On **TUESDAY, JANUARY 30, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present:
Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Gary Hunt, Vice President, Facilities
Tricia Cottman, Vice President, Risk Management
Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Dan Gerber, Legal Counsel (Rumberger, Kirk, & Caldwell)
Arlene Grant, GOAA Construction
Keegan O'Brian, GOAA Environmental
Torie Brooks, GOAA Construction
Jamie McGonagill, Geotech Consultants International, Inc. dba GCI, Inc.
John Volpe, Jacobs Project Management Co.
Colin Paterson, The Roderick Group, Inc. dba Ardmore Roderick
Ross Spence, AECOM Technical Services, Inc.
Fransheska Brown, Recording Secretary

CONSIDERATION OF MEETING MINUTES

Upon motion of Ms. Dennis second by Ms. Cottman, vote carried to approve the Construction Committee Minutes from the meeting held on November 21, 2023, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-00485-02 VARIOUS REVISIONS.**
This item was deferred.

B. **CHANGE ORDER BP-S00186-08 FINAL CHANGE ORDER.** *[A handout was presented, which includes a Revised Memorandum.]* Mr. McGonagill presented the request for Change Order No. 08 on BP-S00186 Buildout of ASC Level 1 Hub, North & South Concourses (Design/Build), with T&G Corporation dba T&G Constructors. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve Change Order BP-S00186-08, BP-S00186 Buildout of ASC Level 1 Hub, North & South Concourses (Design/Build)., with T&G Corporation dba T&G Constructors for the total deductive amount of ($224,456.67), and no time extension, with funding from previously-approved General Airport Revenue Bonds.

C. **CHANGE ORDER BP-S00195-22 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Memorandum.]* Mr. Volpe presented the request for Change Order No. 22 on BP-S00195, South Terminal C, Phase 1X – Airside Concourse Gates C250 – C253, with Hensel Phelps Construction Company. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of Change Order No. 22 on BP-S00195, Terminal C, Airside Concourse Gates C250-C253, with Hensel Phelps Construction Committee for the total amount of $4,000,000.00, and no time extension with funding from General Airport Revenue Bonds; subject to funding consensus by the CFOC. *[Subsequent to the Construction Committee meeting, the CFOC consensed funding for this item, as outlined above.]*

D. **CHANGE ORDER BP-S00195-23 FOR VARIOUS REVISONS.** Mr. Volpe presented the request for Change Order No. 23 on BP-S00195, South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve Change Order No. 23, on BP-S00195, South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $26,406.00, and no time extension, with funding from General Airport Revenue Bonds.

E. **CHANGE ORDER BP-S00195-24 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Memorandum.]* Mr. Volpe presented the request for Change Order No. 24 on BP-S00195, South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve Change Order BP-S00195-24, South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company., for the total amount of $7,854.00, and no time extension, with funding from General Airport Revenue Bonds.

F. **CHANGE ORDER BP-S00199-12 FOR VARIOUS REVISIONS.** Mr. McGonagill presented the request for Change Order No. 12 on BP-S00199, Train Station PDL Parking Lots (Design/Build), with The Middlesex Corporation. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Dennis, vote carried to approve Change Order BP-S00199-12, Train Station PDL Parking Lots (Design/Build), with The Middlesex Corporation., for the total amount of $100,453.00, and no time extension, with funding from Aviation Authority Funds.

G. **CHANGE ORDER R-00102-01 VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Memorandum and Backup.]* Mr. Paterson presented the request for Change Order No. 01 on R-00102, IT Building Roof Refurbishment, with P&A Roofing and Sheet Metal, Inc. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve Change Order R-00102-01, IT Building Roof Refurbishment, with P&A Roofing and Sheet Metal, Inc., for the total amount of $2,587.78, and no time extension, with funding from previously-approved Capital Expenditure Funds.

NEW BUSINESS

A. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES WITH COST MANAGEMENT, INC., DBA CMI, FOR PROJECT MANAGEMENT SERVICES FOR BP-00485, HYATT LOBBY RENOVATION (DESIGN/BUILD), AT ORLANDO INTERNATIONAL AIRPORT.**
Ms. Grant presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Cost Management, Inc., dba CMI, for Project Management Services for BP-00485, Hyatt Lobby Renovation (Design/Build), for the total not-to-exceed fees amount of $179,552.00, with funding from Acct 311, GOAA FY 2024 CIR00164.; subject to funding consensus by the CFOC. *[Subsequent to the Construction Committee meeting, the CFOC consensed funding for this item, as outlined above.]*

B. **REQUEST FOR APPROVAL OF THE PURCHASE OF BRIEFING ROOM TASK SEATING FROM BOS ORLANDO FOR BP-00485, HYATT LOBBY RENOVATION (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum.] Ms. Grant presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve, the Purchase of Briefing Room Task Seating from BOS Orlando for BP-00485, Hyatt Lobby Renovation (Design/Build), for the total not to exceed expenses of $135,121.17, with funding from previously-approved Capital Expenditure.

C. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 01 TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE ADDITIONAL TOPOGRAPHIC SURVEY SERVICES, FOR H-00362 PAVING OF OVERFLOW LOTS AT SOUTH PARK PLACE (DESIGN/BUILD) AT ORLANDO INTERNATIONAL AIRPORT**
[A handout was presented, which includes a Revised Memorandum.] Ms. O'Brien presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Ms. Dennis and second by Ms. Cottman, vote carried to approve, the Amendment to Addendum No. 01 to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. to provide Additional Topographic Survey Services, for H-00362, Paving Of Overflow Lots at South Park (Design/Build), for the total not-to-exceed fees amount of $31,331.00 with funding from previously-approved CIR01026.

D. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH CLANCY & THEYS CONSTRUCTION COMPANY FOR V-S00050 AVIANCA AIRLINES RELOCATION, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and Backup.] Mr. McGonagill presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Dennis, vote carried to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Company for V-S00050 Avianca Airlines, for the total direct-negotiated amount of $24,627.46 and waive the requirement for Performance and Payment Bonds, with funding from previously-approved General Airport Revenue Bonds.

E. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONTRUCTION SERVICES AGREEMENT WITH CLANCY & THEYS CONSTRUCTION COMPANY, FOR V-S00051 AEROMEXICO AIRLINES RELOCATION, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and Backup] Mr. McGonagill presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Company for V-S00051 AeroMexico Airlines Relocation, for the total direct-negotiated amount of $34,794.67 and waive the requirement for Performance and Payment Bonds, with funding from previously-approved General Airport Revenue Bonds.

F. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONTRUCTION SERVICES AGREEMENT WITH CLANCY & THEYS CONSTRUCTION COMPANY, FOR V-S00049 COPA AIRLINES RELOCATION, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and Backup.] Mr. McGonagill presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Company for V-S00049 Copa Airlines Relocation for the total direct-negotiated amount of $35,933.97 and waive the requirement of Performance and Payment Bonds, with funding from previously-approved General Airport Revenue Bonds.

G. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ARCHITECTURAL SERVICES AGREEMENT WITH MLM-MARTIN ARCHITECTS, INC. FOR COST ESTIMATING SERVICES FOR W-S00159 TERMINAL C LANDSCAPING DESIGN AND PROGRAM OVERSIGHT SERVICES AT ORLANDO INTERNATIONAL AIRPORT.**
Mr. Spence presented the memorandum dated January 30, 2024. Discussion ensued.

Upon motion of Ms. Hunt, second by Ms. Dennis, v vote carried to approve an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. for Cost Estimating Services for W-S00159, Terminal C Landscaping Design and Program Oversight Services, for the total not-to-exceed fees amount of $32,997.00, with funding from Line of Credit to be reimbursed by General Airport Revenue Bonds and Customer Facility Charges to the extent eligible.

H. **REQUEST FOR APPROVAL OF A NO COST AMENDMENT TO ADDENDUM NO. 03 TO THE EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT SERVICES FOR TERMINAL C PROGRAMS AGREEMENT WITH JACOBS PROJECT MANAGEMENT CO. FOR ADDITIONAL PROJECT ESTIMATING SUPPORT.**
This item was deferred.

I. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 43 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI INC. FOR A NO COST REVISION TO THE CONSTRUCTION PHASE OAR SERVICES FOR E-00281, AIRSIDE 4 PA SYSTEM UPGRADE, AT THE ORLANDO INTERNATIONAL AIRPORT.** *[A handout was presented, which includes a Revised Memorandum.]* Ms. Brooks presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Ms. Hunt, second by Ms. Walker-Dennis, vote carried to approve an Amendment to Addendum No. 43 to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. for a No Cost Revision to the Construction Phase OAR Services for E-00281, Airside 4 PA System Upgrade, for the total amount of $0.00, which includes the deductive not-to-exceed fees amount of ($7,800.00) and the not-to-exceed reimbursable expenses amount of $7,800.00, with funding from previously-approved General Airport Revenue Bonds.

J. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 30 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI INC. FOR ADDITIONAL DESIGN PHASE OAR SERVICES FOR V-00980, CCTV RENEWAL AND REPLACEMENT- PHASE 1 (DESSIGN/BUILD) DESIGN CRITERIA PACKAGE PREPARATION, AT THE ORLANDO INTERNATIONAL AIRPORT** *[A handout was presented, which includes a Revised Full Item.]* Ms. Brooks presented the memorandum, dated January 30, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve an Amendment to Addendum No. 30 to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide Additional Design Phase OAR Services for V-00980, CCTV Renewal and Replacement-Phase 1 (Design/Build), Design Criteria Package Preparation, for the total not to exceed fee amount of $30,972.00, with funding from previously-approved FDOT Grant to the extent eligible and General Airport Revenue Bonds.

K. **NO COST STAFF CHANGE ON ADDENDUM NO. 03 WITH JACOBS PROJECT MANAGEMENT CO. FOR W-S00149, PROGRAM MANGEMENT AND OVERSIGHT SERVICES FOR TERMINAL C PROGRAMS**
This item was deferred.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order Log

B. Revised Coversheet for Change Order V-00969-02, McCoy's Kitchen Line Renovation (Design/Build) [From the Construction Committee on January 23, 2024, Item No. III-H].

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:24 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, FEBRUARY 6, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chairman Shedek called the meeting to order at 9:03 a.m. Chairman Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present
- Scott Shedek, Chair
- Marie Dennis, Deputy Chief Financial Officer, Finance
- Gary Hunt, Vice President, Facilities
- Tricia Cottman, Vice President, Risk Management

Also participating:
- Dan Gerber, Legal Counsel (Rumberger, Kirk, & Caldwell)
- Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
- Arlene Grant, GOAA Construction
- Ian Brooks, GOAA Information Technology
- Torie Brooks, GOAA Construction
- Brad Miller, Jacobs Project Management Co.
- Colin Paterson, The Roderick Group, Inc. dba Ardmore Roderick
- John Volpe, Jacobs Project Management Co.
- Ross Spence, AECOM Technical Services, Inc.
- Fransheska Archbold-Brown, Recording Secretary

CHANGE ORDERS

A. **CHANGE ORDER BP-00485-02 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Memorandum.]* Ms. Grant presented the request for Change Order No. 02 on BP-00485, Hyatt Lobby Renovation (Design/Build), with The Weitz Company LLC. Discussion ensued.

   Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve Change Order BP-00485-02, Hyatt Lobby Renovation (Design/Build), with The Weitz Company LLC, for the total amount of $154,476.00, and no time extension, with funding from GOAA FY 2024 CIR00164; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

B. **CHANGE ORDER BP-S00199-13 FOR VARIOUS REVISIONS.**
   This item was deferred.

C. **CHANGE ORDER R-00103-02 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a revised Memorandum and Backup.]* Mr. Paterson presented the request for Change Order No. 02 on R-00103-West ARFF Roof Replacement, with P&A Roofing and Sheet Metal, Inc. Discussion ensued.

   Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve Change Order R-00103-02, West ARFF Roof Replacement, with P&A Roofing and Sheet Metal, Inc, for the total amount of $23,678.20, and no time extension, with funding from previously approved Capital Expenditure Funds; subject to funding consensus by the Construction Finance Oversight Committee (CFOC); *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

NEW BUSINESS

A. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE TECHNOLOGY AND MULTI-MEDIA SYSTEMS SPECIALTY ENGINEER FOR SOUTH TERMINAL C, PHASE 1, AGREEMENT WITH BURNS ENGINEERING INC. FOR CONSTRUCTION PHASE SERVICES FOR BP-S00196 TERMINAL C PHASE 1X AIRFIELD CIVIL APRON AND TAXIWAY PAVING AND GROUND SUPPORT EQUIPMENT FACILITY, AT THE ORLANDO INTERNATIONAL AIRPORT.**
   [A handout was presented, which includes a Revised Memorandum.] Mr. Volpe presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Addendum to the Technical and Multi-Media Systems Specialty Engineer Agreement for South Terminal C, Phase 1, Agreement with Burns Engineering Inc. for Construction Phase Services for BP-S00196, Terminal C, Phase 1 Expansion P1X – Airfield Civil, Apron and Taxiway Paving, and Ground Support Equipment Facility, for the total not-to-exceed fee amount of $180,650.00, with funding from Line of Credit to be reimbursed by General Airport Revenue Bonds; *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

B. <u>REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE ARCHITECT OF RECORD FOR SOUTH TERMINAL C, PHASE 1 AGREEMENT WITH HNTB CORPORATION FOR CONSTRUCTION ADMINISTRATION PHASE SERVICES FOR BP-S00196 TERMINAL C PHASE 1X AIRFIELD CIVIL APRON AND TAXIWAY PAVING AND GROUND SUPPORT EQUIPMENT FACILITY, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

This item was deferred.

