approval.

The cumulative contract value of all addenda/ amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires 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 **\$87,100.00**. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$87,100.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$87,100.00
AAC – Compliance Review Date	<i>SJ</i> 11/17/23
AAC – Funding Eligibility Review Date	11/17/23

ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo

September 26, 2023 (Revised November 17, 2023)

Mr. Brad Friel, A.A.E.
Senior Vice President Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

RE: Parking Pricing Study - Orlando International Airport (MCO)
Scope of Work and Budget

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal to the Greater Orlando Aviation Authority (GOAA) for a Parking Pricing Study that would complement the Parking Capacity assessment of parking demand at Orlando International Airport (MCO), by analyzing how parking rates, changes in products, marketing and other factors may impact occupancy as parking capacity becomes more constrained over time. This Study will evaluate whether parking demand could be better balanced between MCO parking products, if the need for the construction of additional parking facilities could be delayed by either rebalancing demand among the parking products and/or decreasing occupancy, and how parking revenues and transactions will be impacted by potential price changes. We will also benchmark pricing and product mix at up to fifteen other airports, evaluate the potential effects on demand of a modified product offering or additional amenities, and calculate the financial impacts of any forecasted changes from parking to the competitive modes, e.g., off-airport parking operators or Transportation Network Companies "TNCs", as a result of the pricing analysis.

Ricondo's proposed approach is to develop alternate pricing strategy scenarios via an excel based model that forecasts pricing and industry impacts over the upcoming 10 years and includes the following steps:

- Analyze and create a parking preference baseline scenario based on five years of historical transactions, revenue, and product share data to be provided by GOAA, with particular emphasis on the last 12 months showing the pandemic recovery.
- Determine elasticity of prior pricing changes over the last five years of data (changes in transactions and penetration by product) to estimate passenger reaction to proposed future price changes, including:
 - Change in transactions
 - Movement among products by parkers as a result of price changes
 - Movement to other modes, e.g. TNCs
 - Impact on occupancy

- Integrate impacts of other factors:
 - Review airport-specific effects by product, including competitive environment, road closures, construction, etc. that may have affected parking preferences in the past.
 - General industry effects, e.g., mode share evolution and pandemic-related segment and behavioral changes.
- Establish existing and future parking capacity, accounting for any planned future construction projects affecting parking capacity or access.
- Forecast future parking transactions and revenue for up to five different scenarios of proposed rate changes based on elasticity, and movement among products and potentially to other modes, and available capacity.
- Recommend potential parking rate changes for each public parking product to balance demand with capacity and identify resulting projected revenues.
- Calculate the financial impact of estimated mode share shifts (specifically to TNCs) under the five rate change scenarios referenced above.
- Coordinate with the Parking Capacity team to ensure the Study results are integrated into the recommendations for new parking products, locations and rough-order-of magnitude costs.
- Coordinate with the Parking Capacity team to ensure any commercial vehicle impacts identified in the Study are integrated into the demand forecasts.
- Coordinate with the Parking Capacity team to ensure the agreed scenario impacts are reasonably carried forward in the Parking Capacity timeline by using the pricing study forecasts for its ten-year horizon as a basis and applying traditional planning growth forecasts.

To assist with and validate the price change recommendations, a benchmarking of up to 15 peer airports and the largest 5 off-airport parking competitors will be conducted and include the following:

- A description of the parking products at the 15 airports and comparison with the products at MCO.
- Description of any parking products at benchmarked airports that may be considered at MCO in the future.
- Maximum daily parking rates charged amongst similar products (walkable vs. bused) offered at peer airports.
- Maximum daily rates charged by nearby off-airport parking providers for covered and uncovered products.
- Historic shift in mode shares by parking competitors, i.e., transportation network companies (TNCs, taxicabs, and off-airport parking providers, if available and information provided by GOAA).

Deliverables

- A PowerPoint presentation summarizing the methodology and preliminary results of the Study for client review and input.
- A final PowerPoint Presentation documenting the results of the Study.
- A Technical memorandum documenting the results and recommendations of the Study.

Meetings

Ricondo anticipates participating in the following meetings during the duration of this task:

- Six web conference sessions using GoToMeeting, Teams or similar software. These web conference sessions will provide an opportunity to review the model assumptions and the findings with GOAA staff.
- Two on-site meetings with the Leadership Team

Proposed Schedule

The alternate pricing strategy scenarios will be completed within 45 calendar days of receipt of the historical transactions and revenue data or Notice-to-Proceed (NTP), whichever comes last. Coordination and review meetings with GOAA, as well as scenario refinements, will be completed within 45 calendar days following the development of the alternate pricing strategy scenarios. Final study documentation will be completed by April 31, 2024.

