On **WEDNESDAY, APRIL 24, 2024,** THE **GREATER ORLANDO AVIATION AUTHORITY** met in regular session in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport (OIA), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 2:01 pm. The meeting was posted in accordance with Florida Statutes and a quorum was present. *[Live Streaming from Orlando, FL]*

Authority members present,	Tim Weisheyer, Chairman Dr. John Evans, Vice Chairman (telephonically) Belinda Kirkegard, Treasurer Carson Good, Immediate Past Chair Mayor Jerry Demings Craig Mateer
Also present,	Kevin J. Thibault, Chief Executive Officer Yovannie Rodriguez, Chief Administrator Officer Richard Clarke, Chief Creative Officer Kenyatta Lee, Chief of External Affairs Anthony Davit, Chief Operating Officer Kathleen Sharman, Chief Financial Officer Tianna Dumond, Senior Vice President, Internal Audit Brad Friel, Senior Vice President, Multi-Modal Planning & Environmental Max Marble, Senior Vice President, Capital Programs Daniel J. Gerber, General Counsel Aracelis Mercado, Assistant to Chief Executive Officer Anna Farmer, Manager, Board Services and Recording Secretary

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. Lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

Before the meeting began, Chairman Good asked Keith R. Waters, President of the Orlando Florida Stake of The Church of Christ of Latter-Day Saints to bring the invocation.

Next, Mr. Gerber read the Conflict of Interest Statement; there were no affirmative responses from the Board members.

Chairman Good gave a speech pertaining to his time serving the board and announced he will not be moving forward as Chairman.

<u>ELECTION OF OFFICERS</u>

1. Chairman Good facilitated the nominations for the new Chairman.

Mrs. Kirkegard nominated Tim Weisheyer to serve as Chairman. Hearing no other nominations, Chairman Good called for the vote, which was unanimously in favor of Mr. Weisheyer as Chair.

Chairman Weisheyer opened the floor for nominations for Vice Chair. Immediate Past Chair Good nominated Dr. Evans, and Mayor Demings nominated Mrs. Kirkegard. Mrs. Kirkegard politely declined the nomination. Hearing no other nominations, Chairman Weisheyer called for the vote, which was unanimously in favor of Dr. Evans as Vice Chair.

Chairman Weisheyer next opend the floor for nominations for Treasurer. Immediate Past Chair Good nominated Mrs. Kirkegard. Hearing no other nominations, Chairman Weisheyer called for the vote, which was unanimously in favor of Mrs. Kirkegard as Treasurer.

Lastly, Chairman Weisheyer asked if the Board was in favor of Mr. Thibault continuing as Secretary. Hearing no other nominations, Chairman Weisheyer called for the vote, which was unanimously in favor of Mr. Thibault as Secretary.

APPROVAL OF MINUTES

2. Upon motion by Immediate Past Chair Good, second by Mr. Mateer, vote carried to accept the board meeting and workshop minutes of March 27, 2024, as written.

CONSENT AGENDA

3. Upon motion by Mrs. Kirkegard, second by Mayor Demings, vote carried to adopt a resolution as follows: It is hereby resolved by the Greater Orlando Aviation Authority Board that the following Consent Agenda items are approved, accepted, and adopted and execution of all necessary documents is authorized by the Aviation Authority's Officers or Chief Executive Officer:

A. accept for filing the following minutes: January 30, February 6, February 13, February 27, March 5, March 12, and March 19, 2024 Construction Committee; April 2, 2024 Construction Finance Oversight Committee; May 24 (W447 Interviews), and October 10, 2023 Procurement Committee; August 4, September 20, and November 6, 2023 Retirement Benefits Committee;

B. accept the recommendation to: (1) find the property listed in this memorandum no longer necessary, useful, or profitable in the operation of the Airport System; (2) request Orlando City Council concurrence and resolution of this finding; and (3) authorize staff to dispose of this property in accordance with the Aviation Authority’s Policies and Procedures;

