

**ADDENDUM NO. 70  
TO THE AGREEMENT DATED JANUARY 8, 2021  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND RICONDO & ASSOCIATES, INC.**

**Project: Project Implementation Staff Support Services, Orlando International Airport**

**THIS ADDENDUM** is effective this day of Aug 1, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Aviation Authority"), and **RICONDO & ASSOCIATES, INC.** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated January 8, 2021, Aviation Authority and Consultant entered into an agreement for Consultant to provide General Consulting services; and

**WHEREAS**, under the Agreement, Consultant agreed to perform such additional services for the Aviation Authority as are contained in any additional scope of work established by the Aviation Authority in any addendum to the Agreement and accepted in writing by the Consultant; and

**WHEREAS**, the Aviation Authority and the Consultant desire to enter into this Addendum to the Agreement to provide for additional services to be rendered by the Consultant under the terms of said Agreement.

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

1. Consultant shall perform additional services in accordance with the terms of the Agreement and the attached Exhibit "A." Consultant shall be paid for such additional services according to the payment terms set forth in the Agreement.

2. Consultant shall be compensated for such additional services in the **NOT TO EXCEED amount of THIRTY-TWO THOUSAND EIGHT HUNDRED FIVE AND NO/100 DOLLARS (\$32,805.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$32,805.00</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>\$32,805.00</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. Aviation Authority may terminate the Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Aviation Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or is engaged in business operations in Cuba or Syria.

5. Except as expressly modified in this Addendum, the Agreement dated January 8, 2021 and all prior addenda will remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto by their duly authorized representatives, have executed this Addendum on this day of Aug 1, 2024.

**GREATER ORLANDO AVIATION AUTHORITY**

  
box SIGN 1V3Q39J4-4P785WJK

By:

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

On behalf of

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Jul 24, 2024



By:

box SIGN 148B1K41-19292WJK  
NELSON MULLINS RILEY AND  
SCARBOROUGH, Legal Counsel  
Greater Orlando Aviation Authority

**RICONDO & ASSOCIATES, INC**

  
box SIGN 4LWR3Z2Q-4P785WJK

By:

Signature (Duly Authorized Rep.)  
Pete Ricondo

Printed Name

Senior Vice President

Title



## **MEMORANDUM**

**TO:** Members of the Procurement Committee

**FROM:** Brad Friel, Sr. Vice President of Multi-Modal Planning and Environmental

**DATE:** July 23, 2024

## **ITEM DESCRIPTION**

Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Project Implementation Staff Support Services at the Orlando International Airport (MCO).

## **BACKGROUND**

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

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

## **ISSUES**

The consultant's proposal dated July 2, 2024 is to provide as needed, project implementation staff extension services for the Greater Orlando Aviation Authority for the remainder of Fiscal Year (FY) 2024, ending on September 30, 2024. Consulting services to be completed as part of this addendum as an extension of staff to the Aviation Authority may be related to, but are not necessarily be limited to, professional consulting services for strategic planning, congestion management, master planning, terminal planning/programming, capital improvement program or project implementation support and other miscellaneous general consulting services requested by the Aviation Authority. Participation in virtual or in-person meetings as requested by the Aviation Authority on specific projects or implementation-related topics is also included.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo and Associates, Inc. does not exceed the \$250,000 threshold; thus, this agenda item does not require Board approval.

Upon completion of all required documentation, services will be effective no earlier than the Procurement Committee approval.

**SMALL BUSINESS**

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

**ALTERNATIVES**

None.

**FISCAL IMPACT**

The fiscal impact is \$32,805. Funding is from previously-approved Operations and Maintenance Funds.

**RECOMMENDED ACTION**

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

Not to Exceed Fees	\$32,805.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$32,805.00</b>
CRI – Compliance Review Date	ANM 7/11/2024
CRI – Funding Eligibility Review Date	7/11/2024

July 9, 2024

Mr. Bradley Friel, A.A.E., AICP  
Senior Vice President  
Multi-Modal Planning & Environmental  
Greater Orlando Aviation Authority  
11314 Terminal C Service Road  
Orlando, FL 32824

RE: Proposal for Fiscal Year (FY) 2024 Project Implementation Staff Extension Services  
Orlando International Airport (MCO)

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo), Carolyn Binder, CPA, and Poulos & Bennett, LLC (Poulos & Bennett) appreciate the opportunity to submit this proposal to provide as needed, project implementation staff extension services for the Greater Orlando Aviation Authority (the Aviation Authority) for the remainder of Fiscal Year (FY) 2024, ending on September 30, 2024.

