

**ADDENDUM NO. 79  
TO THE AGREEMENT DATED JANUARY 8, 2021  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND RICONDO & ASSOCIATES, INC.**

**Project: Advanced Air Mobility Support Services, Orlando International Airport**

**THIS ADDENDUM** is effective this 18<sup>st</sup> day of September, 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 SIXTY THOUSAND AND NO/100 DOLLARS (\$60,000.00)**, broken down as follows:

|                               |             |                        |
|-------------------------------|-------------|------------------------|
| <b>Professional Fees:</b>     | <b>NTE:</b> | <b>\$60,000.00</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>   |
| <br><b>Total:</b>             |             | <br><b>\$60,000.00</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 Sep 19, 2024.

**GREATER ORLANDO AVIATION AUTHORITY**

  
box SIGN 1V3Q39J4-4Z83JVVK

By: \_\_\_\_\_  
Kevin J. Thibault, P.E.  
Chief Executive Officer

**Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Sep 19, 2024**

  
By: box SIGN 1J8RLK51-4Z83JVVK  
**NELSON MULLINS RILEY AND  
SCARBOROUGH, Legal Counsel  
Greater Orlando Aviation Authority**

**RICONDO & ASSOCIATES, INC**

  
box SIGN 4LWR3Z2Q-4Z83JVVK

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:** September 3, 2024

## **ITEM DESCRIPTION**

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates for Advanced Air Mobility 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 Counseling 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 August 19, 2024 is to provide advanced air mobility (AAM) support services. These services may relate to, but not necessarily be limited to professional consulting services for: coordination of AAM Task Force meetings and external outreach activities, preparation of AAM pre- and post-meeting materials, analysis and drafting of vertical takeoff and landing site plans, vertical takeoff and landing airspace analysis, AAM conceptual operations planning, and AAM report documentation, as deemed necessary by the Aviation Authority. Ricondo will support up to twelve (12) meetings of the AAM Task Force or other Aviation Authority meetings of which AAM is the primary topic of discussion.

Services cannot commence before the date of Aviation Authority Board Approval. The approved addendum must be executed by the Aviation Authority before invoicing for services.

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 & Associated does exceed the \$250,000 threshold; thus, this agenda item does require Board approval.

**EXHIBIT A**

**SMALL BUSINESS**

The Minority and Women Business Enterprise (MWBE), Local Developing Business (LDB) and/or Veteran Business Enterprise (VBE) has been reviewed by the Aviation Authority's Small Business Development Department. The findings and recommendation are attached.

**ALTERNATIVES**

None.

**FISCAL IMPACT**

The fiscal impact is \$60,000.00. Funding is from Operations and Maintenance Funds, subject to Aviation Authority Board adoption of the FY25 Aviation Authority budget.

**RECOMMENDED ACTION**

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

|                                       |                    |
|---------------------------------------|--------------------|
| Not to Exceed Fees                    | \$60,000.00        |
| Lump Sum Fees                         | \$0.00             |
| Not to Exceed Expenses                | \$0.00             |
| <b>TOTAL</b>                          | <b>\$60,000.00</b> |
| CRI – Compliance Review Date          | DL 8/22/24         |
| CRI – Funding Eligibility Review Date | 8/22/24            |

August 19, 2024

Mr. Bradley Friel, A.A.E., AICP  
Senior Vice President  
Multi-Modal Planning & Environmental  
Greater Orlando Aviation Authority  
One Jeff Fuqua Boulevard  
Orlando, FL 32824

RE: Proposal FY2025 On-Call Advanced Air Mobility (AAM) Support Services to be Performed at Orlando International Airport

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to provide on-call, as needed, general consulting services with a Not-to-Exceed Fee in the amount of \$60,000.00. The purpose of this budget is to assist the Greater Orlando Aviation Authority (the Aviation Authority) with advisory services on an as-needed basis, as requested by the Aviation Authority as it relates to advanced air mobility (AAM) projects for Orlando International Airport (MCO) during Fiscal Year (FY) 2025.

