

**ADDENDUM NO. 55  
TO THE AGREEMENT DATED AUGUST 3, 2018  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND TERRACON CONSULTANTS, INC.**

**Project: Conduct FY24 Air Permit Compliance Services, Orlando International Airport**

**THIS ADDENDUM** is effective this 1<sup>st</sup> day of October, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **TERRACON CONSULTANTS, INC.** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated August 3, 2018, Authority and Consultant entered into an agreement for Consultant to provide continuing environmental engineering consulting services; 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 **THIRTY-SEVEN THOUSAND FIVE HUNDRED NINETY-FOUR AND NO/100 DOLLARS (\$37,594.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$37,594.00</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>\$37,594.00</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 August 3, 2018 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 day of October 11, 2023.

**GREATER ORLANDO AVIATION AUTHORITY**

By:

  
box SIGN 1V3Q39J4-19WYQPLQ

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

**Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Oct 11, 2023**

  
By: box SIGN 1JBLK51-19WYQPLQ

**NELSON MULLINS BROAD AND  
CASSEL, Legal Counsel  
Greater Orlando Aviation Authority**

**TERRACON CONSULTANTS, INC.**

By:

  
box SIGN 42K22VXW-19W23QXL

Signature (Duly Authorized Rep.)

Mark Mulligan  
Printed Name

Principal  
Title



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**GREATER ORLANDO AVIATION AUTHORITY**

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4392

**MEMORANDUM**

TO: Members of the Procurement Committee

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

DATE: August 29, 2023

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**ITEM DESCRIPTION**

Request for Recommendation to Aviation Authority Board of Approval of an Addendum to the Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. to conduct FY24 Air Permit Compliance Services at Orlando International Airport.

**BACKGROUND**

In 2018, the firms providing Continuing Environmental Engineering Consulting Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On May 16, 2018, the Aviation Authority Board approved a Continuing Environmental Engineering Consulting Services Agreement with the following firms:

- AECOM Technical Services, Inc.
- MSE Group, LLC (*MWBE*)
- Professional Services Industries, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum and hazardous materials incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Orlando International Airport, Orlando Executive Airport, and Other Facilities operated by the Aviation Authority.

The Services may also include, but are not limited to, studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Aviation Authority projects and all other environmental engineering and related professional services which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

## ISSUES

Consultant's proposal, dated August 9, 2023, is to provide FY24 Air Permit Compliance Services at Orlando International Airport.

If approved, these services would be effective October 1, 2023.

## SMALL BUSINESS

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

## ALTERNATIVES

None.

## FISCAL IMPACT

The fiscal impact is \$37,594.00. Funding is from Operations & Maintenance funds, subject to adoption by Aviation Authority Board of FY2024 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 Continuing Environmental Engineering Consulting Services with Terracon Consultants, Inc. for the services contained herein and the amount as shown below:

<b>Not-to-Exceed Fees</b>	<b>\$37,594.00</b>
<b>Lump Sum Fees</b>	<b>\$0.00</b>
<b>Not-to-Exceed Expenses</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$37,594.00</b>
<b>AAC – Compliance Review Date</b>	<i>SJ</i> 08/22/23
<b>AAC – Funding Eligibility Review Date</b>	08/23/23

## ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo

## ATTACHMENT A

## FINANCE FORM

Date:	8/15/2023	Requestor's Extension:	3463
Requestor's Name:	Dan Carrington	Preparer's Extension:	3463
Preparer's Name:	Dan Carrington	Solicitation #:	
Requestor's Department:	Planning	Contract # / Name:	Continuing Environmental Engineering Services
Description:	FY24 Air Permit Compliance Services	Procurement Committee Date:	08/29/23
Vendor:	Terracon Consultants, Inc	Agenda Item #:	

## NON-PROJECT FUNDS: O&amp;M

Account Code Format:	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.000000		\$37,594				
Total Requisition:		\$37,594				
Requisition Number:		94864				
Funding Approver:	Andrea Harper					
OMB Notes:	Subject to Board Budget Approval and Availability of Funds					

