

**ADDENDUM NO. 63
TO THE AGREEMENT DATED JANUARY 8, 2021
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY
AND RICONDO & ASSOCIATES, INC.**

Project: Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems, Orlando International Airport

THIS ADDENDUM is effective this 12th day of March, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Aviation Authority"), and **RICONDO & ASSOCIATES, INC.** ("Consultant").

WITNESSETH:

WHEREAS, by Agreement dated January 8, 2021, Aviation 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 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 TWENTY-NINE THOUSAND SIX HUNDRED FIFTY AND NO/100 DOLLARS (\$129,650.00)**, broken down as follows:

Professional Fees:	NTE:	\$129,650.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$129,650.00

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. 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 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 Mar 19, 2024.

GREATER ORLANDO AVIATION AUTHORITY


boxSIGN 1V3Q39J4-1RX9Q979

By:

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

Approved as to Form and Legality
(for the benefit of GOAA only)
this day of Mar 18, 2024



By:

boxSIGN 1JBRUK51-1RX9Q979

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

RICONDO & ASSOCIATES, INC


boxSIGN 4LWR3Z2Q-1RX9Q979

By:

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: Jacqueline Chin, Assistant Vice President – Airline Relations

Date: March 12, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems at the Orlando International Airport.

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 February 29, 2024, is to develop a simulation model to assess the resulting passenger flows/circulation at Airsides 2 and 4 and the north terminal landside terminal under various scenarios during the Maintenance of the Airsides 2 and 4 APM system. The model would also be used to estimate the number of buses that would be required to transport passengers from one airside to the other. Primary tasks to be completed as part of this effort

include the modeling of passenger flow and bus loading/unloading operations simulation and the establishment of high-capacity bus and bus staging area requirements.

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 General Consulting Services Agreement with Ricondo and Associates, Inc. does Not exceed the \$250,000 threshold; thus, this agenda item does not require Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$129,650. Funding is from previously approved Operations and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve 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	\$129,650.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$129,650.00
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	

February 28, 2024

Orlando International Airport

Scope of Work and Budget Proposal Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems

Prepared for:

Greater Orlando Airport Authority

Prepared by:

RICONDO

Ricondo & Associates, Inc. (Ricondo) prepared this document for the stated purposes as expressly set forth herein and for the sole use of the Greater Orlando Aviation Authority and its intended recipients. The techniques and methodologies used in preparing this document are consistent with industry practices at the time of preparation and this Report should be read in its entirety for an understanding of the analysis, assumptions, and opinions presented. Ricondo & Associates, Inc. is not registered as a municipal advisor under Section 15B of the Securities Exchange Act of 1934 and does not provide financial advisory services within the meaning of such act.

BACKGROUND

The Airsides 2 and 4 Automated People Mover (APM) systems are scheduled to be replaced between 2025 and 2027 (as part of BP-47). These driverless APMs provide fast and convenient transportation for airport passengers travelling between the landside terminal and Airsides 2 and 4 (and vice versa). Each APM is configured as a dual lane shuttle to provide redundancy to the system operations. Each train includes three cars and carries up to 240 passengers per direction during normal operations. The elevated track between Airsides 2 and 4 and the landside terminal extends over 2,000 feet.

During the replacement of the existing cars, one lane will be taken out of service at a time (Work on each airside will span over a one-year period, with each lane being out of service for 6 months). The other lane will remain operational providing the only passenger transportation between the landside terminal and Airsides 2 or 4. One of the operational backup plans being considered by the Greater Orlando Aviation Authority (the Aviation Authority) to address the potential failure and/or maintenance of the single train is to allow passengers to walk between the landside terminal and the airsides during good weather conditions only. In addition, buses between Airsides 2 and 4 would be provided for passengers with limited mobility. During inclement weather, however, all passengers would be transported by bus to the other airside. From there, passengers will be directed to the existing APMs for transportation to the landside terminal. As such, busing operations would only take place between the Airside 2 and Airside 4 (there would be no direct busing operations between the airsides and the landside terminal).

