

**AMENDMENT 2 to ADDENDUM NO. 6  
TO THE AGREEMENT DATED MAY 14, 2021  
BETWEEN GREATER ORLANDO AVIATION AUTHORITY  
AND VANASSE HANGEN BRUSTLIN, INC.**

**Project: Additional Mud Lake Conservation Easement Release  
Permitting Assistance, Orlando International Airport**

**THIS AMENDMENT** is effective this 12<sup>th</sup> day of March, 2024, by and between the **GREATER ORLANDO AVIATION AUTHORITY** (“Aviation Authority”), and **VANASSE HANGEN BRUSTLIN, INC.** (“Consultant”).

**WITNESSETH:**

**WHEREAS**, by Agreement dated May 14, 2021, Aviation Authority and Consultant entered into an agreement for Consultant to provide Continuing Environmental 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 Amendment 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 ONE HUNDRED TEN THOUSAND THREE HUNDRED FORTY-FOUR AND NO/100 DOLLARS (\$110,344.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$84,644.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$25,700.00</u></b>
<b>Total:</b>		<b>\$110,344.00</b>

3. Except as expressly modified in this Amendment, the Agreement dated May 14, 2021 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 Mar 18, 2024.

**GREATER ORLANDO AVIATION AUTHORITY**

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Mar 18, 2024

*Karen Ryan*

By: boxSIGN 1J8RLK51-1X3PKP38

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

*Max Marble*

boxSIGN 4W88Q9ZJ-1X3PKP38

By: \_\_\_\_\_  
Max Marble  
Sr. Vice President, Capital Programs

**VANASSE HANGEN BRUSTLIN, INC.**

*Fabricio Ponce*

boxSIGN 15XP9V72-1X3PKP38

By: \_\_\_\_\_  
Signature (Duly Authorized Rep.)  
Fabricio Ponce  
\_\_\_\_\_  
Printed Name  
Managing Director - Atlanta  
\_\_\_\_\_  
Title



**CCM HANDOUT**  
**3/12/2024**  
**Item IV-F**  
**Revised Memo**

# Memorandum

**To: Members of the Construction Committee**

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

**Date: March 12, 2024**

**Re: Request for Approval of an Amendment to Addendum No. 06 to the Continuing Environmental Services Agreement with Vanasse Hangen Brustlin, Inc. for Additional Mud Lake Conservation Easement Release Permitting Assistance, W-00468 Mud Lake Conservation Release Orlando International Airport**

On 05/31/2022, the Construction Committee approved Addendum No. 06 in the amount of \$85,115.00 to the above-referenced agreement. On 11/7/2023, the Construction Committee approved an Amendment to Addendum No. 6 in the amount of \$40,000 to the above referenced agreement. Since that time, it has been discovered that additional permitting efforts are needed such as meetings, site visits, and data collection as furthered described in Consultant's proposal, dated February 16, 2024. If approved, these services would be effective the date of Construction Committee approval.

This continuing consultant was selected for this task based on (☑ all that apply):

Experience                       Available Personnel                       Current Workload  
 Expertise                               Equitable Distribution                       Other: \_\_\_\_\_

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

Funding is from CIR 00561 – FY23 Master Stormwater Planning 308.711.170.5660003.000.501483. Funding source verified by Melvin Martinez of Construction Finance on 03 / 08 / 24 as correct and available.

It is respectfully requested that the Construction Committee approve an Amendment to Addendum No. 06 to the Continuing Environmental Services Agreement with Vanasse Hangen Brustlin, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$84,644.00
Lump Sum Fees	0.00
Not to Exceed Expenses	\$25,700.00
<b>TOTAL</b>	<b>\$110,344.00</b>
AAC – Compliance Review Date	<i>Jm</i> 3/6/2024
AAC – Funding Eligibility Review Date	<i>Jm</i> 3/6/2024



February 16, 2024

Mr. Brad Friel  
Greater Orlando Aviation Authority  
Orlando International Airport  
5850-B Cargo Road  
Orlando, Florida 32827-4399

**RE: Contract Budget Increase  
Addendum No. 6 to Continuing Environmental Consulting Services Agreement**

Dear Mr. Friel:

VHB has been assisting the Authority with the Mud Lake conservation easement release activities through the addendum referenced above which was executed on May 31, 2022, and an amendment authorized on November 7, 2023. The scope of work included an evaluation of the proposed release area and its associated mitigation credits. The scope also includes the development of the release justification and preliminary meetings with the regulatory agencies (South Florida Water Management District (SFWMD) and a US Army Corps of Engineers (Corps).

