

**AMENDMENT 1 to ADDENDUM NO. 38
TO THE AGREEMENT DATED JANUARY 8, 2021
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND RICONDO & ASSOCIATES, INC.**

Project: Additional Professional Consulting Services for W-0481,
Consolidated RAC Facility Program Advisory, Technical and
Business Plan Services, Orlando International Airport

THIS AMENDMENT is effective this 16th day of August, 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 Amendment to the Agreement to provide for additional services to be rendered by the Consultant under the terms of said Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the Authority and the Consultant do hereby agree as follows:

1. Consultant shall perform additional services in accordance with the terms of the Agreement and the attached Exhibit "A." Consultant shall be paid for such additional services according to the payment terms set forth in the Agreement.
2. Consultant shall be compensated for such additional services in the **LUMP SUM** amount of **NINE HUNDRED FORTY-FOUR THOUSAND TWO HUNDRED EIGHTY-TWO AND NO/100 DOLLARS (\$944,282.00)**, broken down as follows:

Professional Fees:	NTE:	\$0.00
Professional Fees:	LS:	\$944,282.00
Reimbursable Expenses:	NTE:	<u>\$0.00</u>
Total:		\$944,282.00

3. Except as expressly modified in this Amendment, 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 Amendment this day of Aug 18, 2023.

GREATER ORLANDO AVIATION AUTHORITY

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

Karen Ryan

By: NELSON MULLINS BROAD AND CASSEL
Legal Counsel
Greater Orlando Aviation Authority

By:

Kevin J. Thibault

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

RICONDO & ASSOCIATES, INC.

By:

Pete Ricondo

Signature (Duly Authorized Rep.)

Pete Ricondo

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: Yovannie Rodriguez, Esq. AAE, Chief Administrative Officer and
Brad Friel, AAE, Senior Vice President of Multi-Modal Planning and
Environmental
(prepared by Alex Sorondo)

Date: July 18, 2023

Re: Request for Recommendation of Approval of an Amendment to Addendum
38 to the General Consulting Services Professional Agreement with Ricondo
& Associates, Inc. for Additional Professional Consulting Services for W-
00481 Consolidated RAC Facility Program Advisory, Technical & Business
Plan Services, Orlando International Airport

On June 13, 2023, the Construction Committee approved Addendum 38 in the amount of \$216,424.00 to the above-referenced agreement for initiation of Task 1 of a total of three (3) tasks associated with the development of a Consolidated Rental Car (RAC) facility on the Orlando International Airport campus. Since that time, the Aviation Authority has been decided to proceed with Tasks 2 and 3 to complete the program scope as furthered described in Consultant's proposal, dated July 2023. If approved, these services would be effective the date of Aviation Authority Board approval.

Consultant shall, with each monthly invoice, certify that the assigned work and services are on schedule to be completed within the contracted lump sum price, or provide at time of certification a written notice to the Aviation Authority of any deviations.

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

Funding is from previously approved Customer Facility Charge Funds. Funding source verified by Melvin Martinez of Construction Finance on 07 / 12 / 23 as correct and available.

It is respectfully requested that the Construction Committee recommend to the Aviation Authority Board approval of an Amendment to Addendum 38 to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for the Tasks 2 and 3 services contained herein and the amount as shown below:

Not to Exceed Fees	\$0.00
Lump Sum Fees	\$944,282.00
Not to Exceed Expenses	\$0.00
TOTAL	\$944,282.00
AAC – Compliance Review Date	955 7/11/23
AAC – Funding Eligibility Review Date	7/11/23

July 2023

Orlando International Airport

Scope of Work

CONRAC Program Advisory, Technical, and Business Plan Services

Prepared for:

Greater Orlando Airport Authority

Prepared by:

RICONDO

BACKGROUND

The Orlando International Airport (MCO or the Airport) rental car market is the largest in the world, served by all the major international on-airport rental car companies (RACs) and brands, as well as numerous off-airport local and regional companies. The policy of the Greater Orlando International Airport Authority (GOAA or the Authority) is to make it convenient as possible for rental car customers to be able to walk to their rental vehicles to and from the passenger terminals. To that end, rental vehicle ready and return spaces are located in the (3) public parking structures adjacent to the (now 3) passenger terminals. The rental car companies fuel and wash their vehicles at (now 3) quick turnaround facilities (QTAs) located adjacent to the parking structures. Walkable ready/return areas are a superior level of customer service for Airport passengers, however multiple rental car facilities present the rental car companies with functional and costly operational challenges. The QTA facilities are inadequately sized to handle the volume of vehicles needing to be processed and due to space constraints cannot be expanded further. One rental car company has no QTA facilities. The rental companies lease service, maintenance, and overflow vehicles storage facilities remote from the passenger terminals.

Given the Airport's immediate and projected future demand for additional close-in public parking, on-Airport roadway constraints, and the inability to further expand the close-in, terminal-area rental car facilities, GOAA has decided to explore the feasibility of consolidating all rental car operations and facilities into a single location/facility, commonly known as a consolidated rental car facility (CONRAC) remote from the passenger terminal complex.

GOAA has asked the Ricondo Team to provide a proposal to support its effort to determine the feasibility of developing a CONRAC at the Airport, and if GOAA thereafter decides to proceed with the development of a CONRAC, to coordinate the physical planning and design, rental car concession business planning, and financial planning elements of the CONRAC development program. The Ricondo Team will include TranSystems, HDR, Lea+Elliott, Anser Advisory, IMD, and GSS. Both IMD and GSS are WDBE certified. The integrated project development timeline shown in **Table 1** depicts all of the necessary elements, and their duration, from site selection through facility construction. With a new CONRAC not expected to be online until 2030, GOAA has also asked the Ricondo Team to assess how the existing facilities could be optimized in order to satisfy near-term rental car growth. Those elements included in the following Program Advisory, Technical, and Business Plan Services are highlighted in yellow.

PROJECT APPROACH

The Ricondo Team will provide general program advisory, technical, and business plan services to assist and support GOAA management and staff. The proposed approach for this project consists of three primary tasks to be completed over an eight-month timeframe:

1. Interim Optimization Enhancements for Existing Rental Car Facilities – This will include all pertinent data collection, development of a landside activity forecast, development of rental car and commercial vehicle facility requirements and identify near-term improvements to existing rental car facilities that will allow for future growth in rental car demand.

TABLE 1 CONSOLIDATED RENTAL CAR FACILITY INTEGRATED PROJECT DEVELOPMENT TIMELINE

	CY 2023												CY 2024												CY 2025					CY 2026				CY 2027	CY 2028	CY 2029		
	J	F	M	A	J	J	A	S	O	N	D	J	F	M	A	J	J	A	S	O	N	D	D	J	F	M	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
Site Selection																																						
Identify potential sites																																						
Rental Car Industry briefing																																						
Inventory of existing rental car facilities																																						
Develop rental car facility requirements program																																						
Commercial Vehicle Requirements																																						
Existing Facility Optimization																																						
Develop potential site alternatives concepts																																						
Site evaluation pros and cons analysis																																						
Existing Rental Car Facility Reuse Plan																																						
Presentation to GOAA/GOAA consensus on preferred site																																						
Rental Car Industry briefing																																						
Final report to GOAA																																						
Identify and Resolve Strategic Policy Decisions																																						
Project Delivery Methodology																																						
Financing Methodology																																						
Procure Design Team																																						
Business Plan Development																																						
Develop strategic business plan terms and achieve internal GOAA consensus																																						
Finalize business plan																																						
Update/finalize business plan consistent with final facility design																																						
Financial Plan Development																																						
Transaction and transaction day data collection (on-going)																																						
Sources and uses analysis (on-going)																																						
CFC sizing and capacity analysis (on-going)																																						
On-going coordination with financial advisor																																						
RAC Industry Meetings (business, financial, facility planning & design input)																																						
Design (12 months?)																																						
Basis of design development																																						
Schematic design																																						
Design/Construction documents development																																						
Contractor Selection (assumes design/bid/build project delivery)																																						
Final project cost (GMP)																																						
RAC Participant Selection (RFP) Process (6 months?)																																						
Document development and legal review																																						
RFP Issuance and advertising period																																						
Pre-bid meeting																																						
Bidding/bid acceptance/approval process																																						
Final document development & execution																																						
GOAA Board approval																																						
Financing - (Assumes Special Facilities Bonds)																																						
Construction including tenant improvements (3 years)																																						
RACs Hire Facility Manager																																						
New Concession Agreements & Operations Commence																																						

NOTES:

Denotes tasks included in Scope of Work

CFC - Customer Facility Charge

SOURCE: Ricondo & Associates, Inc. March 17, 2023

2. CONRAC Facilities Planning – Using the forecast and requirements developed in Task 1, a comprehensive site selection study will be conducted to select a preferred site for future rental car facilities. In addition, a reuse plan for the existing rental car facilities once a new CONRAC is built will also be conducted.
3. CONRAC Business Planning – This task will include assisting GOAA with the development of policies and strategic objectives and implementation of its rental car facilities and rental car concession program including to coordinate the integration of the strategic planning, physical planning, operational planning, business planning, and financial planning aspects of the program. It will also include supporting management and staff in the presentation of information to, and receipt of information from the rental car industry in a clear, concise and cohesive manner.