C. <u>REQUEST FOR RECOMMENDATION OF APPROVAL OF EXPENDITURE FOR INSURANCE PREMIUM FOR BUILDERS RISK INSURANCE ON BP-S00196, RAMP/RON/AIRFIELD TERMINAL C PHASE 1X AIRFIELD CIVIL APRON AND TAXIWAY PAVING AND GROUP SUPPORT EQUIPMENT FACILITY, AT THE ORLANDO INTERNATIONL AIRPORT.</u>

[A handout was presented, which includes a Revised Memorandum.] Mr. Volpe presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of Expenditure for Insurance Premium for Builders Risk Insurance on BP-S00196, Terminal C Phase 1X Airfield Civil Apron and Taxiway Paving and Group Support Equipment Facility, for the total not-to-exceed expense amount of $1,365,588.00, with funding from Passenger Facility Charges to the extent eligible; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]"*

D. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE TECHNOLOGY AND MULTI-MEDIA SYSTEMS SPECIALTY ENGINEER FOR SOUTH TERMINAL C, PHASE 1, AGREEMENT WITH BURNS ENGINEERING INC. FOR A TSA DURESS DESIGN SERVICES FOR THE CHANGING REGULATORY REQUIREMENTS PROGRAM FOR E-S00018 TERMINAL C TSA DURESS SYSTEM, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

Mr. Spence presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve an Addendum to the Technology and Multi-Media Systems Specialty Engineer for South Terminal C, Phase 1, Agreement with Burns Engineering Inc. for a TSA Duress Design Services for the Changing Regulatory Requirements Program for E-S00018 Terminal C TSA Duress System, for the total lump sum fees amount of $8,942.00, with funding from General Airport Revenue Bonds.

E. <u>REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING LOW VOLTAGE CONSTRUCTION SERVICES AGREEMENT WITH QUALITY CABLE CONTRACTORS, INC. FOR L-00094, ACS INSTALLATION TO THE AVIATION AUTHORITY EXECUTIVE OFFICES, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

Mr. Brooks presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve a Job Order Construction Services Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc. for L-00094, ACS Installation to the Aviation Authority Executive Offices, for the total direct-negotiated amount of $103,707.82 and waive the requirement for Performance and Payment Bonds, with funding from Line of Credit to be reimbursed by General Airport Revenue Bonds; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

F. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH H W DAVIS CONSTRUCTION, INC. FOR V-01014 AIRSIDE 1 WING 5 RAMP LEVEL RESTROOM REFURBISHMENTS, AT THE ORLANDO INTERNATIONAL AIRPORT**
Mr. Paterson presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with H W Davis Construction, Inc. for V-01014 Airside 1 Wing 5 Ramp Level Restroom Refurbishment, for the total direct-negotiated fees amount of $246,076.00, with funding from previously approved Capital Expenditure Fund.

G. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 22 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. FOR W-00497 NORTH TERMINAL REFRESH PROGRAM OVERSIGHT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Spence presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of an Amendment to Addendum No. 22 to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Additional Design Phase services for W-00497 North Terminal Refresh Program Oversight, for the total amount of $899,954.00, which includes the not-to-exceed fees amount of $898,704.00 and the not-to-exceed expenses amount of $1,250.00, with funding from Line of Credit to be reimbursed by General Airport Revenue Bonds.

H. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT SERVICES FOR TERMINAL C PROGRAMS AGREEMENT WITH JACOBS PROJECT MANAGEMENT CO. FOR W-S00211, PROGRAM DEFINITION DOCUMENT SUPPORT FOR TERMINAL C, PHASE 2, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Miller presented the memorandum, dated February 6, 2024. Discussion ensued.

During the meeting, it was noted that the effective date of services is March 6, 2024.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve an Addendum to the Executive Program Management and Oversight Services for Terminal C Programs Agreement with Jacobs Project Management Co. for W-S00211, Program Definition Document Support for Terminal C, Phase 2, for the total not-to-exceed fees amount of $48,408.00, with funding from the previously-approved Capital Expenditure Funds.

I. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 4 TO THE CONTINUING PROGRAM AND SERVICES AGREEMENT WITH THE RODERICK GROUP, INC. DBA ARDMORE RODERICK FOR ADDITIONAL CONSTRUCTION PHASE OAR SERVICES FOR R-00103 WEST ARFF ROOF REPLACEMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. Brooks presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Amendment to Addendum No. 04 to the Continuing Program and Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for Additional Construction Phase OAR Services for R-00103 West ARFF Roof Replacement, for the total not-to-exceed fees amount of $2,341.00, with funding from the previously approved Capital Expenditure Funds.

J. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH THE RODERICK GROUP, INC. DBA ARDMORE RODERICK FOR DESIGN PHASE OAR SERVICES FOR V-01016 AIRSIDE 3 WING 2 RAMP LEVEL RESTROOM REFURBISHMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.** *[A handout was presented, which includes a Revised Memorandum.]* Ms. Brooks presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for Design Phase OAR Services for V-01016 Airside 3 Wing 2 Ramp Level Restroom Refurbishment, for the total not-to-exceed fees amount of $6,762.00, with funding from the previously approved Capital Expenditure Fund.

K. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH THE RODERICK GROUP, INC. DBA ARDMORE RODERICK FOR CONSTRUCTION PHASE OAR SERVICES FOR V-01014 AIRSIDE 1 WING 5 RAMP LEVEL RESTROOM REFURBISHMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. Brooks presented the memorandum, dated February 6, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for Construction Phase OAR Services for V-01014 Airside 1 Wing 5 Ramp Level Restroom Refurbishment, for the total not-to-exceed fees amount of $24,435.00, with funding from the previously approved Capital Expenditure Fund.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order (FCO) Log

B. Revised Memorandum for the Approval of the Purchase of Briefing Room Task Seating from BOS Orlando for BP-00485 Hyatt Lobby Renovation (Design/Build), at the Orlando International Airport. [From the Construction Committee on January 30, 2024, Item No. IV-B].

ADJOURNMENT
No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:22 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, FEBRUARY 13, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chairman Shedek called the meeting to order at 9:00 a.m. Chairman Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present
- Scott Shedek, Chair
- Marie Dennis, Deputy Chief Financial Officer, Finance
- Gary Hunt, Vice President, Facilities
- Tricia Cottman, Vice President, Risk Management
- Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:
- Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel
- Dan Gerber, Legal Counsel (Rumberger, Kirk, & Caldwell)
- Torie Brooks, GOAA Construction
- Lindsay Antoine, Geotech Consultants International, Inc. dba GCI, Inc
- Nils Johnson, Chase Construction Services
- Ksenia Merck, K. Merck & Associates
- John Volpe, Jacobs Project Management Co.
- Fransheska Brown, Recording Secretary

CONSIDERATION OF MEETING MINUTES

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve the Construction Committee Minutes from the meeting held on December 5, 2023, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-S00193-12 FOR VARIOUS REVISIONS.** Ms. Antoine presented the request for Change Order No. 12 on BP-S00193, South Employee Lot, with McCree Design Builders, Inc. Discussion ensued.

   Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve Change Order BP-S00193-12, South Employee Lot, with McCree Design Builders, Inc., for the total amount of $35,836.26, and no time extension, with funding from previously-approved General Airport Revenue Bonds and Capital Expenditure Funds.

B. **CHANGE ORDER BP-S00199-13 FOR VARIOUS REVISIONS.** Ms. Antoine presented the request for Change Order No. 13 on BP-S00199, Train Station PDL Parking Lots (Design/Build), with The Middlesex Corporation. Discussion ensued.

   Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve Change Order BP-S00199-13, Train Station PDL Parking Lots (Design/Build), with The Middlesex Corporation, for the total amount of $19,351.24, and no time extension, with funding from Aviation Authority Funds.

C. **CHANGE ORDER H-S00027-11 FOR VARIOUS REVISIONS.**
   This item was deferred.

D. **CHANGE ORDER V-00974-01 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Full Item Memorandum.]* Mr. Johnson presented the request for Change Order No. 01 on V-00974, Airside 2 and 4 Continuity of Operations Plan (Design/Build), with Gomez Construction Company. Discussion ensued.

   Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve Change Order V-00974-01, Airside 2 and 4 Continuity of Operations Plan (Design/Build), with Gomez Construction Company, for the total amount of $55,090.27, and no time extension, with funding from previously-approved Line of Credit to be reimbursed by General Airport Revenue Bonds.

E. **CHANGE ORDER V-S00033-08 FOR VARIOUS REVISIONS.** Ms. Merck presented the request for Change Order No. 08 on V-S00033, Terminal C CBP and TSA Regulatory Changes (Design/Build), with Clancy & Theys Construction Company. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve Change Order V-S00033-08, Terminal C CBP and TSA Regulatory Changes (Design/Build), with Clancy & Theys Construction Company, for the total amount of $2,830.39, and no time extension, with funding from previously-approved Line of General Airport Revenue Bonds.

NEW BUSINESS

A. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE ARCHITECT OF RECORD FOR SOUTH TERMINAL C, PHASE 1 AGREEMENT WITH HNTB CORPORATION FOR CONSTRUCTION ADMINISTRATION PHASE SERVICES FOR BP-S00196 TERMINAL C PHASE 1X AIRFIELD CIVIL APRON AND TAXIWAY PAVING AND GROUND SUPPORT EQUIPMENT FACILITY, AT ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Full Item Memorandum and Small Business Memorandum.] Mr. Volpe presented the memorandum, dated February 13, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for Construction Administration Phase Services for BP-S00196 Terminal C Phase 1X Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility, for the total not-to-exceed fees amount of $3,952,595.50, with funding from previously-approved General Airport Revenue Bonds and Passenger Facility Charges.

B. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH AVCON, INC. FOR THE GATE 241 DESIGN SERVICES FOR W-S00151 TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES AT ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Small Business Memorandum.] Ms. Merck presented the memorandum, dated February 13, 2024. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with Avcon, Inc. for the Gate 241 Design Services for W-S00151 Terminal C Design and Project Oversight Services, for the total amount of $23,854.00 which includes the not-to-exceed fees amount of $22,878.00 and the not-to-exceed expenses amount of $976.00, with funding from previously-approved Line of Credit to be reimbursed by General Airport Revenue Bonds.

C. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 43 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI INC. FOR ADDITIONAL CONSTRUCTION PHASE OAR SERVICES FOR E-00281 AIRSIDE 4 PA SYSTEM UPGRADE, ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Full Item Memorandum and Small Business Memorandum.] Ms. Brooks presented the memorandum, dated February 13, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve an Amendment to Addendum No. 43 to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. for additional Construction Phase OAR Services for E-00281 Airside 4 PA System Upgrade, for the total not-to-exceed fees amount of $87,890.00, with funding from previously-approved Capital Expenditure Funds.

D. **REQUEST FOR APPROVAL OF CONTRACTOR'S FINAL PAYMENT AUTHORIZATION TO CARR & COLLIER INC FOR H-00341 CHECKPOINT ALPHA REFURBISHMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Shedek presented the memorandum, dated February 13, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve contractor's final payment authorization to Carr & Collier for H-00341 Checkpoint Alpha Refurbishment, at Orlando International Airport, there is no fiscal impact.

INFORMATION ITEMS

The following items were presented for information only:

A. Field Change Order Log

B. Revised Change Order Coversheet No. R-00103, for West ARFF Roof Replacement, with P&A Roofing and Sheet Metal, Inc, at Orlando International Airport. [From the Construction Committee on February 6, 2024, Item No. III-C].

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:14 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, FEBRUARY 27, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present.

Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Gary Hunt, Vice President, Facilities
Tricia Cottman, Vice President, Risk Management
Keila Walker-Dennis, Interim Vice President, Information Technology

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Tuan Nguyen, GOAA Engineering
Keegan O' Brian, GOAA Environmental
Torie Brooks, GOAA Construction
Kevin Toth, GOAA Airline Relations
Danielle Plummer, GOAA Contracts and Grants
John Volpe, Jacobs Project Manager Co.
Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
Ross Spence, AECOM Technical Services, Inc.
Colin Paterson, The Roderick Group, Inc. dba Ardmore Roderick
Fransheska Brown, Recording Secretary

CONSIDERATION OF MEETING MINUTES

Upon motion of Ms. Cottman second by Mr. Hunt, vote carried to approve the Construction Committee Minutes from the meetings held on December 19, 2023, January 2, 2024, and January 9, 2024, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-S00195-25 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Memorandum.]* Mr. Volpe presented the request for Change Order No. 25 on BP-S00195 South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve Change Order BP-S00195-25, South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company for the total amount of $62,364.00, and no time extension, with funding from General Airport Revenue Bonds.

B. **CHANGE ORDER BP-S00195-26 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Memorandum and backup.]* Mr. Volpe presented the request for Change Order No. 26 on BP-S00196 South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve Change Order BP-S00195-26, South Terminal C, Phase 1X – Airside Concourse with Hensel Phelps Construction Company, for the total deductive amount of ($24,268.00), and no time extension, with funding from FAA (BIL AIG) and FDOT Grants to the extent eligible, and General Airport Revenue Bonds.

C. **CHANGE ORDER BP-S00195-27 FOR VARIOUS REVISIONS.** *[A handout was presented which includes a Revised Memorandum.]* Mr. Volpe presented the request for Change Order No. 27 on BP-S00195 South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company Discussion ensued.

   Upon motion of Ms. Cottman, second by Ms. Walker-Dennis, vote carried to approve Change Order BP-S00195-27, South Terminal C, Phase 1X – Airside Concourse with Hensel Phelps Construction Company, for the total deductive amount of ($4,756.00), and no time extension, with funding from previously-approved General Airport Revenue Bonds.

D. **CHANGE ORDER E-S00016-03 FINAL CHANGE ORDER.** Mr. Corthell presented the request for Change Order No. 03 on E-S00016, Terminal C Miscellaneous Electrical Construction, with Electric Services, Inc., Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve Change Order E-S0016-03, South Terminal C Miscellaneous Electrical Construction, with Electric Services, Inc, for the total deductive amount of ($54,907.29), and no time extension, with funding from previously-approved General Airport Revenue Bonds.

E. **CHANGE ORDER V-01009-02 FOR VARIOUS REVISIONS.** Mr. Paterson presented the request for Change Order No. 02 on V-01009, GOAA Purchasing Building Renovations (Design/Build), with Collage Design and Construction Group, Inc. dba The Collage Companies. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to approve Change Order on V-01009-02, GOAA Purchasing Building Renovations (Design/Build), with Collage Design and Construction Group, Inc. dba The Collage Companies for the total amount of $4,088.27, and no time extension, with funding from previously-approved Capital Expenditure Funds.