The preliminary tasks associated with the addendum have been completed and additional work to draft and submit the permit application packages to the regulatory agencies has also occurred. As a result of permitting agency meetings and permit application submission, the SFWMD has requested additional meetings and analyses in order to process the application. VHB estimates that this effort will require approximately \$85,144 in fees for VHB and \$25,200 in subconsultant fees for DeLisi, Inc. The approximate breakdown of these fees is outlined in the attached Exhibit B.

At the time of the addendum, it was known that an amendment to prepare and process the permit modification application would be provided following the initial agency meetings. As such, we respectfully request a contract amendment for a budget increase to our addendum/(PO No. 94768) in the amount of \$110,344 to cover this effort.

Thank you for your consideration and please don't hesitate to contact me if you have any questions.

Most respectfully provided,

VANASSE HANGEN BRUSTLIN, INC.

A handwritten signature in blue ink that reads "Gary M. Serviss".

Gary M. Serviss  
Southeast Region Environmental Services Leader

225 E. Robinson Street, Suite 300  
Landmark Center Two  
Orlando, Florida 32801  
P 407.839.4006  
F 407.839.4008

**Engineers | Scientists | Planners | Designers**

# VHB

## EXHIBIT B

### GREATER ORLANDO AVIATION AUTHORITY Mud Lake CE Release Permitting

#### Staffing Hour Estimate

WORK TASK

2024										2025		
MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
T1	T1	T1	T1	T1	T1	T1	T1	T1	T1	T1	T1	T1

ROLE	FIRM	INDIVIDUAL*	2024										2025			
			MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	
Principal in Charge	VHB	M. Lamb		1					1							
Sr. Project Manager	VHB	G. Serviss	3	3	2	2	2	2	2	2	2	2	2	2	2	2
Sr. Project Manager	VHB	S. Ruby Julien	16	16	16	16	16	16	16	12	12	10	10	8	8	8
Senior Scientist	VHB	C. Smith	16	16	12	12	12	12	8	4	4	4	4	4	4	4
Environmental Specialist IV	VHB	M. Wielenga	16	16	8	8	8	8	4	4	4	2	2	2	2	2
Sr. GIS Professional	VHB	S. Osiecki	2	1	1	1	1	1	1	1	1	1	1	1	1	1
Project Administrator	VHB	D. Miles	2	2	2	2	2	2	2	2	2	2	1	1	2	2
<b>TOTAL STAFF HOURS</b>			<b>55</b>	<b>55</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>42</b>	<b>33</b>	<b>25</b>	<b>25</b>	<b>21</b>	<b>19</b>	<b>18</b>	<b>18</b>

\*It is anticipated the above named personnel will be utilized in the accomplishment of this assignment. However, as the assignment is actually being accomplished, it may become necessary to supplement or change personnel in the best interest of completing the project.