This proposal includes a description of Tasks 1, 2 and 3. The Ricondo Team, however, is submitting this proposal for an Amendment to the General Consulting Services Agreement to authorize Task 2 and 3. Task 1 was authorized on June 13, 2023.

SPECIFIC PROGRAM ADVISORY, TECHNICAL, AND BUSINESS PLAN SERVICES

TASK 1. INTERIM OPTIMIZATION ENHANCEMENTS FOR EXISTING RENTAL CAR FACILITIES (AUTHORIZED ON JUNE 13, 2023)

The purpose of this task is to develop a landside forecast, development of facility requirements based on recent rental car transaction activity and for sizing a future CONRAC, development of commercial vehicle facility requirements to assess whether some commercial ground transportation providers could pickup and drop-off at the CONRAC, and to identify how best to optimize existing rental car facilities in order to accommodate near term rental car growth.

TASK 1.1 LANDSIDE FORECAST

The Ricondo Team will collect and consolidate historical ground transportation transactions and revenue by month for 2018 through YTD 2023. This data will be analyzed to derive estimates of transaction and revenue mode share trends. Airport access modes to be assessed include the following:

- Taxis
- Limos
- TNCs (Uber, Lyft)
- Shared ride vans
- Courtesy vehicles
- Rental cars
- Off-Airport parking
- On-Airport parking
- Peer-to-peer (Turo)

The forecast will be developed with the creation of origin and destination (O&D) passenger forecast information, with a breakdown of resident and visitor O&D passengers, coupled with an analysis of changes in transactions on a

per originating passenger basis and average duration (where applicable). The analysis will assess the drivers of mode share changes as well changes in overall volume of activity and revenue, taking into consideration the impact of evolving ground transportation technologies and customer preferences.

DELIVERABLE

- Technical memo including all applicable table and graphs documenting the methodology and results of the landside forecast.

TASK 1.2 RENTAL CAR FACILITY REQUIREMENTS

DATA COLLECTION AND ANALYSIS

Ricondo will develop and submit to each RAC currently serving the Airport a questionnaire requesting existing facility information, historic annual and monthly rental car transactions, and hourly rental car transaction data. The questionnaire will be provided to GOAA in advance for review and then distributed directly to each RAC for completion. Ricondo will keep individual RAC responses confidential but will aggregate and "reality-test" the responses to create an overall space requirement program for the MCO rental car market.

PRELIMINARY FACILITY REQUIREMENTS

Using the facility and transaction data collected from the questionnaire responses, Ricondo will develop preliminary rental car facility requirements for purposes of the CONRAC Site Location Study using MCO-specific hourly rental transactions. A "planning hour" for rentals and returns processed during the 15th busiest hour of the 365-day period for each rental car brand will be developed. Standard industry utilization factors will be used as the metric to define the preliminary facility requirements.

It is assumed that the future facility will be sized to accommodate the MCO rental car market and all associated rental car operating and facility functions, plus an assumed margin for new market entrant or entrants (5 to 10 percent of total requirements). The preliminary facility requirements will be determined for the following components:

- customer service area
- ready and return vehicle parking spaces
- vehicle stacking and staging (spaces for storing vehicle before and after being serviced)
- overflow vehicle storage
- fueling positions
- EV charging positions
- wash bays
- maintenance bays
- administrative facilities
- vehicular access, including common bus operation - ingress and egress
- interface with public parking elements, where applicable

- new market entrant (5 percent of total requirements)

Ricondo will utilize the EV Charging Station survey that was completed and provided to GOAA in 2022 to assist with determining future charging station needs.

Once the baseline preliminary facility requirements are calculated, rental car demand forecasts will be developed based on the landside forecast and taking into consideration potential impacts of transportation network companies and modes of transportation. Ricondo will project activity for a 5, 10 and 20-year planning horizons.

DELIVERABLE

- PowerPoint presentation summarizing data collection, methodology and results of the rental car facility requirements analysis.

TASK 1.3 COMMERCIAL VEHICLE REQUIREMENTS

Ricondo will identify the initial data needs for obtaining an understanding of existing demands and defining future requirements to determine the feasibility of co-locating commercial vehicle operations at the future CONRAC.

Data would include available information from Airport sources and original data to be collected by the Ricondo Team. Data to be gathered during the initial data collection would include:

- Traffic Data Collection – Hourly traffic volume data for each of the following modes would be obtained from available Airport sources automatic vehicle identification (AVI) system, etc.:
 - Shared ride vans
 - Courtesy shuttles (off-airport parking, off-airport rental car, and hotel/motel)
 - On-Airport parking shuttles
 - TNCs
- Prepare Future Year Traffic Volumes - Convert the traffic volumes collected to the peak month busy day condition (PMBD) using adjustment factors based on available historical airline passenger activity. Prepare future year peak hour traffic volumes for the 5-, 10-, and 20-year planning horizons. Traffic volumes associated with PMBD will be calculated assuming that TNCs, taxicabs, and other single-group vehicles would increase in proportion to growth in annual originating passenger activity, while high-occupancy multi-group and scheduled-service vehicles will increase at a lower rate.
- Prepare Curbside Requirements - Static facility requirements would be prepared for existing and future volumes developed in the previous task by mode. A curbside demand and requirements model will be developed to estimate existing curbside demand in linear feet by vehicle mode for the departure's peak hour and arrivals level peak hour. Curbside demand is calculated based on peak hour traffic volume by mode, vehicle dwell time, and vehicle length. Prepare a curbside level of service (LOS) analysis by assessing the "utilization" of the curbside facilities which is calculated by comparing the estimated curbside demand in linear feet to the available curbside.

TASK 1.4 EXISTING FACILITY OPTIMIZATION

Using the facility requirements developed in Task 1.2, and input from the rental car industry, Ricondo will identify near-term improvements to existing rental car facilities that will accommodate growth in future rental demand through 2030, or when the CONRAC is expected to be open. All facility components in the customer service area,

ready/return garage and QTAs will be examined to determine whether they could be optimized or expanded to accommodate future growth. Cost estimates for any improvements will also be determined as part of this task.

EXCLUSIONS

- Task 1.2, Commercial Vehicle Requirements will not include transportation network companies (TNCs) such as Uber and Lyft.
- No manual counts will be conducted and all required commercial vehicle volume and dwell time information will be provided by GOAA via their AVI system.

DELIVERABLE

- PowerPoint presentation summarizing data collection, methodology and results of the facility requirements analysis.
- Interim PowerPoint presentations as well as written report summarizing the existing facility optimization analysis.

TASK 2. CONRAC FACILITIES PLANNING (\$784,158)

The purpose of this task is to provide planning and programming support to GOAA in the preparation of a site selection study, evaluation of project delivery, determination of the highest and best use of existing rental car facilities one the CONRAC is open, and development of a program criteria manual.

GOAA has identified multiple sites on-Airport property that will be evaluated in terms of their ability to accommodate an adequately sized facility to meet:

- current and projected future rental car demand
- operational constraints such as traffic impacts to on- and off-Airport roadways
- travel times to and from the respective sites and the passenger terminal (customer service consideration)

The proposed approach for this task consists of five subtasks, to be completed over an 8-month timeframe:

TASK 2.1. PREFERRED SITE IDENTIFICATION (\$652,366)

A maximum of two (2) potential alternative conceptual plans will be developed for a maximum of four (4) sites. The conceptual plans will be prepared in AutoCAD and include space requirements, adjacency functions and vehicle circulation patterns. Components of each conceptual plan will include:

- customer service area
- ready and return vehicle parking spaces
- vehicle stacking and staging (spaces for storing vehicle before and after being serviced)
- overflow vehicle storage
- fueling positions
- EV charging positions
- wash bays

- maintenance bays
- administrative facilities
- vehicular access, including common bus/Automated People Mover (APM) operation - ingress and egress
- commercial vehicle curbside that could accommodate courtesy shuttles and other commercial ground transportation operators
- new market entrant(s) (5 to 10 percent of total requirements)
- Proposed hotel sites being considered by the Authority (based on information to be provided by others)

EVALUATION AND SELECTION OF A PREFERRED SITE

Each potential site will be evaluated in terms of its ability to support the CONRAC requirements, as well as potential impacts to existing roadways, and existing and future landside operations. During the initial screening exercise, sites that do not meet minimum criteria (e.g., minimum developable area) will be eliminated from consideration.

