

**ADDENDUM NO. 3
TO THE AGREEMENT DATED JANUARY 9, 2024
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND TERRACON CONSULTANTS, INC.**

Project: FY25 Oil/Water Separator Maintenance Services, Orlando International Airport

THIS ADDENDUM is effective this 1st day of October, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Aviation Authority”), and **TERRACON CONSULTANTS, INC.** (“Consultant”).

WITNESSETH:

WHEREAS, by Agreement dated January 9, 2024, Aviation 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 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 FIFTY-TWO THOUSAND EIGHTY-TWO AND 20/100 DOLLARS (\$52,082.20)**, broken down as follows:

Professional Fees:	NTE:	\$14,608.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$37,474.20</u>
 Total:		 \$52,082.20

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.

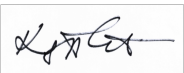
4. Aviation Authority may terminate the Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, 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 9, 2024 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 Sep 19, 2024.

GREATER ORLANDO AVIATION AUTHORITY


By: 
box SIGN 1V3Q39J4-46PK56WW
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 1J8RLK51-46PK56WW
**NELSON MULLINS RILEY AND
SCARBOROUGH, Legal Counsel
Greater Orlando Aviation Authority**

TERRACON CONSULTANTS, INC.

By: 
box SIGN 42K22VXW-46PK56WW
Signature (Duly Authorized Rep.)
Mark Mulligan
Printed Name
Principal
Title



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Keegan O'Brien, P.E., Assistant Vice President of Environmental

DATE: September 3, 2024

ITEM DESCRIPTION

Request for Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Oil/Water Separator (OWS) Maintenance Services at Orlando International Airport.

BACKGROUND

In 2023, the firms providing Continuing Environmental Engineering Consultant Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On December 13, 2023, the Aviation Authority Board approved a Continuing Environmental Engineering Consultant Services Agreement with the following firms:

- CDM Smith
- Montrose Environmental Solutions, Inc.
- Terracon Consultants, Inc.

These no-cost base agreements established the negotiated hourly rates. The services may include, but are 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 material 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 19, 2024, is to provide Oil/Water Separator (OWS) Maintenance Services.

EXHIBIT A

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 Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

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 \$52,082.00. Funding is from Operation 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 Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$14,608.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$37,474.20
TOTAL	\$52,082.20
CRI – Compliance Review Date	DL 8/26/24
CRI – Funding Eligibility Review Date	8/26/24



1675 Lee Road
Winter Park, FL 32789
P (407) 740-6110
F (407) 740-6112
Terracon.com

August 19, 2024

Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827

Attention: Ms. Keegan O'Brien, P.E.
Telephone: 407-713-7080
Email: mary.obrien@goaa.org

Re: Proposal for 2024-2025 Oil/Water Separator Quarterly Maintenance and Compliance
Orlando International Airport
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C57

Dear Ms. O'Brien:

Terracon appreciates the opportunity to provide this proposal to conduct the oil/water separator (OWS) maintenance services at the Orlando International Airport (OIA). Quarterly maintenance of OWS pretreatment devices is required to uphold compliance with the City of Orlando's Fats, Oils and Grease (FOG) Management Program for wastewater discharge. The below described scope of work will include four (4) quarterly maintenance events covering the period through September 30, 2025. The maintenance services at the below noted sites will be performed by Petrotech Southeast, Inc. (Petrotech), of Astatula, Florida. The laboratory analytical testing services will be provided by Southern Research Laboratories, Inc. (SRL) of Altamonte Springs, Florida.

A. SCOPE OF SERVICES

Terracon will perform the quarterly maintenance and compliance reporting activities that will generally consist of the following:

- Motor Pool Facility Wash Rack area: one (1) tank with an approximate 1,200 gallons capacity.
- East Air Rescue Firefighting Facility (ARFF): one (1) tank with an approximate capacity of 1,500 gallons.
- West ARFF: one (1) tank with an approximate capacity of 1,500 gallons.
- Former AMI Leasing facility at Express Street: one (1) tank with an approximate capacity of 1,800 gallons.
- South Terminal Area: four (4) tanks with an approximate capacity of 1,000 gallons each.