Consulting services to be completed as part of this addendum as an extension of staff to the Aviation Authority may be related to, but are not necessarily be limited to, professional consulting services for:

- Strategic Planning,
- Congestion Management,
- Master Planning,
- Terminal Planning/Programming,
- Capital Improvement Program or Project implementation support, and
- Other miscellaneous general consulting services requested by the Aviation Authority.

Participation in virtual or in-person meetings as requested by the Aviation Authority on specific projects or implementation-related topics is also included.

Carolyn Binder, CPA will be responsible for project control support services including the tracking of labor effort, progress reports, status updates, and coordination with the Aviation Authority staff for all related invoicing matters.

### *Schedule*

The proposed services will be completed within FY2024, ending on September 30, 2024.

### *Hourly Rates*

The approved hourly rates for Ricondo, Carolyn Binder, CPA, and Poulos & Bennett are noted in **Table 1**.

**TABLE 1 – APPROVED HOURLY RATES (FY2024)**

POSITION	HOURLY RATE
Ricondo/Senior Officer	\$350.00
Ricondo/Manager	\$180.00
Carolyn Binder, CPA/Senior Consultant	\$117.00
Poulos & Bennett, LLC/Principal	\$311.00
Poulos & Bennett, LLC/Director, Development Services	\$298.00
Poulos & Bennett, LLC/Development Manager	\$178.00
Poulos & Bennett, LLC/Senior Engineer	\$169.00
Poulos & Bennett, LLC/Project Manager	\$169.00
Poulos & Bennett, LLC/Senior Project Manager	\$165.00
Poulos & Bennett, LLC/Project Engineer	\$133.00
Poulos & Bennett, LLC/Senior CADD Designer	\$129.00
Poulos & Bennett, LLC/Development Coordinator	\$112.00
Poulos & Bennett, LLC/Administrative Assistant	\$ 69.00

***Professional Fees***

As noted in **Table 2**, the Not to Exceed (NTE) fee amount for the proposed services is \$32,805. A copy of Poulos & Bennett’s and Carolyn Binder’s proposals for these services is attached for your reference.

**TABLE 2 – NOT-TO-EXCEED BUDGET ESTIMATE (LABOR AND REIMBURSABLE EXPENSES)**

FIRM/POSITION	HOURLY RATE	LABOR HRS	COST
Ricondo/Senior Officer	\$350.00	4	\$ 1,400.00
Carolyn Binder, CPA/Senior Consultant	\$117.00	12	\$ 1,404.00
Poulos & Bennett, LLC/Director, Development Services	\$298.00	95	\$ 28,310.00
Poulos & Bennett, LLC/Senior Engineer	\$169.00	4	\$ 676.00
Poulos & Bennett, LLC/Project Engineer	\$133.00	4	\$ 532.00
Poulos & Bennett, LLC/Administrative Assistant	\$69.00	7	\$ 483.00
<b>TOTAL COSTS</b>			<b>\$ 32,805.00</b>
<b>MINORITY/WOMEN BUSINESS ENTREPRISE (WBE) PARTICIPATION</b>			<b>95.73%</b>

***Minority/Women Business Enterprise (MWBE) Participation***

Carolyn Binder, CPA is registered as a WBE, DBE, ACDBE, and SBE.



Mr. Bradley Friel, A.A.E., AICP  
Greater Orlando Aviation Authority  
July 9, 2024  
Page 3

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 305-677-0370 or via email at [pricondo@ricondo.com](mailto:pricondo@ricondo.com).

Sincerely,

RICONDO & ASSOCIATES, INC.

A handwritten signature in blue ink that reads "P. Ricondo".