A set of evaluation criteria will be developed jointly by GOAA and the Ricondo Team for use in analyzing and evaluating each site selected for further evaluation during the initial screening. The Ricondo Team will compile this evaluation into a decision matrix for the Authority's review. The refined evaluation criteria may include, but are not limited to:

- Customer Service
 - Need for a transportation system
 - Travel time and distance, convenience, signage, and wayfinding
- Rental Car Operations
 - Operational flexibility and ability to accommodate the immediate and long-term Airport rental car market.
 - Expandability
- Commercial Vehicle Operations
 - Ability of CONRAC to accommodate commercial vehicle operations
- Passenger movement requirements for near-term and mid-term operations
- Site characteristics and constraints
 - Proximity and accessibility to surrounding highways and major arterials.
 - Impacts on surrounding runway safety areas (RPZ/RSA)
 - Potential impact to the radar facility near Wetherbee Road
- Airport Compatibility
 - Compatibility with the current Master Plan and ALP as well as existing operations and any GOAA development initiatives such as the Electrification Plan.
- Electrification
 - Ability to provide energy infrastructure and storage capacity
- Estimated project costs

- Order of magnitude cost estimates and relative cost comparisons, including any required enabling projects

TRAFFIC IMPACTS

The Ricondo Team will identify traffic impacts associated with the preferred site. This analysis will be used to identify the magnitude of the traffic safety and operational impacts on the existing road network and identify if the traffic impacts are related to the CONRAC or general growth of background traffic over the project period. For this purpose, a no-CONRAC scenario will be used for comparison with the project scenario and will illustrate the impact of removing rental car traffic from the terminal core.

AUTOMATED PEOPLE MOVER CONSIDERATIONS

In the likelihood that the existing APM is modified to serve the CONRAC, the feasibility of this modification/extension to all sites will be examined, including the following:

- Potential terminal link alignment serving CONRAC site options
- APM support facility considerations
- System operations and fleet analysis
- Determination of need for additional substation equipment
- CONRAC APM station sizing
- Rough order of magnitude cost estimates

STAKEHOLDER MEETINGS

The Ricondo Team will support and prepare GOAA for meetings with the rental car companies (up to three hybrid in-person/virtual) to solicit their input and to provide updates on the progress of the site analysis.

DELIVERABLE

- Preparation of interim PowerPoint presentations for discussion and GOAA feedback.

TASK 2.2 PROJECT DELIVERY METHOD EVALUATION (\$38,192)

This task will benchmark project delivery methods (i.e.: design/bid/build; design/build; construction manager (CM) at risk; third party) for other CONRAC facilities; evaluate pros and cons of each as they relate to CONRAC projects; and lessons learned.

TASK 2.3 EXISTING RENTAL CAR FACILITY REUSE PLAN (\$55,392)

Relocating the rental car companies to a new CONRAC will leave their existing facilities unoccupied. This task will identify the highest and best uses for the unoccupied space. This includes the customer service areas, ready/return parking areas in the garage and the QTAs. Up to three options for each area will be developed, and a preferred option will be selected. Cost estimates for the options will also be determined as part of this task.

DELIVERABLE

- Preparation of interim PowerPoint presentations for discussion and GOAA feedback.

TASK 2.4 PROGRAM CRITERIA MANUAL (\$38,208)

This task will include CONRAC concept development and refinement on the preferred site, development of cost estimates, and development of a program criteria manual that will summarize those programmatic elements included in Task 1 and 2.

CONCEPT DEVELOPMENT ON SELECTED SITE

Develop the concept layout, contemplating future flexibilities, evolving protocols and opportunities for incremental, low-impact improvements. The concepts will include the location of ingress/egress, space adjacencies, and physical layouts for the preferred site.

ROM PROJECT COST ESTIMATES

Develop ROM project cost estimates for the preferred site location.

CONCEPT REFINEMENT

During the concept refinement phase, the Ricondo Team will consider elements of other previously identified concepts and evolve a refined concept, as appropriate. The Ricondo Team will enhance blocking and stacking, space adjacencies, internal vehicle and pedestrian circulation, and physical layouts within the context of the original intent. A three-dimensional rendering of the concept position on the preferred site will also be provided.

CONCEPTUAL PROJECT COST ESTIMATE

Refined ROM Project Cost Estimate of Preferred Site.

DOCUMENTATION

The Ricondo Team will document the preferred site in a Project Criteria Manual. The document will include, but not be limited to:

- facility requirements and building program
- spatial adjacencies
- site layout
- existing landside connections and configurations
- potential project impacts
- ROM project cost estimates

DELIVERABLE

- Preparation of interim PowerPoint presentations for discussion and GOAA feedback.
- Program criteria manual that will incorporate programmatic elements of Task 1 and 2.

TASK 3 CONRAC STRATEGIC BUSINESS PLANNING (\$160,124)

TASK 3.1 STRATEGIC POLICY PHASE (\$50,278)

- Assist GOAA management and staff in the determination of strategic business, finance, and policy goals and objectives for the rental car concession program, including those for the new rental car facilities to be developed.

TASK 3.2 FACILITY PLANNING PHASE (\$55,174)

- Participate in the conceptual design process to understand how the facility and operational concepts can be integrated into the business and financial plans.
- Review and understand input received from the rental car industry during the conceptual design phase and provide recommendations to the Authority.

TASK 3.3 FINANCIAL PLANNING PHASE (\$54,672)

The Ricondo Team will develop and refine a financial feasibility analysis for the CONRAC. This analysis will be used to assess the balance between the revenue which can reasonably be expected to be generated through CFCs, rents, and other sources, and the anticipated costs of constructing and operating and maintaining the facility, including the common transportation system.

- Prepare an affordability analysis based upon transaction and transaction day data provided by the rental car companies and GOAA, and on assumptions agreed to by the Authority and the Ricondo Team such as CFC rate levels, bonding capacity, and other funding sources. The primary objective of this analysis is to identify early on in the process a high-level range of project costs for the CONRAC facility and match those costs with assumed funding (and other revenue) sources.
 - Identify applicability of any State laws regulating the use and collection of CFCs.
 - Identify the treatment of the CFC in relation to existing Authority Revenue Bond and airline use agreements.
 - Identify the project's impacts regarding airline use agreements.
 - Provide background on CFC rates and uses of CFC revenues at other airports.
- Develop sources and uses model for use of CFC revenues (and other revenues, if applicable) including cash flow projections.
- Provide recommendations for the determination of the required adjustment to the CFC rate to support the financing of the new rental car facilities.

EXCLUSIONS

- Task 3 does not include the development of detailed business terms for a new CONRAC concession and lease agreement.

SUBCONSULTANTS

TranSystems – Will serve as the primary subconsultant under Ricondo and will lead the development of site concepts and the interim optimization assessment.

HDR – Will lead the analysis of roadway impacts.

Lea+Elliott – Will lead the feasibility of extending the APM to each of the potential sites.

Anser Advisory – Will provide the cost estimates for the interim optimization of existing rental car facilities, the reuse of existing rental car facilities, and the CONRAC site layouts, with the exception of the APM considerations, which will be provided by Lea+Elliott.

IMD – Will develop 3D rendering stills of the preferred concept and site. IMD is a WMBE certified company.

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

BUDGET

Ricondo proposes an estimated lump sum fee of \$944,282 for the above-described Scope of Work for Task 2 and 3.

