

**ADDENDUM NO. 103 TO THE AGREEMENT  
DATED JANUARY 31, 2014 BETWEEN  
THE GREATER ORLANDO AVIATION AUTHORITY  
AND SCHENKEL & SHULTZ, INC.**

**Project: FY21 Terminal Tenant Design Support Services for the Concessions Department, Orlando International Airport**

**THIS ADDENDUM** is effective this 1<sup>st</sup> day of October, 2020, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **SCHENKEL & SHULTZ, INC.** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated January 31, 2014, Authority and Consultant entered into an agreement for Consultant to provide **General Consulting Services** at Orlando International and Executive Airports; and

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

**WHEREAS**, the Authority and the Consultant desire to enter into this 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 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 TWENTY-FOUR THOUSAND SEVEN HUNDRED TWENTY AND NO/100 DOLLARS (\$24,720.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$24,720.00</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>\$24,720.00</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. 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.

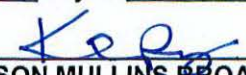
In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan 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 31, 2014 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 this 5<sup>th</sup> day of Oct., 2020.

**GREATER ORLANDO AVIATION AUTHORITY**

By:   
David M. Patterson  
Director of Construction

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this 5 day of Oct., 2020  
By:   
NELSON MULLINS BROAD AND  
CASSEL, Legal Counsel  
Greater Orlando Aviation Authority

**SCHENKEL & SHULTZ, INC**

By:   
Signature (Duly Authorized Representative)  
A. Ernest Straughn, AIA  
Printed Name  
Partner  
Title





Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida, 32827-4392  
(407) 825-2001

# Memorandum

**To:** Members of the Construction Committee

**From:** Tracy Conner Harris, Manager of Concessions

**Date:** September 22, 2020

**Re:** Request for Approval of an Addendum to the General Consulting Services Agreement with Schenkel & Shultz, Inc. for FY21 Terminal Tenant Design Support Services for the Concessions Department at Orlando International Airport.

Consultant's attached proposal, dated August 6, 2020 is to provide continuation of services for GOAA Concessions Departmental Support for Fiscal Year 2021 (October 2020 through September 2021). These services will include design reviews, tenant coordination, technical management following Design Review Committee approvals, technical reviews, verification of design compliance, tenant signage coordination, preparation of exhibits, and coordination with GOAA Concessions Consultant.

If approved, these services would be effective October 1, 2020.

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

Funding is available from previously approved Operations and Maintenance Funds (301.221.220.5310005.000.000000). Funding source verified by *Andrea Harper* of Construction Finance on 9/16/20 as correct and available.

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

NTE Fees	\$24,720.00
NTE Expenses	\$0.00
Lump Sum Fees	\$0.00
TOTAL	\$24,720.00
Reviewed by: <u>          RWBC          </u>	<u>          ZTG          </u>

**Req 87431**

**SCHENKELSHULTZ**  
□□□ ARCHITECTURE □□□

August 6, 2020

Mrs. Tracy Conner Harris  
Manager of Concessions  
Greater Orlando Aviation Authority  
Orlando International Airport  
One Jeff Fuqua Blvd.  
Orlando, FL 32827

RE: Professional Fee Proposal for:  
**GOAA Concessions Departmental Support, October 2020 through September 2021**  
**ORLANDO INTERNATIONAL AIRPORT**

Dear Mrs. Harris:

**SCHENKELSHULTZ** appreciates the opportunity to submit our Fee Proposal for the above referenced task for your consideration. Following discussions with you regarding your needs for the next year for the Concessions Department, we understand the requested scope of work to be outlined as follows:

- Perform design reviews and coordination of Terminal Tenant Design concepts prior to the Design Review Committee (DRC) submittal.
- Assist GOAA Concessions with tenant coordination and technical management following DRC approval for Technical Review Team (TRT) submittals, (not TRT review).
- Perform TRT reviews of Terminal Tenant projects including Architectural for conformance of approvals from DRC.
- Participate in walk-throughs of each tenant build-out space in order to verify compliance with approved design documents.
- Provide temporary tenant signage coordination.
- Prepare Concession Exhibits on an on call basis.
- Assist GOAA Concessions with information coordination for Concessions Consultant for services relating to the North and South Terminal Complexes as it relates to their scope of work. This is includes but is not limited to:
  - Provide any guidance necessary for understanding of Terminal Design Standards as it applies to Retail and Food and Beverage Tenants.
  - Coordinate necessary drawings for conceptual layouts and exhibits as requested.
  - Provide data regarding traffic forecast and flight schedule information necessary for concessions analysis and future demand analysis.



- o Increased tenant design submittal review and guidance.

**SUMMARY OF PROPOSED NOT TO EXCEED PROFESSIONAL FEES & REIMBURSABLE EXPENSES:**

Due to the specific nature of this scope of work, our Fee Proposal does not include any MBE participation. It is our intention to continue to maximize the MWBE/LDB participation to the fullest extent possible in any future task proposals under our General Consultant contract. SCHENKELSHULTZ has based this proposal on a Not to Exceed Fee basis utilizing the hourly rates contained within our General Consultant contract and have summarized our Proposal in the following Fee Table for your consideration:

FIRM	FEE
SCHENKELSHULTZ	\$24,720
Triangle Reprographics - Reimbursable Expenses	\$0
<b>Total</b>	<b>\$24,720</b>
MBE Participation	0%

The proposed SCHENKELSHULTZ professional fees were calculated as follows and are not to exceed:

**SCHENKELSHULTZ Professional Fee Breakdown:**

Task/Position	Program Director I		Senior Project Manager		Total	
	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost
Hourly Rate (\$/Hr.)		\$228		\$134		
Project Management	52	\$11,856	96	\$12,864	148	\$24,720
		\$0	0	\$0	0	\$0
<b>Grand Total</b>	<b>52</b>	<b>\$11,856</b>	<b>96</b>	<b>\$12,864</b>	<b>148</b>	<b>\$24,720</b>