Professional Fees

The Not to Exceed (NTE) fee for the proposed services is \$87,100. The attached C tables provide a breakdown by labor cost of the following project cost summary.

TABLE 1 – COST SUMMARY – LABOR AND REIMBURSABLE EXPENSES

FIRM	COST
Ricondo Labor	\$ 80,150.00
Ricondo Expenses	Not Applicable
TOTAL COSTS	\$ 87,100.00



RICONDO®

Mr. Brad Friel, A.A.E.
Greater Orlando Aviation Authority
September 26, 2023
Page 4

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-446-3007 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.

Sébastien Carreau

Director

ENCLOSURE – Truth in Negotiation Form

cc: Jenna Buckner
21041212

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: Ricondo & Associates, Inc.

By:  _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 11/13/2023

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE
MCO Parking Pricing Study

Phase of Projec :	Task 1 - Analysis	Task 2 - Documentation	Task 3 - Stakeholder Meetings	TOTAL CONTRACT
2.0 Not to Exceed Professional Fees:	\$50,068.00	\$23,848.00	\$13,184.00	\$87,100.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$50,068.00	\$23,848.00	\$13,184.00	\$87,100.00

Total Not to Exceed Professional Labor Hours:	280	104	58	442
TOTAL LABOR HOURS:	280	104	58	442
Average Hourly Rate:				\$197

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

TABLE C-4

SUMMARY OF NOT TO EXCEED PROFESSIONAL FEES AND REIMBURSABLE EXPENSES

Phase of Project:	Task 1 - Analysis		Task 2 - Documentation		Task 3 - Stakeholder Meetings		TOTAL		
	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Ricondo & Associates, Inc.									
Not to Exceed Professional Fees	280	\$50,06						.	
Total Not to Exceed Professional Fees:	280	\$50,068.00	104	\$23,848.00	58	\$13,184.00	442	\$87,100.00	\$197

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
Ricondo & Associates, Inc.

RICONDO & ASSOCIATES, INC. (PRIME)	SENIOR OFFICER		SENIOR DIRECTOR		SENIOR DIRECTOR w/ Travel Premium		MANAGER		SENIOR CONSULTANT		TOTAL		
Rate (\$/Hour):	\$350		\$295		\$320		\$180		\$139		labor hours	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Task 1 - Analysis													
Data gathering, cleansing and review		\$0	2	\$590		\$0	8	\$1,440	40	\$5,560	50	\$7,590	\$152
Model set up and Activity analysis		\$0	16	\$4,720		\$0	8	\$1,440	60	\$8,340	84	\$14,500	\$173
Benchmarking		\$0	8	\$2,360		\$0	8	\$1,440	0	\$0	16	\$3,800	\$238
Parking Scenario Development and Forecasting		\$0	24	\$7,080		\$0	8	\$1,440	50	\$6,950	82	\$15,470	\$189
Analysis of Pricing Impact on Parking Capacity		\$0	12	\$3,540		\$0	4	\$720	32	\$4,448	48	\$8,708	\$181
Task 2 - Documentation													
Powerpoint presentation - draft		\$0	32	\$9,440		\$0	8	\$1,440	16	\$2,224	56	\$13,104	\$234
Powerpoint Presentation - final		\$0	24	\$7,080		\$0	8	\$1,440	16	\$2,224	48	\$10,744	\$224
Task 3 - Stakeholder Meetings													
Conduct 6 web conference sessions for materials development and review, including meeting preparation		\$0	12	\$3,540		\$0	12	\$2,160	8	\$1,112	32	\$6,812	\$213
Conduct 2 executive meetings and presentations, including preparation	2	\$700		\$0	12	\$3,840	4	\$720	8	\$1,112	26	\$6,372	\$245
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	2	\$700	130	\$38,350	12	\$3,840	68	\$12,240	230	\$31,970	442	\$87,100	\$197

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLES C-7b and C-7c
PARTICIPATION SCHEDULES

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	ADDRESS	MWBE CLASSIFICATION	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	Parking Pricing Study Analysis	\$87,100.00	N/A
TOTAL PROPOSED PARTICIPATION				\$87,100.00	0.0%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	ADDRESS	PROPOSED SCOPE OF SERVICES		FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	Parking Pricing Study Analysis	\$87,100.00	N/A
TOTAL PROPOSED PARTICIPATION				\$87,100.00	0.0%

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-9
CONTRACT HOURLY RATES

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 contract hourly rates shown below.