F. **CHANGE ORDER V-S00033-09 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a revised memorandum.]* Mr. Spence presented the request for Change Order No. 09 on V-S00033, South Terminal C CBP and TSA Regulatory Changes (Design/Build), with Clancy & Theys Construction Company. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve Change Order V-S00033-09, South Terminal C CBP and TSA Regulatory Changes (Design/Build), with Clancy & Theys Construction Company, for the total amount of $61,339.18, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

NEW BUSINESS

A. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE POND C-64 MES INVESTIGATION AND STORMWATER DESIGN FOR H-00368-MCO, POND C-64 MES DRAINAGE SYSTEM REPAIR, AT THE ORLANDO INTERNATIONAL AIRPORT.
[A handout was presented, which includes a Revised Memorandum.] Ms. O'Brien presented the memorandum, dated February 27, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. to provide Pond C-64 MES Investigation and Stormwater Design, for H-00368 Pond C- 64 MES Drainage System Repair, for the total amount of $76,590.00, which includes not-to-exceed fees amount of $40,895.00 and not-to-exceed expenses amount of $35,695.00, with funding from previously-approved Operations and Maintenance Stormwater Maintenance Funds.

B. REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH COLLAGE DESIGN AND CONSTRUCTION GROUP, INC. DBA THE COLLAGE COMPANIES. V-01017 HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICES, AT THE ORLANDO INTERNATIONAL AIRPORT.
This item was deferred.

C. REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH GOMEZ CONSTRUCTION COMPANY, INC. FOR V-S00052 REPAIR BHS CANOPY FASCIA AT GATE C236, AT THE ORLANDO INTERNATIONAL AIRPORT.
This item was deferred.

D. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE CONTINUING BRIDGE INSPECTION SERVICES AGREEMENT WITH KISINGER CAMPO & ASSOCIATES, CO. FOR FY 2024 BRIDGE INSPECTIONS FOR W-00348, INSPECTION OF BRIDGE AND ROADWAY SIGN STRUCTURES, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Nguyen presented the memorandum, dated February 27, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to recommend to Aviation Authority Board approval of an Addendum to the Continuing Bridge Inspection Services Agreement with Kisinger Campo & Associates, Co. for FY 2024 Bridge Inspection for W-00348, Inspection of Bridge and Roadway Sign Structures, for a total amount of $351,178.64, which includes the not-to-exceed fees amount of $274,110.00, and a not-to-exceed expenses amount of $77,068.64, with funding from previously-approved Operations and Maintenance Funds.

E. **REQUEST FOR APPROVAL, OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE POND INSPECTION PROGRAM FOR W-00507 STORMWATER MAINTENANCE AND PROGRAM DEVELOPMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. O'Brian presented the memorandum, dated February 27, 2024. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. to provide Pond Inspection Program, for W-00507 Stormwater Maintenance and Program Development, for a total amount of $246,162.00, which includes the not-to-exceed fees amount of $241,162.00, and a not-to-exceed expenses amount of $5,000.00, with funding from previously-approved Operations and Maintenance Stormwater Maintenance.

F. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH ATKINSRÉALIS FOR W-00508 ORL COLONIAL PROMENADE BOUNDARY SURVEY, AT THE ORLANDO EXECUTIVE AIRPORT.**
[A handout was presented, with a Revised Memorandum] Mr. Nguyen presented the memorandum, dated February 27, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with AtkinsRéalis for W-00508 ORL Colonial Promenade Boundary Survey at the Orlando Executive Airport., for a total amount of $41,030.00, which includes the not-to-exceed fees amount of $30,172.00, and a not-to-exceed expenses amount of $10,858.00, with funding from previously-approved Operations and Maintenance Funds.

G. **REQUEST FOR APPROVAL, OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH C&S ENGINEERS, INC. FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR W-S00151 TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Corthell presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Ms. Walker-Denis, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with C&S Engineers, Inc. for Design and Construction Administration Services for W-S00151 Terminal C Design and Project Oversight Services, for the total not-to exceed fees amount of $17,844.00, with funding from Line of Credit to be reimbursed by Future General Airport Revenue Bonds.

H. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE J-HOOK POND DESIGN AND STORMWATER ANALYSIS, FOR W-S00151 TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. O'Brian presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with Kimberly-Horn and Associates, Inc. to provide J-Hook Pond Design and Stormwater Analysis, for W-S00151 Terminal C Design and Project Oversight Services, for the total not-to-exceed fees amount of $189,005.00, with funding from Line of Credit to be reimbursed by Future General Airport Revenue Bonds Funding.

I. <u>REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 24 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. TO PROVIDE ADDITONAL OAR SERVICES FOR W-S00151 TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

[A handout was presented, which includes a Revised Memorandum Backup.] Ms. Brooks presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Amendment to Addendum No. 24 to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. to provide additional OAR Services for W-S00151 Terminal C Design and Project Oversight Services, for the total not-to-exceed fees amount of $68,640.00, with funding from Line of Credit to be reimbursed by General Aviation Revenue Bonds.

J. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH PSA CONSTRUCTORS, INC. DBA PSA MANAGEMENT INC. FOR THE GATE 241 DESIGN PHASE OAR SERVICES FOR W-S00151 TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

Ms. Brooks presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. for the Gate 241 Design Phase OAR Services for W-S00151 Terminal C Design and Project Oversight Services, for the total not-to-exceed fees amount of $3,628.00 with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds.

K. <u>REQUEST FOR THE APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES WITH COST MANAGEMENT INC. DBA CMI TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-01017 HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICES, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

This item was deferred.

L. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH THE RODERICK GROUP, INC., DBA ARDMORE RODERICK FOR DESIGN, BID & AWARD PHASE OAR SERVICES FOR V-01019 EAST CHECKPOINT SKYLIGHTS, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

[A handout was presented, with a Revised Memorandum.] Ms. Brooks presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for Design, Bid and Award phase OAR Services for V-01019 East Checkpoint Skylights, the total amount of $33,362.00, which includes the not-to-exceed fees amount of $32,662.00 and the not-to-exceed expenses amount of $700.00, with funding from previously-approved Operations and Maintenance Funds.

M. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERANTIONAL, INC. DBA GCI INC. TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-S00049 COPA AIRLINES RELOCATION, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

Mr. Toth presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide Construction Phase OAR Services for V-S00049 Copa Airlines Relocation, for the total not-to-exceed fees amount of $3,474.00, with funding from previously-approved General Airport Revenue Bonds.

N. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI INC. TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-S00050 AVIANCA AIRLINES RELOCATION, AT THE ORLANDO INTERNATIONAL AIRPORT.

Mr. Toth the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve an, vote carried to approve the of Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide Construction Phase OAR Services for V-S00050 Avianca Airlines Relocation, for the total not-to-exceed fees amount of $2,418.00, with funding previously-approved General Airport Revenue Bonds.

O. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANT INTERNATIONAL, INC. DBA GCI INC. TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-S00051 AREOMEXICO AIRLINES RELOCATION, AT THE ORLANDO INTERNATIONAL AIRPORT.

Mr. Toth presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Program and Project management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide Construction Phase OAR Services for V-S00051 AreoMexico Airlines Relocation, for the total not-to-exceed fees amount of $3,342.00, with funding from previously-approved General Airport Revenue Bonds.

P. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH PSA CONSTRUCTORS, INC. DBA PSA MANAGEMENT INC. FOR V-S00052 REPAIR BHS CANOPY FASCIA, AT THE ORLANDO INTERNATIONAL AIRPORT.

This item was deferred.

Q. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH THE RODERICK GROUP, INC., DBA ARDMORE RODERICK FOR DESIGN, BID & AWARD PHASE OAR SERVICES FOR W-00499 CENTERFIELD ARFF KITCHEN RENOVATION, AT THE ORLANDO INTERNATIONAL AIRPORT.

Ms. Brooks presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Ms. Cottman, second by Ms. Walker-Denis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for Design, Bid & Award Phase OAR Services for W-00499 Centerfield ARFF Kitchen Renovation, for the total not-to-exceed fees amount of $27,794.00, with funding from previously-approved Capital Expenditure funds.

R. REQUEST FOR APPROVAL OF A NO-COST ADDENDUM TO THE CONTINUING LOW VOLTAGE CONSTRUCTION SERVICES AGREEMENT WITH MOUNTCHOR TECNOLOGIES, INC. FOR NAME CHANGE TO ATLANTIS ELECTRICAL SYSTEMS, LLC., AT THE ORLANDO INTERNATIONAL AIRPORT.

Ms. Plummer presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve a No-Cost Addendum to the Continuing Low Voltage Construction Services Agreement with Mountchor Technologies. Inc. for Name Change to Atlantis Electrical Systems, LLC.; there is no fiscal impact.

S. REQUEST FOR APPROVAL OF CONTRACTOR'S FINAL PAYMENT AUTORIZATION FOR V-S00034 TERMINAL C LST LEVEL 1 DUMPSTER PAD ENCLOSURE, AT THE ORLANDO INTERNATIONAL AIRPORT.

Mr. Shedek presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve the Contractor's Final Payment Authorization to V-S00034 Terminal C LST Level 1 Dumpster Pad Enclosure, at the Orlando International Airport.

T. **<u>REQUEST FOR FINAL PAYMENT AUTORIZATION FOR V-S00035 TERMINAL C ASC LEVEL 2 EMERGENCY EGRESS (DESIGN/BUILD) AT THE ORLANDO INTERNATIONAL AIRPORT.</u>**
Mr. Shedek presented the memorandum, dated February 27, 2024. Discussion ensured.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve the Contractor's Final Payment Authorization for V-S00035 Terminal C ASC Level 2 Emergency Egress (Design/Build), at the Orlando International Airport.

INFORMATION ITEMS

The following items were presented for information only:

A. Field Change Order Log

B. Revised Memorandum for the Approval of an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, inc. dba GCI, Inc. to provide Construction Phase OAR Services for E-00281 Airside 4 PA System Upgrade. [From the Construction Committee on November 21, 2023, Item No. IV-M]

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:25 a.m.

Scott Shedek
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Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, MARCH 5, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present
Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Gary Hunt, Vice President, Facilities
Tricia Cottman, Vice President, Risk Management
Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:
Dan Gerber, Legal Counsel (Rumberger, Kirk, & Caldwell)
Rob Furr, GOAA Engineering and Architecture
Torie Brooks, GOAA Construction
John Volpe, Jacobs Project Management Co.
Ross Spence, AECOM Technical Services, Inc.
Nils Johnson, Chase Construction Services
Brian Gainous, Cost Management, Inc. DBA CMI
Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
Pankaj Gupta, Jacobs Project Management Co.
Fransheska Brown, Recording Secretary

CHANGE ORDERS

A. **CHANGE ORDER BPS00195-28 FOR VARIOUS REVISIONS.** *[A handout was presented, includes a Revised Memorandum.]* Mr. Volpe presented the request for Change Order No. 28 on BPS00195, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of vote carried to approve Change Order BPS195-28, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $875,000.00, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

B. **CHANGE ORDER E-S00015-01 FOR VARIOUS REVISIONS.** Mr. Spence presented the request for Change Order No. 01 on E-S00015, South Terminal C KVAR Pilot Program, with Electric Services, Inc. Discussion ensued.

   Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve Change Order E-S00015-01 South Terminal C KVAR Pilot Program, with Electric Services, Inc. for the total amount of $2,263.64, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

C. **CHANGE ORDER V-00974-02 FOR VARIOUS REVISIONS.** Mr. Johnson presented the request for Change Order No. 02 on V-00974 S Airside 2 and 4 Continuity of Operations Plan (COOP), with Gomez Construction Company Discussion ensued.

   Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to approve Change Order V-00974-02 Airside 2 and 4 Continuity of Operations Plan (COOP), with Gomez Construction Company for the total amount of $6,727.20, and no time extension, with funding from previously-approved Line of Credit to be reimbursed with future General Airport Revenue Bonds.

D. **CHANGE ORDER V-S00033-10 FOR VARIOUS REVISIONS.** Mr. Spence presented the request for Change Order No. 10 on V-S00033, South Terminal C CBP and TSA Regulatory Changes (Design/Build), with Clancy & Theys Construction Company, Discussion ensued.

   Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve Change Order V-S00033-10 South Terminal C CBP and TSA Regulatory Changes (Design/Build), with Clancy & Theys Construction

Company, for the total amount of $21,604.63, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

NEW BUSINESS

A. REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE DESIGN SERVICES FOR TAXIWAYS G AND H REHABILITATION PHASES 1 AND 2 AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. FOR BID AND AWARD PHASE SERVICES FOR BP-498 TAXIWAYS G AND H REHABILITATION - PHASE 2, AT THE ORLANDO INTERNATIONAL AIRPORT.

[A handout was presented, which includes a Revised Memorandum.] Mr. Furr presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Design Services for Taxiways G & H Rehabilitation Phases 1 and 2 Agreement with AECOM Technical Services, Inc. for Bid and Award Phase Services for BP-498 Taxiways G&H Rehabilitation - Phase 2, for the total amount of $28,661.00 which includes the not-to-exceed fees amount of $28,361.00 and the not-to-exceed expenses amount of $300.00, with funding from previously-approved Capital Expenditure Funds to be reimbursed by future FAA and FDOT Grants to the extent eligible; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). [Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]

B. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE ARHITECT OF RECORD FOR SOURTH TERMINAL C, PHASE 1 AGREEMENT WITH HNTB CORPORATION FOR START-UP CONSTRUCTION ADMINSTRATION PHASE SERVICES FOR BP-S00196 TERMNAL C PHASE 1X AIRFIELD CIVIL APRON AND TAXIWAY PAVING AND GROUND SUPPORT EQUIPMENT FACILITY, AT THE ORLANDO INTERNATIONAL AIRPORT.

[A handout was presented, which includes a Revised Memorandum.] Mr. Volpe presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for Start-up Construction Administration Phase Services for BP-S00196 Terminal C Phase 1X Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility for the total lump sum fees amount of $47,720.00, with funding from previously-approved General Airport Revenue Bonds and Passenger Facility Charges to the extent eligible.

C. REQUEST FOR APPROVAL OF AN AMENDEMENT TO ADDENDUM NO. 3 TO THE EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT SERVICES FOR TERMINAL C PROGRAMS AGREEMENT WITH JACOBS PROJECT MANAGEMENT CO. FOR BPS 196 INSPECTOR RESOURCES, AT THE ORLANDO INTERNATIONAL AIRPORT.

This item was deferred.

D. REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE CONTINUING ARCHITECTURAL SERVICES AGREEMENT WITH MLM-MARTIN ARCHITECTS, INC. TO PROVIDE ARCHITECTURAL, ENGINEERING, AND COST ESTIMATING SERVICES FOR V-01020, AIRSIDE 4 ADDITIONAL TSA SCREENING LANES, AT THE ORLANDO INTERNATIONAL AIRPORT.