To assist with the development of its contingency plan, the Aviation Authority has requested a study from Ricondo & Associates, Inc. (Ricondo) to develop a simulation model to assess the resulting passenger flows/circulation in both the airsides and landside terminal under various scenarios. The model would also be used to estimate the number of buses that would be required to transport passengers from one airside to the other.

To accomplish this effort, the following tasks have been identified:

- Passenger Flow and Bus Loading/Unloading Operations Simulation Modeling
 - Define Activity Levels
 - Establish Simulation Scenario Assumptions
 - Model Passenger Flows in the Impacted Facilities and Bus Loading/Unloading Operations
 - Identify Required Facility Improvements
 - Model Preferred Concept and Establish Bus Ridership Demand
- Bus and Associated Parking Area Requirements
 - Establish High-Capacity Bus Requirements (based on Bus Capacity, Travel Distance, Passenger Demand, and Service Headway)
 - Define Bus Staging Area Requirements and Review Impacted Facilities

SCOPE OF SERVICES

This section provides a summary scope of the approach to this effort. For budgeting purposes, the following assumptions have been made:

- This proposal includes the simulation of passenger flows on the emergency walkway including an assessment of the projected volume of peak passengers that can efficiently flow through the available emergency walkway and existing doorways at each end of the walkway.
- CAST© terminal simulation will be used to model passenger movements and processes within the Airsides 2 and 4 including APM and airside bus parking area, and APM platforms at the landside terminal. The simulation will meter passenger volumes to account for landside terminal processes (check-in and screening), Airside 4 FIS processes, building vertical circulation system capacity, and passenger walk speeds.
- It is assumed that all arriving international passengers would be required to recheck their baggage after clearing the U.S. Customs. Similarly, international arriving passengers may have to be screened after clearing the U.S. Customs and prior to being directed to the bus holding areas. For budgeting purposes, it is assumed that two scenarios would be evaluated: with and without international passengers screening.
- The fee proposal for this effort assumes simulation of four scenarios as described in the following section. Details of each scenario will be refined in collaboration with the Aviation Authority at the onset of the project. If additional scenarios are subsequently required (beyond what is mentioned in this document), this scope of work would need to be expanded.
- This proposal does not include the identification of potential roadway geometric deficiencies along the proposed bus routes between Airsides 2 and 4.

1. PASSENGER FLOW AND BUS LOADING/UNLOADING OPERATIONS SIMULATION MODELING

1.1 DATA COLLECTION AND BASELINE SIMULATION MODEL PREPARATION

To develop the simulation model, Ricondo will collect information on the proposed passenger flows (as defined by the Aviation Authority), ingress and egress points at both Airsides 2 and 4 including passenger holding areas, existing APM systems (headway, capacity, etc.), passenger demand characteristics, and facility constraints (e.g. Gate 1). As part of this effort, Ricondo will conduct a site visit to help identify passenger flows and anticipated facility constraints. This information, as well as the existing floor plans, will be used to prepare a baseline simulation model using CAST©.

1.2 DEFINE ACTIVITY LEVEL

While the maintenance of the APM systems will span over a 2-year period, only one activity level will be defined for the simulation modeling to be conducted as part of this effort. This activity level will be defined by merging the

airline flight schedule anticipated for the 2024 peak month (March or April) and information regarding anticipated future flights at the Airport.

Ricondo will obtain the 2024 airline flight schedule to establish the average day peak month daily and hourly peak passenger demand for those airlines operating at Airsides 2 and 4. Load factors will be obtained using the U.S. DOT T-100 database and/or data from the Aviation Authority. Anticipated new flights that are likely to materialize in the 2025 thru 2027 period while the existing APMs are being replaced will be provided by the Aviation Authority. This effort does not include any projections of aviation activity.

1.3 ESTABLISH SIMULATION ASSUMPTIONS

In collaboration with the Aviation Authority, Ricondo will define up to four simulation scenarios. Considering that the airline activity levels for each airside are not similar, the simulation modeling would need to independently account for the closure of Airsides 2 and 4. The scenario assumptions will be reviewed with and approved by the Aviation Authority staff prior to the simulation modeling. These scenarios are likely to include the following.

