

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: November 21, 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. CONSIDERATION OF MINUTES FOR OCTOBER 31, 2023.

III. NEW BUSINESS

- A. Request for Recommendation to the Aviation Authority Board to Procure a SH8000 Strip Hog Water Blasting System from Waterblasting LLC, dba Hog Technologies utilizing Sourcewell Contract # 111522-WTB.
- B. Request for Recommendation to the Aviation Authority Board to Approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for an interim update of the Orlando International Airport Layout Plan.
- C. Request for Recommendation to the Aviation Authority Board to Approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a parking capacity analysis, at the Orlando International Airport.
- D. Request for Recommendation to the Aviation Authority Board to Approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a parking pricing study at Orlando International Airport.
- E. Request for Recommendation to the Aviation Authority Board to Approve 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.
- F. Request for Recommendation to the Aviation Authority Board to Approve 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.
- G. Request for Recommendation to the Aviation Authority Board to Award an Invitation for Bid 23-387-IFB, Data Center HVAC Services to Innovative Support Systems, Inc.

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., November 30, 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, December 5, 2023, at 9:30 a.m.

On **TUESDAY, OCTOBER 31, 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 9:15 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 Chair
Max Marble, Senior Vice President, Capital Programs
Jeff Daniels, Vice President, Facilities
Jay Cassens, Vice President, Real Estate & Commercial Properties

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Riley & Scarborough)
Janice Hughes, GOAA Procurement Services
Fransheska Brown, Recording Secretary

NEW BUSINESS

REQUEST TO REJECT THE RESPONSES FOR REQUEST FOR PROPOSAL 23-339-RFP, HOTEL DEVELOPMENT CONSULTANT SERVICES.

A. Ms. Hughes presented the memorandum. Discussion ensued.

Upon motion of Mr. Marble, second by Mr. Cassens, vote carried to Reject the Responses for Request for Proposal 23-339-RFP, Hotel Development Consultant Services., there is no fiscal impact.

INFORMATION ITEMS

The following items were presented for information only:

A. Revised Memorandum for the Recommendation to the Aviation Authority Board of Approval of an Addendum to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for FY 2024 Project Management services for Engineering and Construction staff extension services. These services include, but are not limited to, providing assistance to the GOAA staff in the area of financial liaison services, coordination with Construction Finance, Furniture, Fixtures, and Equipment (FFE) support, design criteria package management, and additional tasks as required. [Original Procurement 9/5/2023, Item No. NB-H]

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:23 a.m.

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4399

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary M. Hunt, Vice President of Facilities

DATE: November 21, 2023

ITEM DESCRIPTION

Request to Recommend to the Aviation Authority Board to Procure a SH8000 Strip Hog Water Blasting System from Waterblasting LLC, dba Hog Technologies utilizing Sourcewell Contract # 111522-WTB.

BACKGROUND

Approval of this request will result in the purchase of one (1) SH8000 water blasting system. This vehicle will be an additional piece of equipment to the Authority's fleet that will provide the capabilities to perform Rubber removal and cleaning of the airside ramps in house.

Delivery shall be completed with a not-to-exceed (NTE) 180 days after issuance of the Purchase Order.

ISSUES

The purchase of this vehicle will be an addition to the fleet that would provide the Aviation Authority the capability to self-perform significant work on the runways and apron. The supplier who previously provided this service utilized this piece of highly specialized equipment. Strip Hog has an innovative design that provides an efficient and versatile rubber and paint airport marking removal system.

The Other Entity Contract utilized for this procurement is Sourcewell Contract # 111522-WTB, expiring on 2/3/2027.

ALTERNATIVES

There are no alternative solutions available with this type of innovative design.

SMALL BUSINESS

PC
NEW BUSINESS ITEM A
11/21/2023

The Small Business Development Department has reviewed the requirements for the above-referenced solicitation and determined that, due to the limited and specialized scope of the required services, and/or lack of ready, willing and able certified small businesses, it does not lend itself to MWBE/LDB/VBE participation.

FISCAL IMPACT

The fiscal impact is total amount of \$834,685.49 is to be funded from the Capital Expenditure Funds 308.631.110.5650001.000.501671. Funds are expected to be spent in the current fiscal year are within budget.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve that the following be recommended to the Aviation Authority Board; (1) award the purchase of one (1) SH 8000 Strip Hog Water Blasting System from Waterblasting LLC, pursuant to the Sourcwell Contract # 111522-WTB; (2) authorize funding from the approved Capital Expenditure Funds; and (3) authorize the Procurement Services Office to issue the necessary Purchase Order.