Operating Unit	GOAA	
Number	94864	Type Internal Requisition
Description	FY24 PC 8/29/23 T	Status Incomplete
Preparer	Harper, Andrea	
Total	USD	37,594.00

Lines	Source Details	Details	Currency
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Num	Item	Rev	Category	Description	UOM	Quantity
1	ice C		Encumbrance.Ho	air permit compliance	US D	37594

Destination Type	Expense	Source	Supplier
Requester	Wages, Alice M	Supplier	



## GREATER ORLANDO AVIATION AUTHORITY

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

### MEMORANDUM

To: Members of the Procurement Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: August 29, 2023

Re: Request for Recommendation to Aviation Authority Board of Approval of an Addendum to the Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. to conduct FY24 Air Permit Compliance Services at Orlando International Airport.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Terracon Consultants, Inc. proposes 82% MWBE participation on this Addendum.

Our analysis indicates that Terracon Consultants, Inc. is eligible for award of the subject 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) 825-7130

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Recommendation to Aviation Authority Board of Approval of an Addendum to the Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. to conduct FY24 Air Permit Compliance Services 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: \$37,594.00

**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	30,822.00	Actual Result	82.0%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other	_____	Actual Result	0.0%
<b>Total MWBE Participation</b>	<b>30,822.00</b>	<b>Actual Result</b>	<b>82.0%</b>

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

Name: Terracon Consultants, Inc.  
Address: 1675 Lee Road  
City, State, Zip: Winter Park, FL 32789  
Telephone: (407) 740-6110

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

Name: Grove Scientific & Engineering  
Address: 6140 Edgewater Drive  
City, State, Zip: Orlando, FL 32810  
Telephone: 407-298-2282

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

Caucasian Female American  
Work Item(s): Consulting-Air Permit Compliance  
Amount of Subcontract \$30,822.00  
Percent of Prime Contract (%): 82.0%

\* 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)



1675 Lee Road  
Winter Park, FL 32789  
P (407) 740-6110  
**Terracon.com**

August 9, 2023

Greater Orlando Aviation Authority  
5855 Cargo Road  
Orlando, Florida 32827-4399

Attention: Mr. Dan Carrington  
Telephone: 407-825-3463  
Fax: 407-825-4050  
Email: [dcarrington@goaa.org](mailto:dcarrington@goaa.org)

**Proposal for FY24 Air Permit Compliance Services**  
**Orlando International Airport**  
**Orlando, Orange County, Florida**  
**Terracon Proposal No. PH1237826**

Dear Mr. Carrington:

In accordance with your request, Terracon Consultants, Inc. (Terracon) is pleased to present for your review and consideration our proposal to conduct air permit compliance services for the Fiscal Year 2024 (FY24). In order to ensure Greater Orlando Aviation Authority's (GOAA's) compliance with the Florida Department of Environmental Protection (FDEP) air permit requirements, Terracon's sub consultant Grove Scientific and Engineering Company (GSE) recommends the below generally outlined scope of services.

**SCOPE OF SERVICES**

The following tasks are to perform monthly record keeping and prepare an air pollution operating permit analysis to confirm that air permit exemption criteria are being satisfied:

**Task 1 - Monthly record keeping**

- Obtain fuel usage and hourly run time data on engines from client.
- Enter data in monthly record keeping program that complies with air permit requirements and review data.
- Submit monthly file electronically to client.
- Update monthly using data provided by client.

**Task 2 - Prepare an air pollution operating permit exemption analysis**

- Comprehensive review of current and historical diesel fuel usage.
- Confirm GOAA continues to remain under the air permit exemption threshold for both natural gas and facility-wide diesel usage on a monthly basis.
- Interact with GOAA to confirm the status of exemption.