[A handout was presented, which includes a Revised Memorandum.] Mr. Johnson presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. to provide Architectural, Engineering, and Cost Estimating Services for V-01020, Airside 4 Additional TSA Screening Lanes for the total not-to-exceed fees amount of $303,275.00, with funding from previously-approved General Airport Revenue Bonds; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

E. <u>REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH COLLAGE DESIGN AND CONSTRUCTION GROUP, INC. DBA THE COLLAGE COMPANIES FOR V-01017 HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICES, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

[A handout was presented, which includes a Revised Memorandum.] Mr. Gainous presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve a Job Order Construction Services Addendum to the Continuing Vertical Constructions Services Agreement with Collage Design and Construction Group, Inc. dba The Collage Companies for V-01017 HVAC Improvements for GOAA Executive Offices for the total direct-negotiated amount of $200,456.00, with funding from previously-approved Operations and Maintenance Funds.

F. <u>REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH GOMEZ CONSTRUCTION COMPANY, FOR V-S00052 REPAIR BHS CANOPY FASCIA AT GATE 236, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

[A handout was presented, which includes a Revised Memorandum.] Mr. Corthell presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company, for V-S00052 Repair BHS Canopy Fascia at Gate 236, for the total direct-negotiated amount of $7,640.23, and waive the requirement of Performance and Payment Bonds, with funding from previously-approved Operations and Maintenance Funds.

G. <u>REQUEST FOR RECOMMENDATION OF APPROVAL OF THE FF&E AND IT ESTIMATE AND PROCUREMENT PLAN FOR W-S00150 TERMINAL C, GATES (250-253) OWNER FURNISHED FF&E AND IT ITEMS, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

[A handout was presented, which includes a Revised Memorandum.] Mr. Gupta presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of the FF&E and IT Estimate and Procurement Plan for W-S00150 Terminal C, Gates (250-253) Owner Furnished FF&E and IT Items for the total amount of $9,501,304.71, with funding from previously-approved General Airport Revenue Bonds and Capital Expenditure Funds; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

H. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH COST MANAGEMENT INC. DBA CMI TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-01017 HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICE, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

[A handout was presented, which includes a Revised Memorandum.] Ms. Brooks presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve an addendum to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI to provide Construction Phase OAR Services for V-01017 HVAC Improvements for GOAA Executive Offices, for the total not-to-exceed fees amount of $20,440.00, with funding from previously-approved Operations and Maintenance funds.

I. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMEMNT SERVICES AGREEMENT WITH PSA CONSTRUCTORS, INC. DBA PSA MANAGEMENT INC. FOR V-S00052 REPAIR BHS CANOPY FASCIA, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>

[A handout was presented, which includes a Revised Memorandum.] Ms. Brooks presented the memorandum, dated March 5, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve an addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. for V-S00052 Repair BHS Canopy Fascia, for the total direct-negotiated amount of $716.00, with funding from previously-approved Operations and Maintenance Funds.

INFORMATION ITEMS

The following items were presented for information only:

A. Field Change Order Log

B. Revised Memorandum for the Approval of an Addendum to the Continuing Civil Engineering Services Agreement with AtkinsRealis for W-00508 ORL Colonial Promenade Boundary Survey, at the Orlando Executive Airport. [From the Construction Committee on February 27, 2024, Item No. IV-A].

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:21 a.m.

Scott Shedek

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Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, MARCH 12, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present
- Scott Shedek, Chair
- Marie Dennis, Deputy Chief Financial Officer, Finance
- Tricia Cottman, Vice President, Risk Management
- Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:
- Dan Gerber, Legal Counsel (Rumberger, Kirk, & Caldwell)
- Keegan O'Brien, Assistant Vice President, Planning and Environmental
- Torie Brooks, GOAA Construction
- Ian Brooks, GOAA Information Technology
- John Volpe, Jacobs Project Management Co.
- Ross Spence, AECOM Technical Services, Inc.
- Brian Gainous, Cost Management, Inc. dba CMI
- Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
- Fransheska Brown, Recording Secretary

CHANGE ORDERS

A. **CHANGE ORDER BP-S00195-29 HIGH MAST LIGHTING POLE FOUNDATIONS.** *[A handout was presented, includes a Revised Memorandum],* Mr. Volpe presented the request for Change Order No. 29 on BP-S00195, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Ms. Cottman, second by Ms. Walker-Denis, vote carried to recommend to the Aviation Authority Board approval of Change Order BP-S00195-29, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $280,624.00, and no time extension, with funding from, funding from FAA and FDOT Grants to the extent eligible, and General Airport Revenue Bonds.

B. **CHANGE ORDER BP-S00195-30 VARIOUS REVISIONS.** *[A handout was presented, includes a Revised Memorandum],* Mr. Volpe presented the request for Change Order No. 30 on BP-S00195, South Terminal C, Phase 1X – Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to recommend to the Aviation Authority Board Change Order BP-S00195-30 South Terminal C, Phase 1X – Airside, with Hensel Phelps Construction Company for the total amount of $350,000.00, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

C. **CHANGE ORDER L-00061-01 FINAL CHANGE ORDER.** Mr. Brooks presented the request for Change Order No. 01 on L-00061 Low Voltage Traffic Light Fiber - Cargo Road West, with Orlando Business Telephone Systems, Inc. Discussion ensued.

   Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve Change Order L-00061-01, with Orlando Business Telephone Systems, Inc. for the total deductive amount of ($15,968.69), and no time extension, funding from previously-approved Capital Expenditure Funds.

D. **CHANGE ORDER L-00077-02 FINAL CHANGE ORDER.** Mr. Brooks presented the request for Change Order No. 02 on L-00077 On-Call Low Voltage, with Precision Contracting Services, Inc**.** Discussion ensued.

   Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve Change Order L-00077-02, with Precision Contracting Services, Inc. for the total deductive amount ($31,631.20), and no time extension, with funding from previously-approved Operations and Maintenance funds.

E. **CHANGE ORDER V-S00026-13 VARIOUS REVISIONS.**
This item was deferred.

F. **CHANGE ORDER V-S00033-11 VARIOUS REVISIONS.** *[A handout was presented, which includes a Revised Full Item.]* Mr. Spence presented the request for Change Order No. 11 on V-S00033, South Terminal C CBP and TSA Regulatory Changes (Design/Build), with Clancy & Theys Construction Company. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of Change Order V-S00033-11 with Clancy and Theys Construction Company for the total amount of $467,307.16, and 339 calendar day time extension to Substantial Completion, with funding from previously-approved General Airport Revenue Bonds.

G. **CHANGE ORDER V-S00033-12 VARIOUS REVISIONS.** *[A handout was presented, which includes Revised Full Item.]* Mr. Spence presented the request for Change Order No. 12 on V-S00033, South Terminal C, CBP and TSA Regulatory Changes (Design/Build), with Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Walker-Denis, vote carried to recommend to the Aviation Authority Board approval of Change Order V-S00033-12 with Clancy and Theys Construction Company for the total amount of $319,048.02, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

NEW BUSINESS

A. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH H.W. DAVIS CONSTRUCTION, INC. FOR V-01007 TERMINAL B AREA 4 LEVEL 2 BAGGAGE HANDLING SYSTEM (BHS) ROOF REPAIR, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and backup.] Mr. Corthell presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with H.W. Davis Construction, Inc. for V-1007 Terminal B Area 4 Level 2 Baggage Handling System Roof Repair, for the direct-negotiated amount of $71,272.00, and no time extension, with funding from previously-approved from Operations and Maintenance Funds.

B. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH H.W. DAVIS CONSTRUCTION, INC. FOR V-01013 AIRSIDE 1 RAMP LEVEL CORRIDOR and STAIR REFURBISHMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
This item was deferred.

C. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH COLLAGE DESIGN AND CONSTRUCTION GROUP, INC. DBA THE COLLAGE COMPANIES FOR V-01018 NORTH TERMINAL TOP CANOPY A and B RE-PAINTING, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[Includes a Revised Memorandum.] Mr. Gainous presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve the Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Collage Design and Construction Group, Inc. dba The Collage Companies for V-01018 North Terminal Roof Top Canopy A and B Sides Beam Re-Painting, for the total direct-negotiated amount of $224,061.00, and no time extension with funding from previously-approved Operations and Maintenance funds.

D. **<u>REQUEST FOR RECOMMENDATION OF APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH COLLAGE DESIGN AND CONSTRUCTION GROUP, INC. DBA THE COLLAGE COMPANIES FOR V-01021 NTC EAST CHECKPOINT HVAC MODIFICATIONS, AT THE ORLANDO INTERNATIONAL AIRPORT</u>**.
[A handout was presented, which includes a Revised Memorandum.] Mr. Gainous presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to recommend to the Aviation Authority Board approval of the Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Collage Design and Construction Group, Inc. dba for The Collage Companies for V-01021 NTC East Checkpoint HVAC Modifications for the total direct-negotiated fees of $325,149.00, and no time extension, with funding from previously-approved Operations and Maintenance Funds.

E. **<u>REQUEST FOR RECOMMENDATION OF APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH THE COLLAGE COMPANIES. V-01017 HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICES, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>**
This Item was deferred.

F. **<u>REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 6 TO THE CONTINUING ENVIRONMENTAL SERVICES AGREEMENT WITH VANASSE HANGEN BRUSTLIN, INC. FOR ADDITIONAL PERMITTING ASSISTANCE FOR W-00468, MUD LAKE CONSERVATION EASEMENT RELEASE AT THE ORLANDO INTERNATIONAL AIRPORT.</u>**
[A handout was presented, which includes a Revised Memorandum.] Ms. O'Brien presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to approve 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 for W-00468 Mud Lake Conservation Release for the total amount of $110,344.00, which includes the not-to-exceed fees amount of $84,644.00 and the not-to-exceed expenses amount of $25,700.00, with funding from previously-approved Capital Expenditure Funds (CIR 00561 – FY 2023 Master Stormwater Planning).

G. **<u>REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE STORMWATER MANAGEMENT PROGRAM DEVELOPMENT FOR W-00507-MCO STORMWATER MAINTENANCE AND PROGRAM DEVELOPMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>**
[A handout was presented, which includes a Revised Memorandum.] Ms. O' Brien presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. to provide Stormwater Management Program Development, for W-00507 Stormwater Maintenance and Program Development for the total not-to-exceed fees amount of $621,366.00, with funding from previously-approved Operations and Maintenance Funds.

H. **<u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH PSA CONSTRUCTORS, INC. DBA PSA MANAGEMENT INC. TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-01007 TERMINAL B AREA 4 LEVEL 2 BAGGAGE HANDLING SYSTEM (BHS) ROOF REPAIR, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>**
[A handout was presented, which includes a Revised Memorandum.] Ms. Brooks presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. to provide Construction Phase OAR Services for V-01007 Terminal B Area 4 Level 2 Baggage Handling

System Roof Repair, for the total not-to-exceed fees amount of $7,188.00, with funding from previously-approved Operations and Maintenance funds.

I. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH THE RODERICK GROUP, INC., DBA ARDMORE RODERICK FOR CONSTRUCTION PHASE OAR SERVICES FOR V-001013 AS1 RAMP LEVEL CORRIDOR and STAIR REFURBISHMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
This item was deferred.

J. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH COST MANAGEMENT INC. DBA CMI TO PROVIDE CONSTRUCTION PHASE OAR SUPPORT SERVICES FOR V-01018 NORTH TERMINAL ROOF TOP CANOPY A AND B SIDES BEAM RE-PAINTING, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum.] Ms. Brooks presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Dennis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI to provide Construction Phase OAR Support Services for V-01018 North Terminal Roof Top Canopy A and B Sides Beam Re-Painting, for the total amount of $22,431.00 with funding from previously-approved Operations and Maintenance Funds.

K. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH COST MANAGEMENT INC. DBA CMI TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-01021 NTC EAST CHECKPOINT HVAC MODIFICATIONS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum.] Ms. Brooks presented the memorandum, dated March 12, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI to provide Construction Phase OAR Services for V-01021 NTC East Checkpoint HVAC Modifications for the total not-to-exceed fees amount of $32,483.00, with funding from previously-approved Operations and Maintenance Funds.; subject to funding consensus by the Construction Finance Oversight Committee (CFOC); *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order Log
B. Revised Backup for Recommendation of Approval of an Addendum to the Construction Payment Application and Invoice Review, Financial Consulting for the Capital Improvement Program and Capital Initiation Requests and Audit and Advisory Services Agreement with Carr, Riggs and Ingram LLC. [From the Construction Committee on November 21, 2023, Item No. IV-H].
C. Revised Backup for Recommendation of Approval of an Addendum to the Construction Payment Application and Invoice Review, Financial Consulting for the Capital Improvement Program and Capital Initiation Requests and Audit and Advisory Services Agreement with Carr, Riggs and Ingram LLC. [From the Construction Committee on November 21, 2023, Item No. IV-I].
D. Revised Backup for Recommendation of Approval of an Addendum to the Construction Payment Application and Invoice Review, Financial Consulting for the Capital Improvement Program and Capital Initiation Requests and Audit and Advisory Services Agreement with Carr, Riggs and Ingram LLC. [From the Construction Committee on November 21, 2023, Item No. IV-J].
E. Revised Memorandum for Recommendation of Approval of an Addendum to the Continuing Architectural Services with MLM-Martin Architects, Inc. to provide Architectural, Engineering, and Cost Estimating Services for V-01020, Airside 4 Additional TSA Screening Lanes, at the Orlando International Airport. [From the Construction Committee on March 5, 2024, Item No. IV-D].
F. Revised Memorandum for Approval of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company, Inc. for V-S00052 Repair

BHS Canopy Fascia at Gate 236, at the Orlando International Airport. [From the Construction Committee on March 5, 2024, Item No. IV-F].

G. Revised Memorandum for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. for V-S00052 Repair BHS Canopy Fascia at Gate 236, at Orlando International Airport. [From the Construction Committee on March 5, 2024, Item No. IV-I].

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:17 a.m.

