

**ADDENDUM NO. 82  
TO THE AGREEMENT DATED JANUARY 8, 2021  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND RICONDO & ASSOCIATES, INC.**

**Project: W-530 FY25 On-Call Utility Consulting Services, Orlando International Airport**

**THIS ADDENDUM** is effective this 1<sup>st</sup> day of October, 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-ONE THOUSAND SIX HUNDRED FIFTY-FOUR AND NO/100 DOLLARS (\$31,654.00)**, broken down as follows:

|                               |             |                      |
|-------------------------------|-------------|----------------------|
| <b>Professional Fees:</b>     | <b>NTE:</b> | <b>\$31,654.00</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>\$31,654.00</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**



By: **box** SIGN 4W88Q9ZJ-4Q5P583V

Max Marble  
Sr. Vice President, Capital Programs

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



By: **box** SIGN 1J8RLK51-4Q5P583V

**NELSON MULLINS RILEY AND  
SCARBOROUGH, Legal Counsel  
Greater Orlando Aviation Authority**

**RICONDO & ASSOCIATES, INC**



By: **box** SIGN 4LWR3Z2Q-4Q5P583V

Signature (Duly Authorized Rep.)

Pete Ricondo

Printed Name

Senior Vice President

Title

**MEMORANDUM**

TO: Members of the Construction Committee  
FROM: Tuan Nguyen, P.E., Assistant Vice President (prepared by Herve Apollon)  
DATE: September 17, 2024

**ITEM DESCRIPTION**

Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. (Ricondo), for W-00530 On-Call Utility Consulting Services – FY 2025 at Orlando International Airport.

**BACKGROUND**

On January 8, 2021, the Aviation Authority Board entered an agreement with Ricondo & Associates, Inc. to provide General Consulting Services. The services include advising and supporting the Aviation Authority through assessments and studies for the management and operation of the existing facilities.

**ISSUES**

Consultant’s proposal, dated August 19, 2024, is to provide On-Call Utility Consulting Services for various utilities including back up generation, chilled water, water, and wastewater from October 1, 2024, through September 30, 2025. The services will encompass reviewing the Aviation Authority’s existing agreements with utility service providers, analyzing historical utility consumption, estimates, and rate structures, and providing on-site consultation and coordination as needed. For more details, please refer to the attached proposal.

If approved, these services would be effective October 1, 2024.

This continuing consultant was selected for this task based on  all that apply):

- Experience                       Available Personnel                       Current Workload
- Expertise                               Equitable Distribution                       Other: \_\_\_\_\_

**SMALL BUSINESS**

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

**ALTERNATIVES**

None.

EXHIBIT A

**CC**  
**ITEM IV-C**  
**9/17/2024**

**FISCAL IMPACT**

Funding is from the Operations and Maintenance Funds subject to adoption by the Aviation Authority Board of the Fiscal Year 2025 Aviation Authority Budget. Funding source verified by Melvin Martinez of Construction Finance on 09/11/24 as correct and available.

**RECOMMENDED ACTION**

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

|                                       |           |                    |
|---------------------------------------|-----------|--------------------|
| Not to Exceed Fees                    |           | \$31,654.00        |
| Lump Sum Fees                         |           | \$0.00             |
| Not to Exceed Expenses                |           | \$0.00             |
| <b>TOTAL</b>                          |           | <b>\$31,654.00</b> |
| AAC – Compliance Review Date          | <i>JM</i> | 9/9/2024           |
| AAC – Funding Eligibility Review Date |           | 9/9/2024           |

August 19, 2024

Mr. Tuan Nguyen, P.E.  
Assistant Vice President, Engineering  
Greater Orlando Aviation Authority  
11314 Terminal C Service Road  
Orlando, FL 32824

RE: Proposal for Fiscal Year 2025 On-Call Utility Consulting Services at the Orlando International Airport (MCO)

Dear Mr. Nguyen:

Ricondo & Associates, Inc. (Ricondo), Carolyn Binder, CPA, and Spencer Consulting Services appreciate the opportunity to submit this proposal for an Addendum to the General Consulting Services Agreement to assist the Greater Orlando Aviation Authority (Aviation Authority) with on-call utility consulting services for the period from October 1, 2024, to September 30, 2025.

### *Scope of Services*

The services to be provided by Spencer Consulting Services will include the review of Aviation Authority agreements with utility services providers, the analysis of historical utility consumption data, the development of utility consumption estimates, the review of utility service rate structures, and, as needed, on-site consultation/coordination. The proposed utility consulting services will be limited to the following utilities: backup electric generation, chilled water, water, wastewater, and Orlando Utilities Commission (OUC) utility services.

This scope of work will be focused on the following areas, but not limited to:

- Terminals A/B (North Terminal Complex)
- Terminal C (South Airport Complex)
- East Airfield Development
- Heintzelman Corridor
- Tradeport Corridor

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 are for the period beginning October 1, 2024, through September 30, 2025.