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: 06/07/2023

APPENDIX A BREAKDOWN OF PROFESSIONAL FEES

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE
CONRAC Program Advisory, Technical, and Business Plan Services

Phase of Project:	Tasks	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$944,282.00	\$944,282.00
2.0 Not to Exceed Professional Fees:	\$0.00	\$0.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$944,282.00	\$944,282.00

Total Lump Sum Labor Hours:	4,710	4,710
Total Not to Exceed Professional Labor Hours:	0	0
TOTAL LABOR HOURS:	4,710	4,710
Average Hourly Rate:		\$200

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-2
SUMMARY OF LUMP SUM FEES

TASKS	2 and 3		TOTAL		
	Labor hours	Total Fee	Labor hours	Cost	Avg. Rate
Ricondo & Associates, Inc.					
Lump Sum Fee Subtotal	1,392	\$280,492.00	1,392	\$280,492	\$202
TranSystems					
Lump Sum Fee Subtotal	1,408	\$310,024.00	1,408	\$310,024	\$220
HDR					
Lump Sum Fee Subtotal	398	\$59,722.00	398	\$59,722	\$150
Anser					
Lump Sum Fee Subtotal	512	\$78,280.00	512	\$78,280	\$153
Lea + Elliott					
Lump Sum Fee Subtotal	644	\$161,004.00	644	\$161,004	\$250
IMD					
Lump Sum Fee Subtotal	296	\$47,320.00	296	\$47,320	\$160
GSS					
Lump Sum Fee Subtotal	60	\$7,440.00	60	\$7,440	\$124
Total Lump Sum Amount:	4,710	\$944,282	4,710	\$944,282	\$200

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
Ricondo & Associates, Inc.

RICONDO & ASSOCIATES, INC. (PRIME)	SENIOR OFFICER		SENIOR OFFICER WITH TRAVEL PREMIUM		SENIOR DIRECTOR		MANAGER		MANAGER WITH TRAVEL PREMIUM		SENIOR CONSULTANT		TECHNICAL EDITOR		TOTAL		
Rate (\$/Hour):	\$315		\$350		\$251		\$166		\$201		\$136		\$124		labor hours	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Tasks																	
Task 2.1 - Preferred Site Identification	24	\$7,560	4	\$1,400	8	\$2,008	64	\$10,624	16	\$3,216	8	\$1,088	0	\$0	124	\$25,896	\$209
Task 2.2 - Project Delivery Method Benchmarking	24	\$7,560	0	\$0	8	\$2,008	120	\$19,920	0	\$0	64	\$8,704	0	\$0	216	\$38,192	\$177
Task 2.3 - Existing Rental Car Facility Reuse Plan	12	\$3,780	0	\$0	12	\$3,012	80	\$13,280	0	\$0	40	\$5,440	0	\$0	144	\$25,512	\$177
Task 2.4 - Program Criteria Manual	24	\$7,560	0	\$0	8	\$2,008	80	\$13,280	0	\$0	40	\$5,440	20	\$2,480	172	\$30,768	\$179
Task 3.1 - Strategic Policy Phase	80	\$25,200	4	\$1,400	8	\$2,008	120	\$19,920	6	\$1,206	4	\$544	0	\$0	222	\$50,278	\$226
Task 3.2 - Facility Planning Phase	80	\$25,200	4	\$1,400	8	\$2,008	120	\$19,920	6	\$1,206	40	\$5,440	0	\$0	258	\$55,174	\$214
Task 3.3 - Financial Planning	80	\$25,200	4	\$1,400	6	\$1,506	120	\$19,920	6	\$1,206	40	\$5,440	0	\$0	256	\$54,672	\$214
TOTAL LUMP SUM PROFESSIONAL FEES:	324	\$102,060	16	\$5,600	58	\$14,558	704	\$116,864	34	\$6,834	236	\$32,096	20	\$2,480	1,392	\$280,492	\$202

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
TranSystems

TranSystems	Principal		Principal with Travel Premium		Senior Architect		Senior Architect with Travel Premium		Architect		Architect with Travel Premium		QC Reviewer		Administrative Assistant		TOTAL		
Rate (\$/Hour):	\$330		\$365		\$244		\$279		\$203		\$238		\$220		\$80		labor		
	hours	Cost			hours	Cost			hours	Cost			hours	Cost	hours	Cost	hours	Cost	Avg. Hourly Rate
Tasks																			
Task 2.1 - Preferred Site Identification	56	\$18,480	16	\$5,840	460	\$112,240	40	\$11,160	696	\$141,288	32	\$7,616	34	\$7,480	74	\$5,920	1,408	\$310,024	\$220
TOTAL LUMP SUM PROFESSIONAL FEES:	56	\$18,480	16	\$5,840	460	\$112,240	40	\$11,160	696	\$141,288	32	\$7,616	34	\$7,480	74	\$5,920	1,408	\$310,024	\$220

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
HDR

HDR	Sr. Principal		Project Principal		Sr. Project Manager		Engineer/Planner VI		Engineer/Planner V		Engineer/Planner III		Sr. Project Accountant		Document Control		TOTAL		
Rate (\$/Hour):	\$300		\$221		\$185		\$143		\$127		\$102		\$109		\$96		labor	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Tasks																			
Task 2.1 - Preferred Site Identification	0	\$0	90	\$19,890	0	\$0	114	\$16,302	148	\$18,796	40	\$4,080	6	\$654	0	\$0	398	\$59,722	\$150
TOTAL LUMP SUM PROFESSIONAL FEES:	0	\$0	90	\$19,890	0	\$0	114	\$16,302	148	\$18,796	40	\$4,080	6	\$654	0	\$0	398	\$59,722	\$150

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
Anser Advisory

Anser Advisory	Director (SVP Estimating)		Manager (Estimator 2)		Cost Engineer 2 (Estimator 1)		TOTAL		
Rate (\$/Hour):	\$225		\$146		\$115		labor		Avg. Hourly
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Rate
Tasks									
Tasks									
Task 2.1 - Preferred Site Identification	80	\$18,000	120	\$17,520	112	\$12,880	312	\$48,400	\$155
Task 2.3 - Existing Rental Car Facility Reuse Plan	40	\$9,000	80	\$11,680	80	\$9,200	200	\$29,880	\$149
TOTAL LUMP SUM PROFESSIONAL FEES:	120	\$27,000	200	\$29,200	192	\$22,080	512	\$78,280	\$153

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
Lea+Elliott

Lea+Elliott	Sr. Project Manager (PM)		Sr. Consultant / Project Manager (PM)		Engineer 3		Engineer 2		Engineer/CAD		Sr. Admin Asst		TOTAL		
Rate (\$/Hour):	\$321		\$277		\$218		\$160		\$123		\$83		labor		Avg. Hourly
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Rate
Tasks															
Task 2.1 - Preferred Site Identification	220	\$70,620	216	\$59,832	48	\$10,464	24	\$3,840	124	\$15,252	12	\$996	644	\$161,004	\$250
TOTAL LUMP SUM PROFESSIONAL FEES:	220	\$70,620	216	\$59,832	48	\$10,464	24	\$3,840	124	\$15,252	12	\$996	644	\$161,004	\$250

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
IMD

IMD	PRINCIPAL		Senior Consultant		Consultant		TOTAL		
Rate (\$/Hour):	\$215		\$195		\$125		labor	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours		
Tasks									
Tasks									
Task 2.1 - Preferred Site Identification	40	\$8,600	96	\$18,720	160	\$20,000	296	\$47,320	\$160
TOTAL LUMP SUM PROFESSIONAL FEES:	40	\$8,600	96	\$18,720	160	\$20,000	296	47,320	\$160

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
GSS

GSS	Sr. Graphics Designer		TOTAL		
Rate (\$/Hour):	\$124		labor		Avg. Hourly
	hours	Cost	hours	Cost	Rate
Tasks					
Tasks					
Task 2.4 - Program Criteria Manual	60	\$7,440	60	\$7,440	\$124
TOTAL LUMP SUM PROFESSIONAL FEES:	60	\$7,440	60	\$7,440	\$124