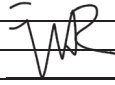
FIRM	POSITION	CONTRACT HOURLY RATE
Ricondo & Associates	Senior Officer	\$350
Ricondo & Associates	Officer	\$340
Ricondo & Associates	Senior Director	\$295
Ricondo & Associates	Manager	\$180
Ricondo & Associates	Senior Consultant	\$139
Ricondo & Associates	Technical Editor	\$138
Ricondo & Associates	Senior Graphics Designer	\$134
Ricondo & Associates	Consultant	\$93
Ricondo & Associates	Graphic Designer	\$97

ATTACHMENT A

FINANCE FORM

Date:	November 13, 2023	Requestor's Extension #:	X3139
Requestor's Name:	Brad Friel	Preparer's Extension #:	X2453
Preparer's Name:	Kevin Thompson	Solicitation #:	N/A
Requestor's Department:	Planning	Contract # / Name:	General Consulting Services Professional Agreement
Description:	On-Call Services	Procurement Committee Date:	November 21, 2023
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.234.601.5310009.000.000000		\$87,100.00				
Total Requisition:		\$87,100.00				
Requisition Number:		95580				
Funding Approver:						
OMB Notes:						

REVIEWED
 By Magaly at 8:04 am, Nov 20, 2023

GOA-X Requisitions							
Number	Preparer	Description	Approval Status	Creation Date	Total	Type	Operating Un
95580	Wages, Alice M	FY24 PC 11/21/2	In Process	13-NOV-2023 14:48:05	80,150.00	Internal Requisition	GOAA



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: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Approve Multiple Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. at the Orlando International Airport (MCO)

BACKGROUND

On December 9, 2020, the Aviation Authority Board approved the General Consulting Services Agreement with Ricondo & Associates, Inc., following a competitive award process in compliance with state statutes and Aviation Authority policies.

The agreement is 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 scope of advertised services includes advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design-build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies, including the Federal Aviation Administration (FAA); the Transportation Security Administration (TSA); the Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required.

Since December 2020, a total of 51 addenda, and applicable amendments, to the General Consulting Services Agreement with Ricondo & Associates, Inc. have been approved. A summary of these approvals can be provided upon request.

For Reference, the following addenda have been recently approved by the Construction Committee (CC) and the Procurement Committee (PC) in accordance with Aviation Authority policy:

- Addendum for bid and award consulting services for V-00995, Replacement of Elevator P58 on Airside 4 (Design/Build) at MCO, for the total not-to-exceed fee amount of \$16,730, with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds. Services will include, but are not limited to, finalizing the bid package to address the Aviation Authority final review comments; participating in the Pre-Bid release and the Pre-Bid Meeting with the Aviation Authority Continuing Vertical Contractors; assisting with the bidders' questions and answers; reviewing the bids, material delivery and construction schedule proposed; evaluating and providing recommendations of the submitted bids; and, assisting with any contractors' clarifications and bid negotiations, if applicable. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the required services to be provided. The Small Business Department certifies that Ricondo &

Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference CC Meeting held October 10, 2023, Agenda Item No. IV-I].*

- Amendment to Addendum No. 18 for additional support services in the initial implementation phase of the 2023 Strategic Plan at MCO, for the total not-to-exceed fee amount of \$91,852, with funding from previously-approved Capital Expenditure Funds. Additional services will include, but are not limited to, synthesizing and organizing inputs from the Aviation Authority departments, and assisting with the creation and testing of the 2023 Strategic Plan dashboard. The dashboard will be used to track the implementation of the strategic goals and initiatives. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. proposes 7% Minority and Women Business Enterprise (MWBE) participation for the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation. *[Reference CC Meeting held November 7, 2023, Agenda Item No. IV-F].*
- Addendum for FY 2024 On-Call General Consulting Support Services for the Commercial Properties Department at MCO, for the total not-to-exceed fee amount of \$31,260, with funding from previously-approved Operations and Maintenance Funds. Services will consist of assistance to the Aviation Authority on miscellaneous general consulting efforts or advisory services on an as-needed basis, as requested by the Aviation Authority. These services may relate to, but not necessarily be limited to, professional consulting services for review of tenant design concepts; development of concept plans for future commercial development; and assistance with tenant design standards as applied to airline, non-airline and non-terminal tenants, conceptual layouts and exhibits, and compliance verification of approved design documents. Services will be provided through September 30, 2024. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 7, 2023, Agenda Item No. CA-A].*
- Addendum for Terminal C, Phase 2, Written Re-evaluation for W-S00211, Terminal C, Phase 2, Program Definition Document Development at MCO, for the total not-to-exceed fee amount of \$71,219, with funding from previously-approved Capital Expenditure Funds. Services will provide environmental support services for the proposed Terminal C, Phase 2, expansion. Services will include a written re-evaluation to maintain compliance with the National Environmental Policy Act of 1969 (NEPA). The Federal Aviation Administration (FAA) has determined that the 1999 South Terminal Development Environmental Assessment is outdated and needs to be updated; thus, the need for a new written re-evaluation. The Ricondo Team will address additional documentation required for preparation of a new re-evaluation document and coordination efforts with the FAA. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference CC Meeting held November 14, 2023, Agenda Item No. IV-C].*