Maintenance Services and Compliance Reporting

Maintenance activities include vacuum extraction of oil/water and sludge from the tanks, followed by pressure washing the interior of the tank and cleanout of appurtenances like trench drains and connection piping where accessible. Dependent on the condition of the tank and best management practices the volume of oily water and sludge may vary between maintenance periods. The actual volume removed from each OWS unit will be invoiced with the unit rates shown in **Attachment A** and in accordance with Petrotech's attached fee schedule. Each quarterly OWS maintenance event is anticipated to be completed in two (2) days, with one (1) day scheduled at the North Terminal and one (1) day scheduled at the South Terminal area. GOAA will be provided with a copy of the completed manifests from the waste disposal facility and the City of Orlando FOG Disposal Manifests records.

Waste Characterization

Sludge samples will be collected periodically and as needed for laboratory analyses to conduct waste characterization and maintaining the generator profile with the disposal facility. Laboratory analysis will be conducted by MWBE-certified SRL, in general accordance with their National Environmental Laboratory Accreditation Program approved Quality Assurance Plan, certified by the Florida Department of Health. The analytical suite will be determined based on the site-specific operations at each OWS area. For the purpose of this proposal, it is assumed that up to two (2) sludge samples will be collected for analysis of Toxicity Characteristic Leaching Procedure (TCLP) of metals by US Environmental Protection Agency (EPA) Method 6010, volatiles by EPA Method 8260 and semi-volatiles by EPA Method 8270. Any additional compounds analyzed will be invoiced in accordance with the attached SRL fee schedule.

B. COMPENSATION

Terracon is prepared to implement the above generally outlined scope of services immediately upon your authorization and notice to proceed. Our total estimated cost to complete the project is a Not To Exceed amount of **\$52,082.20**, consisting of \$14,608.00 in Professional Service Fees and \$37,474.20 in Reimbursable Expenses as noted in **Attachment A**. The MWBE participation schedule and copy of the subcontractor estimates are provided in **Attachments B and C**, respectively. The Truth in Negotiation Certification is provided in **Attachment D**.

C. AUTHORIZATION

If this proposal meets with your approval, work may be initiated by sending an Addendum to the Continuing Environmental Engineering Services Contract dated January 8, 2024.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. If you have any questions or comments regarding this proposal or require additional services, please contact our office at 407-740-6110.

Sincerely,

Terracon Consultants, Inc.



Lydia Wing
Senior Geologist



Mark Mulligan, PG
Office Manager III

- Attachment A – Estimated Costs
- Attachment B – DBE Participation Schedule
- Attachment C – Subcontractor Fee Schedule
- Attachment D – Truth in Negotiation Certification

ATTACHMENT A
ESTIMATED COSTS

ATTACHMENT A - ESTIMATED COSTS
2024-2025 QUARTERLY OIL/WATER SEPARATOR MAINTENANCE
ORLANDO INTERNATIONAL AIRPORT
ORLANDO, ORANGE COUNTY, FLORIDA
TERRACON PROPOSAL NO. PH1247C57
August 19, 2024