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
IMD		WMBE	Consulting Services	\$47,320.00	5.0%
GSS		WMBE	Consulting Services	\$7,440.00	0.8%
TOTAL PROPOSED PARTICIPATION				\$54,760.00	5.8%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	ADDRESS	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
TOTAL PROPOSED PARTICIPATION			\$0.00	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	\$315
Ricondo & Associates	Officer	\$275
Ricondo & Associates	Senior Director	\$251
Ricondo & Associates	Manager	\$166
Ricondo & Associates	Senior Consultant	\$136
Ricondo & Associates	Technical Editor	\$124
Ricondo & Associates	Senior Graphics Designer	\$105
Ricondo & Associates	Consultant	\$87
Ricondo & Associates	Graphic Designer	\$72
TranSystems	Principal	\$330
TranSystems	Senior Architect	\$244
TranSystems	Architect	\$203
TranSystems	QC Reviewer	\$220
TranSystems	Administrative Assistant	\$80
HDR	Sr. Principal	\$300
HDR	Project Principal	\$221
HDR	Sr. Project Manager	\$185
HDR	Engineer/Planner VI	\$143
HDR	Engineer/Planner V	\$127
HDR	Engineer/Planner III	\$102
HDR	Sr. Project Accountant	\$109
HDR	Document Control	\$96
Anser	Director (SVP Estimating)	\$225
Anser	Manager (Estimator 2)	\$146
Anser	Cost Engineer 2 (Estimator 1)	\$115
Lea+Elliott	Sr. Project Manager (PM)	\$321
Lea+Elliott	Sr. Consultant / Project Manager (PM)	\$277
Lea+Elliott	Engineer 3	\$218
Lea+Elliott	Engineer 2	\$160
Lea+Elliott	Engineer/CAD	\$123
Lea+Elliott	Sr. Admin Asst	\$83
IMD	Principal	\$215
IMD	Senior Consultant	\$195
IMD	Consultant	\$125
GSS	Sr. Graphics Designer	\$124

APPENDIX B SUBCONSULTANT PROPOSALS



TranSystems

200 East Robinson Street,
Suit 600
Orlando, FL 32801

www.transystems.com

June 22, 2023

Mr. Sebastien Carreau, Director
Ricondo
3504 Lake Lynda Drive, Suite 165
Orlando, FL 32817

Regarding: Orlando International Airport (MCO)
Rental Car & Ground Transportation Center
Programming & Planning Study
Task 2 Scope of Services

Dear Sebastien,

TranSystems is pleased to submit the following Scope of Services and corresponding fee to support Ricondo and GOAA for Task 2 of this study. We are excited to be involved in this very timely and important study. Please let us know if you have any questions regarding anything in this letter or require additional information.

SCOPE OF SERVICES

Task 2 – CONRAC Facilities Planning

1. Preferred Site Identification
 1. Development of Conceptual Rental Car Facility Layouts – In support of Ricondo and GOAA, TranSystems will develop two (2) alternative conceptual plans for a maximum of four (4) sites based on facility requirements provided by Ricondo. The conceptual plans will be prepared in AutoCAD and include space requirements, adjacency functions and vehicle circulation patterns. Components of each conceptual plan will include:
 1. customer service area
 2. ready and return vehicle parking spaces
 3. vehicle stacking and staging (spaces for storing vehicle before and after being serviced)
 4. overflow vehicle storage
 5. fueling positions
 6. EV charging positions
 7. wash bays
 8. maintenance bays
 9. administrative facilities

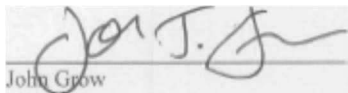
10. vehicular access ingress and egress for customers, rental car shuttles and any other modes utilizing the facility. It is our understanding APM considerations and alignments will be coordinated with a separate APM subconsultant.
 11. commercial vehicle curbside areas that could accommodate courtesy shuttles and other commercial ground transportation operators (to be provided by Ricondo)
2. Stakeholder Meeting and Input
 1. TranSystems will support and prepare Ricondo and GOAA for meetings with the rental car companies (up to three hybrid in-person/virtual) to solicit their input and to provide updates on the progress of the site analysis.

COMPENSATION

TranSystems' Fee for the above services is \$310,024 and is detailed in the attached Exhibit A, Table C-3.

Once again, TranSystems is excited for this opportunity to support Ricondo and GOAA and we stand ready to begin services upon written Notice to Proceed.

Respectfully,



John T. Grow

John T. Grow
Executive Vice President
TranSystems
200 E. Robinson St, Suite 600
Orlando, FL 32801



April 12, 2023

Mr. Jacob Strawn
Ricondo & Associates, Inc.
20 North Clark Street, Suite 1500
Chicago, IL 60602

Re: GOAA Consolidated Rent-a-Car (CONRAC) Facility Siting Study – Transportation
Planning and Engineering Support

Dear Jacob:

HDR Engineering, Inc. is pleased to submit this proposal to provide professional transportation planning and engineering services in support of the Consolidated Rent-a-car (CONRAC) Facility Siting Study. The hourly rates used to develop the fee proposal are consistent with HDR's established GOAA rates under our existing Continuing Transportation Planning Consultant contract.

If you have any questions, please contact Jamie Krzeminski at (407) 420-4250. We look forward to working with you.

Sincerely,
HDR ENGINEERING, INC.

A handwritten signature in black ink, appearing to read 'James M. Krzeminski'.

James M. Krzeminski, PE, PTOE
Project Manager

Katie E. Duty, PE, ENV SP
Vice President

JMK:jmk

C: Matthew Wiesenfeld, Adriana Rodriguez (HDR); HDR Accounting Department



Exhibit A – Transportation Planning and Engineering Support Services for CONRAC Siting Study, Orlando International Airport

HDR Engineering, Inc. (HDR) will provide transportation planning and engineering services in support of the Consolidated Rent-a-car (CONRAC) facility siting study at MCO, including traffic forecasting and analysis, as described as follows.

Task 1: Project Management and Meetings

HDR will prepare monthly invoices and progress reports, assemble and maintain project documentation, and coordinate with the project team. Participation in up to five (5) meetings is assumed as part of this task. Meetings may include a project kickoff meeting, progress meetings, and milestone meetings with the project team. Meetings are assumed to be virtual.

Deliverable: Monthly invoices and progress reports, and participation in up to five project meetings.

Task 2: Airport Traffic Forecasting

HDR will provide daily airport traffic forecasting for two (2) future year horizons, generally assumed to be 10-year and 20-year horizons based on use of HDR's MCO airport trip generation model. It is assumed that traffic forecasts recently developed for the MCO Transportation Master Plan for year 2031 (at a projected 64.8 million annual passenger level) will be used for the 10-year planning horizon with no changes. Therefore, new traffic projections will only be developed for the 20-year planning horizon. The projected passenger activity associated with the 20-year planning horizon, along with other assumptions are assumed to be provided to HDR as an input into the traffic forecasting process. Assumptions may include changes in mode split, additional on-airport development, additional roadway connections to external roadways, and changes in on-airport terminal trips routing.

Deliverable: See Task 2.

Task 3: High-Level Traffic Analysis of Potential CONRAC Sites

HDR will complete a high-level traffic analysis for up to four (4) potential CONRAC sites in addition to a No Build alternative for both the 10-year and 20-year planning horizons, representing a total of 10 scenarios. Each scenario will include critical airport roadway segment peak hour forecasts and comparison to existing available peak hour roadway capacities. Peak



hour traffic assignments will be based on the planning horizon airport traffic forecast, converted to base peak hour conditions, with rental car traffic shifted/relocated as appropriate to account for trips to and from the proposed CONRAC site. Assumptions regarding potential on-site bussing between the terminal buildings and the various CONRAC sites will be provided to HDR for inclusion in the peak hour forecasts.

Deliverable: A brief memo summarizing traffic forecasts and assumptions, with tabular and graphical summaries of peak hour traffic volumes and roadway capacities for each scenario at each of the planning horizon years.

Task 4: Detailed Traffic Analysis of Preferred CONRAC Site

Based on the selection of one potential CONRAC site as the preferred location, HDR will complete a more detailed traffic analysis for the preferred site for both the 10-year and 20-year planning horizons. The detailed analysis will use the specific peak hour traffic assignments developed in Task 2 and will be focused on analyzing access to the site and appropriate sizing of supporting transportation facilities (e.g., number of lanes for roadways and intersections).

Deliverable:

A brief memo summarizing the analysis and results for the preferred CONRAC site, including recommendations for transportation facility sizing.

SCHEDULE

HDR will coordinate with Ricondo to develop an appropriate schedule for the tasks described herein.

FEE

The services described above in Tasks 1-4 will be accomplished for a fee of \$ 59,722.00 as follows:

HDR Engineering, Inc. (lump sum)	\$ 59,722.00
----------------------------------	--------------

Any tasks not specifically included within this scope of services will be considered additional work and will require an amendment to the contract addendum.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM FEES

Greater Orlando Aviation Authority
CONRAC Siting Study - Transportation Planning & Engineering Support Services
HDR Engineering, Inc.