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. The Procurement Committee (PC) recommended approval of addenda to the above-referenced agreement, as follows:

- Addendum for the Interim Update of the MCO Airport Layout Plan (ALP), for the total not-to-exceed fee amount of \$13,840, with funding from previously-approved Operations and Maintenance Funds. Services will consist of the interim update of the MCO ALP to incorporate facilities that have been demolished or constructed since the last ALP update in July 2021, and

new proposed facilities that would support the operations of Electric Vertical Takeoff and Landing (EVTOL) aircraft. Services will also include, but are not limited to, preparation of an airspace drawing to depict the VFR vertiport approach and departure surfaces as described in the Federal Aviation Administration (FAA) Advisory Circular (AC) Engineering Brief No. 104, Vertiport Design, dated September 2022. Ricondo & Associates, Inc. will review, prepare, and complete, as needed, sections of the Standard Operating Procedures (SOP) 2.00, Standard Procedure for FAA Review and Approval of ALPs Checklist, and draft the checklist while simultaneously updating the ALP drawing sheet. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the limited and specialized nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-B].*

- Addendum for Parking Capacity Analysis Consulting Services at MCO, for the total not-to-exceed fee amount of \$83,504, with funding from previously-approved Operations and Maintenance Funds. Services will provide a parking capacity analysis that will quantify future public parking demands at MCO for Fiscal Year (FY) 2024. Services will consist of, but are not limited to, collecting, analyzing and consolidating historical ground transportation and parking transactions and revenues by month for FY 2019 through FY 2023, to derive estimates of transaction and revenue parking trends. This task will include analysis of changes in revenue per transaction, revenue and transactions on a per originating passenger basis and average duration, where applicable. The analysis will assess changes in overall volume of activity and revenue, considering the impact of Transaction Network Companies (TNC) and the anticipated emergence of autonomous vehicles. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the limited and specialized nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-C].*
- Addendum for Parking Pricing Study Consulting Services at MCO, for the total not-to-exceed fee amount of \$87,100, with funding from previously-approved Operations and Maintenance Funds. Services will consist of a parking pricing study that would complement the parking capacity assessment of parking demand at MCO, by analyzing how parking rates, changes in products, marketing and other factors may affect occupancy as parking capacity becomes more constrained over time. This study will evaluate whether parking demand could be better balanced between MCO parking products, if the need for the construction of additional parking facilities could be delayed by either rebalancing demand among the parking products or decreasing occupancy, and how parking revenues and transactions will be impacted by potential price changes. Services will include, but are not limited to, benchmarking pricing and product mix at up to fifteen other airports, evaluating the potential effects on demand of a modified product offering or additional amenities, and calculating the financial impacts of any forecasted changes from parking to the competitive modes, e.g., off-airport parking operators or TNCs, as a result of the pricing analysis, and developing alternate pricing strategy scenarios via an excel based model that forecasts pricing and industry impacts over the upcoming 10 years. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the limited and specialized nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-D].*

As this addendum will result in an aggregate increase to the Aviation Authority's Agreement with Ricondo & Associates, Inc. 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 \$184,444. Funding is from previously-approved Operations and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee for the approval of Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel:

- (a) Interim Update of the MCO Airport Layout Plan (ALP), for the total not-to-exceed fee amount of \$13,840, with funding from previously-approved Operations and Maintenance Funds;
- (b) Parking Capacity Analysis Consulting Services at MCO, for the total not-to-exceed fee amount of \$83,504, with funding from previously-approved Operations and Maintenance Funds; and,
- (c) Parking Pricing Study Consulting Services at MCO, for the total not-to-exceed fee amount of \$87,100, with funding from previously-approved Operations and Maintenance Funds.