- Worst Case Scenario (the existing emergency walkway is not usable):
 - Non-Operational Airside 2 APMs: Both of the Airside 2 APMs are out of service and the weather conditions prevent the use of the existing emergency walkway. In this scenario, the Airside 2 passengers would be transported to the Airside 4 by bus. From there, they will be directed to the existing APMs for transportation to the landside terminal (and vice versa).
 - Non-Operational Airside 4 APMs: Both of the Airside 4 APMs are out of service and the weather conditions prevent the use of the existing emergency walkway. In this scenario, the Airside 4 passengers would be transported to the Airside 2 by bus. From there, they will be directed to the existing APMs for transportation to the landside terminal (and vice versa).
- Base Scenario (the existing emergency walkway is usable):
 - Non-Operational Airside 2 APMs: Both of the Airside 2 APMs are out of service but the weather conditions allow the use of the existing emergency walkway. In this scenario, it is assumed that a majority of passengers would walk to/from the terminal. The remaining passengers would be transported to the Airside 4 by bus. From there, they will be directed to the existing APMs for transportation to the landside terminal (and vice versa).
 - Non-Operational Airside 4 APMs: Both of the Airside 4 APMs are out of service but the weather conditions allow the use of the existing emergency walkway. In this scenario, it is assumed that a majority of passengers would walk to/from the terminal. The remaining passengers would be transported to the Airside 2 by bus. From there, they will be directed to the existing APMs for transportation to the landside terminal (and vice versa).

Assumptions that would need to be reviewed and discussed with the Aviation Authority include, but are not limited to:

- Bus specifications including capacity, average speed and acceleration, estimated passenger loading and unloading time, and etc. Based on preliminary discussions with the Aviation Authority staff, it is anticipated that Cobus #2900 or #3000 would be used as part of its contingency plan.

- Passenger level-of-service goals with respect to maximum wait time, queue lengths and platform congestion.
- Travel path
- Percentage of passengers with limited mobility
- Employee shift schedule
- Anticipated facility improvements to accommodate the proposed passenger flows and passenger boarding and bus parking area
- Elevator type, rate, and capacity
- APM capacity
- International arrival flows including the FIS exit lobby and the elimination of the “International Mode”

1.4 MODEL PASSENGER FLOWS IN THE IMPACTED FACILITIES AND BUS OPERATIONS

The study will use CAST© computer modeling to simulate facility performance (including the emergency walkway), bus loading/unloading operations, and bus routing between the Airsides 2 and 4 under the aforementioned scenarios. This modeling effort will serve to analyze bus loading/unloading processes, bus travel time, review passenger flows including vertical circulation (floor changes), and assess passenger hold areas and passenger wait times. The modeling effort will also include the simulation of passenger flows on the existing emergency walkways to assess whether the projected volume of peak passengers can efficiently flow through the available walkway and existing doorways.

The model will be used to illustrate passenger demand over the course of a day including passenger flows/circulation and possible “bottlenecks.” Passenger demand will be generated from the activity levels established under Subtask 1.2. Employee demand will be generated based on data and/or assumptions to be provided by the Aviation Authority.

The simulation will also be used to identify improvements that may be required to accommodate the passenger demand and flows. Videos to be generated as part of this simulation effort will focus on the APM platforms, the bus waiting areas, the staircases, the Airside 4 security screening checkpoint, and the bus routes between Airsides 2 and 4.

Key metrics that will be reviewed as part of the simulation modeling include:

- Number of passengers that would need to be bused
- Passenger holding area capacity
- Passenger wait time at the bus parking areas
- Elevator/escalator performance
- Security screening checkpoint performance including passenger wait time and queue length
- Passenger queue Length
- Passenger flow/circulation in the staircase

- APM passenger capacity vs. projected passenger demand
- Passenger flow/circulation on the APM platforms including platform capacity
- Aggregated passenger demand resulting from the busing operations between the airside
- International arriving passenger flow and baggage handling and processing
- Passenger flow through doorways
- Bus loading and unloading operations

1.5 IDENTIFY REQUIRED FACILITY IMPROVEMENTS

Based on the findings from the base model and site visits, up to two alternatives for each airside will be developed. The proposed alternatives will focus on improving passenger level of service without major reconfiguration of the terminal spaces, APM platforms, passenger holding areas, and proposed bus parking areas. The main objective associated with this subtask is to propose improvements that will be needed to support passenger flows and holding areas at prescribed level of service. Improvements could address TSA screening for passengers exiting A/S 4 FIS, vertical circulation, airside bus platforms, and segregation of flows if required. The proposed alternatives will be evaluated and reviewed with the Aviation Authority staff to define a preferred concept.

