

**ADDENDUM NO. 5
TO THE AGREEMENT DATED JANUARY 9, 2024
BETWEEN GREATER ORLANDO AVIATION AUTHORITY
AND TERRACON CONSULTANTS, INC.**

Project: FY25 Air Permit Compliance Services and Asbestos Operations & Maintenance Monitoring, 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 THIRTY-ONE THOUSAND SIX HUNDRED EIGHTY-SEVEN AND NO/100 DOLLARS (\$31,687.00)**, broken down as follows:

Professional Fees:	NTE:	\$31,187.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$500.00</u>
Total:		\$31,687.00

- 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 1V3Q39J4-46PK56KQ
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** 1J8RLK51-46PK56KQ
**NELSON MULLINS RILEY AND
SCARBOROUGH, Legal Counsel
Greater Orlando Aviation Authority**

TERRACON CONSULTANTS, INC.

By: 
box SIGN 42K22VXW-46PK56KQ
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 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring 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.

EXHIBIT A

ISSUES

Consultant’s proposal, dated August 19, 2024, is to provide Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring.

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 \$31,687.00. 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	\$31,187.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$500.00
TOTAL	\$31,687.00
CRI – Compliance Review Date	DL 8/27/24
CRI – Funding Eligibility Review Date	8/27/24



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

August 23, 2024

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

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

Re: Proposal for FY25 Air Monitoring Services
Orlando International Airport
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C55r1

Dear Ms. O'Brien:

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 and Asbestos Operations & Maintenance (O&M) monitoring for the Fiscal Year 2025 (FY25). 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) will provide the below generally selected scope of services for Air Permitting. Asbestos O&M services will be conducted by RL Reed & Associates, Inc. (RL Reed) and will include on-call services that may include periodic surveillance, supplemental sampling, project monitoring services, operations and maintenance manual update, and/or awareness training as needed.

SCOPE OF SERVICES: AIR PERMITTING

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.

Supplemental air permit tasks such as consulting regarding Terminal C support engines can be provided under separate cover when needed.

SCOPE OF SERVICES: ASBESTOS O&M

Asbestos O&M services will be provided on an on-call basis as needed and may include the following tasks:

Periodic Surveillance

- Verification of the presence and condition of reported asbestos containing materials (ACM), noting any deviations from the existing records, such as listed materials which are no longer present

Supplemental Sampling

- Sampling and analysis of any suspect ACM identified during the periodic surveillance that was not listed in the existing records.
- Homogeneous areas (HAs) will be identified along with the friability of the material and location on a chain-of-custody form and the samples will be transported to a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory for bulk sample analysis.
- Samples will be analyzed for the presence of asbestos fibers using Polarized Light Microscopy (PLM) in accordance with Environmental Protection Agency (EPA) Method 600/R-93/116.

Operations and Maintenance Manual Update

- Updating the existing O&M Program and Procedural Manual to reflect the results of the site verification and any supplemental sampling.
- Providing support to GOAA by providing annual notifications to tenants, custodial and employees regarding asbestos containing materials.

Awareness Training

If needed, RL Reed may provide training to supply the employees with an overview of the total asbestos program.

- Topics to be covered at the awareness training seminar generally include the two-hour Asbestos Hazard Emergency Response Act (AHERA) criteria at 40 Code of Federal Regulation (CFR) 763.
- Additional topics specific to the O&M Program can be addressed and sufficient time allocated for discussion.

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 on an on-call basis immediately upon your notice to proceed.

Terracon is prepared to implement the above generally outlined scope of services on an as-needed basis for a not to exceed amount of **\$31,687.00**. A breakdown of the estimated costs including the DBE participation may be found on **Attachments A** and **B**, respectively. A copy of the Terracon's contract unit fee rates and subcontractor fee schedules is provided 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 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, P.G.
Office Manager III

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

ATTACHMENT A
ESTIMATED COSTS

ATTACHMENT A - ESTIMATED COSTS
Proposal for Air Monitoring Services FY2025
Orlando International Airport
PROPOSAL NO. PH1247C55r2

	QTY.	RATE	UNIT	AMOUNT
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I. REIMBURSABLE EXPENSES

a. Estimated Reimbursable ACM Testing Expenses (RL Reed)	1	\$ 750.00	Each	\$ 500.00
Subtotal Reimbursable Expenses				\$ 500.00