### *Hourly Rates*

The approved hourly rates for Ricondo, Carolyn Binder, CPA, and Spencer Consulting Services are noted in **Table 1**.



Mr. Tuan Nguyen, P.E.  
Greater Orlando Aviation Authority  
August 19, 2024  
Page 2

**TABLE 1 – APPROVED HOURLY RATES**

| POSITION                                      | HOURLY RATE |
|---|-------------|
| Ricondo/Senior Officer                        | \$400.00    |
| Carolyn Binder, CPA/Senior Consultant         | \$117.00    |
| Spencer Consulting Services /Program Director | \$190.00    |

***Professional Fees***

As noted in **Table 2**, the Not to Exceed (NTE) fee amount for the proposed services is \$31,654.00. A copy of the proposal from Spencer Consulting Services is attached for your reference.

**TABLE 2 – PROFESSIONAL FEES**

| FIRM/POSITION  | HOURLY RATES | LABOR HOURS | COST                |
|--|--------------|-------------|---------------------|
| Ricondo/Senior Officer                               | \$400.00     | 2           | \$ 800.00           |
| Carolyn Binder, CPA/Senior Consultant                | \$117.00     | 12          | \$ 1,404.00         |
| Spencer Consulting/Program Director                  | \$190.00     | 155         | \$ 29,450.00        |
| <b>TOTAL COSTS</b>                                   |              |             | <b>\$ 31,654.00</b> |
| <b>WOMEN BUSINESS ENTREPRISE (WBE) PARTICIPATION</b> |              |             | <b>4.44%</b>        |

***Women Business Enterprise and Small Business Participation***

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

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: Brad Friel  
Kevin Thompson  
Christopher DeLoatche

ENCLOSURES

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



August 10, 2024

Spencer Consulting Services, Inc., Scope of work for Greater Orlando Aviation Authority (GOAA).

**OVERVIEW:**

On-Call Services to be completed by Spencer Consulting Services (SCS) will encompass:

1. Backup Electric Generation
2. Chilled Water
3. Water, Waste Water
4. OUC Billing
5. Orlando Utilities Commission Interfaces
6. Miscellaneous Utility Issues

This scope of work is proposed to be focused on the following areas, but not limited to:

- South Airport Complex
- East Airfield Development
- Heintzelman Corridor
- Tradeport Corridor
- North Terminal Complex

**SCOPE OF WORK:**

Backup Electric Generation:

The new South Terminal Complex (STC) includes 24 megawatts of backup generation. GOAA has executed an agreement with OUC to own and operate the STC backup electric generation facilities.

SCS is positioned to assist GOAA with ongoing OUC issues with the OUC's operation of this facility:

1. Assist with the review of monthly OUC billing
2. Assist with the administration of the OUC EPG Agreements
3. Attend meetings as required



### Chilled Water

The new South Terminal includes 10,000 tons of chilled water capacity. GOAA has executed an agreement with OUC to own and operate the STC Central Energy Plant (CEP) facility:

SCS is positioned to assist GOAA to with ongoing OUC issues with the OUC's operation of this facility:

1. Assist with the review of monthly OUC billing
2. Assist with the administration of the OUC CEP Agreements
3. Attend Meetings as required

### Water, Waste Water and Electric Connection Fees:

SCS provides extensive services to estimate water, waste water, and electric connection fees. The goal of SCS is to work with the engineers of each project to develop consumption data that is consistent with actual usage rather than typical design methodologies.

GOAA has a standard agreement that OUC connection fees (SDC) are calculated based on the flows of month 13 to 24 after initial operation. SCS, monitors these flows and works with OUC to determine the flows for the fee calculation. Waste water flows are calculated by standards issued by the City of Orlando. SCS applies the same logic to determine a more appropriate flow. If the flow is less than the flow produced by the City standards, GOAA can apply to the City to pay a certain agreed to fee and have the fee reviewed at a later date. After the review, there is a true up of the fee.

Electric connection fees are established by OUC and are based on the kilovolt-ampere (kVa) of transformers and a percentage of the onsite costs. SCS works with the electrical designer to minimize these fees.

### OUC Billing:

SCS provides knowledge to assist GOAA in avoiding financial losses on the OUC bill. SCS reviews for appropriate rate structures and other services such as credit meters on cooling towers. GOAA and OUC have agreed to allow GOAA to not pay certain water fees at the time of the water meter sets. Payment will be made two years after operation. This will require an escrow of appropriate funds. These calculations will be critical to appropriate funds for future payments. SCS will work with OUC to have the calculated water consumption to be a net add of all GOAA facilities.