For budgeting purposes, it has been assumed that Ricondo will not be responsible for updating terminal floor plans and/or architectural and engineering documents for implementation to reflect the recommended facility improvements.

An optional allowance of \$8,000 has been added to this proposal for the development of cost estimates for the proposed facility improvements if needed.

1.6 MODEL PREFERRED CONCEPT AND ESTABLISH BUS RIDERSHIP DEMAND

Once a preferred alternative has been developed, Ricondo will “rerun” the simulation to quantify the benefits of the proposed improvements (if any). For budgeting purposes, however, it has been assumed that only the worst-case scenario (the existing emergency walkway is not usable) would be modeled.

This model will also be used to establish bus ridership demand (based on the distance between the aircraft gates and the bus holding area, combined with the metering of passengers out of aircraft and variations in passenger walk speeds).

2. BUS AND ASSOCIATED PARKING AREA REQUIREMENTS

2.1 ESTABLISH HIGH-CAPACITY BUS REQUIREMENTS

Based on the passenger demand to be established as part of the passenger terminal simulation effort and the scenarios established under Task 1.3, Ricondo will estimate the number of high-capacity buses required to meet the passenger wait time goal to be established by the Aviation Authority. Bus requirements will be calculated for the anticipated passenger demands based on assumed bus capacity, anticipated travel paths and distances, and speeds, and target maximum headway and passenger wait times. To understand overall operating requirements over the course of the day, busing requirements will be developed for (a) non-peak periods assuming a maximum headway that would be allowed to meet maximum waiting time level-of-service standards and (b) peak period requirements that would provide an estimate of the number of buses required to transport peak-period passenger demands at shorter headways. "Headway" refers to the time interval between the arrival of a shuttle bus at a particular pickup or drop-off area. This analysis will be completed using the CAST© simulation model and/or Microsoft Excel.

2.2 DEFINE BUS PARKING AREA REQUIREMENTS AND REVIEW IMPACTED FACILITIES

As part of this subtask, Ricondo will analyze the operating requirements for the passenger boarding and bus parking area based on the number of high-capacity buses required, anticipated steering angles and turn radii, bus lengths and width, and other geometric characteristics of the anticipated bus model(s) to be used for this operation. Based on the staging area requirements, Ricondo will develop up to three concept plans for the passenger drop-off/pick up platforms and the bus maneuvering and parking areas (one at Airside 2 and one at Airside 4). These concept plans will highlight the anticipated bus routes in the vicinity of the Airsides, the passenger drop-off/pick-up points, and the adjacent facilities including aircraft gates to be impacted by the bus circulation and/or required staging area. Ricondo will use the AviPLAN software to complete vehicle turn simulations and establish bus operating area requirements. This analysis will be limited to establishing geometric requirements at the anticipated Airside 2 and Airside 4 passenger ingress/egress points. Remote bus staging area requirements will not be evaluated as part of this effort.

Ricondo will outline the facilities that are likely to be impacted. This effort, however, does not include a review of operational and financial impacts associated with the facilities to be impacted (e.g. required gate closure and anticipated airline relocation will not be evaluated as part of this effort).

3. COORDINATION MEETINGS

Throughout the study, Ricondo anticipates participating in up to ten (10) meetings at the Airport. These meetings will provide an opportunity to discuss/review the assumptions that were used to develop the model, as well as the outcomes of the simulation modeling. Ricondo will be responsible for the preparation of the meeting materials.

