

**AMENDMENT NO. 1**

**BY AND BETWEEN**

**GREATER ORLANDO AVIATION AUTHORITY  
AND  
SP PLUS TRANSPORTATION AN OPERATING DIVISION OF SP PLUS CORPORATION**

**TO**

**CONTRACT 15-19**

**THIS AMENDMENT NO. 1** made and entered into as of the 7th day of July, **2022**, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (hereinafter referred to as "Authority") and **SP PLUS TRANSPORTATION AN OPERATING DIVISION OF SP PLUS CORPORATION** (hereinafter referred to as "Contractor").

**WITNESSETH:**

**WHEREAS**, by Agreement dated May 1, 2019, the Contractor agreed to provide the Authority with Shuttle Bus Management Services at the Orlando International Airport, Orlando, Florida; and

**WHEREAS**, the Contract provides the Authority with two (2) options to renew the term of the Contract for additional periods of one (1) year each; and

**WHEREAS**, Authority desires to exercise its first option to renew the term of the Contract for an additional period of one year; and

**WHEREAS**, the Authority desires and the Contractor agrees to amend the Contract to include 401-K match, holiday pay and health insurance premiums under reimbursable Expenses.

**NOW, THEREFORE**, for and in consideration of the premises and mutual covenants herein contained, the parties hereby amend the Contract as follows:

1. **Renewal Term of Contract.** The term of the Contract shall be, and hereby is renewed and extended for a period of one twelve (12) months, commencing effective as of May 1, 2022 and expiring April 30, 2023.

2. **Compensation.** Authority shall pay to the Contractor during the first renewal option, upon satisfactory completion of the work required by the provisions of the Contract, the Rates as found in Attachment "A-1", First Renewal Option Prices Compensation shall be paid pursuant to the terms and conditions of the Contract.

3. **Contractor's Performance Bond or Letter of Credit.** Prior to the execution of this Amendment No. 1, Contractor shall furnish Authority with a replacement bond or duly executed rider or other acceptable form of amendment to Contractor's performance bond, Attachment "B-1", for the extended term in an amount, which is not less than Three Million, and 00/100 Dollars (\$3,000,000.00).

4. **Suit/Proceedings.** The Contractor agrees that any suit or proceeding initiated for the purpose of interpreting or enforcing any provision of the Agreement or any matter in connection therewith shall be brought only in a court of competent jurisdiction in Orange County, Florida, and Contractor waives any venue objection, including, but not limited to, any objection that a suit has been brought in an

inconvenient forum. Contractor agrees to submit to the jurisdiction of the Florida courts and irrevocably agrees to accept service of process by U.S. mail.

5. **Public Entity Crimes Act.** The Contractor acknowledges the following notice: "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or Contractor under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount set forth in s.287.017, Florida Statutes, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list."

6. **Whistle Blower Reporting Line.** The Authority is committed to the highest level of integrity in its operations and is fully committed to protecting the organization, its operations, and its assets against fraud, waste or abuse. The Authority has established a Whistle Blower Reporting Line with a third-party service provider as a means for employees, contractors, vendors, tenants and the general public to report suspected fraud, waste or abuse in connection with Authority operations. Should Contractor suspect any fraud, waste or abuse in connection with any work under this Contract, including any work of its subcontractors or laborers, it shall promptly report such activity at (877) 370-6354, through email: [GOAA@integritycounts.ca](mailto:GOAA@integritycounts.ca), or through the online reporting form at [www.integritycounts.ca/org/GOAA](http://www.integritycounts.ca/org/GOAA). The Contractor shall include this reporting requirement in all subcontracts and vendor agreements. The Contractor is further encouraged to report any suspected fraud, waste or abuse it suspects in connection with any other airport operation or project.

7. **Continuing Effect of Agreement Provisions.** Except as amended by this Amendment No. 1, the Agreement shall continue in full force and effect in accordance with its terms and conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to be duly executed as of the date and year first above written.

**"AUTHORITY"**

ATTEST:

**GREATER ORLANDO AVIATION AUTHORITY**

\_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
Chief Executive Officer

[Official Seal]

**"CONTRACTOR"**

ATTEST:

**SP PLUS TRANSPORTATION AN OPERATING  
DIVISION OF SP PLUS CORPORATION**

Asst. Secretary \_\_\_\_\_  
*[Handwritten Signature]*

By: \_\_\_\_\_  
*[Handwritten Signature]*

Its: Senior Vice President

Robert Reiser

\_\_\_\_\_  
Print or Type Name and Title

[Corporate Seal]

Approved as to Form and Legality  
this 22 day of June, 20 08  
Nelson Mullins Riley & Scarborough, LLP  
By: [Handwritten Signature]  
Greater Orlando Aviation Authority

ATTACHMENT "A-1"

**First Renewal Option Pricing  
15-19 Shuttle Bus Management Services**

<b>Costs</b>	<b>Option Year 1</b>
<b>Management fee</b>	<b>\$2,326,800.00</b>
<b>Reimbursable Expense*</b>	<b>\$7,578,100.00</b>
<b>Leased Bus</b>	<b>\$84,800.00</b>
<b>Total Option Year 1 NTE</b>	<b>\$9,989,700.00</b>

\*Included in the reimbursable payroll related expenses for the reimbursable positions are 401-K match, all holiday pay and health insurance premiums of \$500 per month through December 31, 2022 and up to \$525 per month thereafter.