ATTACHMENTS

Attachment A – Finance Form

ATTACHMENT A

FINANCE FORM

Date:	11/06/2023	Requestor's Extension:	X- 2468
Requestor's Name:	Tony McClendon	Preparer's Extension:	x-2495
Preparer's Name:	John Field	Solicitation #:	
Requestor's Department:	Facilities	Contract # / Name:	Sourcewell Contract, Item #111522-WTB
Description:	Procure a SH8000 Strip Hog water blasting system	Procurement Committee Date:	11/21/2023
Vendor:	Hogg Technologies	Agenda Item #:	

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount	TOTAL CONTRACT
308.631.110.5650001.000.501671	834,685.49					834,685.49
Total Requisition:	834,685.49					834,685.49
Requisition Number:	95516 for 831,759.49					
Funding Approver:						
OMB Notes:						



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning & Environmental
(Prepared by: Kevin Thompson)

DATE: November 21, 2023

ITEM DESCRIPTION

Request of Recommendation of Approval to the Aviation Authority Board of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for an interim update of the Orlando International Airport (MCO) Airport Layout Plan (ALP).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

Consultant's proposal dated November 13, 2023 is to provide an interim ALP update and narrative report for MCO for the Fiscal Year 2024 (FY24).

If approved, these services would be effective the date of the Aviation Authority Board approval.

The cumulative contract value of all addenda/ amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

PC
NEW BUSINESS ITEM B
11/21/2023

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is **\$13,840.00**. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$13,840.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$13,840.00
AAC – Compliance Review Date	<i>SJ</i> 11/16/23
AAC – Funding Eligibility Review Date	11/16/23

ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo

ATTACHMENT A

FINANCE FORM

Date:	November 13, 2023	Requestor's Extension:	X3139
Requestor's Name:	Brad Friel	Preparer's Extension:	X2453
Preparer's Name:	Kevin Thompson	Solicitation #:	N/A
Requestor's Department:	Planning	Contract # / Name:	General Consulting Services Professional Agreement
Description:	On-Call Services	Procurement Committee Date:	November 21, 2023
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.711.170.5310005.000.000000		\$13,840.00				
Total Requisition:		\$13,840.00				
Requisition Number:		95578				

Funding Approver:
OMB Notes:

WR

REVIEWED
By Magaly at 3:55 pm, Nov 16, 2023

Number	Preparer	Description	Approval Status	Creation Date	Total	Type	Operating Un
95578	Wages, Alice M	FY24 PC 11/21/2	In Process	13-NOV-2023 11:09:28	13,840.00	Internal Requisition	GOAA



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning & Environmental
(Prepared by: Kevin Thompson)

DATE: November 21, 2023

ITEM DESCRIPTION

Request of Recommendation of Approval to the Aviation Authority Board of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for an interim update of the Orlando International Airport (MCO) Airport Layout Plan (ALP).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

Addendum 26 is an on-call award based on an estimated amount of work that would be required. It has been the Authority's practice to fund on-call general consulting type scope of work with a defined amount of Operations and Maintenance funds, so as not to over-encumber an on-call assignment. Throughout the fiscal year, as on-call assignments are completed, additional scope and funding needs are evaluated and funded on an as-needed basis.

Since then, it has been determined that an interim ALP update for MCO is required for the Fiscal Year 2024 (FY24), as further described in the Consultant's proposal, dated November 13, 2023.

If approved, these services would be effective the date of the Aviation Authority Board meeting on December 13, 2023.

PC
NEW BUSINESS ITEM B
11/21/2023

The cumulative contract value of all addenda/ amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is **\$13,840.00**. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$13,840.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$13,840.00
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	

ATTACHMENTS

Attachment A: Finance Form
Attachment B: OSBD Memo

ATTACHMENT A

FINANCE FORM

Date:	November 13, 2023	Requestor's Extension:	X3139
Requestor's Name:	Brad Friel	Preparer's Extension:	X2453
Preparer's Name:	Kevin Thompson	Solicitation #:	N/A
Requestor's Department:	Planning	Contract # / Name:	General Consulting Services Professional Agreement
Description:	On-Call Services	Procurement Committee Date:	November 21, 2023
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.711.170.5310005.000.000000		\$13,840.00				
Total Requisition:		\$13,840.00				
Requisition Number:		95578				
Funding Approver:						
OMB Notes:						

November 13, 2023

Mr. Bradley Friel, A.A.E., AICP
Senior Vice President
Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

RE: Orlando International Airport (MCO) - Airport Layout Plan (ALP) Update and Narrative Report
Scope of Work and Fee Proposal

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal to update the Orlando International Airport (MCO) Airport Layout Plan (ALP) and associated Narrative Report for the Greater Orlando Aviation Authority (the Aviation Authority). Below is a breakdown of the anticipated services to be provided.