These services may relate to, but not necessarily be limited to professional consulting services for: coordination of AAM Task Force meetings and external outreach activities, preparation of AAM pre- and post-meeting materials, analysis and drafting of vertical takeoff and landing site plans, vertical takeoff and landing airspace analysis, AAM conceptual operations planning, and AAM report documentation, as deemed necessary by the Aviation Authority. Ricondo will support up to twelve (12) meetings of the AAM Task Force or other Aviation Authority meetings of which AAM is the primary topic of discussion. Two (2) Ricondo staff will attend each of these meetings.

### *Schedule*

Ricondo will coordinate with Aviation Authority staff to identify the schedule and deadlines associated with each work request received.

### *Professional Fees*

The services provided under this agreement will be performed on an as-needed basis using the most current, approved hourly rates for Ricondo. The proposed Not-to-Exceed Fee is \$60,000.00.

### *Hourly Rates*

It is mutually understood that work under this Addendum for On-Call General Consulting Services would only be undertaken when requested by Aviation Authority staff. Services performed under this Addendum would be compensated based on Ricondo approved hourly rates for FY 2025 (refer to **Table 1**).

Brad Friel, A.A.E.  
 Greater Orlando Aviation Authority  
 August 19, 2024  
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**TABLE 1 – FY 2025 APPROVED HOURLY RATES**

| COMPANY | POSITION                | HOURLY RATES |
|---------|-------------------------|--------------|
| Ricondo | Senior Officer*         | \$400.00     |
| Ricondo | Officer*                | \$390.00     |
| Ricondo | Senior Director*        | \$345.00     |
| Ricondo | Director*               | \$289.00     |
| Ricondo | Manager*                | \$216.00     |
| Ricondo | Senior Consultant*      | \$158.00     |
| Ricondo | Technical Editor        | \$164.00     |
| Ricondo | Senior Graphic Designer | \$156.00     |
| Ricondo | Graphic Designer        | \$122.00     |
| Ricondo | Consultant*             | \$116.00     |
| Ricondo | Technical Specialist    | \$75.00      |

\*A travel premium (field) rate to cover expenses for the categories denoted above with an asterisk, allowing for an additional \$50/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Chicago, Washington DC, Denver, and Dallas has also been approved; and an additional \$35/hour to each of the approved hourly rates for staff members attending meetings or doing onsite work traveling from Miami.

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

Sincerely,

RICONDO & ASSOCIATES, INC.



Pete Ricondo, P.E.  
 Senior Vice President

cc: Kevin Thompson  
 Christopher DeLoatche  
 21041212

ENCLOSURE –Truth in Negotiation Form

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant: Ricondo & Associates, Inc.

By:  \_\_\_\_\_

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

Date: 08/19/2024

## 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.<br/>\$ 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<br>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<br>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<br>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   |
| 044 | 003 | -            | Additional FY24 On-Call General Consulting Services   | PSC | 07/23/24 | NA       | 08/01/24 |         | \$80,000.00    | \$260,000.00   |
| 044 | 004 | -            | Additional FY24 On-Call General Consulting Services   | PSC | 08/27/24 | NA       |          |         | \$89,884.00    | \$349,884.00   |
| 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   |

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

|     |     |             |  |     |          |          |          |         |              |              |
|-----|-----|-------------|--|-----|----------|----------|----------|---------|--------------|--------------|
| 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 |
| 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  |
| 059 | 001 | -           | Additional FY24 On-Call General Consulting Services  | PSC | 07/23/24 | NA       | 08/01/24 |         | \$13,062.00  | \$23,062.00  |
| 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 |
| 060 | 001 | W-00500-ORL | W-00500-ORL ORL MASTER PLAN UPDATE Additional FY24 On-Call General Consulting Services   | CCM | 07/23/24 | NA       |          |         | \$0.00       | \$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  |