Pete Ricondo  
Senior Vice President

ENCLOSURE – Poulos & Bennett’s Proposal; Truth in Negotiation Form

cc: 21041212

p:\\_projects\goaa (mco)\21041212 - on-call general consulting services\admin\02-scope\pending - fy24 project implementation staff support services\fy2024 project implementation staff extension services.docx

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: 07/03/2024





CAROLYN BINDER, CPA, LLC

## Scope of Services

### Greater Orlando Aviation Authority

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

#### **Project Control Support Activities**

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

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

#### **Engagement Administration**

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

#### **Proposal Price**

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

Sincerely,

Carolyn Binder  
Carolyn Binder, CPA, LLC  
9300 Conroy Windermere Road #2093  
Windermere, Florida 34786  
407-319-0301  
[www.bindercpafirm.com](http://www.bindercpafirm.com)

# POULOS & BENNETT

Orlando Office  
2602 E. Livingston Street  
Orlando, Florida 32803

(407) 487-2594  
poulosandbennett.com

Jacksonville Office  
7563 Philips Hwy., Suite 303  
Jacksonville, Florida 32256

June 28, 2024  
*[Revised July 3, 2024]*

*Via Email*

Pete Ricondo  
Senior Vice President  
Ricondo & Associates Inc.  
1146 Corporate Blvd., Suite 140  
Orlando, FL 32817  
[pricondo@ricondo.com](mailto:pricondo@ricondo.com)

Subject: Proposal  
Orlando International Airport (MCO)  
Consulting and Advisory Services  
Poulos & Bennett Job No. 24-122

Dear Mr. Ricondo:

Pursuant to your and the Greater Orlando Aviation Authority's (Authority) request, Poulos & Bennett, LLC (Poulos & Bennett) is pleased to provide this proposal for professional consulting and advisory services in support of airport project and development initiatives at the Orlando International Airport (MCO). These consulting services are proposed to be provided to the Authority on a continuing, as-needed basis.

These consulting services may be related to, but are not necessarily be limited to, professional consulting services for strategic planning, congestion management, master planning, terminal planning/programming, capital improvement program support and implementation, and other miscellaneous general consulting services requested by the Authority.

## Proposed Schedule

The proposed services will be provided upon approval through September 30, 2024.

## Proposed Fees

The proposed budget fee for these FY 2024 services is a Not To Exceed fee of \$30,001.00.(PR)

## Hourly Rates

These consulting services will be provided on an as requested basis, utilizing Poulos & Bennett's approved hourly rates for FY 2024.

Poulos & Bennett's FY 2024 Approved Hourly Rates

<b>Position</b>	<b>Hourly Rate</b>
Principal	\$311.00
Director, Development Services	\$298.00
Development Manager	\$178.00
Senior Engineer	\$169.00
Project Manager	\$169.00
Senior Project Manager	\$165.00
Project Engineer	\$133.00
Senior CADD Designer	\$129.00
Development Coordinator	\$112.00
Administrative Assistant	\$69.00

Hourly services will be billed in accordance with the hourly rates listed above. Should the cost of hourly services requested by the Authority exceed the budget established in this proposal, Poulos & Bennett will submit an amendment to avoid interruption of services.

We appreciate the opportunity to provide this proposal to you in support of the Authority's planning efforts.

Sincerely,



R. Lance Bennett, P.E.  
Partner  
Poulos & Bennett, LLC

AMS:lab

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

NAME OF FIRM	SENIOR OFFICER		SENIOR DIRECTOR		MANAGER		SENIOR CONSULTANT		CONSULTANT		TOTAL			
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	labor hours	Cost	Avg. Hourly Rate	
RICONDO & ASSOCIATES, INC.														
Rate (\$/Hour):	\$350		\$295		\$180		\$139		\$93					
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	labor hours	Cost	Avg. Hourly Rate	
<b>Tasks</b>														
Project Implementation Staff Extension Services	4	\$1,400	0	\$0	0	\$0	0	\$0	0	\$0	4	\$1,400	\$350	
<b>Labor (NTE)</b>	<b>4</b>	<b>\$ 1,400</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>4</b>	<b>\$ 1,400</b>	<b>\$350</b>	
<b>TOTAL NOT TO EXCEED FEES:</b>	<b>4</b>	<b>\$ 1,400</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>4</b>	<b>\$ 1,400</b>	<b>\$350</b>	