C. accept the recommendation of the Finance Committee to: (1) approve the following firms to serve on the Aviation Authority’s underwriter syndicate: AmeriVet Securities, Inc.; Barclays Capital Inc.; Blaylock Van, LLC; BofA Securities, Inc.; Estrada Hinojosa & Company, Inc.; Jefferies LLC; J.P. Morgan Securities LLC; Loop Capital Markets LLC; Ramirez & Co., Inc.; Raymond James; RBC Capital Markets, LLC; Siebert Williams Shank & Co., LLC; and Wells Fargo Bank, N.A.; (2) select the following firms to serve as senior manager underwriters: BofA Securities, Inc.; J.P. Morgan Securities LLC; Raymond James; and Wells Fargo Bank, N.A.; (3) authorize Aviation Authority Finance staff to identify subsets of the total underwriting team and a specific senior manager to work on particular transactions as they arise, on a transaction by transaction basis, based on the size and complexity of each transaction; and, (4) authorize staff to take any and all actions and execute any and all documents deemed necessary to enter into one or more agreements for Underwriter Services with the foregoing underwriting firms for a term of five years, following satisfactory legal review by legal counsel;

D. accept the recommendation of the Procurement Committee to: (1) award Invitation for Bid 24-153-IFB for a one-time procurement of 60,000 Blank Proximity ID Cards to IdentiSys, Inc. as the lowest responsible and responsive bidder; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of $328,800; and, (3) authorize the Procurement Services Department to issue the necessary Purchase Order;

E. accept the recommendation of the Procurement Committee to: (1) exercise the first renewal option of Purchasing Contract 16-21, U.S. Department of Agriculture Regulated Garbage Services with Covanta Environmental Solutions, LLC; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of $473,320; and, (3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

F. accept the recommendation of the Procurement Committee to: (1) approve the award of Purchasing Invitation for Bid 24-124-IFB Fire Suppression Systems Testing, Certification and Maintenance Services to United Fire Protection, Inc.; (2) authorize funding in a not-to-exceed amount of $628,150 from the

Operations and Maintenance Fund; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

G. accept the recommendation of the Construction Committee and approve 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, North Terminal Complex East Checkpoint HVAC Modifications, at MCO, for the total direct-negotiated amount of $325,149 , with funding from previously-approved Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

H. accept the recommendation of the Construction Finance Oversight Committee to: (1) approve the transfer of $68,400 of Orlando Executive Airport (ORL) Revenue Funds from Fund Balance to TBD14, ORL Airport Beacon, as outlined in Attachment A; (2) authorize staff to update the Joint Automated Capital Improvement Plan (JACIP); and, (3) request concurrence from the Orlando City Council for this unbudgeted expenditure, following satisfactory review by legal counsel;

I. accept the recommendation to ratify the resolution to: (1) accept PTGA FM 449926-1; and, (2) authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents;

J. accept the recommendation to ratify the resolution to: (1) accept PTGA FM 451261-3; and, (2) authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents;

K. accept the recommendation to ratify the resolution to: (1) accept PTGA FM 448178-3; and, (2) authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents;

L. accept the recommendation to ratify the resolution to: (1) accept PTGA FM 452184-1; and, (2) authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents;

M. accept the recommendation from the Procurement Committee to: (1) award Other Entity Contract (OEC) 24-455- OEC for a one-time procurement of two ExaGrid data storage expansion units and one year maintenance support to Presidio Holdings, Inc. as the lowest responsible and responsive bidder, for a total not-to-exceed amount of $356,093.58; (2) authorize funding from Capital Expenditure Funds; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

N. accept the recommendation of the Procurement Committee to: (1) approve the selection of all three shortlisted firms for Information Technology Consulting Services at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Aviation Authority as follows (in alphabetical order): Barich, Inc.; Faith Group Consulting, LLC; and, Technology Management Corporation dba Technology Management Corporation - 1 Incorporated; (2) approve a no cost Information Technology Consulting Services Agreement with each of the three selected firms; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

O. accept the recommendation of the Construction Committee and approve a No-Cost Addendum to the Continuing Signage Construction Services Agreement with both of the following firms and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: (1) AC Signs, LLC to exercise an Additional Renewal Option and extend the Agreement to March 31, 2025; and, (2) Media 1 Signs Inc. to exercise an Additional Renewal Option and extend the Agreement to March 31, 2025.