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

|     |     |             |   |     |          |          |          |       |                |                |
|-----|-----|-------------|---|-----|----------|----------|----------|-------|----------------|----------------|
| 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 | \$22,954.50    | \$22,954.50    |
| 065 | 000 | W-00496-MCO | W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES<br>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   |
| 065 | 001 | W-00496-MCO | W-00496-MCO NORTH TERMINAL REFRESH DESIGN SERVICES<br>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-<br>DESIGN CRITERIA PACKAGE (DCP)<br>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   |
| 068 | 001 | -           | Additional Pre-Planning Activities for Environmental Assessment Development   | PSC | 08/13/24 | 08/21/24 | 08/26/24 |       | \$7,502.51     | \$235,038.51   |
| 069 | 000 | -           | Airport Layout Plan (ALP) Update Support Services   | PSC | 07/23/24 | NA       | 08/01/24 |       | \$40,000.00    | \$40,000.00    |
| 070 | 000 | -           | Project Implementation Staff Support Services   | PSC | 07/23/24 | NA       | 08/01/24 |       | \$32,805.00    | \$32,805.00    |
| 071 | 000 | -           | Economic Impact Study of Advanced Air Mobility  | PSC | 07/23/24 | NA       | 07/29/24 |       | \$48,443.00    | \$48,443.00    |
| 072 | 000 | W-00525-MCO | W-00525-MCO MCO MASTER PLAN UPDATE<br>Professional Consulting Services for W-525  | CCM | 08/06/24 | 08/21/24 | 08/26/24 |       | \$4,799,486.00 | \$4,799,486.00 |
| 073 | 000 | -           | FY24 On-Call Environmental Planning and National Environmental Policy Act Compliance Consulting Services  | PSC | 08/13/24 | 08/21/24 | 08/26/24 |       | \$38,258.00    | \$38,258.00    |

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

|                        |
|------------------------|
| <b>\$18,642,768.01</b> |
|------------------------|

## **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   | \$22,954.50  | \$1,859,502.50 |
| 06/11/24 | 06/19/24 | 067   | 000   | \$151,239.00 | \$2,010,741.50 |
| 06/11/24 | 06/19/24 | 068   | 000   | \$227,536.00 | \$2,238,277.50 |
| 07/23/24 |          | 044   | 003   | \$80,000.00  | \$2,318,277.50 |
| 07/23/24 |          | 059   | 001   | \$13,062.00  | \$2,331,339.50 |
| 07/23/24 |          | 069   | 000   | \$40,000.00  | \$2,371,339.50 |

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

|          |          |     |     |             |                |
|----------|----------|-----|-----|-------------|----------------|
| 07/23/24 |          | 070 | 000 | \$32,805.00 | \$2,404,144.50 |
| 07/23/24 |          | 071 | 000 | \$48,443.00 | \$2,452,587.50 |
| 08/13/24 | 08/21/24 | 068 | 001 | \$7,502.51  | \$2,460,090.01 |
| 08/13/24 | 08/21/24 | 073 | 000 | \$38,258.00 | \$2,498,348.01 |
| 08/27/24 |          | 044 | 004 | \$89,884.00 | \$2,588,232.01 |

**ATTACHMENT A**

**FINANCE FORM**

|                                |   |                                    |                                    |
|--------------------------------|---|------------------------------------|------------------------------------|
| <b>Date:</b>                   | <u>August 20, 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>X3121</u>                       |
| <b>Preparer's Name:</b>        | <u>Vito Rodriguez</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>AAM Support Services</u>                   | <b>Procurement Committee Date:</b> | <u>September 3, 2024</u>           |
| <b>Vendor:</b>                 | <u>Ricondo &amp; Associates</u>               | <b>Agenda Item #:</b>              | <u></u>                            |

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

| Account Code Format:<br>xxx.xxx.xxx.xxxxxxx.xxx.xxxx<br>xx | FY 23<br>Amount | FY24<br>Amount | FY25<br>Amount | FY26<br>Amount | FY27<br>Amount | TOTAL<br>CONTRACT |
|--|-----------------|----------------|----------------|----------------|----------------|-------------------|
| 301.711.170.5310005.000.00<br>0000                         |                 |                | \$60,000.00    |                |                |                   |
|  |                 |                |                |                |                |                   |
|  |                 |                |                |                |                |                   |
|  |                 |                |                |                |                |                   |
| <b>Total Requisition:</b>                                  |                 |                | \$60,000.00    |                |                |                   |
| <b>Requisition Number:</b>                                 |                 |                | 97687          |                |                |                   |
| <b>Funding Approver:</b> <i>Andrea Harper</i>              |                 |                |                |                |                |                   |
| <b>OMB Notes:</b>  |                 |                |                |                |                |                   |

| Number | Description           | Approval Status | Creation Date        | Currency | Total     | Preparer       |
|--------|-----------------------|-----------------|----------------------|----------|-----------|----------------|
| 97687  | FY25 (Dept. 711) Ricc | In Process      | 20-AUG-2024 11:14:00 | USD      | 60,000.00 | Wages, Alice M |



**MEMORANDUM**

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 03, 2024

**ITEM DESCRIPTION**

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Advanced Air Mobility Support Services at the 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. does not propose small business participation in this addendum due to the on-call, as-needed nature of the services to be provided.