Position:	Sr. Principal		Project Principal		Sr. Project Manager		Engineer/ Planner VI		Engineer/ Planner V		Engineer/ Planner III		Sr. Project Accountant		Document Control		TOTAL		
Rate (\$/Hour):	\$300		\$221		\$185		\$143		\$127		\$102		\$109		\$96		hours	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Task 1: Project Management & Meetings																			
Project Mgm/Admin	0.0	\$0	6.0	\$1,326	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	6.0	\$654	0.0	\$0	12.0	\$1,980	\$165
Meetings (5)	0.0	\$0	10.0	\$2,210	0.0	\$0	10.0	\$1,430	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	20.0	\$3,640	\$182
Task 1 Subtotal	0.0	\$0	16.0	\$3,536	0.0	\$0	10.0	\$1,430	0.0	\$0	0.0	\$0	6.0	\$654	0.0	\$0	32.0	\$5,620	\$176
Task 2: Airport Traffic Forecasting																			
20-Year Horizon Forecast	0.0	\$0	16.0	\$3,536	0.0	\$0	24.0	\$3,432	40.0	\$5,080	0.0	\$0	0.0	\$0	0.0	\$0	80.0	\$12,048	\$151
Quality Assurance/Quality Control	0.0	\$0	4.0	\$884	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	4.0	\$884	\$221
Task 2 Subtotal	0.0	\$0	20.0	\$4,420	0.0	\$0	24.0	\$3,432	40.0	\$5,080	0.0	\$0	0.0	\$0	0.0	\$0	84.0	\$12,932	\$154
Task 3: High Level Traffic Analysis of Potential CONRAC Sites																			
Traffic Assignments (10 scenarios)	0.0	\$0	10.0	\$2,210	0.0	\$0	24.0	\$3,432	48.0	\$6,096	0.0	\$0	0.0	\$0	0.0	\$0	82.0	\$11,738	\$143
Summary Memo	0.0	\$0	8.0	\$1,768	0.0	\$0	16.0	\$2,288	16.0	\$2,032	24.0	\$2,448	0.0	\$0	0.0	\$0	64.0	\$8,536	\$133
Quality Assurance/Quality Control	0.0	\$0	8.0	\$1,768	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	8.0	\$1,768	\$221
Task 3 Subtotal	0.0	\$0	26.0	\$5,746	0.0	\$0	40.0	\$5,720	64.0	\$8,128	24.0	\$2,448	0.0	\$0	0.0	\$0	154.0	\$22,042	\$143
Task 4: Detailed Traffic Analysis of Preferred CONRAC Site																			
Preferred Site Traffic Analysis	0.0	\$0	12.0	\$2,652	0.0	\$0	24.0	\$3,432	28.0	\$3,556	0.0	\$0	0.0	\$0	0.0	\$0	64.0	\$9,640	\$151
Summary Memo	0.0	\$0	8.0	\$1,768	0.0	\$0	16.0	\$2,288	16.0	\$2,032	16.0	\$1,632	0.0	\$0	0.0	\$0	56.0	\$7,720	\$138
Quality Assurance/Quality Control	0.0	\$0	8.0	\$1,768	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	0.0	\$0	8.0	\$1,768	\$221
Task 4 Subtotal	0.0	\$0	28.0	\$6,188	0.0	\$0	40.0	\$5,720	44.0	\$5,588	16.0	\$1,632	0.0	\$0	0.0	\$0	128.0	\$19,128	\$149
TOTAL LUMP SUM FEE:	0.0	\$0	90.0	\$19,890	0.0	\$0	114.0	\$16,302	148.0	\$18,796.0	40.0	\$4,080.0	6.0	\$654	0.0	\$0	398.0	\$59,722	\$150

NOTES:

1. A separate spreadsheet is required for each consultant/subconsultant with any portion of it's services to be compensated on a not to exceed reimbursable basis.
2. Each spreadsheet to be customized to accurately indicate the actual services to be provided for each phase of the Project.

June 22, 2023

Mr. Jacob Strawn
Managing Consultant
Ricondo & Associates
Email: jstrawn@ricondo.com

Re: Proposal for Task 2 Conceptual Estimating Services – MCO CONRAC FACILITY

Dear Mr. Strawn,

Anser Advisory is pleased to submit our proposal to provide **Task 2 Services** for the proposed Consolidated Rental Car Facility at the Orlando International Airport on a time and material basis for the ~~not-to-exceed~~ **sum of \$78,280.00**. We have included Exhibit C-3) Rate Sheets with our cost breakdown, hours, and rates based on our current contract with GOAA.

The staff that will be assigned to this proposal are:

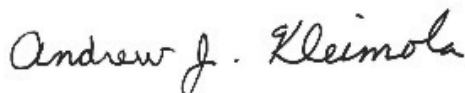
- Andy Kleimola – Managing Director of Estimating
- Dustin Reinhart – Estimator 2
- Estimator 1's to be assigned based on timing of assignment

Our assumptions for this proposal are as follows:

- We assume providing a site analysis based on four (4) potential site locations.
- We assume providing one (1) CONRAC Facility which will include Parking, QTA, Ready Return and Rental Car Offices/Counters.
- Estimating for existing facility optimization assessment
- Estimating for best use of existing facilities after CONRAC complete (3)

We will begin this work once we receive notice to proceed. We thank you for this opportunity to provide this proposal. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

A handwritten signature in black ink that reads "Andrew J. Kleimola".

Andrew J. Kleimola
Anser Advisor
Managing Director of Estimating



EXHIBIT C-3

TASK 2 (CONCEPTUAL ESTIMATING SERVICES) – MCO Consolidated Rental Car Facility

Anser Advisory	Director (SVP Estimating)		Manager (Estimator 2)		Cost Engineer 2 (Estimator 1)		TOTAL		
Rate (\$/Hour):	\$225		\$146		\$115		labor		Avg. Hourly
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Rate
Tasks									
Task 2.1 Preferred Site Location	80	\$18,000	120	\$17,520	112	\$12,880	312	\$48,400	\$155
Task 2.3 Existing Rental Car Re-Use Plan	40	\$9,000	80	\$11,680	80	\$9,200	200	\$29,880	\$149
	0	\$0	0	\$0	0	\$0	0	\$0	#DIV/0!
TOTAL LUMP SUM PROFESSIONAL FEES:	120	\$27,000	200	\$29,200	192	\$22,080	512	\$78,280	\$153

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ORLANDO INTERNATIONAL AIRPORT CONRAC Feasibility Study

SCOPE OF SERVICES

LEA  ELLIOTT

April 17, 2023

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PROJECT OVERVIEW AND STATUS

This Scope of Services describes the work to be performed by Lea+Elliott to support a feasibility study which includes the evaluation of four options for location and high-level design details for a new Consolidated Rental Agency Complex (CONRAC) at Orlando International Airport within the context of an extension of the South APM, henceforth called Terminal Link APM from Terminal C to the new CONRAC facility.

Lea+Elliott's scope of work is defined in the Tasks below. The extension of the Terminal Link APM mainline guideway will include provisions for a station at the proposed location for a future CONRAC. In addition, the guideway extension may include proposed failure management crossovers as necessary depending on the length of the extension based on the identified four CONRAC location options. Additional Power Distribution Substations (PDS) will be evaluated and may also be required for traction power between Terminal C and the new CONRAC station. The size of the existing fleet will be evaluated and may be increased to provide the appropriate level of passenger service for the increased ridership generated by the CONRAC. The need for additional maintenance & storage facility space will be evaluated and may be necessary to accommodate increased fleet size.

1 CONRAC LOCATION OPTION PLANNING

1.1 Definition of CONRAC Location Options

The first step in the feasibility study will be to identify four location options for the new CONRAC facility. Lea+Elliott will draw upon our extensive knowledge of Orlando International Airport (OIA) and of the Terminal Link APM system interfaces, design and operations to support this task. Lea+Elliott will work closely with Ricondo and GOAA staff to help identify the four CONRAC location options with due consideration of the surrounding area and existing and planned facilities, roadways, rail and future APM alignments related to the full buildout plans for the Terminal C & D facilities and associated gates.

L+E will support the evaluation of each option to assist GOAA with determining which option best meets their needs.

2 TERMINAL LINK APM EXTENSION PLANNING

2.1 Terminal Link APM Alignments Serving CONRAC Location Options

2.1.1 APM Alignment Geometry

Lea+Elliott will develop/establish the APM Civil alignment track layout by extending the existing Terminal Link APM to the new CONRAC facility with due consideration of horizontal and vertical curves and switch locations as well as interfaces with roadways, building structures, any existing or planned future rail or APM tracks. Lea+Elliott will develop these alignments for all four identified CONRAC locations. The design criteria will be set to accommodate the APM technology criteria. L+E will work iteratively in finalizing the alignment to connect the potential locations of the CONRAC. The key parameters that will be considered include existing system operations,

operating mode and existing line capacity and failure managements with extended system operations, operating modes and resulting capacity and failure modes considering passenger comfort, train speeds and other viable technology requirements.

Under this task, Lea+Elliott will develop generic structural loading requirements and design basis for consideration for the APM system infrastructure. APM system driven loading, vehicle loads, equipment loads, track loads, horizontal loads, etc. will be established for the guideway, stations and the maintenance and storage facility.

2.2 Ridership Forecast

Lea+Elliott will utilize forecast ridership projections provided by others to help determine the Terminal Link APM guideway extension requirements including guideway, traction power and fleet expansion as well as existing Terminal C station modifications and the new CONRAC station interface requirements and layouts.

2.3 APM Support Facility Consideration

Lea+Elliott will determine if there is a need for additional Maintenance & Storage Facility (M&SF) space to accommodate any additional fleet including possible spare vehicles if needed. Lea+Elliott will establish the general space needs for the M&SF based on the ridership projections.

Lea+Elliott will establish the general location (for one of the four APM options) of the M&SF to be sited if needed and the building space needs for the M&SF based on the initial operations and ultimate ridership-based fleet requirements including spares. Lea+Elliott will support the team for development of the space program for the Maintenance and Storage Facility. The M&SF will include administrative and office space, maintenance space (light and heavy maintenance bays), central control and equipment rooms, spare parts/consumables storage, equipment access, and related requirements.

2.4 System Operations and Fleet Analysis

Based on the ridership projections, the Terminal Link system operations and fleet analyses will be updated to understand if there is a need to increase fleet/train length to accommodate increased demand on the Terminal Link. This analysis will also include other performance parameters including minimum headways, additional power/substation requirements including need for emergency generator, etc. Lea+Elliott will utilize its proprietary train simulation model to determine train performance for each option.

2.5 Evaluate and Determine Need for Additional Substation Equipment

Based on the various CONRAC location options and associated operational scenarios, Lea+Elliott will evaluate and determine the need for any additional traction and auxiliary power requirements for the operation of the Terminal Link APM system extension. Based on these findings, Lea+Elliott will then provide preliminary estimates of the number and optimal locations for the APM traction power substations and the power/utility needs.

2.6 CONRAC APM Station

Based on the ridership projects and the associated operational scenarios, etc., Lea+Elliott will establish the preliminary estimate for the size of the CONRAC APM station necessary to accommodate required passenger circulation, queuing and vertical circulation requirements in compliance with requirements of NFPA 130.

An architectural member of the team will be responsible for establishing the size of the APM station necessary to accommodate passenger circulation, queuing and vertical circulation requirements in compliance with requirements of NFPA 130. Additionally, Lea+Elliott will establish the relationship between the station platform and the guideway structural deck/track/running surface to accommodate the candidate technologies, and also establish space and recommended locations for the APM station equipment room.

2.7 Resulting APM Expansion

For this task Lea+Elliott will prepare a summary of the APM extension requirements for each of the 4 CONRAC location options which will include all of the above findings for Tasks 2.1, 2.3, 2.5 and 2.6. [presentation of results]

2.8 Rough Order of Magnitude (ROM) Cost Estimates

Based on the findings from Task 2.7, Lea+Elliott will prepare APM system related cost estimates for each of the 4 options identified.

3 EVALUATION OF CONRAC APM EXTENSION OPTIONS

3.1 Evaluation Criteria

Lea+Elliott will work with Airport staff in developing the list of CONRAC location evaluation criteria from an APM extension perspective. It is critical that these criteria reflect the Airport's goals for the project. A preliminary list of possible evaluation criteria could include, 1) travel time, 2) capital and O&M costs, 3) construction feasibility, and 4) design/construction schedule. Units of measure will be used for each of the criteria.

3.2 Ranking of Options and Evaluation Findings

Feedback will be received from the Airport on “grading” within a criterion; what constitutes a “good grade” compared to a “poor grade” or “failing grade”. A failing grade would constitute a “fatal flaw”; that would eliminate an option from further consideration in the Study. The evaluation of an Option’s performance on a given criteria will resulting in a grade or score. The cumulation of criteria scores will result in a total score for an option. A comparison of the total scores for each option will allow the comparative ranking of each option. Summary findings of the evaluation will be described in this section of the Study.

4 PROPOSED FEE

The proposed fee is shown in Attachment 1.

SPECIALTY AUTOMATED PEOPLE MOVER (APM) and PASSENGER RAIL SYSTEMS CONSULTING SERVICES
CONRAC FEASIBILITY STUDY
PROPOSED BUDGET
ORLANDO INTERNATIONAL AIRPORT

DATE: April 18, 2023

Subtask Description	Sr. Project Manager (PM)	Sr. Consultant / Project Manager (PM)	Engineer 3	Engineer 2	Engineer/CAD	Sr. Admin Asst	Hours	Dollars
	\$321.00	\$277.00	\$218.00	\$160.00	\$123.00	\$83.00		
II APM Consultant's Tasks								
1 CONRAC LOCATION OPTION PLANNING	24	24		0	24	4	76	\$17,636.00
2 SOUTH APM EXTENSION PLANNING	176	172	48	24	100	4	524	\$131,076.00
2.1 APM Alignment Geometry	24	24			24		72	\$17,304.00
2.2 Ridership Forecast	24	8			20		52	\$12,380.00
2.3 APM Support Facility Consideration	24	8	24		24		80	\$18,104.00
2.4 System Operations and Fleet Analysis	24	8	24				56	\$15,152.00
2.5 Evaluate and Determine Need for Additional Substation Equipment	8	16		24	8		56	\$11,824.00
2.6 CONRAC APM Station	24	16			16		56	\$14,104.00
2.7 Resulting APM Expansion	32	32			8	4	76	\$20,452.00
2.8 Rough Order of Magnitude (ROM) Cost Estimates	16	60					76	\$21,756.00
3 EVALUATION OF CONRAC APM EXTENSION OPTIONS	20	20				4	44	\$12,292.00
TOTAL HOURS	220	216	48	24	124	12	644	
TOTAL LABOR COST	\$70,620.00	\$59,832.00	\$10,464.00	\$3,840.00	\$15,252.00	\$996.00		\$161,004.00



3D RENDERINGS



ANIMATION



VIRTUAL DESIGN + CONSTRUCTION



VR/AR



GRAPHIC DESIGN

Orlando International Airport Rental Car Facility

Ricondo & Associates
Attn. Jack Strawn

Per our discussion of the upcoming scope of work for Orlando International Airport, Rental Car Facility please find our detailed description of visualization efforts 3D Rendering Stills.

We will start with a 3D model provided by the client, and create various 3D rendering stills to illustrate the design of the facility.

The areas to be illustrated include:

1. **Customer service lobby.**
2. **Garage.**
3. **Car refuel and service area.**
4. **Extended APM to the site.**

Deliverables

Renderings: We propose to illustrate an aerial view to capture the entire facility and its relationship with the airport, as well as a section view to show the interior program. Additional views of different angles will be suggested at the time of working on the project.

Project Timeline

It is anticipated that this project will start in late summer of 2023, with a final deliverable date TBD. IMD will provide weekly Intermediate progress reviews.

Exclusions

This scope does not include:

1. Efforts requiring more than the estimated hours
2. Any additional efforts for edits, changes, enhancements, or revisions are outside this scope of work.
3. The fees associated with this estimate do not include any applicable Rush Fees for condensed project timelines.

Thank you for your consideration. We are looking forward to working with you again at this airport, and with your team.

