

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: December 19, 2023

DAY: Tuesday

TIME: 9:30 A.M.

PLACE: Carl T. Langford Board Room, Orlando International Airport, One Jeff Fuqua Blvd., Orlando, FL 32827

I. CALL TO ORDER / ROLL CALL / ANNOUNCEMENTS

II. CONSENT AGENDA

- A. Request for Approval of an Addendum to the General Consulting Services Agreement with Ricondo Associates, Inc. for Fiscal Year 2024 On-Call Support Services for Concessions Department, at the Orlando International Airport.

III. NEW BUSINESS

- A. Request for Recommendation to the Aviation Authority Board to Approve the First Renewal Option for Purchasing Agreement PS-649 Aviation Specialty Consulting Services and Federal Governmental Relations Consulting Services, with Campbell-Hill Aviation Group, LLC.
- B. Request for Recommendation to the Aviation Authority Board to Award the procurement of Single Source SG-00242 for the hardware devices associated with the Queue Management System (QMS) to SITA Information Networking Computing, USA.

IV. INFORMATION ITEMS

- A. Office of Small Business Participation Memorandum for the Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for an interim update of the Orlando International Airport Layout Plan. [Original Procurement 11/21/2023, Item No. NB-B].
- B. Office of Small Business Participation Memorandum for the Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a parking capacity analysis, at the Orlando International Airport. [Original Procurement 11/21/2023, Item No. NB-C].
- C. Office of Small Business Participation Memorandum for the Approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. f for a parking pricing study at Orlando International Airport. [Original Procurement 11/21/2023, Item No. NB-D].
- D. Office of Small Business Participation Memorandum for the Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. to provide Water Quality and flow Monitoring for FY 2024, at the Orlando Executive Airport. [Original Procurement 11/21/2023, Item No. NB-E].
- E. Office of Small Business Participation Memorandum for the Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. to provide FY 2024 On-Call Permitting Assistance, at the Orlando International Airport. [Original Procurement 11/21/2023, Item No. NB-F].

NOTE: If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this Committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal. Any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. Any appeal must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to yovannie.rodriquez@goaa.org by 4:00 p.m., December 28, 2023.

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 1st 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 offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

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

Any member of the public who wishes to address the committee on an agenda item being considered at this meeting must notify the committee in writing by submitting a completed Appearance Request Form. This form may be requested from and submitted to the Recording Secretary via email at PC@goaa.org, or in person on the date of the meeting. Each speaker will be allowed up to three minutes, and speakers will be limited to no more than five speakers per group or joint effort; excluding businesses and other such entities, which will be limited to one speaker to represent the entity, as a whole.

The next Procurement Committee Meeting is scheduled for Tuesday, January 2, 2024, at 9:30 a.m.