**GREATER ORLANDO AVIATION AUTHORITY  
CONCESSIONS/PROCUREMENT COMMITTEE**

**DATE:** March 14, 2022

**DAY:** MONDAY

**TIME:** 1:30 P.M.

**PLACE:** CARL T. LANGFORD BOARD ROOM, ORLANDO INTERNATIONAL AIRPORT, ONE JEFF FUQUA BOULEVARD

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. ANNOUNCEMENTS - Appeal Process**

**The Aviation Authority is subject to federal mask mandates. Federal law requires wearing a mask at all times in and on the airport property. Failure to comply may result in removal and denial of re-entry. Refusing to wear a mask in or on the airport property is a violation of federal law; individuals may be subject to penalties under federal law. Seating at sunshine committee meetings will be limited according to space and social distancing. Attendance is on a first-come, first-served basis.**

*NOTE: If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this Committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal. Any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. Any appeal must be received in writing by the Acting Chief Executive Officer, Mr. Thomas W. Draper, via email [TDraper@goaa.org](mailto:TDraper@goaa.org) with copy to [gail.musselwhite@goaa.org](mailto:gail.musselwhite@goaa.org) by March 21, 2022, by 4:00 p.m. (emails will be accepted during the pandemic COVID-19).*

*For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. The policy, forms, and instructions are available on the Aviation Authority's offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.*

**IV. CONSIDERATION OF MINUTES FOR DECEMBER 13, 2021 and FEBRUARY 14, 2022**

**V. CONSENT AGENDA**

- A. Recommendation to Award Invitation for Bid (IFB) 16-22, Wood Furniture Refurbishment and Repair Services to A&A Unlimited Design, Inc.
- B. Recommendation to Award Purchasing Request for Written Quotation (RFQ) 93544-22, Purchase of One (1) John Deere 6130M Cab Tractor with a Boom Mower through the Utilization of the State of Florida Contract # 25101900-21-STC to Everglades Equipment Group
- C. Recommendation to Approve the Purchase for Renewals of On-Call Support Services and Website Maintenance Onsite Support Services through the Utilization of GSA Contract#: GS-35F-0445Y to EPIC Engineering & Consulting Group, LLC
- D. Recommendation to Award Invitation for Bid (IFB) 93363-22, HVAC Filters and Filter Media Supplies
- E. Recommendation to Award Invitation for Bid (IFB) 93472-22, Miscellaneous Baldor Motors to A&A Electric Motors & Pumps Sales & Service
- F. Recommendation to Award Temporary Staff Extension for Finance Staff through the Utilization of the HGACBuy Interlocal Contract for Cooperative Purchasing ILC No: ILC21-11483, to Robert Half Management Resources

## **CONSENT AGENDA (cont.)**

- G. Recommendation to Award a Single Source Procurement for Purchasing Contract SG-0175, for Airport Operational Readiness Activation and Transition (ORAT) Software and Implementation Support to Citiri, Inc.

## **VI. NEW BUSINESS**

- A. Recommendation to Approve Amendment No. 3, Second Renewal Option for Purchasing Contract 07-18, Tradeport Drive Landscape Maintenance and Irrigation Services with Helping Hand Lawn Care LLC
- B. Recommendation to Approve Amendment No. 2, Contract Adjustment and approval for Year Two Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation
- C. Recommendation to Approve Amendment No. 2, Second Renewal Option for Purchasing Contract 05-18, Airport Runway and Taxiway Painting Services with Hi-Lite Airfield Services, LLC
- D. Recommendation to Approve Amendment No. 1, First Renewal Option for Purchasing Contract 15-19, Shuttle Bus Management Services with SP Plus Transportation an Operating Division of SP Plus Corporation (SP Plus)
- E. Recommendation to Award Request for Written Quotation (RFQ) 93538-22, Purchase of HP Enterprise Nimble Array Storage hardware, software, and support through the Utilization of the State of Florida Alternate Contract Source #43211500-WSCA-15-ACS-E, to High Performance Technologies, LLC

## **VII. INFORMATION SECTION:**

**(No action is required on the item(s). Committee members should feel free to ask questions on the item(s).)**

- A. Revised Memorandum, Small Business Letter and Financial Attachment for the Recommendation to Approve Amendment No. 3, Second Renewal Option for Purchasing Contract 11-17, Creative Services with Appleton Creative, Inc. [From Concessions/Procurement Committee on December 13, 2021, Consent Agenda Item D]\*

\*The attached is a corrected Concessions/Procurement Committee memo showing that the item will go to the Aviation Authority Board for approval instead of approval by the Chief Executive Officer.