### OUC Interfaces:

Every significant project has many utility options available. SCS works with the owner to establish issues that will need to be addressed with OUC. SCS has the contacts within OUC to move these issues through the process quickly and efficiently involving only the correct players in the process.

Miscellaneous Utility Issues:

SCS provides a wide assortment of knowledge on utility issues as they may occur. These can be project related or operational. These are typically in the following areas.

1. Assist the owner with requests by OUC or City of Orlando Waste Water
2. Coordinate OUC on-site activities

Summary of Proposed Not To Exceed Professional Fees:

Spencer Consulting is requesting a Not to Exceed Fee of \$29,450 (155 hours x \$190) in funding for this scope of work which will be developed at the direction of GOAA staff on an as needed basis. This funding request is for Fiscal Year 2025 from October 1, 2024 until September 30, 2025.

Hourly Rates:

Our approved hourly rates are as follows:

| FIRM                              | POSITION         | HOURLY RATES |
|-----------------------------------|------------------|--------------|
| Spencer Consulting Services, Inc. | Program Director | \$190.00     |



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)

**ATTACHMENT A**

**FINANCE FORM**

|                                |  |                                    |                     |
|--------------------------------|--|------------------------------------|---------------------|
| <b>Date:</b>                   | <u>8/30/2024</u>                           | <b>Requestor's Extension:</b>      | <u>4662</u>         |
| <b>Requestor's Name:</b>       | <u>Tuan Nguyen</u>                         | <b>Preparer's Extension:</b>       | <u>786-376-7492</u> |
| <b>Preparer's Name:</b>        | <u>Herve Apollon</u>                       | <b>Solicitation #:</b>             | <u></u>             |
| <b>Requestor's Department:</b> | <u>Engineering</u>                         | <b>Contract # / Name:</b>          | <u>W-00530</u>      |
| <b>Description:</b>            | <u>On-Call Utility Consulting Services</u> | <b>Procurement Committee Date:</b> | <u>09/17/24</u>     |
| <b>Vendor:</b>                 | <u>The Ricondo &amp; Associates, Inc.</u>  | <b>Agenda Item #:</b>              | <u>TBD</u>          |

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

| Account Code Format:<br>xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx | FY 23<br>Amount      | FY24<br>Amount | FY25<br>Amount | FY26<br>Amount | FY27<br>Amount | TOTAL<br>CONTRACT |
|--|----------------------|----------------|----------------|----------------|----------------|-------------------|
| 301.716.661.5310008.000.000000                         |                      |                | \$31,654       |                |                |                   |
|  |                      |                |                |                |                |                   |
|  |                      |                |                |                |                |                   |
|  |                      |                |                |                |                |                   |
| <b>Total Requisition:</b>                              |                      |                | \$31,654       |                |                |                   |
| <b>Requisition Number:</b>                             |                      |                | 97816          |                |                |                   |
| <hr/>  |                      |                |                |                |                |                   |
| <b>Funding Approver:</b>                               | <i>Andrea Harper</i> |                |                |                |                |                   |
| <b>OMB Notes:</b>                                      |                      |                |                |                |                |                   |

| Number | Description          | Approval Status | Creation Date        | Currency | Total      | Preparer        |
|--------|----------------------|-----------------|----------------------|----------|------------|-----------------|
| 97816  | FY25 CC 2024-09-17 \ | In Process      | 04-SEP-2024 12:07:28 | USD      | 197,104.00 | Ciaglia, Tara A |

Requisition Headers Summary

| Number | Description        | Approval Status | Creation Date        | Currency | Total     | Pre  |
|--------|--------------------|-----------------|----------------------|----------|-----------|------|
| 97846  | FY25 CC W-00530 Or | In Process      | 09-SEP-2024 13:50:10 | USD      | 31,654.00 | Ciat |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |
|        |                    |                 |                      |          |           |      |

Lines

New

Open

**MEMORANDUM**

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: September 17, 2024

**ITEM DESCRIPTION**

Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for W-00530 On-Call Utility Consulting Services — FY 2025 at Orlando International Airport

**SMALL BUSINESS**

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Ricondo & Associates, Inc. proposes 4.4% 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 W-00530 On-Call Utility Consulting Services — FY 2025 at Orlando International Airport

**1. Construction Information:**

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

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

|                                 |          |                      |              |
|---------------------------------|----------|----------------------|--------------|
| Asian Pacific American          | _____    | Actual Result        | _____        |
| Asian Subcontinent American     | _____    | Actual Result        | _____        |
| Black American                  | _____    | Actual Result        | _____        |
| Caucasian Female American       | _____    | Actual Result        | _____        |
| Hispanic American               | _____    | Actual Result        | _____        |
| Native American                 | _____    | Actual Result        | _____        |
| Other                           | _____    | Actual Result        | _____        |
| <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: \$31,654.00

**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        | 4.4%        |
| 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>4.4%</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 (%): 4.4%

\* 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)