Scott Shedek

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Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, MARCH 19, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present
- Scott Shedek, Chair
- Marie Dennis, Deputy Chief Financial Officer, Finance
- Keila Walker-Denis, Interim Vice President, Information Technology
- Tricia Cottman, Vice President, Risk Management

Also participating:
- Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
- John Volpe, Jacobs Project Management
- Jamie McGonagill, Geotech Consultants International, Inc. dba GCI, Inc.
- Nils Johnson, Chase Construction Services
- Fransheska Archbold-Brown, Recording Secretary

CHANGE ORDERS

A. **CHANGE ORDER BP-S00195-31 FOR VARIOUS REVISIONS.** Mr. Volpe presented the request for Change Order No. 31 on BP-S00195, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Ms. Cottman, second by Ms. Walker-Denis, vote carried to approve Change Order BP-S00195-31, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $102,994.00, and no time extension, with funding from General Airport Revenue Bonds and Passenger Facility Changes.

B. **CHANGE ORDER V-S00026-13 FOR VARIOUS REVISIONS.** Mr. McGonagill presented the request for Change Order No. 13 on V-S00026 STC LST Level 1 Misc. Improvements (Design/Build), with Gomez Construction Company Discussion ensued.

   Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve Change Order V-S00026-13 STC LST Level 1 Misc. Improvements (Design/Build), with Gomez Construction Company for the total amount of $0.00, and no time extension, with funding from previously approved General Airport Revenue Bonds.

NEW BUSINESS

A. REQUEST FOR RECOMMENDATION OF APPROVAL OF THE PURCHASE OF TEN (10) COBUS 300 AIRPORT APRON BUSES FROM COBUS, LLC FOR W-00509, APM COOP BUS OWNER DIRECT PURCHASE AT THE ORLANDO INTERNATIONAL AIRPORT.
   Mr. Johnson presented the memorandum, dated March 19, 2024. Discussion ensued.

   Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of the Purchase of Ten (10) COBUS 3000 Airport Apron Buses from COBUS, LLC. for W-00509, APM COOP Bus Owner Direct Purchase, for the total not-to-exceed expenses amount of $5,510,000.00, with funding from General Airport Revenue Bonds.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order (FCO) Log Field Change Order Log

B. Revised Coversheet for V-S00033, Terminal C CBP and TSA Regulatory Changes teams (Design/Build), Change Order No. 11 with Clancy & Theys Construction Company [From the Construction Committee on March 12, 2024, Item No. III-F].

C. Revised Coversheet for V-S00033, Terminal C CBP and TSA Regulatory Changes (Design/Build), Change Order No. 12 with Clancy & Theys Construction Company [From the Construction Committee on March 12, 2024, Item No. III-G].

D. Revised Backup for the Recommendation of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with The Collage Companies for V-01021, NTC East Checkpoint HVAC Modifications [From the Construction Committee on March 12, 2024, Item No. IV-D].

E. Revised Backup for the Recommendation of Approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. to provide Stormwater Management Program Development for W-00507, Stormwater Maintenance and Program Development [From the Construction Committee on March 12, 2024, Item No. IV-F].

F. Revised Backup for the Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management Inc. dba CMI to provide Construction Phase OAR Services for V-01021, NTC East Checkpoint HVAC Modifications [From the Construction Committee on March 12, 2024, Item No. IV-K].

G. Revised Small Business Memo and Backup for the Approval of an Addendum to the Continuing Bridge Inspection Services Agreement with Kisinger Campo & Associates, Corp for FY 2024 Bridge Inspections for W-00348, Inspection of Bridge and Roadway Sign Structures [From the Construction Committee on February 27, 2024, Item No. IV-D].

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:06 a.m.

Scott Shedek

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Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, MARCH 26, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present
Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Tricia Cottman, Vice President, Risk Management
Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Tuan Nguyen, GOAA Engineering
John Volpe, Jacobs Project Management Co.
Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
Colin Paterson, The Roderick Group, Inc. dba Ardmore Roderick
Ross Spence, AECOM Technical Services, Inc.
Fransheska Brown, Recording Secretary

CHANGE ORDERS

A. **CHANGE ORDER BP-S00195-32 VARIOUS REVISIONS.** Mr. Volpe presented the request for Change Order No. 32 on BP-S00195, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Walker-Denis, vote carried to approve Change Order BP-S00195-32, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $22,449.00, and no time extension, with funding from previously-approved General Airport Revenue Bonds and Passenger Facility Changes.

B. **CHANGE ORDER E-S00020-01 SIGNED AND SEALED DRAWINGS.** Mr. Corthell presented the request for Change Order No. 01 on E-S00020 Terminal C Enhancements Electrical BHS Lighting Improvements, with Electric Services, Inc. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve Change Order E-S0020-01 Terminal C Enhancements Electrical BHS Lighting Improvements, with Electric Services, Inc. for the total amount of $7,426.61, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

C. **CHANGE ORDER V-00992-02 VARIOUS REVISIONS.** Mr. Paterson presented the request for Change Order No. 02 on V-00992 Rehabilitation of Structural Steel Commercial Lanes Canopies, with Clancy & Theys Construction Company, Discussion ensued.

Upon motion of Ms. Walker-Denis, and Ms. Cottman, vote carried to approve Change Order of V-00992-02 Rehabilitation of Structural Steel Commercial Lanes Canopies, with Clancy & Theys Construction Company. for the total deductive amount of ($893.28), and no time extension previously-approved Capital Expenditure Funds.

NEW BUSINESS

A. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING CONSULTING SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. FOR DESIGN, BID AND AWARD PHASE SERVICES FOR H-00370 AIRSIDE 3 APRON PCC SLAB REHABILITATION, AT THE ORLANDO INTERNATONAL AIRPORT.**
Mr. Nguyen presented the memorandum, dated March 26, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve of an addendum to the Continuing Civil Engineering Consulting Services Agreement with AECOM Technical Services, Inc. for Design, Bid and Award Phase Services for H-00370 Airside 3 Apron PCC Slab Rehabilitation, for the total not-to-exceed fees amount of $63,393.00, with funding from previously-approved General Airport Revenue Bonds, and to the extent possible, funds will be provided contingent upon receiving FDOT funding.

B. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 52 TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. ADITIONAL SERVICES ON W-00496 NORTH TERMINAL REFRESH, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Spence presented the memorandum, dated March 26, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve the Amendment to Addendum No. 52 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Services on W-00496 North Terminal Refresh, for the total not-to-exceed fees amount of $226,386.00, with funding from previously-approved General Airport Revenue Bonds.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order (FCO) Log Field Change Order Log

ADJOURNMENT
No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:19 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **Tuesday, April 2, 2024,** the **CONSTRUCTION FINANCE OVERSIGHT COMMITTEE** of the Greater Orlando Aviation Authority in the Carl T. Langford Board Room, Orlando International Airport, One Jeff Fuqua Boulevard Orlando, FL 32827. Chairperson Sharman called the meeting to order at 9:51 a.m. The meeting was posted in accordance with Florida Statues with quorum participating. Office of the Governor, Executive Order Number 20-69.

Committee Members Present:

Kathleen Sharman, Executive Vice President/CFO and Chairperson
Marquez Griffin, Senior Vice President of Operations
Max Marble, Senior Vice President Capital Programs

Also Present:

Marie Dennis, Deputy Chief Financial Officer
Melvin Martinez, GOAA
Brad Friel, GOAA
Scott Shedek, GOAA
Chris Deloatche, GOAA
Colin Paterson, Ardmore Roderick
Robert Connell, CRI
Brian Gainous, CMI
Nils Johnson, CCS
Win Beltran, GCI
Frederick Robinson, Anser Advisory
Heather Lee, Anser Advisory
Tracey Goff, Anser Advisory
Hameedah McCondichie, Sr. Admin. Assistant, GOAA
Chayla German, AECOM, Recording Secretary

LOBBYIST DISCLOSURE

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. The policy, forms, and instructions are available on the Aviation Authority's web site. Please contact the Chief Administrative Officer with questions at (407) 825- 7105.

Chairperson Sharman asked the Committee to report any conflicts of interest or violations of the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regard to any agenda item. No Violations were reported.

I. **CALL TO ORDER**

II. **ANNOUNCEMENTS**

III. **ROLL CALL**

IV. **CONSIDERATION OF MINUTES AND OLD BUSINESS**

A. Minutes of the March 5, 2024, CFOC Meeting

The Committee reviewed the meeting minutes from the March 5, 2024, CFOC. No comments or concerns were provided.

B. Old Business

1. Airline Terminal Improvements Program – Chairperson Sharman stated this is still being monitored by Jackie Chin and her team for the relocation of airlines.
2. Terminal C Enhancements Program – Chairperson Sharman stated more updates will be provided as monitoring continues.
3. CIP Update Schedule – Chairperson Sharman stated the planning studies have been received. Chairperson Sharman stated the prioritization meeting has taken place and we are in the process of scaling it down to meet the budget. Chairperson Sharman stated the goal is to have the final draft by the end of May and take it to the board in June. Chairperson Sharman stated it is important to get this done as soon as possible because it affects the budget. Chairperson Sharman stated we need to consult with the airlines in July, while stressing the importance of getting everything in the budget by August.

V. **CONSENT AGENDA**

A. **ACTION ITEMS**

1. **Recommendation to Approve Budget Transfer Request for V-00TBD2 – Airsides 2 and 4 Automated People Mover Permanent Ramps (Design/Build), Airsides 2 and 4 Automated People Mover Replacement Program**

Mr. Johnson presented a memorandum dated April 2, 2024, requesting the committee to approve the budget transfer request for V-00TBD2 – Airsides 2 and 4 Automated People Mover Replacement Program.

The current Airsides 2 and 4 APM System Replacement Program budget of $225M includes some elements of the Continuity of Operations Plan (COOP) that are being completed in advance of the start of construction of the BP-00477REP project scheduled for December 1, 2025, to ensure continuous safe and efficient movement of passengers upon the COOP plan be activated during the APM replacement. It is now generally accepted that the COOP plan must possess permanent features that could be used after the completion of this program for operational and budgetary reasons. As a result, the previously retained solution at Airside 2, which included the purchase of portable ramps to move passengers from the airside building to the ramp and then to the loading area to be transported by bus to the North Terminal, is proposed to be replaced by the construction of a new Americans with Disabilities Act (ADA) compliant permanent ramp.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Airsides 2 & 4 APM Replacement program. However, this action will decrease CIP Unallocated by $2,500,000. A program budget increase will be requested during the annual CIP process to replenish the project contingency to support the three-year program completion.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $2,500,000 of General Airport Revenue Bond (GARB) funds from ZC-347 – Airsides 2 & 4 Automated People Mover Replacement Capital Improvement Program Unallocated to V-00TBD – Airsides 2 & 4 Permanent Ramps (Design/Build).

Mr. Marble asked Mr. Johnson to provide a more detailed explanation. Mr. Johnson stated they will be transporting passengers from Airside 2 to Airside 4, or vice versa depending on which airside is being worked on, and a method is needed to transport passengers in wheelchairs or with strollers from the transfer level to the ramp level. Mr. Johnson stated constructing these ramps will give us this ability.

2. **<u>Recommendation to Approve Budget Transfer Request for V-01011 – Airside 4 60's Wing Modifications (Design/Build), Airsides 2 and 4 Automated People Mover Replacement Program</u>**

   Mr. Johnson presented a memorandum dated April 2, 2024, requesting the committee to approve the budget transfer request for V-01011 – Airside 4 60's Wing Modifications (Design/Build), Airsides 2 and 4 Automated People Mover Replacement Program. Project V-01011 – Airside 4 60's Wing Modifications (D/B) was created to renovate the 60's wing in support of the Continuity of Operations Plan (COOP) during the design phase of the BP-00477REP project for future COOP operations. A Notice to Proceed was issued in February 2024. On March 5, 2024, the Construction Committee recommended to the Aviation Authority Board the approval of the design for project V-01020 – Airside 4 Additional Transportation Security Administration (TSA) Screening Lanes. This recommendation was approved by the board at the March 27, 2024, meeting.

   Escalator E-79 located on the APM boarding platform of Airside 4 is currently out of service and obsolete. This escalator was taken out of service as it leads to a secured area on the ramp level of the airside. On the APM platform, the footprint of the escalator creates a bottle neck on the platform which restricts the flow of passengers. By removing this escalator and adjacent stairs and infilling the floor, the flow of passengers would be greatly improved on the APM platform. The scope of work associated with the removal of the existing escalator E-79 and the infilling of the floor was part of approved Fiscal Year (FY) Capital Initiation Request (CIR) #00837 in the amount of $240,000. The budget for that work was moved into the BP-00477REP project through a Construction Finance Oversight Committee (CFOC) action.

   The balance of the scope that includes the relocation of the CT-80 baggage screening machine into a permanent location on the ramp level and the associated work was included in the newly created project V-01020 for which the design was approved by the board at the March 27, 2024, meeting. This scope of work is being removed from the V-01020 project and moved into V-01011.

   In addition to this new scope, a visual inspection has revealed cracks in the concrete slabs at the 60's wing and water intrusions in the area where the CT-80 screening machine is anticipated to be relocated. While the full extent of the repair is unknown until the investigative work is performed and the design is complete, the project team feels that an allowance in the amount of $280,000 should cover the costs associated with the anticipated repair work based on the visual inspection.

   There are no reasonable alternatives at this time. There is no overall fiscal impact to the Airsides 2 & 4 APM Replacement Program. However, this action will decrease the BP-00477REP project contingency by $240,000 and ZC-347 - CIP Unallocated by $760,000. A program budget increase will be requested during the annual CIP process to replenish the project contingency to support the three-year program completion.

   The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $240,000 of Capital Expenditure funds from BP-00477REP – Airsides 2 & 4 Automated People Mover Improvements to V-01011 – Airside 4 60's Wing Modifications (Design/Build); and (b) $760,000 of Capital Expenditure funds from ZC-347 – Airsides 2 & 4 Automated People Mover Replacement Capital Improvement Program Unallocated to V-01011.

3. **<u>Recommendation to Combine North Terminal and South Terminal for Future Projects – Roadway Signage Program</u>**

   Mr. Friel presented a memorandum dated April 2, 2024, requesting the committee to combine the North and South Terminal for Future Projects - Roadway Signage Program.

The Roadway Signage program was added to the CIP as part of the fiscal year 2020 update. Because the South Terminal C (STC) was under construction at that time, it was important to distinguish between STC Roadway Signage and North Terminal Roadway Signage to keep costs separate. Terminal C opened to the public in September 2021. All Florida Department of Transportation (FDOT) funding specifically awarded for STC construction through Public Transportation Grant Agreement (PTGA) 435311 was complete as of June 2023. The scope of PTGA 448639 is for the Master Roadway Signage Program, and is not specific to Terminals A, B, or C.