**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

TO: Members of the Concessions/Procurement Committee

FROM: Diana Hershner, Senior Purchasing Manager

DATE: March 14, 2022

**ITEM DESCRIPTION**

Recommendation to Approve Amendment No. 1, First Renewal Option for Purchasing Contract 15-19, Shuttle Bus Management Services with SP Plus Transportation an Operating Division of SP Plus Corporation (SP Plus).

**BACKGROUND**

The initial term of the contract was for thirty-six (36) months, which commenced on May 1, 2019, and expires on April 30, 2022, with the Aviation Authority having two (2) options to renew the contract for an additional period of one (1) year each.

This contract requires SP Plus to furnish all labor, supervision, materials, supplies, equipment, tools, and all other items necessary or proper for, or incidental to, performing operation and management services for the Authority's shuttle busses used at Orlando International Airport in accordance with the Contract Documents.

**ISSUES**

First Renewal Option – May 1, 2022 to April 30, 2023.

Contract Adjustment – Addition of routes and drivers for the South Terminal Complex and correction to employee benefits within the fee structure.

Department – Concur with the renewal option and contract adjustment.

Contractor – Based on information known at this time, the contractor has performed satisfactorily during the initial term.

The contract structure includes an Aviation Authority provided reimbursable expense budget and a management fee.

The reimbursable expense budget for this renewal option was adjusted to accommodate three new bus routes to the South Terminal Complex. The adjustment includes additional drivers and adjustments to reimbursable drivers' wages and benefits.

The management fees was adjusted due to increased workers compensations for additional drivers, increased performance bond, recruiting expenses and insurance for increased bus fleet from 49 to 61 buses.

The total not-to-exceed value for the Renewal Option and Contract Adjustment is \$9,989,700.00 for performing shuttle bus operation and management services at the Orlando International Airport.

Payments will be based on actual work performed and approved by Aviation Authority Staff. The Amendment to the Contract shall incorporate all terms and conditions as well as authorized deductions and penalties allowed under the Contract.

This solicitation did include a 17% Minority and Woman Business Enterprise (MWBE) and 1.7% Local Developing Business (LDB) participation goals.

### **FISCAL IMPACT**

The fiscal impact for the second renewal option is a not-to-exceed amount of \$9,989,700.00. Funding will be from the Operations and Maintenance Fund at account code number: 301.414.110.5340007.000.00000. Funds expected to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

### **RECOMMENDED ACTION**

It is respectfully requested that the Concessions/Procurement Committee approve that the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 1, First Renewal Option to Purchasing Contract 15-19, Shuttle Bus Management Services with SP Plus Transportation an Operating Division of SP Plus Corporation; (2) authorize funding in a not-to exceed amount of \$9,989,700.00 from the Operations and Maintenance Funds; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

### Attachments

A – Contract History

B – Small Business Memo

C – Finance Form



**ATTACHMENT "A"**  
**SUMMARY OF CONTRACT HISTORY**  
**15-19, Shuttle Bus Management Services**

CONTRACT	APPROVALS	DESCRIPTION	TERM	DOLLARS
Initial Term	<ul style="list-style-type: none"> <li>•CPC 02/18/2019</li> <li>• Board Approved 3/20/2019, Item "O"</li> </ul>	36 Month Contract Award	05/01/2019 thru 04/30/2022	\$19,359,764.00
Amendment No. 1	<ul style="list-style-type: none"> <li>• Pending CPC 3/14/22</li> </ul>	First Renewal Option	05/01/2022 thru 04/30/2023	\$9,989,700.00
<b>Total Contract Value with all Changes (approved and proposed)</b>				<b>\$29,349,464.00</b>

ATTACHMENT "B"




**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4399

**MEMORANDUM**

To: Members of the Concessions/Procurement Committee

From: Orlando Santiago Pérez, MSEP, C.M., Small Business Compliance Administrator 

Date: March 7, 2022

Re: Recommendation to Approve Amendment No.1 First Renewal Option for Purchasing Contract 15-19, Shuttle Bus Management Services with SP Plus Transportation an Operating Division of SP Plus Corporation (SP Plus).

The initial term of the Contract is for thirty-six (36) months, which commenced on May 1, 2019, and expires April 30, 2022, with the Aviation Authority having two (2) options to renew the Contract for an additional period of one (1) year.

**Issues:**

First Renewal Option – May 1, 2022 to April 30, 2023.

**Fiscal Impact:**

The fiscal impact is a total not-to-exceed amount of \$9,989,700.

This Contract includes a Minority and Women Business Enterprise (MWBE) participation requirement of 17% and Local Developing Business (LDB) participation requirement of 1.7%. The Small Business Development Department certifies that the Contractor is in good standing as it relates to MWBE/LDB participation. Same participation requirements will apply to this amendment.

Should you have questions, you may contact Orlando Santiago at 407-825-7134.