II. PROFESSIONAL SERVICE FEES

TERRACON

a. QC Reviewer		\$ 220.00	Per Hour	
b. Senior Engineer		\$ 162.00	Per Hour	
c. Senior Project Manager		\$ 177.00	Per Hour	
d. CADD Designer		\$ 82.00	Per Hour	\$ 4,000.00
e. Senior Environmental Technician		\$ 75.00	Per Hour	
f. Senior CADD Designer		\$ 97.00	Per Hour	
g. Senior Administrative Assistant		\$ 102.00	Per Hour	
Subtotal Professional Services - Terracon				\$ 4,000.00

GROVE SCIENTIFIC & ENGINEERING (MWBE)

a. Principal		\$ 134.00	Per Hour	
b. Senior Environmental Scientist		\$ 71.00	Per Hour	\$ 23,687.00
Subtotal Professional Services - Grove				\$ 23,687.00

RL REED & ASSOCIATES (MWBE)

a. Project Professional		\$ 103.00	Per Hour	
b. Field Tech/Air Monitor		\$ 47.00	Per Hour	
c. CAD		\$ 47.00	Per Hour	\$ 3,500.00
d. Admin. Support		\$ 36.00	Per Hour	
e. Licensed Asbestos Consultants (LAC)		\$ 125.00	Per Hour	
f. Certified Industrial Hygienist		\$ 130.00	Per Hour	
Subtotal Professional Services - RL Reed				\$ 3,500.00

				\$ 500.00
Total Reimbursable Expenses				\$ 500.00
Total Professional Service Fees				\$ 31,187.00
TOTAL ESTIMATED PROJECT COSTS				\$ 31,687.00

ATTACHMENT B
DBE PARTICIPATION SCHEDULE

ATTACHMENT B - DBE PARTICIPATION SCHEDULE

**Proposal for Air Monitoring Services 2025
Orlando International Airport
Orlando, Orange County, Florida
Terracon Proposal No. PH1247C55**

Name of Subconsultant	Address	Proposed Scope of Services	FEE	Proposed Participation
Grove Scientific & Engineering	6140 Edgewater Drive, Suite F, Orlando, FL 32810	Air Permitting	\$ 23,687.00	74.8%
RL Reed & Associates	8901 Valencia Gardens Drive, orlando, FL 32825	Asbestos Monitoring	\$ 4,000.00	12.6%
Total Proposed Participation			\$ 27,687.00	87.4%

ATTACHMENT C
TERRACON AND SUBCONTRACTOR FEE SCHEDULES

Appendix A - Consultant's Compensation Schedule

<i>Office</i>	<i>Position</i>	<i>Hourly Rate</i>	<i>Effective</i>	<i>Renog. Date</i>	<i>Comments</i>
<u>Terracon Consultants, Inc.</u>					
HOME	Administrative	\$75.00	01/05/24	01/05/25	
HOME	CADD Designer	\$82.00	01/05/24	01/05/25	
HOME	CADD Designer	\$65.00	07/11/18	07/11/19	
HOME	Clerical	\$62.00	07/11/18	07/11/19	
HOME	Engineer	\$89.00	01/05/24	01/05/25	
HOME	Engineer	\$96.00	07/11/18	07/11/19	
HOME	Environmental Scientist	\$92.00	01/05/24	01/05/25	
HOME	Field Geologist	\$118.00	01/05/24	01/05/25	
HOME	Field Scientist	\$73.00	01/05/24	01/05/25	
HOME	Multiplier	\$2.95	01/05/24	01/05/25	
HOME	Multiplier	\$2.93	07/11/18	07/11/19	
HOME	Principal	\$251.00	01/05/24	01/05/25	
HOME	Principal	\$247.00	07/11/18	07/11/19	
HOME	Project Archaeologist	\$81.00	01/05/24	01/05/25	
HOME	Project Assistant	\$80.00	01/05/24	01/05/25	
HOME	Project Manager	\$100.00	01/05/24	01/05/25	
HOME	QC Reviewer	\$220.00	01/05/24	01/05/25	
HOME	QC Reviewer	\$192.00	07/11/18	07/11/19	
HOME	Senior Administrative Asst	\$102.00	01/05/24	01/05/25	
HOME	Senior CADD Designer	\$97.00	07/11/18	07/11/19	
HOME	Senior Engineer	\$162.00	01/05/24	01/05/25	
HOME	Senior Engineer	\$143.00	07/11/18	07/11/19	
HOME	Senior Environmental Technician	\$75.00	07/11/18	07/11/19	
HOME	Senior Project Manager	\$177.00	01/05/24	01/05/25	
HOME	Senior Project Manager	\$169.00	07/11/18	07/11/19	
HOME	Senior Scientist	\$157.00	01/05/24	01/05/25	
HOME	Senior Technician	\$82.00	01/05/24	01/05/25	