The remaining activities planned for in the Roadway Signage CIP will provide signage enhancements for the entire MCO Campus. As the remaining costs will be incurred globally versus by geographical location, it is recommended that the values shown as North and South be combined into a single project for each.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Roadway Signage Program.

Chairperson Sharman stated there were FDOT grant matches that required the projects be separated before by terminal, now it's easier to manage the projects together. Mr. Griffin asked if there are any advantages from a fiscal standpoint. Chairperson Sharman stated not at this time, we are broadening the grant request. Mr. Marble stated we are streamlining management of the signage program. Mr. Griffin stated anything we do with signage impacts North and South signage.

The Construction Finance Oversight Committee reached a consensus to approve the transfers reflected in Exhibit 1.

4. **Recommendation to Approve Budget Transfer Request for V-01022 – North Terminal East and West Checkpoint Signage, North Terminal Signage Program**

Mr. Gainous presented a memorandum dated April 2, 2024, requesting the committee to approve a budget transfer request for V-01022 – North Terminal East and West Checkpoint Signage, North Terminal Signage Program.

During a walk-through by the Ease Team through the North Terminal, it was noted that passengers were facing challenges identifying the gate numbers at both checkpoints, but more particularly the East Checkpoint. This was further pointed out by leadership as a challenge that needed a solution.

The proposed project aims to enhance wayfinding awareness, particularly at the North Terminal gates with a focus on the East and West checkpoints. By leveraging existing digital signage resources and implementing a similar system to that in Terminal C, where gate nomenclature is prominently displayed upon entering the TSA screening area, this project seeks to streamline navigation and connectivity across all three terminals. Therefore, it is requested that $110,000 be transferred from ZC-312 – North Terminal Signage 2018-2025 Capital Improvement Program (CIP) Unallocated to V-01022 – North Terminal East and West Checkpoint Signage

There are no reasonable alternatives at this time. There is no overall fiscal impact to the North Terminal Signage program, however this action will decrease the CIP Unallocated budget by $110,000.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $110,000 of General Airport Revenue Bond funds from ZC-312 – North Terminal Signage 2018-2025 Capital Improvement Program Unallocated to V-01022 - North Terminal East and West Checkpoint Signage.

5. **Recommendation to Approve Budget Transfer Request for TBD-14 Airport Rotating Beacon, Orlando Executive Airport**

Ms. Jarrette presented a memorandum dated April 2, 2024, requesting the committee to approve the budget transfer request for TBD-14 Airport Rotating Beacon, Orlando Executive Airport. Airport rotating beacons typically have an expected life of up to 20 years depending upon the impacts of environmental conditions and the level of maintenance. Orlando Executive Airport's (ORL) existing L-802A high intensity rotating beacon is estimated to be approximately 45 years old and is beyond its useful life.

Initial pricing received to install a new airport beacon was based on a 2021 study completed by AVCON. In February 2024, AVCON provided an updated project budget, including the estimated cost of construction and design service fees. The Florida Department of Transportation (FDOT) has confirmed that up to $400,000 in Fiscal Year 2024 funding is programmed and available for this project in the FDOT Work Program. Because the beacon replacement is a high priority, staff has identified projects that can either be deferred or removed from the Capital Improvement Program (CIP) to move forward with this project.

There is no reasonable alternative at this time. There is no overall fiscal impact to the Orlando Executive Airport capital program.

Mr. Marble stated he completely understands the project and sees this as a priority, however there is no OAR support or design construction administration services documented. Mr. Marble asked how the project will be managed. Mr. Marble stated that he did not see this in the memorandum and wanted to make sure this role is covered. Ms. Jarrette stated she believes they do.

The Construction Finance Oversight Committee reached a consensus to (a) approve the transfer of (1) $8,800 of ORL Revenue funds from Fiscal Year (FY) 2024 Capital Initiation Request (CIR) #00447 – ORL Security Fencing Upgrades to Fund Balance; (2) $7,200 of ORL Revenue funds from FY 2024 CIR01002 – ORL Airfield Marking Assessment to Fund Balance; (3) $47,600 of ORL Revenue funds from FY 2024 CIR01007 – ORL Generator Installation and Intrusion Detection System to Fund Balance; (4) $4,800 of ORL Revenue funds from FY 2024 CIR01003 – ORL Runway Rubber Removal and Marking to Fund Balance; (5) $34,200 of Future Florida Department of Transportation (FDOT) funds from TBD7 –Runway 7-25 Rubber Removal and Marking to ORL Airport Beacon; (6) $22,800 of Future FDOT funds from TBD8 – Airfield Marking Assessment to ORL Airport Beacon; and (7) $22,200 of Future FDOT funds from TBD11 – ORL Fencing Upgrades to ORL Airport Beacon; (b) recommend to the Aviation Authority Board to (1) approve the transfer of $68,400 of ORL Revenue funds from fund balance to ORL Airport Beacon; and (2) request concurrence from the City Council for this unbudgeted expenditure; and (c) authorize staff to update the Joint Automated Capital Improvement Plan (JACIP) accordingly.

6. **Recommendation to Approve Budget Transfer Request for V-S0033 – Miscellaneous Landside Regulatory Requirements Program**

Ms. Lee presented a memorandum dated April 2, 2024, requesting the committee to approve the budget transfer request for V-S0033 – Miscellaneous Landside Regulatory Requirements Program. On September 6, 2022, project V-S0003 - Miscellaneous Landside Regulatory was established in the amount of $250,000. The project scope provides for Terminal C changes and enhancements that arise through interagency coordination efforts with U.S. Customs and Border Protection (CBP) and Transportation Security Administration (TSA).

CBP previously communicated the need for a sunshade at Terminal C. Staff has been working to arrive at a solution that is acceptable for both CBP and the Aviation Authority. Initial estimates indicate that the cost to complete the required modifications will require an additional $250,000 of budget within the existing V-S0033 project.

There is no overall fiscal impact to the Changing Regulatory Requirements program, however the contingency will be reduced by $250,000.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $250,000 of General Airport Revenue Bond (GARB) funds from ZC-252 - U.S. Customs and Border Protection Regulation Contingency to V-S0033 – Miscellaneous Landside Regulatory.

7. **Recommendation to Approve Budget Transfer Request for V-01013 – Airside 1 Wings 4 and 5 Ramp Level Common Corridors and Stairways**

Mr. Paterson presented a memorandum dated April 2, 2024, requesting the committee to approve the budget transfer request for V-01013 – Airside 1 Wings 4 and 5 Ramp Level Common Corridors and Stairways. V-01013 - Airside 1 Wings 4 and 5 Ramp Level Common Corridors and Stairways was established to refurbish the common corridors and stairways with a budget of $221,000. The source of the funding for V-01013 was from Fiscal Year (FY) 2019 Capital Initiation Request (CIR) #00280 – North Terminal and Ramp Upgrades.

The Aviation Authority Facilities Department has added fire rated Fiberglass Reinforced Plastic (FRP) to the bottom half of the corridor walls into the scope. An additional $39,000 is needed in V-01013 to fund the request for the additional scope. Therefore, it is requested that $39,000 of Capital Expenditure funds be transferred from CIR00280 to V-01013.

The alternative is to not add the fire rated FRP requested by Facilities. The fiscal impact is the utilization of $39,000 of Capital Expenditure funds from FY19 CIR00280 North Terminal and Ramp Upgrades.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $39,000 of Capital Expenditure funds from Fiscal Year 2019 Capital Initiation Request #00280 - North Terminal and Ramp Upgrades to V-01013 - Airside 1 Wings 4 and 5 Ramp Level Common Corridors and Stairways.

8. **DEFERRED: Recommendation to Approve Budget Transfer Request for W-S00149 – Program Management and Oversight Services, Terminal C Expansion Programs**

Chairperson Sharman stated this memorandum for additional PMO work with Jacobs is being deferred. Chairperson Sharman stated the memorandum was not ready for this meeting, however another meeting will be held if necessary if the Construction Committee item is going forward. Mr. Marble stated Jacobs has been resistant to receiving the comments that we have been asking for and several meetings have been held with them to try to work things out so they can see what we're asking for as it's been difficult getting the backup in final form. Mr. Marble stated they have made it clear to them that they will not break committee rules or put anybody in a bind by having to shortcut our review process. Chairperson Sharman stated that she could not make sense of the draft. Mr. Marble stated at the time they thought all the input was provided to be able to have them present it in final form without compliance issues and it was not received in time, however he and his team will continue to work with Jacobs. Chairperson Sharman asked if there is a degree of urgency or any inspectors working yet. Mr. Marble stated there is no degree of urgency, as this project was just awarded and it's still in the early stages of the process and no there are not any inspectors on site yet.

B. <u>PROGRAM BUDGET STATUS WORKSHEETS</u>

1. **<u>North Terminal Baggage Handling System MAC Projects</u>**
   No Changes
2. **<u>Baggage Handling System</u>**
   No Changes
3. **<u>Closed Circuit Television Improvements</u>**
   No Changes
4. **<u>Changing Regulatory Requirements</u>**
   Reflects March 5, 2024, CFCO Action
5. **<u>Airsides 2 & 4 APM System Update</u>**
   No Changes
6. **<u>Airside 2 & 4 APM Replacement</u>**
   Reflects March 5, 2024, CFCO Actions
7. **<u>North Terminal Restrooms Upgrade – Phase 1</u>**
   No Changes
8. **<u>North Terminal Security Checkpoints</u>**
   No Changes
9. **<u>Passenger Processing Efficiency System</u>**
   No Changes
10. **<u>Airline Terminal Improvements</u>**
    Reflects March 5, 2024, CFCO Action
11. **<u>Security Enhancement Program</u>**
    No Changes
12. **<u>North Terminal Signage</u>**
    No Changes
13. **<u>Health & Safety Renovations 2018-2025</u>**
    No Changes
14. **<u>North Terminal Buildings' Roof Replacement</u>**
    No Changes
15. **<u>North Terminal Vertical Circulations Improvements</u>**
    No Changes
16. **<u>North Terminal Renovations</u>**
    No Changes
17. **<u>North Terminal Building Systems Upgrades</u>**
    No Changes
18. **Intentionally Left Blank**
19. **<u>Airfield Pavement Rehabilitation</u>**
    No Changes
20. **<u>Rental Car Quick-Turn-Around Projects</u>**
    No Changes
21. **<u>Terminal A & B RAC Counter & Lobby Improvements</u>**
    No Changes

22. **Roadway Improvements Program**
    No Changes

23. **Rental Car Expansion Program**
    No Changes

24. **Roadway Signage 2018-2025**
    No Changes

25. **Employee Parking Lot**
    No Changes

26. **Ground Transportation Facility Pedestrian Bridge**
    No Changes

27. **Roadway Congestion Management Project**
    No Changes

28. **Parking Improvements**
    No Changes

29. **Fiber Infrastructure Program**
    No Changes

30. **Wildlife Attractant Removal**
    No Changes

31. **Building Renovations**
    Reflects March 5, 2024, CFCO Action

32. **Security Detection System Improvement**
    No Changes

33. **Environmental Mitigation**
    No Changes

34. **Master Stormwater Planning**
    No Changes

35. **New OIA Masterplan**
    No Changes

36. **Advanced Budget, Schedule, & Scoping Analysis (ABSSA)**
    No Changes

37. **C/E/F Annex 2 & Parking**
    No Changes

38. **Infrastructure Development for Tenant Projects**
    No Changes

39. **Airport Power Systems Upgrades**
    No Changes

40. **Executive Lobby/Conference/Office Area Renovations**
    No Changes5

41. **South Terminal C Phase 1**
    Reflects March 5, 2024, CFOC Actions

42. **South Terminal C Expansion Phase 1 Expansion**
    No Changes

43. **Terminal C Phase 2**

No Changes

44. **Terminal C Airside Concourse Gates C250-C253**
    Reflects March 5, 2024, CFOC Action

45. **Terminal C Gates C250-253 Ramp, Remain Overnight (RON), & Airfield**
    Reflects March 5, 2024, CFOC Action

46. **Terminal C Enhancements**
    No Changes

47. **Passenger Conveyance Systems**
    No Changes

48. **Terminal C Landscaping**
    No Changes

49. **South Computer Room Buildout**
    No Changes

50. **Hyatt Regency Hotel**
    No Changes

51. **Orlando Executive Airport Active Project**
    No Changes

52. **Rail Infrastructure Oversight**
    No Changes

VI. START-UP PACKAGES AND RATIFICATION ITEMS

A. Start-up Packages

Intentionally Left Blank

B. Ratifications

1. **Recommendation to Approve Budget Transfer Request for W-00509 – Continuity of Operations Plan Bus Owner Direct Purchase, Airsides 2 and 4 Automatic People Mover Replacement Program**

On October 18, 2023, the Board approved the award of the Airsides 2 and 4 Automatic People Mover (APM) System Design/Build/Operate/Maintain (DBOM) contract for BP-00477REP to Mitsubishi Heavy Industries of America, Inc. (MHIA) for the total proposal price for all Phase 1 Design/Build work in the amount of $177,808,570. Since the contract award, staff has been working with MHIA to finalize a Continuity of Operations Plan (COOP) to ensure continuous safe and efficient movement of passengers during the APM replacement.

On March 19, 2024, the Construction Committee recommended approval of a Single Source Award to COBUS, LLC for the purchase of ten (10) Airport Apron Buses at a cost of $5,510,000. The funding to support this effort is available within the uncommitted project budget for BP-00477REP.

There are no reasonable alternatives at this time. There is no immediate fiscal impact to the Airsides 2 and 4 APM Replacement program. However, this action will decrease BP-00477REP project contingency by $5,510,000. A program budget increase will be requested during the annual CIP process to replenish the project contingency to support the three year program completion.

The Construction Finance Oversight Committee reached a consensus to ratify the transfer of $5,510,000 of General Airport Revenue Bond (GARB) funds from BP-

00477REP -Airsides 2 and 4 Automatic People Mover Improvements to W-00509 - Continuity of Operations Plan Bus Owner Direct Purchase.