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

NAME OF FIRM	Principal		Director, Development Services		Senior Engineer		Project Engineer		Administrative Assistant		TOTAL			
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	labor hours	Cost	Avg. Hourly Rate	
Poulos & Bennett, LLC														
Rate (\$/Hour):	\$311		\$298		\$169		\$133		\$69					
<b>Tasks</b>														
Project Implementation Staff Extension Services	0	\$0	95	\$28,310	4	\$676	4	\$532	7	\$483	110	\$30,001	\$273	
<b>Labor (NTE)</b>	<b>0</b>	<b>\$ -</b>	<b>95</b>	<b>\$ 28,310</b>	<b>4</b>	<b>\$ 676</b>	<b>4</b>	<b>\$ 532</b>	<b>7</b>	<b>\$ 483</b>	<b>110</b>	<b>\$ 30,001</b>	<b>\$273</b>	
<b>TOTAL NOT TO EXCEED FEES:</b>	<b>0</b>	<b>\$ -</b>	<b>95</b>	<b>\$ 28,310</b>	<b>4</b>	<b>\$ 676</b>	<b>4</b>	<b>\$ 532</b>	<b>7</b>	<b>\$ 483</b>	<b>110</b>	<b>\$ 30,001</b>	<b>\$273</b>	

## Addenda / Amendments Awarded per Agreement - Summary for Committee

### Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

<i>Add</i>	<i>Amd</i>	<i>Proj.</i>	<i>Description</i>	<i>PSC/CCM</i>	<i>Board</i>	<i>Exec.</i>	<i>PO#</i>	<i>\$ Amount</i>	<i>Cumul. per Add. \$ Amount</i>
000	000	-	General Consulting Services Agreement	<b>PSC</b>	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	<b>CCM</b>	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	<b>CCM</b>	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	<b>CCM</b>	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	<b>CCM</b>	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	<b>CCM</b>	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	<b>CCM</b>	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	<b>CCM</b>	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	<b>CCM</b>	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	<b>CCM</b>	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	<b>CCM</b>	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	<b>CCM</b>	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	<b>CCM</b>	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	<b>CCM</b>	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	<b>CCM</b>	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	<b>CCM</b>	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	<b>CCM</b>	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	<b>CCM</b>	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	<b>CCM</b>	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

## Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
018	002	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	04/02/24	NA	04/04/24		\$124,476.00	\$926,750.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00

## Addenda / Amendments Awarded per Agreement - Summary for Committee

028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00
029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00



## Addenda / Amendments Awarded per Agreement - Summary for Committee

040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23	96527	\$94,268.00	\$94,268.00
042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23	1007556	\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96749	\$50,000.00	\$50,000.00
044	001	-	Additional FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24		\$50,000.00	\$100,000.00
044	002	-	Additional FY24 On-Call General Consulting Services	PSC	04/02/24	04/24/24	04/25/24		\$80,000.00	\$180,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96683	\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23	96874	\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23	97376	\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23	1007489	\$1,090,217.00	\$1,090,217.00
048	001	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Additional Concept Planning Services for W-S00211	CCM	04/30/24	05/15/24	05/23/24		\$1,018,559.00	\$2,108,776.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23	1007490	\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA	11/09/23	97033	\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA	11/21/23	1007494	\$71,219.00	\$71,219.00
052	000	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	11/21/23	NA	11/29/23	1007572	\$195,303.00	\$195,303.00
052	001	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Estimating Services for W-496	CCM	01/23/24	NA	01/25/24		\$97,772.00	\$293,075.00