**Task 3 – General Consulting Budget for Large Engine Air Permitting at Terminal C**



## Proposal for Air Permit Compliance Services

Orlando International Airport

August 9, 2023 ■ Terracon Proposal PH1237826



- Provide consulting regarding air permit requirements for the use of large engines that support Terminal C. Currently OUC is an air general permit holder for large engines operated on GOAA's property.

Terracon Professional Services includes project management and review of all documentation, and administrative services.

### SCHEDULE AND COMPENSATION

Terracon is prepared to implement the above generally outlined scope of services immediately upon your notice to proceed. Our estimated cost to complete the project is a not to exceed amount of **\$37,594.00**, consisting of \$0.00 in Reimbursable Expenses and \$37,594.00 in Professional Service Fees. A breakdown of these costs including a summary of the DBE participation may be found on **Attachments A** and **B**, respectively. A copy of the GSE fee schedule is included in **Attachment C**. The executed Truth in Negotiation Certification is provided in **Attachment D**.

### AUTHORIZATION

If this proposal meets with your approval, work may be initiated by issuing an Addendum to the Continuing Environmental Engineering Services Contract dated August 3, 2018.

Terracon appreciates the opportunity to provide this proposal and look forward to working with you on this project. If you should have any questions or comments regarding this proposal, please contact either of the undersigned at 407-740-6110.

Sincerely,

**Terracon Consultants, Inc.**

A handwritten signature in blue ink, appearing to read 'Lydia Wing'.

Lydia Wing  
Senior Geologist

A handwritten signature in blue ink, appearing to read 'Mark Mulligan'.

Mark Mulligan, P.G.  
Office Manager III

Attachment A - Estimated Costs  
Attachment B - MWBE Participation  
Attachment C - Subcontractor Proposal  
Attachment D - Truth In Negotiation Certification

**ATTACHMENT A**  
**ESTIMATED COSTS**

**ATTACHMENT A - ESTIMATED COSTS  
AIR PERMIT COMPLIANCE SERVICES  
ORLANDO INTERNATIONAL AIRPORT  
ORLANDO, ORANGE COUNTY, FLORIDA  
TERRACON PROPOSAL NO. PH1237826  
August 18, 2023**

DESCRIPTION	QTY.	RATE	UNIT	AMOUNT
I. GSE* SCOPE OF SERVICES				
Task 1 - Monthly recordkeeping				
a. GSE Senior Environmental Scientist	252	\$71.00	Per Hour	\$17,892.00
b. GSE Principal	18	\$134.00	Per Hour	\$2,412.00
Subtotal GSE Costs				\$20,304.00
Task 2 - Prepare an air pollution operating permit exemption analysis				
a. GSE Senior Environmental Scientist	25	\$71.00	Per Hour	\$1,775.00
b. GSE Principal	12	\$134.00	Per Hour	\$1,608.00
Subtotal GSE Costs				\$3,383.00
Task 3 - General consulting budget for Large Engine Permit				
a. GSE Senior Environmental Scientist	25	\$71.00	Per Hour	\$1,775.00
b. GSE Principal	40	\$134.00	Per Hour	\$5,360.00
Subtotal GSE Costs				\$7,135.00
II. TERRACON - PROFESSIONAL SERVICES				
a. Senior Engineer	8	\$143.00	Per Hour	\$1,144.00
b. Senior Project Manager	24	\$169.00	Per Hour	\$4,056.00
c. Senior Environmental Technician	16	\$75.00	Per Hour	\$1,200.00
d. Wordprocessing/Clerical	6	\$62.00	Per Hour	\$372.00
Subtotal Terracon Costs				\$6,772.00
TOTAL ESTIMATED PROJECT COSTS				\$37,594.00
Total Professional Service Fee				\$37,594.00
Total reimbursable Fee				\$0.00