DESCRIPTION	QTY.	RATE	UNIT	AMOUNT	PSF	RE
QUARTERLY MAINTENANCE EVENTS						
I. OIL/WATER SEPARATORS (Petrotech S.E., Inc.)						
a. Mobilization/Demobilization-Petrotech SE	2	\$ 1,650.00	Per Event	\$ 3,300.00		\$ 3,300.00
b. Motor Pool Wash Rack- Oily Water	900	\$ 0.55	Per Gallon	495.00		\$ 495.00
c. Motor Pool Wash Rack- Oily Sludge	350	\$ 1.25	Per Gallon	437.50		\$ 437.50
d. Eastside Fire Station- Oily Water	11	\$ 0.55	Per Gallon	6.05		\$ 6.05
e. Eastside Fire Station- Oily Sludge	350	\$ 1.25	Per Gallon	437.50		\$ 437.50
f. Westside Fire Station- Oily Water	1100	\$ 0.55	Per Gallon	605.00		\$ 605.00
g. Westside Fire Station- Oily Sludge	350	\$ 1.25	Per Gallon	437.50		\$ 437.50
h. Former AMI Leasing Wash Rack- Oily Water	1100	\$ 0.55	Per Gallon	605.00		\$ 605.00
i. Former AMI Leasing Wash Rack- Oily Sludge	350	\$ 1.25	Per Gallon	437.50		\$ 437.50
j. South Terminal - Oily Water	3000	\$ 0.55	Per Gallon	1,650.00		\$ 1,650.00
k. South Terminal - Oily Sludge	250	\$ 1.25	Per Gallon	312.50		\$ 312.50
Subtotal Oil-Water Separator Maintenance				\$ 8,723.55		
II. PROFESSIONAL SERVICES						
a. Mobilization - Terracon	2	\$ 125.00	Per Event	\$ 250.00		\$ 250.00
b. Senior Project Manager	6	\$ 177.00	Per Hour	\$ 1,062.00	\$ 1,062.00	
c. Project Manager	8	\$ 100.00	Per Hour	800.00	\$ 800.00	
d. Senior Technician	20	\$ 82.00	Per Hour	1,640.00	\$ 1,640.00	
e. Administrative	2	\$ 75.00	Per Hour	150.00	\$ 150.00	
Subtotal Professional Services				\$ 3,902.00		
Subtotal Per Quarterly Event				\$ 12,625.55		
Four Quarterly Maintenance and Reporting Events:	4	\$ 12,625.55	Each	\$ 50,502.20	\$ 14,608.00	\$ 35,894.20
WASTE CHARACTERIZATION						
III. LABORATORY SERVICES (Southern Research Labs)						
Oil/Water Separator Sludge						
a. TCLP Volatiles (EPA 8260)	2	\$ 135.00	Each	\$ 270.00		\$ 270.00
b. TCLP Semi-Volatiles (EPA 8270)	2	\$ 295.00	Each	\$ 590.00		\$ 590.00
c. TCLP Metals 8RCRA (EPA 6010)	2	\$ 165.00	Each	\$ 330.00		\$ 330.00
d. TCLP Extraction (EPA 1311) [1 for each sample referenced above]	6	\$ 65.00	Each	\$ 390.00		\$ 390.00
Subtotal Laboratory Services				\$ 1,580.00	\$ -	\$ 1,580.00
TOTAL ESTIMATED PROJECT COSTS				\$ 52,082.20	\$ 14,608.00	\$ 37,474.20

TOTAL REIMBURSABLE EXPENSES \$ 37,474.20
TOTAL PROFESSIONAL SERVICE FEES \$ 14,608.00
TOTAL ESTIMATED PROJECT COSTS \$ 52,082.20

ATTACHMENT B
DBE PARTICIPATION SCHEDULE

ATTACHMENT B- DBE PARTICIPATION SCHEDULE
2024-2025 QUARTERLY OIL/WATER SEPARATOR MAINTENANCE
ORLANDO INTERNATIONAL AIRPORT
ORLANDO, ORANGE COUNTY, FLORIDA
TERRACON PROPOSAL NO. PH1247C57
August 19, 2024

Name of Subconsultant	Address	Proposed Scope of Services	FEE	Proposed Participation
Southern Research Laboratories, Inc.	279 Douglas Ave, Suite 1110, Altamonte Springs, FL 32714		\$ 1,580.00	3.1%
Total Proposed Participation			\$ 1,580.00	3.1%

ATTACHMENT C
SUBCONTRACTOR FEE SCHEDULE



August 14, 2023

Lydia Wing
Terracon
1675 Lee Rd
Winter Park Fl 32789
407-740-6110

RE: GOAA Vacuum Truck Pricing (FY2025)

Dear Ms. Wing,

Petrotech Southeast, Inc. would like to take this opportunity to thank you for your interest in our services. Per your request, please find our proposal for the services you require.