# VHB

## EXHIBIT B

### Greater Orlando Aviation Authority Mud Lake CE Release Permitting

#### Staffing Cost Estimate

	Role	Firm	Total Hours	Hourly Rate	Total Fee
	Principal in Charge	VHB	2	\$422.00	\$844.00
	Sr. Project Manager	VHB	200	\$241.00	\$48,200.00
	Senior Scientist II	VHB	112	\$188.00	\$21,056.00
	Environmental Specialist IV	VHB	84	\$123.00	\$10,332.00
	GIS Manager	VHB	12	\$165.00	\$1,980.00
	Project Administrator	VHB	24	\$93.00	\$2,232.00
			<b>434</b>		<b>\$84,644.00</b>

**NTE FEES TOTAL** **\$84,644.00**

**SPECIALTY CONSULTANTS NTE EXPENSES:** **\$25,200.00**

**REIMBURSABLE NTE EXPENSES:** **\$500.00**

**TOTAL:** **\$110,344.00**

VHB

EXHIBIT B  
Greater Orlando Aviation Authority  
Mud Lake CE Release Permitting  
Breakdown of Fixed Fees

Permitting on GOAA Properties

Position:	Principal in Charge		Sr. Project Manager		Senior Scientist II		Environmental Specialist IV		GIS Manager		Project Administrator		Director of Water Resources		Senior Project Engineer		Project Engineer		Total		
	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Avg. Hourly Rate
Rate (\$/Hour):	\$422.00		\$241.00		\$188.00		\$123.00		\$165.00		\$93.00		\$229.00		\$171.00		\$163.00				
<b>Tasks</b>																					
1. Permit Processing	2	\$844.00	200	\$48,200.00	112	\$21,056.00	84	\$10,332.00	12	\$1,980.00	24	\$2,232.00	0	\$0.00	0	\$0.00	0	\$0.00	434	\$84,644.00	\$195
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
Sub-Total	2	\$844.00	200	\$48,200.00	112	\$21,056.00	84	\$10,332.00	12	\$1,980.00	24	\$2,232.00	0	\$0.00	0	\$0.00	0	\$0.00	434	\$84,644.00	
<b>Not-To-Exceed Expenses (company name)</b>																				\$500.00	
<b>Not-To-Exceed Expenses (subconsultant)</b>																				\$25,200.00	
<b>TOTAL NOT-TO-EXCEED FEE</b>																					
	2	\$844.00	200	\$48,200.00	112	\$21,056.00	84	\$10,332.00	12	\$1,980.00	24.0	\$2,232.00	0	\$0.00	0	\$0.00	0	\$0.00	434	\$110,344.00	

<b>Expense Breakdown</b>									
Reproduction									
8 1/2 x 11 B&W Copies		Copies @	\$0.10	=	\$0.00				
8 1/2 x 11 Color Copies		Copies @	\$1.50	=	\$0.00				
11 x 17 Color Copies		Copies @	\$2.50	=	\$0.00				
24x36 Blueprints	0	Copies @	\$9.00	=	\$0.00		Sub-Total Reproduction		\$0.00
Field Vehicles	10	Days @	\$50.00	=	\$500.00				\$500.00
Postage		Reports @	\$5.00	per letter =	\$0.00				\$ -
Delivery service	0	trips @	\$	per trip =			Sub-Total Misc		\$500.00
<b>TOTAL EXPENSES</b>									
									\$500.00

# VHB

## EXHIBIT B

### GREATER ORLANDO AVIATION AUTHORITY

*Mud Lake CE Release Permitting*

#### Subconsultants

	Task 1	Task 2	Task 3	Task 4	Total
DeLisi, Inc.	25,200.00				\$25,200.00
<b>TOTAL FEE</b>	<b>\$25,200.00</b>	<b>\$0.00</b>			<b>\$25,200.00</b>



Date: 1/23/24 and **Professional Services Agreement Between DeLisi, Inc. (Consultant)**  
**VHB (Client/Owner).**

**Client/Owner Information:**  
 Client: VHB  
 Contact Person: Gary M. Serviss, LEED AP  
 Street Address: 301 North Cattlemen Rd, Suite 105 Phone: 941-256-7151  
 City/State/Zip: Sarasota, FL 34232-6429 Fax: \_\_\_\_\_  
 Email Address: gserviss@vhb.com Cell: \_\_\_\_\_

**Project Information:**  
 Project Name: Orlando International Airport CE Release - Amendment  
 Project Description & STRAP Numbers: \_\_\_\_\_  
 Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_