## Addenda / Amendments Awarded per Agreement - Summary for Committee

052	002	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Services for W-496 North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements	CCM	03/26/24	NA	03/28/24		\$226,386.00	\$519,461.00
052	003	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Incorporating Improvements on the 70s Wing at AS4 Into the Design Criteria Package for W-496	CCM	05/14/24	NA	05/24/24		\$19,802.00	\$539,263.00
052	004	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Update of the Tenant Design Criteria Manual for W-496	CCM	05/14/24	06/19/24	06/25/24		\$453,816.00	\$993,079.00
053	000	-	Interim Update of the Orlando International Airport (MCO) Airport Layout Plan	PSC	11/21/23	12/13/23	12/14/23	97020	\$13,840.00	\$13,840.00
054	000	-	Parking Capacity Analysis	PSC	11/21/23	12/13/23	12/14/23	97039	\$83,504.00	\$83,504.00
055	000	-	Parking Pricing Study	PSC	11/21/23	12/13/23	12/20/23	97042	\$87,100.00	\$87,100.00
056	000	-	FY24 On Call Support Services for Concessions Department	PSC	12/19/23	NA	12/27/23	97575	\$47,440.00	\$47,440.00
057	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Construction Administration Services for V-995	CCM	01/02/24	NA	01/04/24	1007526	\$96,588.00	\$96,588.00
058	000	W-00503-MCO	W-00503-MCO EXPANSION OF CKPT A, New End-AROUND TAXIWAY & SERVICE RD REALIGNMENT Study for W503	CCM	01/09/24	NA	01/10/24	1007560	\$53,086.00	\$53,086.00
059	000	-	FY24 On-Call General Consulting Services	PSC	01/09/24	NA	01/12/24	97045	\$10,000.00	\$10,000.00
060	000	W-00500-ORL	W-00500-ORL ORL MASTER PLAN UPDATE W-00500 Master Plan Update Services	CCM	01/23/24	02/21/24	02/23/24	1007646	\$795,886.00	\$795,886.00
061	000	-	Support Services for the Advanced Air Mobility Taskforce	PSC	02/27/24	NA	03/04/24	97492	\$59,139.00	\$59,139.00
062	000	-	FY24 On-Call Support Services for the Airline Relations Department	PSC	03/12/24	NA	03/18/24	97379	\$58,250.00	\$58,250.00
063	000	-	Support Services for the Modeling of Passenger Flows and Bus Operations during the Maintenance of the Airsides 2 and 4 Automated People Mover (APM) Systems	PSC	03/12/24	NA	03/18/24	97381	\$129,650.00	\$129,650.00
064	000	-	Passenger Intercept Surveys	PSC	04/02/24	04/24/24	04/25/24	97493	\$22,954.00	\$22,954.00
065	000	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Reviewing and Reporting on the Existing Infrastructure for Future Concessions Spaces at the Landside Terminals A and B for W-496	CCM	05/14/24	NA	05/24/24		\$119,384.00	\$119,384.00

## Addenda / Amendments Awarded per Agreement - Summary for Committee

065	001	W-00496-MCO	W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES Additional Reviewing and Reporting on the Existing Infrastructure for Future Concessions Spaces at the Landside Terminals A and B for W-496	CCM	05/28/24	NA	06/05/24	\$191,230.00	\$310,614.00
066	000	W-00516-MCO	W-00516-MCO EXECUTIVE BOARDROOM RENOVATION- DESIGN CRITERIA PACKAGE (DCP) Design Criteria Package for W-00516	CCM	06/04/24	NA		\$287,728.00	\$287,728.00
067	000	-	Update to the Graphic Standards for Airline Tenants and Airline Service Providers	PSC	06/11/24	06/19/24	06/25/24	\$151,239.00	\$151,239.00
068	000	-	Pre-Planning Activities for Environmental Assessment Development	PSC	06/11/24	06/19/24	06/25/24	\$227,536.00	\$227,536.00

**Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC**

<b>\$13,493,327.00</b>
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## **Addenda / Amendments Awarded per Agreement - Summary for Committee**

### **Addenda / Amendments in Chronological Order**

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00
11/21/23	12/13/23	053	000	\$13,840.00	\$1,231,465.00
11/21/23	12/13/23	054	000	\$83,504.00	\$1,314,969.00
11/21/23	12/13/23	055	000	\$87,100.00	\$1,402,069.00
12/19/23		056	000	\$47,440.00	\$1,449,509.00
01/09/24		044	001	\$50,000.00	\$1,499,509.00
01/09/24		059	000	\$10,000.00	\$1,509,509.00
02/27/24		061	000	\$59,139.00	\$1,568,648.00
03/12/24		062	000	\$58,250.00	\$1,626,898.00
03/12/24		063	000	\$129,650.00	\$1,756,548.00
04/02/24	04/24/24	044	002	\$80,000.00	\$1,836,548.00
04/02/24	04/24/24	064	000	\$22,954.00	\$1,859,502.00
06/11/24	06/19/24	067	000	\$151,239.00	\$2,010,741.00
06/11/24	06/19/24	068	000	\$227,536.00	\$2,238,277.00

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***Addenda / Amendments Awarded per Agreement - Summary for Committee***

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**ATTACHMENT A**

**FINANCE FORM**

<b>Date:</b>	<u>July 02, 2024</u>	<b>Requestor's Extension:</b>	<u>x3139</u>
<b>Requestor's Name:</b>	<u>Brad Friel</u>	<b>Preparer's Extension:</b>	<u>X2255</u>
<b>Preparer's Name:</b>	<u>Chris DeLoatche</u>	<b>Solicitation #:</b>	<u>N/A</u>
<b>Requestor's Department:</b>	<u>Multi-Modal Planning and Environmental</u>	<b>Contract # / Name:</b>	<u>General Consulting Services</u>
<b>Description:</b>	<u>Staff Support Services</u>	<b>Procurement Committee Date:</b>	<u>July 23, 2024</u>
<b>Vendor:</b>	<u>Ricondo &amp; Associates, Inc.</u>	<b>Agenda Item #:</b>	<u></u>