Description of work: Petrotech Southeast, Inc. proposes to provide a vacuum truck and personnel to remove oily water and sludge from oil water separators at GOAA facilities in Orlando Florida. The non-hazardous waste material will be recycled and/or disposed of according to Florida's Department of Environmental Protection's regulations. All rates are based upon standard working hours 8 AM to 5 PM Monday through Friday.

Product / Service	Unit Type	Unit Price
Vacuum Truck (Portal to Portal)	Per Hour	\$ 155.00
Oily waters	Per gal	\$ 0.55
Solids / Sludge	Per Gal	\$ 1.25
PPE Safety	Per man/day	\$ 40.00
Current fuel rate on truck time only		12.90%

Estimate is for budgetary purpose only actual quantities invoiced. Payment Terms: Net 30 days. All other Petrotech Southeast, Inc. standard terms and conditions shall apply. Any applicable taxes and surcharges shall be invoiced accordingly.

If you have any questions regarding this service agreement, please do not hesitate to call me 813-892-3961.

Best regards,

Jason W. Yates
Vice President

ATTACHMENT D
TRUTH IN NEGOTIATION CERTIFICATION



279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

**PRICING SCHEDULE FY2025
PREPARED FOR : TERRACON**

VOLATILE ORGANIC COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Volatile Organic Halocarbons (VOH)	EPA 8260	\$65.00	\$70.00
BTEX/MTBE (VOA)	EPA 8260	\$55.00	\$60.00
Volatile Organics (8260)	EPA 8260	\$125.00	\$135.00
1,4 Dioxane	EPA 8260SIM (Heated Purge)	\$125.00	\$130.00
Library Search (peaks > 10 ug/l)	EPA 8260 TIC	\$50.00	\$50.00

SEMIVOLATILE COMPOUNDS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Semivolatile Compounds (BNA)	EPA 8270	\$295.00	\$295.00
Polynuclear Aromatic Hydrocarbon Compounds	EPA 8270 SIM	\$110.00	\$125.00
EDB	EPA 8260SIM	\$50.00	\$60.00
Organochlorine Pesticides (Chlorinated)	EPA 8081	\$125.00	\$135.00
Organophosphorus Pesticides	EPA 8141	\$175.00	\$185.00
PCBs	EPA 8082	\$90.00	\$90.00
Chlorophenoxy Herbicides	EPA 8151	\$195.00	\$195.00
FLPRO	FLPRO	\$85.00	\$90.00
Library Search (peaks > 10 ug/l)	EPA 8270 TIC	\$50.00	\$50.00

METALS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Metals by ICP/ICP-MS	EPA 200.7/6010/6020	\$16.00	\$20.00
RCRA 8 Metals	EPA200.7/6010/245.1/7471	\$135.00	\$165.00
Mercury by Cold Vapor	EPA 245.1/7471	\$40.00	\$45.00
Mercury, Low Level	EPA 1631	\$125.00	NA
Laboratory Filtration for Dissolved Metals	SOP	\$10.00	NA

RCRA/WASTE CHARACTERIZATION

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
TCLP Metals, RCRA 8*	EPA 6010/7471	\$165.00	
TCLP Volatiles*	EPA 8260	\$135.00	
TCLP Semivolatiles*	EPA 8270	\$295.00	
TCLP Pesticides*	EPA 8081	\$125.00	
TCLP Herbicides*	EPA 8151	\$195.00	
TCLP/SPLP Extraction	EPA 1311/1312	\$65.00	
ZHE Volatile Extraction	EPA 1311/1312	\$65.00	
Ignitability	EPA 1010	\$75.00	
Flashpoint	ASTM D93	\$75.00	
Corrosivity (pH)	EPA 9056	\$15.00	

*TCLP Extraction Fees not Included.