**HOURLY RATES:**

FIRM	POSITION	HOURLY RATE
SCHENKELSHULTZ	Senior Program Director	\$295
SCHENKELSHULTZ	Program Director I	\$228
SCHENKELSHULTZ	Program Director	\$206
SCHENKELSHULTZ	Principal	\$168
SCHENKELSHULTZ	Senior Project Manager	\$134
SCHENKELSHULTZ	Senior Project Manager (field)	\$130
SCHENKELSHULTZ	Project Manager	\$99
SCHENKELSHULTZ	Senior Technician	\$96

Mrs. Tracy Conner Harris  
Fee Proposal, Concessions Departmental Support  
October 2020 – September 2021  
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SCHENKELSHULTZ	Program Coordinator	\$90
SCHENKELSHULTZ	Project Architect	\$83
SCHENKELSHULTZ	Senior Graphics Technician	\$81
SCHENKELSHULTZ	Technician	\$80
SCHENKELSHULTZ	CADD Technician	\$76
SCHENKELSHULTZ	Clerical	\$59

We hope this proposal meets with your approval and as always, I am available to discuss with you or staff any aspect of the information contained herein. SCHENKELSHULTZ remains committed to servicing GOAA with our fullest capabilities. I look forward to hearing from you soon.

Sincerely,

**SCHENKELSHULTZ**



Andrea Rivero

cc: A. Ernest Straughn, AIA

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 SCHENKEL SHULTZ

By:  -11

Print Name: A. Ernest Straughn III

Date: September 09, 2020





**GREATER ORLANDO AVIATION AUTHORITY**

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

**MEMORANDUM**

**To:** Members of the Construction Committee

**From:** Somdat Jiawan, Manager, Small Business Programs (sj)

**Date:** September 22, 2020

**Re:** Request for Approval of an Addendum to the General Consulting Services Agreement with Schenkel & Shultz, Inc. for FY21 Terminal Tenant Design Support Services for the Concessions Department at Orlando International Airport.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the specialized scope of the services to be provided, Schenkel & Shultz, Inc. does not propose small business participation on this Addendum.

Our analysis indicates that Schenkel & Shultz, Inc. is eligible for award of the subject Addendum.



Services Agreement with MSE Group, LLC to provide FY21 Wildlife Hazard Surveys and Related Reports, for the total amount of \$82,336.00, which includes the not-to-exceed fee amount of \$74,236.00, and the not-to-exceed expense amount of \$8,100.00, with funding from previously approved Capital Expenditure Funds.

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH SCHENKEL & SHULTZ, INC. FOR FY21 ON-SITE PLANNING SUPPORT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.

11. Mr. Sorondo presented the memorandum, dated September 22, 2020, along with a proposal from Schenkel & Shultz, Inc., dated September 2, 2020, for FY21 On-Site Planning Support Services, at the Orlando International Airport. The scope is to provide a continuation of On-Site Planning Support and Related Services from October 1, 2020 through March 31, 2021, as further described in the attached proposal.

If approved, these services would be effective October 1, 2020.

The Office of Small Business Development has reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Schenkel & Shultz, Inc. proposes 99.2% MWBE participation on this Addendum.

Upon motion of Mr. Hunt, second by Mr. Callum, vote carried by roll-call with all votes yea, to approve an Addendum to the General Consulting Services Agreement with Schenkel & Shultz, Inc. for FY21 On-Site Planning Support Services, for a total not-to-exceed fee amount of \$201,464.00, with funding from previously approved Operation and Maintenance Funds.

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH SCHENKEL & SHULTZ, INC. FOR FY21 TERMINAL TENANT DESIGN SUPPORT SERVICES FOR THE CONCESSIONS DEPARTMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.

12. Ms. Connor-Harris presented the memorandum, dated September 22, 2020, along with a proposal from Schenkel & Shultz, Inc., dated August 6, 2020, for FY21 Terminal Tenant Design Support Services for the Concessions Department, at the Orlando International Airport. The scope is to provide continuation of services for GOAA Concessions Departmental Support for Fiscal Year 2021 (October 2020 through September 2021). These services will include design reviews, tenant coordination, technical management following Design Review Committee approvals, technical reviews, verification of design compliance, tenant signage coordination, preparation of exhibits, and coordination with GOAA Concessions Consultant.

If approved, these services would be effective October 1, 2020.

The Office of Small Business Development has reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the specialized scope of the services to be provided, Schenkel & Shultz, Inc. does not propose small business participation on this Addendum.

Upon motion of Mr. Callum, second by Ms. Schneider, vote carried by roll-call with all votes yea, to approve an Addendum to the General Consulting Services Agreement with Schenkel & Shultz, Inc. for FY21 Terminal Tenant Design Support Services for the Concessions Department, for a total not-to-exceed fee amount of \$24,720.00, with funding from previously approved Operation and Maintenance Funds. ✓

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ENVIRONMENTAL ENGINEERING SERVICES AGREEMENT WITH TERRACON CONSULTANTS, INC. TO CONDUCT SEMI-ANNUAL MONITORING AND REPORTING OF THE CARGO RD. LANDFILL, AT THE ORLANDO INTERNATIONAL AIRPORT.

13. Mr. Carrington presented the memorandum, dated September 22, 2020, along with a proposal from Terracon Consultants, Inc., dated August 24, 2020, to conduct Semi-Annual Monitoring and reporting of the Cargo Rd. Landfill, at the Orlando International Airport. The scope is to conduct one Semi-Annual groundwater sampling,