## **MEMORANDUM**

TO: Members of the Aviation Authority

FROM: Marquez A. Griffin, Chair, Procurement Committee

DATE: September 18, 2024

## **ITEM DESCRIPTION**

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

## **BACKGROUND**

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

The agreement is structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The scope of advertised services includes advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design-build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies, including the Federal Aviation Administration (FAA); the Transportation Security Administration (TSA); the Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required.

A summary of previously-approved addenda, and applicable amendments, to the General Consulting Services Agreement with Ricondo can be provided upon request.

## **ISSUES**

Per the Aviation Authority's Policy 450.04, the Aviation Authority Board must approve all contract addenda and applicable amendments that result in the value of any contract being increased, in the aggregate, by \$250,000 or more over the contract value. The Procurement Committee (PC) recommended approval of addenda to the above-referenced agreement, as follows:

- Fiscal Year (FY) 2025 On-Call General Consulting Services at MCO, for the total not-to-exceed fees amount of \$150,000, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, professional consulting services for airfield analysis, terminal planning/programming, landside planning (e.g., roadways, parking facilities, terminal curb fronts, rental car facilities/spaces); airspace analysis, vertiport planning, airport activity forecasting, capital improvement program support and implementation services, cargo and general aviation facility concept development, benchmarking analysis, preparation of 3D renderings, aircraft parking plan analysis, and other related general consulting and

advisory services, as requested by the Aviation Authority. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo does not propose any small business participation on this Addendum, and certifies that Ricondo is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-P].*

- FY 2025 On-Call Signage and Design Consulting Services at MCO, for the total not-to-exceed fees amount of \$122,712, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, assistance with signage/wayfinding projects from concept development to final completion; review of Aviation Authority sign design guidelines; project scope definition assistance; field observations and signage/wayfinding design recommendations; coordination meetings as required; preparation of field survey findings; preparation of Rough Order of Magnitude cost estimates to assist the Planning Department with the establishment of project budgets; and project-based construction administration duties, as requested. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo proposes 1.1% Minority and Women Business Enterprise (MWBE) and 97.6% Local Developing Business (LDB) participation on this Addendum, and certifies that Ricondo is in good standing as it relates to its small business participation. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-U].*
- FY 2025 On-Call Operational Readiness Staffing and Support Services at MCO, for the total not-to-exceed fees amount of \$215,973, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, performing specialized and advanced administrative functions and public meeting assignments, in support of the Aviation Authority's Operational Readiness team. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo does not propose any small business participation on this Addendum as the services are for onsite staffing support, and certifies that Ricondo is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-V].*
- FY 2025 Advanced Air Mobility (AAM) Support Services at MCO, for the total not-to-exceed fees amount of \$60,000, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, professional consulting services for coordination of AAM Task Force meetings and external outreach activities; preparation of AAM pre- and post-meeting materials; analysis and drafting of vertical takeoff and landing site plans; vertical takeoff and landing airspace analysis; AAM conceptual operations planning; and AAM report documentation, as requested by the Aviation Authority. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo does not propose any small business participation on this Addendum, and certifies that Ricondo is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-T].*
- FY 2025 Noise Abatement Office Support Services at MCO, for the total not-to-exceed fees amount of \$196,096, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, noise abatement office support services, Aviation Noise Abatement Committee (ANAC) support, and potable noise monitoring support. Noise abatement office support services may also include conducting airspace operational analysis, noise, land use and environmental support and public outreach and communications. As needed, preparation of noise office products, such as weekly noise summaries, complaint summaries and responses, and noise technical reports; conduct noise modeling analyses that may include the use of alternative noise metrics; conduct land use database and procedure analyses; develop flight track density graphics to analyze existing and/or proposed flight paths; portable noise, monitoring,

including monitor set-up and data analysis; and other as-needed noise and data analyses. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo proposes 1.4% MWBE participation on this Addendum, and certifies that Ricondo is in good standing as it relates to its small business participation.