\* Grove Scientific & Engineering (GSE) working as a subcontractor to Terracon

**ATTACHMENT B**  
**MWBE PARTICIPATION SCHEDULE**

**ATTACHMENT B**  
**TABLE C-7a DBE PARTICIPATION SCHEDULE**

**AIR PERMIT COMPLIANCE SERVICES**  
**ORLANDO INTERNATIONAL AIRPORT**  
**ORLANDO, ORANGE COUNTY, FLORIDA**  
**TERRACON PROPOSAL NO. PH1237826**  
**August 8, 2023**

<b>Name of Subconsultant</b>	<b>Address</b>	<b>Proposed Scope of Services</b>	<b>FEE</b>	<b>Proposed Participation</b>
Grove Scientific & Engineering	6140 Edgewater Drive, Suite F, Orlando, Florida 32810	Consulting-Air Permit Compliance	\$30,822.00	82%
<b>Total Proposed Participation</b>			\$30,822.00	82%

**ATTACHMENT C**  
**SUBCONTRACTOR FEE SCHEDULE**

**Explore with us**

September 8, 2023



Lydia Wing  
Terracon  
1675 Lee Road  
Winter Park, FL 32789

**RE: Proposal for Permitting Compliance and Monthly Records for 2024**

Dear Lydia:

Grove Scientific & Engineering Company (GSE) has prepared this proposal to provide services and support to your company's ongoing engineering services contract for the Greater Orlando Aviation Authority (GOAA).

**SCOPE OF SERVICES**

**Task 1 – Monthly record keeping**

We propose to:

- Obtain fuel usage and hourly run time data on engines from client
- Enter data in monthly record keeping program that complies with air permit requirements and review data
- Submit monthly file electronically to client
- Update monthly using data provided by client

**Cost Task 1**

252 hours Senior Environmental Scientist @ \$71.00/hr = \$17,892.00

18 hours Principal @ \$134.00/hr = \$2,412.00

Total cost = \$20,304.00

**Task 2 - Prepare an air pollution operating permit analysis to confirm GOAA continues to meet air permit exemption criteria.**

We propose to;

- Comprehensive review of current and historical diesel fuel usage.
- Confirm GOAA continues to remain under the air permit exemption threshold for both natural gas and facility-wide diesel usage on a monthly basis.
- Interact with GOAA to confirm status of exemption.

### **Cost Task 2**

25 hours Senior Environmental Scientist @ \$71.00/hr = \$1,775.00

12 hours Principal @ \$134.00/hr = \$1,608.00

Total Fixed Cost = \$3,383.00

### **Task 3 – General Consulting Budget for Consulting on Air Permit for Large Engines at South Terminal C.**

We propose to;

- Budget for consulting on air permit for large engines to support South Terminal C. This is a general consulting budget to address air permit issues with the large engines that OUC current hold an air general permit for on GOAA's property. Time and materials will be billed against this budget as needed. If an air permit is needed for GOAA a separate proposal will be prepared addressing that scope.

### **Cost Task 3**

25 hours Senior Environmental Scientist @ \$71.00/hr =

\$1,775.00 40 hours Principal @ \$134.00/hr = \$5,360.00

Total Fixed Cost = \$7,135.00

The project costs are summarized below:



### Project Cost Summary Table

<b>1</b>	Sr. Env. Scientist	252	71.00	17,892.00
	Principal	18	134.00	2,412.00
		<b>Subtotal</b>		<b>20,304.00</b>
<b>2</b>	Sr Env. Scientist	25	71.00	1,775.00
	Principal	12	134.00	1,608.00
		<b>Subtotal</b>		<b>3,383.00</b>
<b>3</b>	Sr. Env. Scientist	25	71.00	1,775.00
	Principal	40	134.00	5,360.00
		<b>Subtotal</b>		<b>7,135.00</b>

Please let us know if we can provide any additional information for you regarding this proposal.

Sincerely,  
Grove Scientific & Engineering Company



Sara Greivell,  
President

**ATTACHMENT D**  
**TRUTH IN NEGOTIATION CERTIFICATION**

**Explore with us**

## 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 Terracon Consultants, Inc.

By: 

Print Name: Mark Mulligan

Date: August 8, 2023