4. STUDY DELIVERABLES AND BRIEFINGS

Ricondo will summarize the findings of the analyses in a Microsoft PowerPoint presentation format. For budgeting purposes, it has been assumed that no technical report would be developed as part of this study. Preliminary results would be presented to the Aviation Authority staff eight weeks from receipt of the Notice to Proceed (NTP). Following this meeting and based on the Aviation Authority’s comments, Ricondo will have 30 calendar days to complete the simulation including the development of a final presentation outlining the findings and recommendations resulting from the analyses.

SUBCONSULTANTS

Carolyn Binder, CPA - Will be responsible for project control support services including the tracking of labor effort, progress reports, status updates, and coordination with the Aviation Authority staff for all related invoicing matters. Carolyn Binder, CPA is registered as a WBE, DBE, ACDBE, and SBE.

GSS – Will assist with all graphics support and production. GSS is a DBE certified company.

PROFESSIONAL FEES

As noted in **Table 1**, the Not to Exceed (NTE) professional fee amount for the proposed services is \$129,650. A copy of GSS and Carolyn Binder, CPA proposals for these services is attached for your reference. Also attached to this proposal is a detailed breakdown of Ricondo’s proposed budget.

TABLE 2 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM/POSITION	HOURLY RATE	LABOR HOURS	COST
Ricondo/Senior Director	\$295.00	48	\$ 14,160.00
Ricondo/Senior Director with Travel Premium	\$330.00	12	\$ 3,960.00
Manager	\$180.00	256	\$ 46,080.00
Senior Consultant	\$139.00	434	\$ 60,326.00
Carolyn Binder, CPA/Senior Consultant	\$117.00	12	\$ 1,404.00
Graphics Support Services	\$124.00	30	\$ 3,720.00
GRAND TOTAL			\$ 129,650.00
WOMEN BUSINESS ENTREPRISE (WBE)/DISADVANTAGED BUSINESS ENTERPRISE PARTIPCATION			4.00%

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: Ricondo & Associates, Inc.

By:  _____

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

Date: 02/28/2024

APPENDIX A BREAKDOWN OF PROFESSIONAL FEES

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

TABLE C-1

SUMMARY OF TOTAL CONTRACT VALUE

**Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the
Airsides 2 and 4 APM Systems**

Phase of Project:	Tasks	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$0.00	\$0.00
2.0 Not to Exceed Professional Fees:	\$129,650.00	\$129,650.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$129,650.00	\$129,650.00

Total Lump Sum Labor Hours:	0	0
Total Not to Exceed Professional Labor Hours:	792	792
TOTAL LABOR HOURS:	792	792
Average Hourly Rate:		\$164

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-2
SUMMARY OF NOT TO EXCEED FEES

TASKS	ALL TASKS		TOTAL		
	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Ricondo & Associates, Inc.					
Not to Exceed Fee Subtotal	750	\$124,526.00	750	\$124,526	\$166
Carolyn Binder, CPA, LLC					
Not to Exceed Fee Subtotal	12	\$1,404.00	12	\$1,404	\$117
Graphics Support Services					
Not to Exceed Fee Subtotal	30	\$3,720.00	30	\$3,720	\$124
Total Not to Exceed Amount:	792	\$129,650	792	\$129,650	\$164

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

RICONDO & ASSOCIATES, INC. (PRIME)	SENIOR DIRECTOR		SR DIRECTOR w/Travel Premium		MANAGER		SENIOR CONSULTANT		TOTAL		
Rate (\$/Hour):	\$295		\$330		\$180		\$139		labor hours	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Tasks											
Tasks											
Task 1 - Passenger Flow & Bus Loading/Unloading Operations Simulation Modeling											
Task 1.1 - Data Collection and Baseline Simulation Model Preparation		\$0		\$0	12	\$2,160	40	\$5,560	52	\$7,720	\$148
Task 1.2 - Define Activity Level	4	\$1,180		\$0	8	\$1,440	24	\$3,336	36	\$5,956	\$165
Task 1.3 - Establish Simulation Assumptions	2	\$590		\$0	8	\$1,440	8	\$1,112	18	\$3,142	\$175
Task 1.4 - Model Passenger Flows & Bus Operations											
Worst Case: Non-Operational Airside 2 APMs	4	\$1,180			30	\$5,400	40	\$5,560	74	\$12,140	\$164
Worst Case: Non-Operational Airside 4 APMs	4	\$1,180			30	\$5,400	40	\$5,560	74	\$12,140	\$164
Base Case: Non-Operational Airside 2 APMs	4	\$1,180			30	\$5,400	40	\$5,560	74	\$12,140	\$164
Base Case: Non-Operational Airside 4 APMs	4	\$1,180			30	\$5,400	40	\$5,560	74	\$12,140	\$164
Task 1.5 - Identify Required Facility Improvements	4	\$1,180		\$0	16	\$2,880	16	\$2,224	36	\$6,284	\$175
Task 1.6 - Model Preferred Concept and Establish Bus Ridership Demand	4	\$1,180		\$0	12	\$2,160	40	\$5,560	56	\$8,900	\$159
Task 2 - Bus and Associated Parking Area Requirements											
Task 2.1 - Establish High-Capacity Bus Requirements	4	\$1,180		\$0	16	\$2,880	32	\$4,448	52	\$8,508	\$164
Task 2.2 - Define Bus Parking Area Requirements & Review Impacted Facilities	2	\$590		\$0	8	\$1,440	50	\$6,950	60	\$8,980	\$150
Task 3 - Coordination Meeting		\$0	12	\$3,960	24	\$4,320	24	\$3,336	60	\$11,616	\$194
Task 4 - Study Deliverables and Briefings	8	\$2,360		\$0	24	\$4,320	40	\$5,560	72	\$12,240	\$170
Project Administration	4	\$1,180		\$0	8	\$1,440		\$0	12	\$2,620	\$218
TOTAL NOT TO EXCEED PROFESSIONAL FEES (Including Optional Tasks):	48	\$14,160	12	\$3,960	256	\$46,080	434	\$60,326	750	\$124,526	\$166

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
Carolyn Binder, CPA, LLC

Carolyn Binder, CPA, LLC	Sr. Project Manager		TOTAL		
Rate (\$/Hour):	\$117		labor		Avg. Hourly
	hours	Cost	hours	Cost	Rate
Tasks					
Tasks					
Project Administration	12	\$1,404	12	\$1,404	\$117
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	12	\$1,404	12	\$1,404	\$117

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
GRAPHICS SUPPORT SERVICES

GSS	Senior Graphic Designer		TOTAL		
Rate (\$/Hour):	\$124		labor		Avg. Hourly
	hours	Cost	hours	Cost	Rate
Tasks					
Tasks					
Task 3 - Coordination Meeting	15	\$1,860	15	\$1,860	\$124
Task 4 - Study Deliverables and Briefings	15	\$1,860	15	\$1,860	\$124
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	30	\$3,720	30	\$3,720	\$124

APPENDIX B SUBCONSULTANT PROPOSALS



Scope of Services

Greater Orlando Aviation Authority

Carolyn Binder, CPA, LLC's scope of work for the Greater Orlando Aviation Authority.

Project Control Support Activities

Carolyn Binder will be responsible for project control support services including, but not limited to,

- Reviewing billing/invoices/task authorizations/project budgets for clerical accuracy
- Tracking labor effort
- Creating progress reports internally and for GOAA management
- Coordinating with other subconsultants, Ricondo, and Aviation Authority staff for all related invoicing matters
- Providing status updates, as needed

Engagement Administration

Carolyn Binder, CPA acknowledges that during the engagement she will have access to and become acquainted with various trade secrets, innovations, processes, information, records, and specifications owned or licensed by GOAA and Ricondo. Carolyn Binder, CPA agrees that she will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with the Airport.

Proposal Price

Our hourly rate to provide these services is **\$117/hour, with an anticipated budget of 12 hours = NTE \$1,404.**

Sincerely,

A handwritten signature in blue ink that reads 'Carolyn Binder CPA LLC'.