*[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-S].*

- FY 2025 Environmental Planning and National Environmental Policy Act (NEPA) Compliance Consulting Services at MCO, for the total not-to-exceed fees amount of \$35,812, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, strategy planning for NEPA compliance relative to new, proposed development or modifications/expansion of existing facilities and infrastructure; consultations on existing environmental documents prepared for agency approvals; pre-NEPA planning activities; preparation of categorical exclusion applications; internal Aviation Authority coordination on NEPA compliance strategies and coordination meetings with the Federal Aviation Administration or other regulatory agencies; and technical studies and documentation in support of securing NEPA compliance or related permitting. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo does not propose any small business participation on this Addendum, and certifies that Ricondo is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-B].*
- FY 2025 Project Implementation Staff Extension Support Services at MCO, for the total not-to-exceed fees amount of \$100,000, with funding from Operations and Maintenance Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, staff extension support for strategic planning, congestion management, master planning, terminal planning/programming, capital improvement program/implementation support, and other related services, as requested by the Aviation Authority. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo does not propose any small business participation on this Addendum, and certifies that Ricondo is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-R].*
- FY 2025 On-Call General Consulting Services at ORL, for the total not-to-exceed fees amount of \$10,000, with funding from ORL Revenue Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item). Services will include, but are not limited to, professional consulting services for airfield and airspace analyses, helicopter and vertical takeoff and landing concept planning, capital improvement program support and implementation services, general aviation facility concept development, landside road and parking modeling and conceptual planning, and other related general consulting and advisory services, as requested by the Aviation Authority. Services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Ricondo, and determined that Ricondo does not propose any small business participation on this Addendum, and certifies that Ricondo is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-Q].*

As these addenda and applicable amendments will result in an aggregate increase to the Aviation Authority's Agreement with Ricondo exceeding \$250,000, Aviation Authority Board approval is required.

## **SMALL BUSINESS**

Individual small business participation is included for each of the addenda listed above.

## **ALTERNATIVES**

None.

## **FISCAL IMPACT**

The fiscal impact is \$890,593. Funding is from MCO Operations and Maintenance Funds and ORL Revenue Funds (subject to adoption of the FY 2025 Aviation Authority Budget by the Aviation Authority Board, under separate item).

## **RECOMMENDED ACTION**

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee to: (1) approve Multiple Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. as follows: (a) FY 2025 On-Call General Consulting Services at MCO, for the total not-to-exceed fees amount of \$150,000, with funding from Operations and Maintenance Funds; (b) FY 2025 On-Call Signage and Design Consulting Services at MCO, for the total not-to-exceed fees amount of \$122,712, with funding from Operations and Maintenance Funds; (c) FY 2025 On-Call Operational Readiness Staffing and Support Services at MCO, for the total not-to-exceed fees amount of \$215,973, with funding from Operations and Maintenance Funds; (d) FY 2025 AAM Support Services at MCO, for the total not-to-exceed fees amount of \$60,000, with funding from Operations and Maintenance Funds; (e) FY 2025 Noise Abatement Office Support Services at MCO, for the total not-to-exceed fees amount of \$196,096, with funding from Operations and Maintenance Funds; (f) FY 2025 Environmental Planning and NEPA Compliance Consulting Services at MCO, for the total not-to-exceed fees amount of \$35,812, with funding from Operations and Maintenance Funds; (g) FY 2025 Project Implementation Staff Extension Support Services at MCO, for the total not-to-exceed fees amount of \$100,000, with funding from Operations and Maintenance Funds; and, (h) FY 2025 On-Call General Consulting Services at ORL, for the total not-to-exceed fees amount of \$10,000, with funding from ORL Revenue Funds; and, (2) authorize the Chief Executive Officer or an Aviation Authority Officer to execute the necessary documents following satisfactory review by legal counsel.