CHIEF EXECUTIVE OFFICER REPORT

4. Mr. Thibault's report included the following:

- **i.** Thanking Immediate Past Chairman & Congratulating Chairman Weisheyer
- **ii.** Carl T. Langford board room enhancements as part of the 'People' category of the Strategic Plan
- **iii.** Ms. Yovannie Rodriguez recognized as one of '10 Women Who Move the Nation' at COMTO in Washington, DC
- **iv.** Small Business Coffee & Conversations
- **v.** Upcoming Liberty Weekend – June 29th
- **vi.** Recognitions Received - Best of the Best Airport Transit, and Best Concession Program for Terminal C
- **vii.** Aviation Authority becoming a Certified Autism Center
- **viii.** ORL 5k Run for Angels
- **ix.** March 2024 Passenger Numbers –5.5 Million which is the highest we have ever seen

NEW BUSINESS ITEMS

5. Using visual aids (copies on file); Staff presented the following new business items.

A. New Business Item A is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 50 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Supplemental Construction Administration (CA) Services for Project Bid Package (BP) No. S00196, Terminal C Phase 1 Expansion (P1X), Airfield Civil Apron and Taxiway Paving, and Ground Support Equipment (GSE) Facility, at the Orlando International Airport (MCO)

Upon motion by Mrs. Kirkegard, second by Immediate Past Chair Good, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 50 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Supplemental CA Services for BP No. S00196, Terminal C P1X, Airfield Civil Apron and Taxiway Paving, and GSE Facility, at MCO, for the total amount of $1,000,318, which includes the lump sum fees amount of $950,318 and the not-to-exceed reimbursable expenses amount of $50,000, with funding from Passenger Facility Charges to the extent eligible, and General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

B. New Business Item B is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 45 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Additional Design Services and Construction Phase Services for Bid Package (BP) No. S00195, Terminal C Phase 1 Expansion (P1X), Airside Concourse (Gates C250 – C253), at the Orlando International Airport (MCO)

Upon motion by Immediate Past Chair Good, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 45 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Additional Design Services and Construction Phase Services for BP No. S00195, Terminal C P1X, Airside Concourse (Gates C250 – C253), at MCO, for the total lump sum fees amount of $1,551,178, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, and General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

C. New Business Item C is a Recommendation of the Procurement Committee to Approve Amendment No. 8, Contract Adjustment, and Approval for Year Four Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation (Schindler)

Upon motion by Mr. Mateer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Procurement Committee to: (1) approve Amendment No. 8, Contract Adjustment, and approval for Year Four Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation; (2) authorize funding in a not-to-exceed amount of $8,448,786.20 from the Operations and Maintenance Fund; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

D. New Business Item D is a Recommendation to Approve Amendment 1 to the Distributed Antenna System Agreement (DAS Agreement) with SprintCom, LLC

Mrs. Kirkegard questioned if there would be better service with this agreement. Mrs. Conner-Harris responded there would be.

Upon motion by Mayor Demings, second by Mrs. Kirkegard, vote carried to accept the recommendation to: (1) approve Amendment 1 to the DAS Agreement with SprintCom, LLC to extend the term to expire on April

30, 2030; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

E. New Business Item E is a Recommendation to Extend Certain Concession Agreements to Align with the Terminals A and B Concession Master Plan Leasing Strategy

Upon motion by Mr. Mateer, second by Mrs. Kirkegard, vote carried to accept the recommendation to: (1) extend certain concession agreements to align with the Terminals A and B Concession Master Plan leasing strategy and authorize month-to-month extensions as necessary, (2) authorize Staff to enter into negotiations to extend those certain concession agreements, while retaining the right, at the Aviation Authority's sole discretion, to terminate with 120 days' notice; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

F. New Business Item F is a Recommendation to Approve the Maintenance Facility Lease Agreement with Avis Rent A Car System, LLC (Avis) at Orlando International Airport (MCO)

Upon motion by Immediate Past Chair Good, second by Mrs. Kirkegard, vote carried to accept the recommendation to: (1) approve the Maintenance Facility Lease Agreement with Avis Rent A Car System, LLC at Orlando International Airport; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate documents following satisfactory review by legal counsel.

G. New Business Item G is a Recommendation to Ratify and Approve Procurement of all Coverage Lines of the Aviation Authority's Insurance Program for the 2024-2025 Policy Period

Upon motion by Immediate Past Good, second by Mayor Demings, vote carried to accept the recommendation to: (1) ratify and approve placement of the 2024-2025 insurance program and coverage lines addressed in this memorandum; (2) authorize funding from the Operations and Maintenance Fund based on the rates of this approved insurance program; and, (3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ADJOURNMENT

6. There being no further business to be considered, Chairman Weisheyer adjourned the meeting at 2:45 p.m.

(Digitally signed on May 15, 2024)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer