

**ADDENDUM NO. 12  
TO THE AGREEMENT DATED JANUARY 8, 2021  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND RICONDO & ASSOCIATES, INC.**

**Project:** FY 22 Support Services for the Concessions Department, Orlando International Airport

**THIS ADDENDUM** is effective this 15<sup>th</sup> day of October, 20 21, 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 **FORTY-FOUR THOUSAND FOUR HUNDRED FORTY AND NO/100 DOLLARS (\$44,440.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$44,440.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$0.00</u></b>
<b>Total:</b>		<b>\$44,440.00</b>

3. A. Consultant hereby certifies that it is not on the Scrutinized Companies that Boycott Israel List and is not engaged in a boycott of Israel, as defined in Florida Statutes § 287.135, as amended;

AND

B. (applicable to agreements that may be \$1,000,000 or more) - Consultant hereby certifies that it is: (1) not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as defined in Florida Statutes § 287.135; and (2) not engaged in business operations in Cuba or Syria, as defined in Florida Statutes § 287.135, as amended.


4. 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.

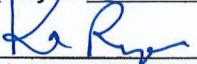
In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan 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 5<sup>th</sup> day of Oct., 2021.

**GREATER ORLANDO AVIATION AUTHORITY**

By:   
Davin D. Ruohomaki  
Sr. Director Engineering & Construction

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this 5 day of Oct, 2021  
By:   
NELSON MULLINS BROAD AND  
CASSEL, Legal Counsel  
Greater Orlando Aviation Authority

**RICONDO & ASSOCIATES, INC**

By:   
Signature (Duly Authorized Rep.)  
PETE RICONDO, P.E.  
Printed Name  
SENIOR VICE PRESIDENT  
Title





Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida, 32827-4392  
(407) 825-2001

# Memorandum

**To:** Members of the Construction Committee

**From:** Tracy Conner Harris, Manager of Concessions *TC*

**Date:** September 28, 2021

**Re:** Request for Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for Fiscal Year 2022 Support Services for the Concessions Department at the Orlando International Airport

Consultant's proposal, dated August 30, 2021, is to assist the Greater Orlando Aviation Authority (GOAA) Concessions department with miscellaneous support services at the Orlando International Airport (MCO) on an as-needed basis, as requested by the Authority. The services to be provided by Ricondo and SchenkelShultz will include design reviews and coordination of terminal tenant design concepts, tenant coordination and technical management following Design Review Committee approval, Technical Review Team (TRT) reviews of terminal tenant projects, participation in walk-throughs of tenant build-out space, tenant signage coordination, concessions exhibits preparation, and design packages review.

If approved, these services would be effective October 1, 2021.

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

Funding is from Operations & Maintenance funds (301.221.220.5310005.000.000000) subject to Aviation Authority Board adoption of the FY22 Aviation Authority budget. Funding source verified by *GH* Andrea Harper of Construction Finance on 9/21/21 as correct and available.

It is respectfully requested that the Construction Committee approve an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees (Ricondo)	\$11,120.00
Not to Exceed Fees (SchenkelShultz)	\$33,320.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$44,440.00</b>
Reviewed by AAC	<i>ZTG</i>

Req. 89727



August 30, 2021

Ms. Tracy Conner Harris  
Greater Orlando Aviation Authority  
Manager of Concessions  
5855 Cargo Road  
Orlando, FL 32827

RE: Proposal for (FY) 2022 On-Call Support Services for the Concessions Department at the Orlando International Airport (MCO)

Dear Ms. Harris:

Ricondo & Associates, Inc. (Ricondo) and SchenkelShultz appreciate the opportunity to submit this proposal to assist the Greater Orlando Aviation Authority (GOAA) Concessions department with miscellaneous support services at the Orlando International Airport (MCO) on an as needed basis, as requested by the Authority. To ensure continuity, this proposal assumes that the majority of these services will be provided by SchenkelShultz.

We understand that the services to be provided may relate to, but not necessarily be limited to:

- Design reviews and coordination of terminal tenant design concepts prior to the DRC submittal
- Tenant coordination and technical management following DRC approval for Technical Review Team (TRT) submittals
- TRT reviews of terminal tenant projects including architectural review for conformance of approvals from DRC
- Participation in walk-throughs of each tenant build-out space to verify compliance with approved design documents
- Temporary tenant signage coordination
- Preparation of concessions exhibits on an on-call basis
- Review of design packages received by concessionaires
- Assist GOAA concessions with information coordination for Concessions Consultant for services relating to the North and South Terminal Complexes as it relates to their scope of work. This includes but is not limited to:

Provide any guidance necessary for understanding of Terminal Design Standards as it applies to Retail and Food and Beverage Tenants

Coordinate necessary drawings for conceptual layouts and exhibits as requested

Tenant design submittal review



Note that this proposal excludes:

- the preparation of aviation activity forecasts,
- the development of design day flight schedules, and
- attending/presenting at the Design Review Committee (DRC) meetings.

### Hourly Rates

The approved hourly rates for Ricondo and SchenkelShultz are noted in Table 1.

TABLE 1 – APPROVED HOURLY RATES

FIRM	POSITION	HOURLY RATES
Ricondo	Senior Director	\$239.00
Ricondo	Senior Consultant	\$120.00
SchenkelShultz	Program Director I	\$238.00
SchenkelShultz	Technician	\$80.00

### Professional Fees

While this proposal has been developed with an attempt to understand the desired services as noted above, the actual hours of effort could vary based on the number of tasks to be completed in FY 2022 and complexity. This proposal is predicated on the following labor hour assumptions:

- **Ricondo:**
  - Senior Director: 40 hours or an average of approximately three (3) hours per month
  - Senior Consultant: 12 hours or an average of one (1) hour per month
- **SchenkelShultz:**
  - Program Director I: 90 hours or an average of approximately 7.5 hours per month
  - Technician: 160 hours or an average of approximately 13 hours per month

As noted in Table 2, the Not to Exceed (NTE) fee amount for the proposed services based on the aforementioned assumptions is \$44,440. There is no Ricondo labor or expense budget for this task.



TABLE 2 – PROFESSIONAL FEES

FIRM/POSITION	HOURLY RATES	LABOR HOURS	COST
Ricondo/Senior Director	\$239.0	40	\$ 9,560.0
Ricondo/Senior Consultant	\$130.0	12	\$ 1,560.0
SchenkelShultz/Program Director 1	\$228.0	90	\$ 20,520.0
SchenkelShultz/Technician	\$80.00	160	\$ 12,800.0
Expenses			Not Applicable
<b>TOTAL COSTS</b>			<b>\$ 44,440.0</b>

Schedule

This proposal is for FY 2022 (October 1, 2021 through September 30, 2022).

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](mailto:scarreau@ricondo.com)

Sincerely,

RICONDO & ASSOCIATES, INC.

Sébastien Carreau  
Director

ENCLOSURE – Currently Approved Rates; SchenkelShultz Proposal; Truth in Negotiation Forms  
cc: 21041212; Pete Ricondo (Ricondo)

cc: projects.goaa (mco) 21041212 - all; all general consulting services administrative support and/or support services for concessions department (0894912) 1/2/22; concessions department support services (cc)



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: 08/30/2021



ATTACHMENT A

# SchenkelShultz Scope and Fee Proposal





February 22, 2021

Sebastien Carreau, Director  
Ricondo & Associates  
11486 Corporate Boulevard, Suite 140  
Orlando, FL 32817

RE: Professional Fee Proposal for:  
**GOAA Concessions Departmental Support, October 2021 through September 2022**  
ORLANDO INTERNATIONAL AIRPORT

Sebastien,

**SCHENKELSHULTZ** appreciates the opportunity to submit our Fee Proposal for the above referenced task for your consideration. Following review of the scope of services outlined by GOAA in your email of 2/19/21 regarding their needs for Concessions support, we understand the requested scope of work as outlined:

- Perform design reviews and coordination of Terminal Tenant Design concepts prior to the Design Review Committee (DRC) submittal.
- Assist GOAA Concessions with tenant coordination and technical management following DRC approval for Technical Review Team (TRT) submittals.
- Perform TRT reviews of Terminal Tenant projects for conformance of approvals from DRC.
- Participate in walk-throughs of each tenant build-out space in order to verify compliance with approved design documents.
- Provide temporary tenant signage coordination.
- Prepare Concession Exhibits on an on call basis.
- Assist GOAA Concessions with information coordination for services relating to the North and South Terminal Complex as it relates to their scope of work. This includes but is not limited to:
  - Provide any guidance necessary for understanding of Terminal Design Standards as it applies to Retail, Food and Beverage Tenants.
  - Coordinate necessary drawings for conceptual layouts and exhibits as requested.
  - Tenant design submittal review and guidance.

**SUMMARY OF PROPOSED NOT TO EXCEED PROFESSIONAL FEES & REIMBURSABLE EXPENSES:**

**SCHENKELSHULTZ** has based this proposal on a Not to Exceed Fee basis utilizing the current hourly rates approved by GOAA and have summarized our Proposal in the following Fee Table for your consideration:

**SCHENKELSHULTZ Professional Fee Breakdown:**

Task/Position	Program Director I		Technician		Total	
	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost
Hourly Rate (\$/Hr.)	\$228		\$80			
Concessions Support	90	\$20,520	160	\$12,800	250	\$33,320
		\$0	0	\$0	0	\$0
<b>Grand Total</b>	<b>90</b>	<b>\$20,520</b>	<b>160</b>	<b>\$12,800</b>	<b>250</b>	<b>\$33,320</b>