279 Douglas Ave., Suite 1110
Altamonte Springs, Florida 32714
(407) 522-7100 Fax (407) 522-7043

**PRICING SCHEDULE FY2025
PREPARED FOR : TERRACON**

UST GROUP TESTS

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Table B, 62-777 (KAG)	Various	\$310.00	\$265.00
Table C, 62-777	Various	\$675.00	\$690.00
Virgin Preburn 62-713 (VOH/4 RCRA/FLPRO)	Various	NA	\$250.00
Non Virgin Preburn, 62-713 (VOH/FLPRO/4 RCRA/TOX/PCBs)	Various	NA	\$399.00
MA-EPH/VPH [MA-EPH (Extractable Petroleum)] [MA-VPH (Volatile Petroleum Hydrocarbons)]	Various	NA	\$325.00

GENERAL CHEMISTRY

PARAMETER	EPA/STANDARD METHOD TEST	COST OF ANALYSIS	
		WATER	SOIL/SOLIDS
Alkalinity	EPA 310.1/SM2320B	\$25.00	NA
CBOD	SM5210B	\$50.00	NA
Chloride	EPA 300.0/9053	\$25.00	\$35.00
Hardness	SM 2340C	\$35.00	NA
Hexavalent Chromium	EPA 7196A/SM 3500-CR	\$35.00	\$50.00
Nitrogen, Ammonia	350.1/350.3	\$50.00	\$50.00
Nitrogen, Nitrate	EPA 300.0/SM4500-NO3	\$25.00	\$35.00
Nitrogen, Nitrite	EPA 300.0/SM4500-NO2	\$25.00	\$35.00
Nitrogen, Nitrate+Nitrite	EPA 300.0/SM4500-NO3-NO2	\$50.00	\$35.00
Nitrogen, Total	TKN+NOX	\$65.00	\$85.00
Oil and Grease SGT-HEM	EPA 1664	\$125.00	\$125.00
pH	EPA 150.1/SM4500-H+B	\$15.00	\$15.00
Phenols, Total	420.2	\$95.00	NA
Phosphorus, Ortho	EPA 300.0/EPA 365.3	\$35.00	\$35.00
Phosphorus, Total	EPA 365.3	\$35.00	\$35.00
Residue, Filterable (TDS)	SM 2540C	\$25.00	NA
Residue, Non Filterable (TSS)	EPA 160.1	\$25.00	NA
Sulfate	EPA 300.0/375.4	\$35.00	\$35.00
Sulfide	EPA 376.1/SM 4500-S-F	\$35.00	\$35.00
Total Halogens		\$125.00	\$125.00

MISC CHARGES

ITEM	COST PER SAMPLE
Rush Fee 24 Hr.	200% Surcharge
Rush Fee 48 Hr.	175% Surcharge
Rush Fee 72 Hr.	100% Surcharge
Environmental Impact Fee (per work order)	\$15.00
Sample Disposal Fee (per sample)	\$3.00
Holds OR Cancellations (Per sample)	\$7.00
25g EnCore Sampler (SPLP ZHE)	\$25.00

Prices quoted reflect a 5-10 business day turnaround and include the following service options:

- All necessary sampling containers, coolers, and preservatives.
- Pre printed labels, • Sample kit delivery only
- Data delivery via email.

