

On **TUESDAY, April 23, 2024**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Vice Chair Griffin called the meeting to order at 9:30 a.m. Vice Chair Griffin 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:

Jo Thacker, Legal Counsel (Nelson Mullins Riley & Scarborough LLP)
Marquez Griffin, Vice Chair, GOAA Senior Vice President, MCO Operations
Jeff Daniels, GOAA Assistant Vice President, Facilities
Robert Furr, GOAA Vice President, Engineering and Architecture
Iranetta Dennis, GOAA Vice President, Small Business
Judith-Ann Jarrette, GOAA Vice President, ORL Operations

Also Participating:

Greg Rothwell, GOAA Manager of Electrical Systems, Facilities
Daisy Pagan, GOAA Manager, Facilities
Kelly Loll, GOAA Vice President, Procurement Services
Janice Hughes, GOAA Assistant Manager, Procurement Services
Dillon Montenegro, GOAA Procurement Recording Secretary

CONSIDERATION OF MINUTES FOR MARCH 5, 2024

Upon Motion by Mr. Daniels, seconded by Mrs. Jarrette, vote carried to approve the meeting minutes for March 5, 2024.

NEW BUSINESS

A. REQUEST THE PROCUREMENT COMMITTEE TO DEEM COTG2021 AND VERIFIED FIRST AS NON-RESPONSIVE TO THE REQUEST FOR PROPOSAL 24-260-RFP. PRE-EMPLOYMENT BACKGROUND SCREENING SERVICES.

Upon Motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to deem COTG2021 and Verified First as non-responsive to the Request for Proposal 24-260-RFP, Pre-Employment Background Screening Services due to not meeting the Minimum Requirements. COTG2021 did not provide necessary documents or address areas of the vendor submissions such as information on their Engagement Team & Qualification and their Approach & Methodology. References were not provided, and they did not meet the minimum years of service. Verified First did not provide necessary documents. None of the required items listed below were submitted: 1. Respondent's Certification Form 2. Conflict of Interest Disclosure Form 3. Certification Regarding Prohibition Against Contracting with Scrutinized Companies 4. E-Verification Certification Form 5. Current W9 6. Proof of Insurance. The Procurement Committee will evaluate the remaining six responsive responses later using the established criteria listed in the RFP.

B. REQUEST THE PROCUREMENT COMMITTEE TO REJECT THE RESPONSES FOR INVITATION FOR BID 24-162-IFB, FIRE SPRINKLER MAINTENANCE SERVICES.

Upon motion by Mr. Daniels, seconded by Mrs. Dennis, vote carried to reject the responses for Invitation for Bid 24-162-IFB, Fire Sprinkler Maintenance Services. Procurement Services and Facilities staff have reviewed the two responses submitted for Fire Sprinkler Maintenance Services and believe additional language clarifying the Scope of Work and pricing tables is necessary. The Procurement Services and Facilities Department will revise and re-solicit the above-referenced services. The Procurement Committee approved the following: (1) reject the responses from ADT Commercial, LLC and Randall Mechanical, Inc., for Invitation for Bid 24-162-IFB, Fire Sprinkler Maintenance Services; and (2) authorize Staff to revise the Solicitation Documents and to re-issue the Solicitation.

C. REQUEST THE PROCUREMENT COMMITTEE TO REJECT THE RESPONSES FOR INVITATION FOR BID 24-320-IFB, PEST CONTROL SERVICES.

Upon motion by Mr. Daniels, seconded by Mrs. Dennis, vote carried to reject the responses for Invitation for Bid 24-320-IFB, Pest Control Services. Procurement Services and Facilities staff have reviewed the responses submitted for Pest Control Services and have determined the following: McCall's response has significantly exceeded the department's budget. Sanford Federal Response is also over budget and is non-

responsive as they did not meet the minimum requirements, nor could their references be validated. The Procurement Services and Facilities Department will revise and re-solicit the above referenced services.

D. REQUEST TO RECOMMEND TO THE AVIATION AUTHORITY BOARD THE APPROVAL OF THE SECOND RENEWAL OPTION OF PURCHASING CONTRACT 10-20, ROADWAY LANDSCAPE MAINTENANCE AND IRRIGATION SERVICES WITH HELPING HAND LAWN CARE (HELPING HAND)

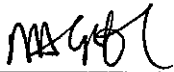
Mr. Daniels, seconded by Mrs. Jarrette, vote carried to approve the following to the Aviation Authority Board: (1) exercise the second and final renewal option of Purchasing Contract No. 10-20, Roadway Landscape Maintenance and Irrigation Services, (2) authorize funding from the Operations and maintenance Fund in the not-to-exceed amount of \$594,771.37; and (3) authorize an Aviation Authority Officer to execute the necessary documents following satisfactory review by Legal Counsel.

E. REQUEST TO RECOMMEND TO THE AVIATION AUTHORITY BOARD THE APPROVAL OF AMENDMENT NO. 3, SECOND RENEWAL OPTION, FOR PURCHASING CONTRACT 14-20, ELECTRICAL & RELAMPING SERVICES, WITH M&M ELECTRIC OF CENTRAL FLORIDA INC.

Upon motion by Mr. Daniels, seconded by Mrs. Dennis, vote carried to approve the following be recommended to the Aviation Authority Board: (1) approve Amendment No. 3, Second Renewal Option, for Purchasing Contract 14-20, Electrical & Relamping Services, with M&M Electric of Central Florida Inc.; (2) authorize funding in the not-to-exceed amount of \$752,282.95. 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.

ADJOURNMENT

1. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned by 9:50 a.m.



Marquez Griffin, Vice Chair
Procurement Committee
Senior Vice President Operations