**HOURLY RATES:**

FIRM	POSITION	HOURLY RATE
SCHENKELSHULTZ	Senior Program Director	\$295
SCHENKELSHULTZ	Program Director I	\$228
SCHENKELSHULTZ	Program Director	\$206
SCHENKELSHULTZ	Principal	\$168
SCHENKELSHULTZ	Senior Project Manager	\$134
SCHENKELSHULTZ	Senior Project Manager (field)	\$130
SCHENKELSHULTZ	Project Manager	\$99
SCHENKELSHULTZ	Senior Technician	\$96
SCHENKELSHULTZ	Program Coordinator	\$90
SCHENKELSHULTZ	Project Architect	\$83
SCHENKELSHULTZ	Senior Graphics Technician	\$81
SCHENKELSHULTZ	Technician	\$80
SCHENKELSHULTZ	CADD Technician	\$76
SCHENKELSHULTZ	Clerical	\$59

We hope this proposal meets with your approval and as always, I am available to discuss with you or staff any aspect of the information contained herein.

Sincerely,

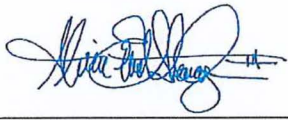
A. Ernest Straughn, AIA, Partner  
**SCHENKELSHULTZ**

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 Greater Orlando Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within one (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Greater Orlando Aviation Authority, whichever is later.

Consultant: Schenkel & Shultz

By: 

Print Name: A. Ernest Straughn, AIA, Partner

Date: August 30, 2021



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
5850-B Cargo Road  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Members of the Construction Committee

From: George I. Morning, Director of Small Business Development Department

Date: September 28, 2021

Re: Request for Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for Fiscal Year 2022 Support Services for the Concessions Department 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 specialized scope of the services to be provided, Ricondo & Associates, Inc. does not propose small business participation on this Addendum.

Our analysis indicates that Ricondo & Associates, Inc. is eligible for award of the subject Addendum.



**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ENVIRONMENTAL CONSULTING SERVICES AGREEMENT WITH MSE GROUP, LLC TO PROVIDE FY 2022 WILDLIFE HAZARD ASSESSMENT SURVEYS AND RELATED REPORTS, AT THE ORLANDO INTERNATIONAL AIRPORT.**

12. Mr. Carrington presented the attached memorandum, dated September 28, 2021.

The Office of Small Business Development has reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that MSE Group, LLC proposes 10% MWBE participation on this Addendum.

Mr. Hunt asked if this is for the same individuals as previous years. Mr. Carrington answered yes.

Upon motion of Mr. Hunt, second by Mr. Gilliam, vote carried to approve an Addendum to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC to provide FY 2022 Wildlife Hazard Assessment Surveys and Related Reports, for a total amount of \$78,425.00, which includes the not-to-exceed fee amount of \$68,891.00, and the not-to-exceed expense amount of \$9,534.00, with funding from previously-approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES PROFESSIONAL AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR FISCAL YEAR 2022 SUPPORT SERVICES FOR THE CONCESSIONS DEPARTMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**

13. Mr. Browne presented the attached memorandum, dated September 28, 2021.

The Office of Small Business Development has reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the specialized scope of the services to be provided, Ricondo & Associates, Inc. does not propose small business participation on this Addendum.

Chairman Ruohomaki noted that both Ricondo & Associates, Inc. and Schenkel & Shultz, Inc. provide general consulting services for his team and the Tenant Concessions team. He noted that Ricondo & Associates, Inc. was used as a subconsultant under Schenkel & Shultz, Inc. previously, and now Ricondo & Associates, Inc. has the lead and is providing its institutional knowledge with Schenkel & Shultz, Inc. as a subconsultant to build more synergy and bolster the general consulting services team.

Upon motion of Mr. Pelletier, second by Mr. Gilliam, vote carried to approve an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for FY 2022 Support Services for the Concessions Department, for the total not-to-exceed fee amount of \$44,440.00, with funding from previously-approved Operation and Maintenance Funds.

**REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR FY 2022 ON-CALL SIGNAGE DESIGN AND CONSULTING SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**

14. Mr. Carreau presented the attached memorandum, dated September 28, 2021.

The Office of Small Business Development has reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Ricondo & Associates, Inc. proposes 100% LDB participation on this Addendum.

Chairman Ruohomaki noted that both individuals have been working with the Aviation Authority for years providing master plan for signage support.

Upon motion of Mr. Pelletier, second by Mr. Gilliam, vote carried to approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for FY 2022 On-Call Signage Design and Consulting Services, for the total not-to-exceed fee amount of \$114,968.00, with funding from previously-approved Operation and Maintenance Funds.