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terracon Consultants, Inc. -- Agreement No. 202311-CEE1 Continuing Environmental Engineering Consulting Services

<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. \$ Amount</i>
000	000	-	Continuing Environmental Engineering Consulting Services	PSC	11/15/23	12/13/23	01/09/24	\$0.00	\$0.00
001	000	-	FY24 On Call Environmental Engineering Consultant Services	PSC	07/23/24	NA	08/01/24	\$30,000.00	\$30,000.00
Total for Terracon Consultants, Inc. for Agreement No. 202311-CEE1								\$30,000.00	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration 1st Extension 2nd Extension	Current Expiration Date
Continuing Agreement Consultant - Environmental Engineering			
Terracon Consultants, Inc.	01/09/24	Original Dur: 3 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	01/09/27

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
07/23/24		001	000	\$30,000.00	\$30,000.00

ATTACHMENT A

FINANCE FORM

Date:	<u>August 20, 2024</u>	Requestor's Extension:	<u>x3555</u>
Requestor's Name:	<u>Keegan O'Brien</u>	Preparer's Extension:	<u>X2456</u>
Preparer's Name:	<u>Mikey Lima</u>	Solicitation #:	<u>N/A</u>
Requestor's Department:	<u>Environmental</u>	Contract # / Name:	<u>Environmental Engineering Consulting Services</u>
Description:	<u>FY 2025 Oil/Water Separator Quarterly Maintenance and Compliance</u>	Procurement Committee Date:	<u>September 3, 2024</u>
Vendor:	<u>Terracon Consultants, Inc.</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.712.170.5310010.000.00 0000			\$52,082.20			
Total Requisition:			\$52,082.20			
Requisition Number:			97684			
Funding Approver: <i>Andrea Harper</i>						
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
97684	FY25 (Dept.712) Terracon Oil Water S	In Process	20-AUG-2024 11:01:42	USD	52,082.20	Wages, Alice M	<input type="checkbox"/>

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 Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Oil/Water Separator (OWS) Maintenance Services at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Terracon Consultants, Inc. proposes 3% MWBE participation in 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 Recommendation to the Aviation Authority Board for Approval of an Addendum to the Continuing Environmental Engineering Consultant Services Agreement with Terracon Consultants, Inc. for FY25 Oil/Water Separator (OWS) Maintenance Services at the 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	_____
Total MWBE Participation	-	Actual Result	_____

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: \$52,082.20

5. MWBE Goal by Group Representation:

Asian Pacific American	_____	-	Actual Result	<u>0.0%</u>
Asian Subcontinent American	_____	-	Actual Result	<u>0.0%</u>
Black American	<u>1,580.00</u>	_____	Actual Result	<u>3.0%</u>
Caucasian Female American	_____	-	Actual Result	<u>0.0%</u>
Hispanic American	_____	-	Actual Result	<u>0.0%</u>
Native American	_____	-	Actual Result	<u>0.0%</u>
Other	_____	-	Actual Result	<u>0.0%</u>
Total MWBE Participation	<u>1,580.00</u>	Actual Result	<u>3.0%</u>	

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: Southern Research Laboratories, Inc.
Address: 2251 Lynx Lane, Suite 1
City, State, Zip: Orlando, FL 32804
Telephone: (407) 522-7100

6.c. *Identity:

Black American
Work Item(s): Laboratory Services
Amount of Subcontract \$1,580.00
Percent of Prime Contract (%): 3.0%

* 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)



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 Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. (Terracon) at the Orlando International Airport (MCO)

BACKGROUND

On December 13, 2023, the Aviation Authority Board approved Continuing Environmental Consulting Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- CDM Smith, Inc.
- Montrose Environmental Solutions, Inc. (*MWBE*)
- Terracon Consultants, Inc.

The agreements are 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 terms of the agreements shall be for a period of five years.

Services will provide continuing environmental engineering services and related professional services, including 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 facilities.

The Services may also include 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 Authority projects and all other environmental engineering and related professional services which may be required.

A summary of previously-approved addenda, and applicable amendments, with Continuing Environmental Engineering Consulting Services Agreement with Terracon can be provided upon request.