Daniel Zeballos, CCO
703-548-2929 ext. 102
dzeballos@illustratemydesign.com



ILLUSTRATE MY DESIGN LLC
1775 TYSONS BLVD, 5th FLOOR
MCLEAN, VA 22102
(703)548-2929
ILLUSTRATEMYDESIGN.COM

PROJECT ORDER

COMPANY NAME / ADDRESS:					
Ricondo & Associates 20 N Clark St Ste 1500 Chicago, IL 60602				DATE 06/21/2023	
IMD P.O. #	PROJECT	REQUESTED BY		PROJ. DUE DATE	
162508	MCO Rental Car Facility	Jacob Strawn		10/31/2023	
ITEM	DESCRIPTION	QTY	RATE	TOTAL	
AVI Proj.Info	Project Name: Project No.: Phase No.: Purchase Order No.: Task Authorization No.: TBD	0	0.00	0.00	
Staff:PR	Principal	40	215.00	8,600.00	
Staff:SC	Senior Consultant	96	195.00	18,720.00	
Staff:Con	Consultant	160	125.00	20,000.00	
				TOTAL \$47,320.00	

NAME _____ **SIGNATURE** _____ **DATE** _____

The proposal and all information herein are proprietary and may constitute trade secrets. As such, this proposal, information, and data herein are provided with the understanding and agreement that without the prior written consent of Illustrate My Design LLC (IMD) this information shall be used solely and exclusively for the purpose of evaluation in connections with the possible award of a contract to IMD and for no other purposes, nor shall it be directly or indirectly be made available in any form to any person, or business entity.

If Client fails to provide IMD with a signed copy of this individual Project Order, by the act of authorizing and/or requesting IMD perform the services described therein, and accepting the services of IMD, Client agrees to be fully bound by the terms of this Project Order and Master Agreement as if signed by the Client. Payment terms Net 30, not contingent on other payment to IMD's Client.



June 21, 2023

Dear sir or madam,

Graphics Support Services, Inc. (dba) GSS Creative will assist Ricondo with all graphics support and production for the MCO CONRAC Feasibility Study. Please see our fees in Table C-3 of the proposal.

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-3
BREAKDOWN OF LUMP SUM PROFESSIONAL FEES
GSS

Sr. Graphics
Designer

GSS	PRINCIPAL		TOTAL		
Rate (\$/Hour):	\$124		labor		Avg. Hourly
	hours	Cost	hours	Cost	Rate
Tasks					
Tasks					
Task 2.4 - Program Criteria Manual	60	\$7,440	60	\$7,440	\$124
TOTAL LUMP SUM PROFESSIONAL FEES:	60	\$7,440	60	\$7,440	\$124

Respectfully,

Michelle Piette
President
Graphics Support Services, Inc.



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

To: Members of the Construction Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: July 18, 2023

Re: Request for Recommendation of Approval of an Amendment to Addendum 38 to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for Additional Professional Consulting Services for W-00481 Consolidated RAC Facility Program Advisory, Technical & Business Plan Services, Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Ricondo & Associates, Inc. proposes 6% MWBE participation on this amendment.

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

MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS
PLEASE COMPLETE THIS FORM

This form should be used to report Construction and Engineering /Professional Services activities.

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7130

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Recommendation of Approval of an Amendment to Addendum 38 to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for Additional Professional Consulting Services for W-00481 Consolidated RAC Facility Program Advisory, Technical & Business Plan Services, Orlando International Airport

1. Construction Information:

Amendment 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:

Amendment Amount: \$944,282.00

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	7,440.00	Actual Result	1%
Hispanic American	47,320.00	Actual Result	5%
Native American	-	Actual Result	0%
Other	-	Actual Result	0%
Total MWBE Participation	54,760.00	Actual Result	6%

6.b. Engineering / Professional Service Firm Information:

Name: Ricondo & Associates, Inc.
Address: 1146 Corporate Boulevard, 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 Recommendation of Approval of an Amendment to Addendum 38 to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for Additional Professional Consulting Services for W-00481 Consolidated RAC Facility Program Advisory, Technical & Business Plan Services, Orlando International Airport	
Prime Firm:	Ricondo & Associates, Inc.	
Amendment Amount:	\$944,282.00	
Company Name	Illustrate My Design LLC, DBA IMD	Graphics Support Services, Inc., DBA GSS Creative
Address	1775 Tyson Blvd	20 N Clark St, Ste 1500
City, State, Zip	McLean, VA 22102	Chicago, IL 60602
Phone	703-548-2929 Ext. 101	(312) 553-2111
Identity	Hispanic American	Caucasian Female American
Work Item	Consulting Services	Consulting Services
Amount of Subcontract	\$47,320.00	\$7,440.00
Percentage	5%	1%
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		
	\$54,760.00	6%
	\$944,282.00	



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chairman, Construction Committee

DATE: August 16, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 38 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Professional Consulting Services for W-00481, Consolidated Rental Car (RAC) Facility Program Advisory, Technical and Business Plan Services at the Orlando International Airport

BACKGROUND

On December 9, 2020, the Aviation Authority Board awarded a General Consulting Services Agreement to Ricondo & Associates, Inc., following a competitive award process in compliance with the Consultants Competitive Negotiation Act (CCNA).

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 37 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 and amendments have been approved recently by the Procurement Committee in accordance with Aviation Authority policy:

- An Amendment to Addendum No. 26 for Additional FY 2023 On-Call General Consulting Services at the Orlando International Airport for the total not-to-exceed fee amount of \$75,000 was approved by the Procurement Committee on May 23, 2023. Another amendment to Addendum No. 26 for Additional FY 2023 On-Call General Consulting Services at the Orlando International Airport for the total not-to-exceed fee amount of \$25,000 was approved by the Procurement Committee on July 25, 2023. These additional services include, but are not limited to, operational, noise and environmental considerations related to potential development of airport lands. This support may include conducting airspace operational analysis, noise, land use and environmental support, and public outreach and communications.

- An Amendment to Addendum No. 20 for Additional Fiscal Year (FY) 2023 Onsite Planning Support Services at the Orlando International Airport for the total not-to-exceed fee amount of \$39,960 was approved by the Procurement Committee on August 1, 2023. These additional services include, but are not limited to, staff extension support services to the Aviation Authority's Planning Development, and provide onsite support of a program manager and a senior project manager for land use and master planning support services, strategic planning and marketing support services, and development of wayfinding processes, guidelines and master plans.
- An addendum for solicitation development support services for the Aviation Authority's Enterprise Digital Content Ecosystem at the Orlando International Airport, for the total not-to-exceed fee amount of \$127,904, was approved by the Procurement Committee on August 1, 2023. These services will provide assistance to the Aviation Authority with the development of a Request for Proposals for a consultant/vendor to provide comprehensive support services for the Aviation Authority's digital and wayfinding infrastructure.

For reference, the following addendum was approved recently by the Construction Committee in accordance with Aviation Authority policy:

- Addendum No. 38 for Professional Consulting Services for the Initial Services (Task 1) for W-00481, Consolidated RAC Facility Program Advisory, Technical and Business Plan Services at the Orlando International Airport for the total amount of \$216,424 was approved by the Construction Committee on June 13, 2023. Services for the entire program will be completed in three parts: Task 1 will provide interim optimization enhancements for the existing RAC facilities which will include pertinent data collection, development of a landside activity forecast, development of RAC and commercial vehicle facility requirements and identify near-term improvements to existing RAC facilities. Task 2, for consolidated RAC facilities planning for a comprehensive site selection study, and, Task 3, for consolidated RAC business planning which will include development of policies and strategic objectives and implementation, will be provided at the discretion of the Aviation Authority.

ISSUES

On July 18, 2023, the Construction Committee recommended approval of an Amendment to Addendum No. 38 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Professional Consulting Services for W-00481, Consolidated RAC Facility Program Advisory, Technical and Business Plan Services at the Orlando International Airport, for the total amount of \$944,282, as outlined in the memorandum.

The additional Professional Consulting Services are for Tasks 2 and 3 which include, but are not limited to:

- Task 2 for consolidated RAC facilities planning for a comprehensive site selection study to select a preferred site for future RAC facilities; and,
- Task 3 for consolidated RAC business planning which will include development of policies and strategic objectives and implementation of the Aviation Authority's RAC facilities and RAC concession program for an integration of the strategic planning, physical planning, operational planning, business planning and financial planning aspects of the program.

SMALL BUSINESS

The Aviation Authority has reviewed the proposal submitted by Ricondo & Associates, Inc. and determined that Ricondo & Associates, Inc. proposes 6% Minority and Women Business Enterprise (MWBE) participation on this amendment, and certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$944,282. Funding is from previously-approved Customer Facility Charges.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 38 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Professional Consulting Services for W-00481, Consolidated RAC Facility Program Advisory, Technical and Business Plan Services at the Orlando International Airport, for a total lump sum fee amount of \$944,282, with funding from previously-approved Customer Facility Charges; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.