Carolyn Binder
Carolyn Binder, CPA, LLC
9300 Conroy Windermere Road #2093
Windermere, Florida 34786
407-319-0301
www.bindercpafirm.com



February 28, 2024

Dear Mr. Carreau:

Graphics Support Services, Inc. (dba) GSS Creative will assist Ricondo with all graphics support and production associated with the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems. Please see our fees in Table C-5 of the proposal.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
GSS

GSS	Senior Graphic Designer		TOTAL		
	\$124		labor hours	Cost	Avg. Hourly Rate
Rate (\$/Hour):	hours	Cost			
Tasks					
Tasks					
Task 3 - Coordination Meeting	15	\$1,860	15	\$1,860	\$124
Task 4 - Study Deliverables and Briefings	15	\$1,860	15	\$1,860	\$124
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	30	\$3,720	30	\$3,720	\$124

Respectfully,

Michelle Piette
President
Graphics Support Services, Inc.

Date:	3/5/2024	CCM / PC:	
Requestor's Name:	Jackie Chin	Requestor's Extension:	3830
Form Preparer's Name:	Kevin Toth	Preparer's Extension:	2213
Requestor's Department:	302 - Airline Relations	Purchasing Solicitation #:	
Description:	COOP Passenger / Facility Modeling - Airline Relations	Committee Date:	3/12/2024
Vendor:	Ricondo	Committee Agenda Item#:	

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	Total Contract
301.302.170.5310009.000.000000	129,650.00					129,650.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Requisition	129,650.00	-	-	-	-	129,650.00
BPA or Requisition Number	96408					

Number	Preparer	Description	Approval Sta	Creation Date	Total	Currer	Reserved
96408	El Baroudi, Abderr	COOP Passenger / Fa	Incomplete	04-MAR-2024 15:59:4	129,650.00	USD	<input checked="" type="checkbox"/>

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 12, 2024

RE: Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems at the Orlando International Airport.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Ricondo & Associates, Inc. proposes 4% MWBE participation on this addendum.

Our analysis indicates that Ricondo & Associates, Inc. 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) 825-7179

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems at the Orlando International Airport.

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	_____
Total MWBE Participation	-	Actual Result	_____

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: \$129,650.00

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	0%
Asian Subcontinent American	-	Actual Result	0%
Black American	-	Actual Result	0%
Caucasian Female American	5,124.00	Actual Result	4%
Hispanic American	-	Actual Result	0%
Native American	-	Actual Result	0%
Other	-	Actual Result	0%
Total MWBE Participation	5,124.00	Actual Result	4%

6.b. Engineering / Professional Service Firm Information:

Name: Ricondo & Associates, Inc.
Address: 1146 Corporate Blvd Suite 140
City, State, Zip: Orlando, FL 32817
Telephone: (407) 381-5730

6.b. Name and Address of MWBE Subconsultant

Name: Please see attached
Address: _____
City, State, Zip: _____
Telephone: _____

6.c. *Identity:

Work Item(s): _____
Amount of Subcontract _____
Percent of Prime Contract (%): _____

* 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)

MWBE Subcontractor/Subconsultant Certification

Project Name & Number: Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems at the Orlando International Airport.

Prime Firm: Ricondo & Associates, Inc.

Addendum Amount: \$129,650.00

Company Name Carolyn Binder CPA, LLC
Address 3674 Winding Lake Circle
City, State, Zip Orlando, FL 32835
Phone 407-319-0301
Identity Caucasian Female American
Work Item Project control support services
Amount of Subcontract \$1,404.00
Percentage 1.1%

Graphics Support Services, Inc., DBA GSS Creative

20 N Clark St Suite 1500
Chicago, IL 60602
312-553-2111
Caucasian Female American
Graphics support and production
3,720.00
2.9%

Company Name _____
Address _____
City, State, Zip _____
Phone _____
Identity _____
Work Item _____
Amount of Subcontract _____
Percentage _____

Company Name _____
Address _____
City, State, Zip _____
Phone _____
Identity _____
Work Item _____
Amount of Subcontract _____
Percentage _____

Company Name _____
Address _____
City, State, Zip _____
Phone _____
Identity _____
Work Item _____
Amount of Subcontract _____
Percentage _____

\$5,124.00
\$129,650.00

4%