August 9, 2024



Lydia Wing
Terracon
1675 Lee Road
Winter Park, FL 32789

RE: Proposal for Permitting Compliance and Monthly Records for 2025

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:

Task 3 not included in this proposal.
 Task 1 \$20,304 plus
 Task 2 \$3,383 for a Total of
 \$23,687.00



Project Cost Summary Table

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

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

Sincerely,
 Grove Scientific & Engineering Company

Sara Greivell,
 President

**Labor**

Project Professional	\$103.00/hr	
Field Tech/Air Monitor	\$50.00/hr	\$47/hr
CAD	\$47.00/hr	
Admin. Support	\$36.00/hr	
Licensed Asbestos Consultant (LAC)	\$125.00/hr	
Certified Industrial Hygienist (CIH)	\$130.00/hr	

Expenses

Mileage	\$0.57/mi
Fed Ex	\$25.00

Lab, Equipment, Sub-Contractor Expenses

Air-O-Cell Sporetrap	\$65.00
Anderson Microbial Samples (fungi OR bacteria)	\$65.00
Microbial Tape/Bulk (Fungi)	\$65.00
PLM rush turnaround (per layer)	\$26.25
PLMs	\$15.75
PCM	\$12.60
Lead soil, paint chip, 24 hr TAT	\$30.00
IAQ Q-Trak Plus Monitors	\$255.00/day
IAQRAE Monitor with PID	\$255.00/day
TVA 1000 PID/FID	\$225.00/day
RCRA Metals by ICAP	\$100.00 ea
Metals by ICAP (except mercury)	\$15.00
Mercury by cold vapor	\$35.00
PM 10	\$120.00/ea
Total VOC (mini can)	\$450/ea
Bulk Dust Allergen (4 allergens analyzed per sample)	\$50.00
Thermal Imaging Camera	\$100.00/day
Microbial Bulk Wipe (Fungi AND Bacteria)	\$60.00
Microbial Microvacuum by Weight	\$60.00
Formaldehyde Samples (Badge)	\$50.00
Formaldehyde Samples (Tube)	\$79.00
Nuisance dust	\$20.00
PEM sampler rental	\$40.00
4 PCH (4-Phenylcyclohexene)	\$150.00
Tenax Tube (for 4 PCH)	\$20.00

ATTACHMENT D
TRUTH IN NEGOTIATION CERTIFICATION

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 23, 2024

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 Air Permit Compliance Services and Asbestos Operations & Monitoring</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			\$31,687.00			
Total Requisition:			\$31,687.00			
Requisition Number:			97682			
Funding Approver: <i>Andres Harper</i>						
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer
97682	FY25 (Dept. 712) Terr	In Process	20-AUG-2024 10:58:1	USD	31,687.00	Wages, Alice M

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 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring 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 87.4% 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 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring 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: \$31,687.00

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	27,687.00	Actual Result	87.4%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other	-	Actual Result	0.0%
Total MWBE Participation	27,687.00	Actual Result	87.4%

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: Please see attached
 Address: _____
 City, State, Zip: _____
 Telephone: _____

6.c. *Identity:

Work Item(s): _____
 Amount of Subcontract _____
 Percent of Prime Contract (%): _____

* 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)

MWBE Subcontractor/Subconsultant Certification

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 Air Permit Compliance Services and Asbestos Operations & Maintenance (O&M) Monitoring at the Orlando International Airport

Prime Firm: Terracon Consultants, Inc.

Addendum Amount: \$31,687.00

Company Name Grove Scientific & Engineering
Address 6140 Edgewater Drive
City, State, Zip Orlando, FL 32810
Phone 407-298-2282
Identity Caucasian Female American
Work Item Air Permitting
Amount of Subcontract \$23,687.00
Percentage 74.8%

RL Reed & Associates, Inc.
8901 Valencia Gardens Drive
Orlando, FL 32825
321-303-9033
Caucasian Female American
Asbestos Monitoring
4,000.00
12.6%

Company Name _____
Address _____
City, State, Zip _____
Phone _____
Identity _____
Work Item _____
Amount of Subcontract _____
Percentage _____

Company Name _____
Address _____
City, State, Zip _____
Phone _____
Identity _____
Work Item _____
Amount of Subcontract _____
Percentage _____

Company Name _____
Address _____
City, State, Zip _____
Phone _____
Identity _____
Work Item _____
Amount of Subcontract _____
Percentage _____

\$27,687.00 87.4%
\$31,687.00



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.