**Consultant Information:**  
 Project Manager: Daniel DeLisi, AICP

**Fee and Type:**

<input checked="" type="checkbox"/>	<b>Time and Materials:</b> <i>Based on Rate Schedule in effect at the time service is rendered.</i> Estimated Fee Total: <u>\$25,200</u>
<input type="checkbox"/>	<b>Lump Sum:</b> <i>Not-to-Exceed Fixed Fee Based on the Rate Schedule in effect at the time service is rendered.</i> Fixed Fee Total: _____
<input type="checkbox"/>	<b>Retainer Fee:</b> <i>*Retainer Fee to be paid at the time of contract execution.</i> Retainer Fee Total _____
<b>Total Fees:</b> <u>\$ 25,200</u>	

**Scope of Service (Limited to the following):**

**Task 1: Communication with SFWMD:** DeLisi, Inc. will assist the staff at the Greater Orlando Aviation Authority (GOAA) in communicating with State regulatory agencies, including the South Florida Water Management District (SFWMD) on issues pertaining to conservation easements and wetland permitting. DeLisi will assist through advising on approach and strategy, coordinating with the project team, scheduling and attendance of meetings with SFWMD staff and general communication with ERP reviewers. Fee: \$225/hr., Est. 112Hours, \$25,200

**CLIENT/OWNER AUTHORIZATION:**  
 I warrant and represent that I am authorized to enter into this contract for professional services and hereby authorize the performance of the above referenced "Scope of Services" and agree to pay the charges resulting there from as identified in the "Fee and Type" Section above. I have read, understand and agree to the Standard Business Terms and Conditions, including Limitation of Liability, printed on Page 2 of this Contract.

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Typed Name & Title:** \_\_\_\_\_  
**Company Name:** VHB

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 Vanasse Hangen Brustlin, Inc.

By: 

Print Name: Gary M. Serviss

Date: February 26, 2024

**ATTACHMENT A**

**FINANCE FORM**

<b>Date:</b>	<u>2/26/2024</u>	<b>CCM / PC:</b>	<u>CCM</u>
<b>Requestor's Name:</b>	<u>Keegan O'Brien</u>	<b>Requestor's Extension:</b>	<u>3555</u>
<b>Form Preparer's Name:</b>	<u>Keegan O'Brien</u>	<b>Preparer's Extension:</b>	<u>3555</u>
<b>Requestor's Department:</b>	<u>Planning and Environmental</u>	<b>Purchasing Solicitation #:</b>	<u>N/A</u>
<b>Description:</b>	<u>Additional Mud Lake Conservation Easement Release Permitting Assistance</u>	<b>Committee Date:</b>	<u>3/12/2024</u>
<b>Vendor:</b>	<u>Vanasse Hangen Brustlin, Inc.</u>	<b>Committee Agenda Item #:</b>	<u></u>

**NON-PROJECT FUNDS: O&M, CAPEX, OEA REVENUE FUNDS**

<b>Account Code Format:</b> xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	<b>FY 24 Amount</b>	<b>FY25 Amount</b>	<b>FY26 Amount</b>	<b>FY27 Amount</b>	<b>FY28 Amount</b>	<b>TOTAL CONTRACT</b>
308.711.170.5660003.000.501483						
<b>Total Requisition:</b>	\$110,344.00					
<b>Requisition Number:</b>	96430					
<b>Funding Approver:</b>						
<b>OMB Notes:</b>						

## **MEMORANDUM**

**TO:** Members of the Construction Committee

**FROM:** Edelis Molina, Manager Small Business Programs

**DATE:** March 12, 2024

**RE:** Request for Approval of an Amendment to Addendum No. 06 to the Continuing Environmental Services Agreement with Vanasse Hangen Brustlin, Inc. for Additional Mud Lake Conservation Easement Release Permitting Assistance, W-00468 Mud Lake Conservation Release Orlando International Airport

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

Our analysis indicates that Vanasse Hangen Brustlin, Inc. is eligible for award of the subject amendment.