**NON-PROJECT FUNDS: O&M**

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.711.170.5310005.000.00 0000		\$32,805.00				
<b>Total Requisition:</b>		\$32,805.00				
<b>Requisition Number:</b>		97312				
<b>Funding Approver:</b> <i>Andrea Harper</i>						
<b>OMB Notes:</b>						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97312	FY24 PC 07/16/24 - R	In Process	03-JUL-2024 14:30:11	USD	32,804.00	Wages, Alice M	<input checked="" type="checkbox"/>



**MEMORANDUM**

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: July 23, 2024

**ITEM DESCRIPTION**

Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Project Implementation Staff Support Services at Orlando International Airport (MCO)

**SMALL BUSINESS**

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Ricondo & Associates, Inc. proposes 4.3% MWBE participation on this addendum.

**MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS**

PLEASE COMPLETE THIS FORM

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

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7179

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Project Implementation Staff Support Services at Orlando International Airport (MCO)

**1. Construction Information:**

Addendum Amount: \_\_\_\_\_

**2. MWBE Goal by Group Representation:**

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	_____	Actual Result	_____
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
<b>Total MWBE Participation</b>	<b>-</b>	<b>Actual Result</b>	<b>_____</b>

**3.a. Prime Contractor Information:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_

**3.b. Name and Address of MWBE Subcontractor**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_

**3.c. \*Identity:**

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

**4. Engineering/Professional Services Information:**

Addendum Amount: \$32,805.00

**5. MWBE Goal by Group Representation:**

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	-	Actual Result	0.0%
Caucasian Female American	1,404.00	Actual Result	4.3%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other	-	Actual Result	0.0%
<b>Total MWBE Participation</b>	<b>1,404.00</b>	<b>Actual Result</b>	<b>4.3%</b>

**6.b. Engineering / Professional Service Firm Information:**

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

**6.b. Name and Address of MWBE Subconsultant**

Name: Carolyn Binder CPA, LLC  
 Address: 3674 Winding Lake Circle  
 City, State, Zip: Orlando, FL 32835  
 Telephone: 407-319-0301

**6.c. \*Identity:**

Work Item(s): Caucasian Female American  
 Amount of Subcontract \$1,404.00  
 Percent of Prime Contract (%): 4.3%

\* 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)



**From:** Aracelis Mercado <[aracelis.mercado@goaa.org](mailto:aracelis.mercado@goaa.org)>  
**Sent:** Wednesday, July 17, 2024 3:28 PM  
**To:** GOAA Designees <[GOAA-Designees2@goaa.org](mailto:GOAA-Designees2@goaa.org)>; Directors and Aides <[Dir-Aides@goaa.org](mailto:Dir-Aides@goaa.org)>  
**Cc:** James McMillan <[james.mcmillan@goaa.org](mailto:james.mcmillan@goaa.org)>; Starlene Barrett <[starlene.barrett@goaa.org](mailto:starlene.barrett@goaa.org)>; Kristal Mendez <[kristal.mendez@goaa.org](mailto:kristal.mendez@goaa.org)>  
**Subject:** Designee for Chief Executive Officer

Please be advised that Mr. Kevin Thibault, Chief Executive Officer, will be out of the office Thursday, July 18, 2024 from 8:00 a.m. to Sunday, July 28 at 8:00 a.m.

During his absence, Ms. Kathleen Sharman, Chief Financial Officer, will be his designee.

Ms. Sharman can be reached at [kathleen.sharman@goaa.org](mailto:kathleen.sharman@goaa.org) or 407-825-2043.

Please continue to use the signature process in place.

Thank you,

Ari

**Aracelis Mercado**

*Assistant to Chief Executive Officer*

[aracelis.mercado@goaa.org](mailto:aracelis.mercado@goaa.org)

P 407-825-2261 C 407-784-0827

**Orlando International Airport**

*One Jeff Fuqua Boulevard*

*Orlando, Florida 32827*

orlandoairports.net