2. **Recommendation to Approve Ratification of Budget Transfers of 2016A and 2016B General Airport Revenue Bond Funds from H-00360 – Jeff Fuqua Boulevard (Loop Rd) Variable Message Signs Installation and H-00361 – Jeff Fuqua Boulevard (Loop Road) Terminal B Entrance Reconfiguration to Expend 2016A and 2016B Construction Funds for April 1, 2024, Debt Services Payment**

On April 4, 2023, two memoranda were approved by the CFOC to transfer 2016A and 2016B GARBs to the Roadway Programs, previously proposed to be funded by Future GARBs via temporary funding through the Aviation Authority's LOC facilities as is permissible under the Aviation Authority's Reimbursement Resolution. The two design/build efforts for the H-00360 - Jeff Fuqua Boulevard (JFB) (Loop Rd) Variable Message Signs (VMS) Installation project and the H-00361 - JFB (Loop Road) Terminal B Entrance Reconfiguration were thought to be able to spend the bonds quickly. However, the updated projects' timelines do not support expending these bond funds expeditiously. This memorandum requests the reversal of the April 4, 2023, action with respect to the 2016A and 2016B GARBs to make these funds available to contribute to an escrow deposit for the refunding of the 2016A and 2016B GARB bonds and/or to pay debt service payments due on April 1, 2024.

There are no reasonable alternatives at this time. The fiscal impact is the transfer of $748,322 of 2016A and $2,993,288 of 2016B GARBs to the Construction Fund for upcoming bond issuance or debt service payments and an increase of $2,000,000 and $1,741,611 in interim GARB/Line of Credit funding in projects H-00360 and H-00361, respectively.

The Construction Finance Oversight Committee reached a consensus to ratify the transfers reflected in Table 1.

VII. INFORMATIONAL/DISCUSSION ITEMS

A. **2024 CFOC Meeting and Memo Deadline Schedule**

B. **2024 CFOC Meeting and Deadline Calendar**

C. Chairperson Sharman mentioned the next scheduled CFOC meeting will be held Tuesday April 30, 2024, at 9:45 a.m. CFOC memos should be submitted to cfocSubmissions@goaa.org no later than 10 a.m. on April 16, 2024. The initial CFOC Agenda Review Meeting will be held on April 18, 2024, at 1 p.m. via Microsoft Teams Meeting.

ADJOURNMENT

Having no further business to conduct, the meeting was adjourned at 10:21 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chairperson
Construction Finance Oversight Committee
Chief Financial Officer

On **WEDNESDAY, MAY 24, 2023**, the **PROCUREMENT COMMITTEE** met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Sharman called the meeting to order at 1:00 p.m. Chair Sharman read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee (PC) members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:
Kathleen Sharman, Chair
Marquez Griffin, Vice President, MCO Operations
Max Marble, Senior Vice President, Capital Programs
Jeff Daniels, Assistant Vice President, Facilities

Also participating:
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Debbie McKeown, GOAA Project Controls
Kathy Anderson, GOAA Project Controls
Rick Baldocchi, Avcon, Inc.
Dominick Fiorentino, Avcon, Inc.
Clint Pletzer, Avcon Inc.
Sean Day, Avcon, Inc.
Marisa England, Avcon, Inc.
Marcos Soura, EXP U.S Services, Inc.
John Flint, EXP U.S Services, Inc.
Kathy Leo, G-A-I Consultants, Inc.
Bobby Jamison, G-A-I Consultants, Inc.
Sylvester Asiamel, G-A-I Consultants, Inc.
Fransheska Brown, Recording Secretary

CONSIDERATION OF MEETING MINUTES FROM MAY 9, 2023 (W-00447 SHORTLISTING)

1. Upon motion of Mr. Daniels, second by Mr. Marble, vote carried to approve the PC Minutes from the meeting held on May 9, 2023, as presented.

CONSIDERATION OF PROPOSERS SHORTLISTED FOR W-00447, SELECTION OF DESIGNER FOR ROADWAY SIGNAGE AND INFRASTRUCTURE AT THE ORLANDO INTERNATIONAL AIRPORT.

2. Pursuant to the action of the PC at its meeting on May 9, 2023, the three shortlisted firms listed below (*in alphabetical order*) were interviewed for further consideration for the subject services:

- **Avcon, Inc.**
- **EXP U.S Services, Inc.**
- **G-A-I Consultants, Inc.**

ANNOUNCEMENT

Pursuant to Florida Statute 286.0113 (2)(b)1, the portion of the PC meeting, when presentations and interviews are being conducted, will be exempt from public meeting requirements and will be recorded.

Chair Sharman reviewed the interview schedule and closed the opening portion of the PC meeting.

[The PC recessed at 1:05 p.m., and reconvened at 1:10 p.m.]

Chair Sharman yielded the floor; thus, the closed session for Avcon, Inc. was conducted and recorded.

Avcon, Inc. (AVCON): AVCON provided a copy of their presentation, which is on file with the Aviation Authority. During its introduction/presentation, AVCON satisfactorily addressed the ability of their team to perform the Services.

Upon conclusion of the introduction/presentation, Chair Sharman directed the PC and staff to pose questions based upon AVCON's introduction/presentation and submitted Statement of Qualifications (SOQ). Several questions were addressed.

Chair Sharman closed the interview session with AVCON and announced that from this point forward, no discussion regarding the procurement may take place between the Proposer and the Aviation Authority representatives.

[The PC recessed at 1:40 p.m., and reconvened at 1:45 p.m.]

Chair Sharman yielded the floor; thus, the closed session for EXP U.S Services, Inc. was conducted and recorded.

<u>EXP U.S Services, Inc. (EXP):</u> EXP provided a copy of their presentation, which is on file with the Aviation Authority. During its introduction/presentation, EXP satisfactorily addressed the ability of their team to perform the Services.

Upon conclusion of the introduction/presentation, Chair Sharman directed the PC and staff to pose questions based upon EXP's introduction and submitted SOQ. Several questions were addressed.

Chair Sharman closed the interview session with EXP and announced that from this point forward, no discussion regarding the procurement may take place between the Proposer and the Aviation Authority representatives.

[The PC recessed at 2:15 p.m., and reconvened at 2:20 p.m.]

Chair Sharman yielded the floor; thus, the closed session for G-A-I Consultants, Inc. was conducted and recorded.

<u>G-A-I Consultants, Inc. (GAI):</u> During its introduction, GAI satisfactorily addressed the ability of their team to meet or exceed the minimum requirements of the project, as established in the Submission Requirements.

Upon conclusion of the introduction, Chair Sharman directed the PC and staff to pose questions based upon GAI's introduction and submitted SOQ. Several questions were addressed.

Chair Sharman closed the interview session with GAI and announced that from this point forward, no discussion regarding the procurement may take place between the Proposer and the Aviation Authority representatives.

[The PC recessed at 2:45 p.m., and reconvened at 3:00 p.m.]

Chair Sharman reconvened the meeting and asked the PC if there was anything to address before proceeding with the deliberations and asked whether there were any public comments. As there were none, deliberations ensued. The PC reviewed each firm's SOQ and considered each interview. In accordance with the Submission Requirements, the PC evaluated each Proposer and ranked each as follows:

	Avcon	EXP US Services	GAI Consultants
QUALIFICATIONS OF PROPOSED INDIVIDUALS AND PROPOSED APPROACH – Max 50 • Ability of the proposed individuals to furnish the required services • Experience and qualifications of the proposed individuals • Proposed approach (in the Executive Brief section) • **<u>Preferred</u>: Three similar projects within the last five years**	40	25	40
QUALIFYING PROGRAMS/PROJECTS OF PROPOSER – Max 30 • Past performance, including the similarity of the qualifying programs/projects • Breadth and depth of experience on the qualifying programs/projects • Past performance with the Authority (if applicable) • Past performance with other entities, references • **<u>Preferred:</u> Three similar projects within the last five years**	28	15	20
DBE APPROACH – Max 10 • Demonstrated understanding of the Authority's DBE Program and other minority and small business programs • Proposed approach for this contract	8	8	8
CCNA FACTORS – Max 10 • Willingness to meet time and budget requirements (availability to start) • Recent, current, and projected workload of the firm (commitment to completion) • Volume of work previously awarded to each firm (without violating the principle of selection of the most qualified)	9	5	7
TOTAL - MAX 100	**76**	**48**	**68**

It was the consensus of the PC that the top-ranked firm was the most highly qualified, demonstrated the best understanding of the scope of services advertised, and presented the most comprehensive detailed responses to all questions posed during the interviews.

Upon motion of Mr. Marble, second by Mr. Daniels, vote carried to recommend to the Aviation Authority Board the below ranking of firms and award of a Professional Services Agreement for W-00447, Selection of Designer for Roadway Signage and Infrastructure at the Orlando International Airport, following successful hourly rate negotiations, with the first-ranked firm as follows:

First:	**Avcon, Inc.**
Second:	**G-A-I Consultants, Inc.**
Third:	**EXP U.S Services, Ins.**

Chair Sharman stated that there will be a cone-of-silence in effect until after the Aviation Authority Board meets to consider the PC's recommendation.

The Aviation Authority Board is scheduled to consider the PC's recommendation on June 21, 2023.

ADJOURNMENT

3. No public comments were made during the meeting. There being no further business for discussion, the meeting adjourned at 3:45 p.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer

On **TUESDAY, OCTOBER 10, 2023, the PROCUREMENT COMMITTEE** met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Sharman called the meeting to order at 9:40 a.m. Chair Sharman read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

Kathleen Sharman, Chair
Marquez Griffin, Vice President, MCO Operations
Max Marble, Senior Vice President, Capital Programs
Jeff Daniels, Assistant Vice President, Facilities
Jay Cassens, Vice President, Real Estate & Commercial Properties

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Riley & Scarborough)
Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)
Jo Thacker, Legal Counsel (Nelson Mullins Riley & Scarborough)
Tracy Conner-Harris, GOAA Concessions
Frank Browne, GOAA Concessions
Dave Deans, GOAA Operations
Marie Dennis, GOAA Finance
Tricia Cottman, GOAA Risk Management
Zulei Perez, Passio Technologies, LLC
Fransheska Brown, Recording Secretary

CONSIDERATION OF FIRMS FOR CONCIERGE SERVICES CONCESSIONS AT THE ORLANDO INTERNATIONAL AIRPORT.

Six Statement of Qualifications (SOQs) were received for the above-referenced services (*in alphabetical order*):

- Air General, Inc.,
- Baggage Airline Guest Services, Inc. (BAGS)
- IW Group, LLC d/b/a Perq Soleil
- SkySquad, Inc.
- Smarte Carte, Inc.
- Trip Hospitality Orlando, LLC

The Procurement Committee (PC) and staff had previously been furnished a copy of each SOQ along with the Advertisement, Submission Requirements, and other supporting documentation. Staff presented reviews of the following selection criteria:

A. Small Business Review
B. Insurance and Bonding Capacity Review
C. Licensing and Claims Review
D. Reference Review
E. Staff Evaluation

Not all proposers met the minimum requirements as set forth in the Submission Requirements.

Discussion ensued by the PC regarding its evaluation of the submitted SOQs.

Upon motion of Mr. Marble, second by Mr. Daniels, vote carried to shortlist the following firms for further consideration for Concierge Services Concessions, at the Orlando International Airport (*in alphabetical order*):

- **Air General, Inc.,**
- **Baggage Airline Guest Services, Inc. (BAGS)**
- **IW Group, LLC d/b/a Perq Soleil**
- **SkySquad, Inc.**
- **Trip Hospitality Orlando, LLC**

REQUEST FOR RECOMMENTATION OF APPROVAL FOR THE AWARD OF PURCHASING CONTRACT 23-656-OEC, INTELLIGENT TRANSPORTATION SYSTEM AT THE ORLANDO INTERNATIONAL AIRPORT, UTILIZING FDOT CONTRACT NO. APTS-21-S-CTS, TO PASSIO TECHNOLOGIES, LLC

Ms. Perez presented the memorandum. Discussion ensued.

Upon motion of Mr. Daniels, second by Mr. Cassens, vote carried to recommend to the Aviation Authority Board approval of the award of Purchasing Contract 23-656-OEC, Intelligent Transportation System at the Orlando International Airport, Utilizing FDOT Contract No. APTS-21-S-CTS, to Passio Technologies, LLC., for the total not-to-exceed amount of $556,562.74, with funding from Capital Expenditure Funds and Operations and Maintenance Funds.

REQUEST FOR RECOMMENTATION OF APPROVAL OF A ONE-YEAR SINGLE SOURCE CONTRACT FOR BAGGAGE TRANSFER SERVICES FROM TERMINALS A AND B TO THE REMOTE SCREENING FACILITY (RSF) WITH BAGGAGE AIRLINE GUEST SERVICES, INC.

Mr. Deans presented the memorandum. Discussion ensued.

Upon motion of Mr. Cassens, second by Mr. Marble, vote carried to recommend to the Aviation Authority Board approval of a One-Year Single Source Contract for Baggage Transfer Services from Terminals A and B to the Remote Screening Facility with Baggage Airline Guest Services, Inc., for the total not-to-exceed amount of $3,744,000.00, with funding from Operations and Maintenance Funds.

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 10:40 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer

On **Friday, August 4, 2023**, the **RETIREMENT BENEFITS COMMITTEE (RBC)** of the Greater Orlando Aviation Authority met in Carl T Langford Board Room at the Orlando International Airport (OIA), One Jeff Fuqua Blvd., Orlando, FL. The meeting, having been posted in accordance with the Florida Statutes, was called to order by Chairperson Hudgins at 1:01 p.m. with a quorum in attendance.

Retirement Benefits Committee Members present:
Randy Hudgins, Chairperson, Vice President of Human Resources
Kathleen Sharman, Vice-Chairperson, Chief Financial Officer (out 2:14 p.m. to 2:24 p.m.)
Tianna Dumond, Senior Vice President of Internal Audit
Abdu El Baroudi, Manager, Cost Control & Contracts
Luis Olivero, Assistant Vice President of Government Affairs
Pete Pelletier, Vice President of Information Technology

GOAA Staff Support present:
Kandyce Moss, Human Resources
Ingrid Lamour-Thomas, Board Services
Elliot Martinez Fraticelli, Board Services
Christian Vazquez, Internal Audit

Consultant(s) present:
Jon Breth, AndCo Consulting

Fund Manager(s) present:
Richard Burgess, Earnest Partners (left at 1:22 p.m.)
Trey Green, Earnest Partners (left at 1:22 p.m.)
Joshua Memmert, JP Morgan (1:16 p.m. to 1:53 p.m.)