ISSUES

In accordance with 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 Environmental Engineering Consulting Services at MCO, for the total not-to-exceed fees amount of \$30,000, 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, 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. These services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Terracon, and determined that Terracon does not propose any small business participation on this addendum, and certifies that Terracon 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-C].*
- FY 2025 Air Permit Compliance Services and Asbestos Operations and Maintenance (O&M) Monitoring at MCO, for the total not-to-exceed fees amount of \$31,687, which includes the not-to-exceed fees amount of \$31,187 and the not-to-exceed expenses amount of \$500, 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). To ensure compliance with Florida Department of Environmental Protection requirements, Terracon will conduct air permit compliance services and asbestos O&M monitoring. Services will include, but are not limited to, monthly record keeping and preparation of air pollution operating permit analyses to confirm air permit exemption criteria are satisfied; on-call services to include surveillance, supplemental sampling, project monitoring, O&M manual updates and awareness training, as needed. These services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Terracon, and determined that Terracon proposes 87.4% Minority and Women Business Enterprise (MWBE) participation on this addendum, and certifies that Terracon is in good standing as it relates to its small business participation. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-D].*
- FY 2025 Industrial User Discharge Permit (IUDP) Compliance Services at MCO, for the total amount of \$47,438, which includes the not-to-exceed fees amount of \$40,528 and the not-to-exceed expenses amount of \$6,910, 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, wastewater monitoring activities at various lift stations, compliance sampling, analyses and reporting activities as required by the City of Orlando IUDP. These services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Terracon, and determined that Terracon proposes 2.1% Minority and Women Business Enterprise (MWBE) participation on this addendum, and certifies that Terracon is in good standing as it relates to its small business participation. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-F].*
- FY 2025 Oil/Water Separator (OWS) Maintenance and Compliance Pump-Outs at MCO, for the total amount of \$52,082.20, which includes the not-to-exceed fees amount of \$14,608 and the not-to-exceed expenses amount of \$37,474.20, 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, conducting OWS maintenance services and required quarterly maintenance of OWS pre-treatment devices needed to uphold compliance with the City of Orlando's Fats,

Oils and Grease Management Program for wastewater discharge. Quarterly maintenance and compliance reporting activities will occur at various MCO locations such as the Motor Pool Facility wash rack area, East Air Rescue Fire Fighting (ARFF) Facility, West ARFF Facility, the former AMI Leasing Facility at Express Street, and the Terminal C area. These services will be provided from October 1, 2024, through September 30, 2025. The Aviation Authority has reviewed the proposal from Terracon, and determined that Terracon proposes 3% Minority and Women Business Enterprise (MWBE) participation on this addendum, and certifies that Terracon is in good standing as it relates to its small business participation. *[Reference PC Meeting held September 3, 2024, Agenda Item No. 3-A].*

As these addenda will result in an aggregate increase to the Aviation Authority's Agreement with Terracon 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 \$161,207.20. Funding is from Operations and Maintenance 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 Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. as follows: (a) FY 2025 On-Call Environmental Engineering Consulting Services at MCO, for the total not-to-exceed fees amount of \$30,000, with funding from Operations and Maintenance Funds; (b) FY 2025 Air Permit Compliance Services and Asbestos O&M Monitoring at MCO, for the total not-to-exceed fees amount of \$31,687, which includes the not-to-exceed fees amount of \$31,187 and the not-to-exceed expenses amount of \$500, with funding from Operations and Maintenance Funds; (c) FY 2025 IUDP Compliance Services at MCO, for the total amount of \$47,438, which includes the not-to-exceed fees amount of \$40,528 and the not-to-exceed expenses amount of \$6,910, with funding from Operations and Maintenance Funds; and, (d) FY 2025 OWS Maintenance and Compliance Pump-Outs at MCO, for the total amount of \$52,082.20, which includes the not-to-exceed fees amount of \$14,608 and the not-to-exceed expenses amount of \$37,474.20, with funding from Operations and Maintenance Funds; and, (2) authorize the Chief Executive Officer or an Aviation Authority Officer to execute the necessary documents following satisfactory review by legal counsel.