CONFLICT OF INTEREST

1. Mr. Hudgins read the Conflict of Interest Statement noting with regard to today's agenda, please confirm you have no conflicts of interest to disclose and confirm for each agenda item, based on your personal knowledge that no person has violated the Aviation Authority's lobbying activities policy; no person has communicated with you contrary to the Florida Sunshine law, and there are no breaches of the Aviation Authority's Code of Ethics and Business Conduct to report. The confirmation of such will be given in conjunction with the member's acknowledgment of participation in this meeting.

Ms. Moss completed a roll call with the RBC, and no conflicts were acknowledged.

MEETING MINUTES

2. Mr. Hudgins asked for the approval of meeting minutes from the July 7, 2023 meeting. Ms. Dumond recommended a few modifications to the 457 expenses section.

Upon motion by Ms. Dumond, second by Mr. Olivero, vote carried to approve the meeting minutes for July 7, 2023 RBC meeting with Ms. Dumond's recommended changes.

FUND MANAGER PRESENTATION

3. Fund Manager Representatives from Earnest Partners and JP Morgan Income Builder provided a review of their Fund performance, investments, and strategy (summary report on file).

QUARTERLY PERFORMANCE REVIEW

4. Mr. Breth provided an economic and Plan performance overview based on the market environment.

DEFINED BENEFIT

Mr. Breth provided an overview of the performance of the Fund Managers in the DB Plan.

Mr. Breth advised the asset allocation remains in line. As we moved into July, the cash balance had decreased lower than August's upcoming benefit payments due to rising Fund Manager expenses since the fund balances have increased value, paying Comerica account invoices for April sooner due to a system change and new retirements. Mr. Breth advised we moved $250,000 from Ceredex to fund cash to ensure pension payments were paid prior to this meeting.

Mr. Breth recommended instead of funding cash with $2.5 million each quarter, raising it to $3 million this quarter to supplement the cash account. Mr. Breth recommends moving $3 million from Fred Alger to fund the DB Plan's Cash Account.

Upon motion by Mr. Olivero, second by Mr. El Baroudi, vote carried to approve the recommendation to fund the Cash Account with $3 million from Fred Alger and to ratify the action taken prior to the meeting to move $250,000 from Ceredex to fund cash to ensure the monthly benefits payment were made for August 1, 2023.

Mr. Breth advised, Frontier is a growth strategy and continues to lag the growth benchmark. We discussed removing the Mid Cap allocation and redeploying those funds to Core Fixed Income and Silvercrest. Mr. Breth asks the question, is Frontier worth the management fees we pay? He does not recommend we keep them in the portfolio and target by year end moving them out of the Plan. Discussion ensued and Mr. Breth was asked to write a memo for the Finance Committee and the Board with the justification to remove them and not replace the allocation.

<u>OPEB TRUST:</u>

Mr. Breth provided an overview of the OPEB Trust. No recommended changes.

<u>DEFINED CONTRIBUTION/DEFERRED COMPENSATION:</u>

Mr. Breth provided an overview of the Deferred Compensation and Defined Contribution Plans. Mr. Breth advised he will keep a watch on the AQR Large Cap Defensive Style R6 fund but not officially place on the watch list. Mr. Breth recommended to leave Invesco Oppenheimer Dev Mkts I (ODVIX) on the formal watch list. He provided a review of the Large Cap funds. Mr. Breth stated based on the Fund lineup in the Plans, do we want to keep a Large Cap Core fund in the Plan? He will continue to review and provide a recommendation.

<u>STATUS UPDATE</u>

5. <u>Quarterly Proxy Report</u> – Ms. Moss advised each quarter a proxy report is submitted to show how the Managers voted on the Plan's behalf. The proxies for this quarter were provided with the meeting materials.

<u>457 Plan Expenses</u> – As a follow up to the last meeting, Ms. Moss advised when we moved recording keeping from Nationwide Retirement to Empower, there was a market value adjustment based on the Nationwide Fixed Account. There ended up being a positive market value, causing the Plan to get a sum of money distributed to the 457 Plan. The money would go into an expense account to hold. Options for the excess dollars included: a) place in expense account to offset 457 plan fees, either across the board or targeted, b) attempt to credit back gains to Fixed account participants, either look at history of participants or the participants at the time of transition, c) combination of a and b, or d) add to rate of new mapped fund to enhance the rate of return of the Stable Value Fund; this option creates an artificial return and there could be a slight cost associated with this option. The recommendation from our Investment Consultant was to place the money in an expense account to offset Plan fees as this was the most common option used and the easiest to manage. We have been able to pay the Plan Expenses for almost nine years.

The future decision that will need to be made is as we get close to having no additional dollars in the 457 Admin. plan, will the fees be pushed to the participants or will the Authority pay the fees? This decision will need to be made by the beginning of 2024.

<u>Next Meeting</u> – The next meeting is scheduled for Tuesday, August 29, 2023 for annual RBC Education/Training.

ADJOURNMENT

6. There being no further business to come before the Committee, Chairperson Hudgins adjourned the meeting at 2:33 p.m.

Randy Hudgins, Chairperson

Kandyce Moss, Recording Secretary

On **Wednesday, September 20, 2023**, the **RETIREMENT BENEFITS COMMITTEE (RBC)** of the Greater Orlando Aviation Authority met in Carl T Langford Board Room at the Orlando International Airport (OIA), One Jeff Fuqua Blvd., Orlando, FL. The meeting, having been posted in accordance with the Florida Statutes, was called to order by Chairperson Hudgins at 12:58 p.m. with a quorum in attendance.

Retirement Benefits Committee Members present:
Randy Hudgins, Chairperson, Vice President of Human Resources
Kathleen Sharman, Vice-Chairperson, Chief Financial Officer
Tianna Dumond, Senior Vice President of Internal Audit
Abdu El Baroudi, Manager, Cost Control & Contracts
Luis Olivero, Assistant Vice President of Government Affairs
Pete Pelletier, Vice President of Information Technology
Yovannie Rodrigues, Chief Administrative Officer

GOAA Staff Support present:
Elsie Alfonso, Finance
Star Barrett, Finance
Ingrid Lamour-Thomas, Board Services
Kandyce Moss, Human Resources, Recording Secretary

Consultant(s) present:
Jon Breth, AndCo Consulting
Bob Klausner, Klausner, Kaufmann, Jensen, & Levinson
Aaron Schluep, Empower Retirement

<u>CONFLICT OF INTEREST</u>

1. Mr. Hudgins read the Conflict of Interest Statement noting with regard to today's agenda, please confirm you have no conflicts of interest to disclose and confirm for each agenda item, based on your personal knowledge that no person has violated the Aviation Authority's lobbying activities policy; no person has communicated with you contrary to the Florida Sunshine law, and there are no breaches of the Aviation Authority's Code of Ethics and Business Conduct to report. The confirmation of such will be given in conjunction with the member's acknowledgment of participation in this meeting.

Ms. Moss completed a roll call with the RBC, and no conflicts were acknowledged.

<u>MEETING MINUTES</u>

2. Mr. Hudgins asked for the approval of meeting minutes from the August 4, 2023 meeting.

Upon motion by Mr. Olivero, second by Mr. Pelletier, vote carried to approve the meeting minutes for August 4, 2023 RBC meeting.

<u>RBC ANNUAL TRAINING</u>

3. This meeting was scheduled for the Annual RBC Training. The training consisted of Fiduciary Duty, Retirement Plan Limits, HB3: Florida Statute 112.662 and 215.855, Self-Directed Brokerage, Specific Retirement questions and Secure Act 2.0.

The training was conducted by Mr. Klausner, pension attorney, and Mr. Schluep, Empower Relationship Manager. Mr. Breth was also in attendance to assist with any questions or recommendations.

<u>STATUS UPDATE</u>

4. <u>Mid Cap Allocation Change Memo</u> – The RBC was asked to review the memo and provide any recommended changes to Ms. Moss by the next week.

<u>Next Meeting</u> – The next meeting is scheduled for Thursday, October 5, 2023.

ADJOURNMENT

5. There being no further business to come before the Committee, Chairperson Hudgins adjourned the meeting at 3:38 p.m.

Kandyce Moss

Randy Hudgins, Chairperson

Kandyce Moss, Recording Secretary

On **Monday, November 6, 2023**, the **RETIREMENT BENEFITS COMMITTEE (RBC)** of the Greater Orlando Aviation Authority met in Carl T Langford Board Room at the Orlando International Airport (OIA), One Jeff Fuqua Blvd., Orlando, FL. The meeting, having been posted in accordance with the Florida Statutes, was called to order by Chairperson Hudgins at 1:31 p.m. with a quorum in attendance.

Retirement Benefits Committee Members present:
Randy Hudgins, Chairperson, Vice President of Human Resources
Kathleen Sharman, Vice-Chairperson, Chief Financial Officer
Tianna Dumond, Senior Vice President of Internal Audit
Abdu El Baroudi, Manager, Cost Control & Contracts
Pete Pelletier, Vice President of Information Technology
Yovannie Rodriguez, Chief Administrative Officer

GOAA Staff Support present:
Elsie Alfonso, Finance
Starlene Barrett, Finance
Marie Dennis, Finance
Kandyce Moss, Recording Secretary, Human Resources
Ingrid Lamour-Thomas, Executive Admin

Consultant(s) present:
Jon Breth, AndCo Consulting

Fund Manager(s) present:
Kevin Collins, Alger (via phone 1:38 p.m. to 2:01 p.m.)
Jeffrey Detwiler, Garcia Hamilton (via phone 2:01 p.m. to 2:19 p.m.)
Janna Hamilton, Garcia Hamilton (via phone 2:01 p.m. to 2:19 p.m.)
Andrew Harrington, Alger (via phone 1:38 p.m. to 2:01 p.m.)

CONFLICT OF INTEREST

1. Mr. Hudgins read the Conflict of Interest Statement noting with regard to today's agenda, please confirm you have no conflicts of interest to disclose and confirm for each agenda item, based on your personal knowledge that no person has violated the Aviation Authority's lobbying activities policy; no person has communicated with you contrary to the Florida Sunshine law, and there are no breaches of the Aviation Authority's Code of Ethics and Business Conduct to report. The confirmation of such will be given in conjunction with the member's acknowledgment of participation in this meeting.

Ms. Moss completed a roll call with the RBC and no conflicts were acknowledged.

MEETING MINUTES

2. Mr. Hudgins asked for the approval of meeting minutes from the September 20, 2023 meeting.

Upon motion by Ms. Dumond, second by Mr. Pelletier, vote carried to approve the meeting minutes for September 20, 2023 RBC meeting.

FUND MANAGER PRESENTATION

3. Fund Manager Representatives from Alger and Garcia Hamilton provided a review of their Fund performance, investments, and strategy (summary report on file).

QUARTERLY PERFORMANCE REVIEW

4. Mr. Breth provided an economic and Plan performance overview based on the market environment.

DEFINED BENEFIT

Mr. Breth recommended funding cash with $3 million by removing from $1.5 million from Fidelity Total International Index Fund and $1.5 million from Loomis Sayles Fixed Income Fund.

Upon motion by Mr. Pelletier, second by Ms. Rodriguez, vote carried to approve the recommendation to fund the Cash Account with $1.5 million from Fidelity Total International Index Fund and $1.5 from Loomis Sayles Fixed Income Fund.

Mr. Breth provided an overview of the performance of the Fund Managers in the DB Plan.

To finalize the discussion regarding the asset allocation, Mr. Breth recommends removing the Mid-Cap / Frontier allocation from the DB Plan, approximately 7.5% of portfolio. The new allocation after the removal would be deployed as 2.5% to US Small Cap bringing the Small Cap allocation to 10% target and the remaining 5% US Core Fixed Income bringing the Core Fixed Income allocation to a 30% target.

Upon motion by Ms. Sharman, second by Ms. Dumond, vote carried to approve AndCo's recommendation to remove the Mid Cap / Frontier allocation from the Defined Benefit Plan and with the new asset allocation.

The Mid-Cap / Frontier removal allocation recommendation will go to the December Board Meeting as an Informational Item for approval**.**

OPEB TRUST:

Mr. Breth recommended funding cash with $1 million, with $500,000 from Large Cap Value Index and $500,000 from US Large Cap Growth Index.

Upon motion by Mr. El Baroudi, second by Mr. Pelletier, vote carried to approve the AndCo's recommendation to fund the Cash Account with $1 million with $500,000 from Large Cap Value Index and $500,000 from US Large Cap Growth Index.

Mr. Breth provided an overview of the OPEB Trust.

DEFINED CONTRIBUTION/DEFERRED COMPENSATION:

Mr. Breth provided an overview of the Deferred Compensation and Defined Contribution Plans and has no recommended changes.

STATUS UPDATE

5. HB3 – Mr. Hudgins advised, we are working on the policy updates and the requirements of House Bill 3 approved.

Audit Report – Ms. Dennis advised, as a reminder FY21 is when the DB Plan and OPEB Trust Audits were wrapped up into the Annual ACRF. The DC Plan is reported on a calendar year vs a fiscal year; the audit of the Plan is usually completed in the summer. Ms. Dennis advised, we received a clean opinion which is the best we can have.

Quarterly Proxy Report – Ms. Moss advised each quarter a proxy report is submitted to show how the Managers voted on the Plan's behalf. The proxies for this quarter were provided with the meeting materials.

457 Plan Expenses – Mr. Hudgins stated this can be reviewed at a later meeting, but a decision will have to be made. We had money from the Nationwide / Empower transition and have been using those funds to pay the 457 Plan Expenses. The expense of the 457 Plan runs approximately $17,000 a year and the decision will be if the fees are pasted back to the employees or if the Aviation Authority will pay the fees out of the 901 section of the budget? Mr. Hudgins recommendation is we pay the 457 fees from the 901 account and not pass to the employees; Ms. Sharman advised she agrees.

Upon motion by Ms. Sharman, second by Mr. Pelletier, vote carried to approve the Plan Expense for the 457 Plan be paid out of the 901 section on the budget.

RFP – Ms. Moss provided a brief overview of the RFP's for our Committee to work on in 2024. Ms. Moss received approval from Mr. Thibault for the RBC to be the evaluating Committee.

Next Meeting – The next meeting is scheduled for November 20, 2023, to go through the Investment Policies and RFPs. Then the first meeting in the next year will be February 6, 2024.

ADJOURNMENT

6. There being no further business to come before the Committee, Chairperson Hudgins adjourned the meeting at 3:04 p.m.

Randy Hudgins, Chairperson

Kandyce Moss, Recording Secretary