Airport Layout Plan Update

Ricondo will update the ALP drawing (Sheet 3 of 18) that was revised in July 2021 to include the following:

- Facilities that have been demolished and/or constructed since the last ALP update
- New proposed facilities that would support the operations of electric vertical takeoff and landing (EVTOL) aircraft

Ricondo will also prepare an airspace drawing to depict the VFR vertiport approach and departure surfaces as described in the FAA Advisory Circular (AC) Engineering Brief No. 105, *Vertiport Design*, dated September 2022. This proposal assumes that the Aviation Authority will provide the latest files associated with Sheet 3 of the ALP to Ricondo in AutoCAD format.

To support the submittal of the updated ALP drawing, Ricondo will review, prepare, and complete, as needed, sections of Standard Operating Procedure (SOP) 2.00, *Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs)*, checklist. Ricondo will draft the checklist while simultaneously updating the ALP drawing sheet.

Airport Layout Plan Narrative Report

As part of this task, Ricondo will create an ALP Narrative Report to document, in narrative form, the following:

- Existing and future critical aircraft
- If requested by Orlando Airports District Office, a description of the aeronautical activity forecasts for MCO as currently documented in the FAA Terminal Area Forecasts (TAF)



Mr. Bradley Friel, A.A.E., AICP
Greater Orlando Aviation Authority
November 13, 2023
Page 2

- A description of the changes to the ALP drawing since the last submittal to the FAA Orlando Airports District Office
- A description of the proposed Advanced Air Mobility (AAM) facilities in the east airfield area

A draft ALP Narrative Report will be provided to the Aviation Authority's staff for review and comment. Upon receipt of comments, Ricondo will address the Authority's comments and prepare a document for submission to the FAA. Upon receipt of comments from the FAA, Ricondo will finalize the ALP Narrative Report. All copies of the Narrative Report will be delivered electronically (PDF).

Schedule

The proposed services will be completed within 60 calendar days of Notice-to-Proceed (NTP).

Exclusions

- Update of the entire ALP drawing set for MCO
- Development of aviation activity forecasts
- Development of noise contours
- On-site surveys or site visits
- Obstacle surveys and analyses
- Runway length analyses

Professional Fees

As noted in **Table 1**, the Not to Exceed (NTE) fee amount for the proposed services based on the aforementioned assumption is \$13,840.

TABLE 1 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM/POSITION	HOURLY RATE	LABOR HOURS	COST
Ricondo/Senior Director	\$295.00	4	\$ 1180.00
Ricondo/Managing Consultant	\$180.00	24	\$ 4,320.00
Ricondo/Senior Consultant	\$139.00	60	\$ 8,340.00
TOTAL COSTS			\$ 13,840.00



Mr. Bradley Friel, A.A.E., AICP
Greater Orlando Aviation Authority
November 13, 2023
Page 3

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-583-6824 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "S. Carreau", enclosed within a large, loopy oval shape.

Sébastien Carreau
Director

ENCLOSURE – Truth in Negotiation Form

cc: 21041212

p:\projects\goaa (mco)\21041212 - on-call general consulting services\admin\02-scope\pending - noise support\08262023_noise office support.docx

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant: Ricondo & Associates, Inc.

By: _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 11/13/2023

Addenda / Amendments Awarded per Agreement - Summary for Committee

Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	General Consulting Services Agreement	PSC	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	CCM	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	CCM	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	CCM	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	CCM	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	CCM	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	CCM	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	CCM	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	CCM	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	CCM	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	CCM	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	CCM	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	CCM	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00
028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00
040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23		\$94,268.00	\$94,268.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23		\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$50,000.00	\$50,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23		\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23		\$1,090,217.00	\$1,090,217.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23		\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA			\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA			\$71,219.00	\$71,219.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC

\$8,792,659.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning & Environmental
(Prepared by: Kevin Thompson)

DATE: November 21, 2023

ITEM DESCRIPTION

Request of Recommendation of Approval to the Aviation Authority Board of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a parking capacity analysis at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

Consultant's proposal dated September 26, 2023 is to provide a Parking capacity analysis that would quantify future public parking demand at MCO for the Fiscal Year 2024 (FY24).

If approved, these services would be effective the date of the Aviation Authority Board approval.

The cumulative contract value of all addenda/ amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

PC
NEW BUSINESS ITEM C
11/21/2023

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is **\$83,504.00**. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$83,504.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$83,504.00
AAC – Compliance Review Date	<i>SJ</i> 11/17/23
AAC – Funding Eligibility Review Date	11/17/23

ATTACHMENTS

Attachment A: Finance Form
Attachment B: OSBD Memo

ATTACHMENT A

FINANCE FORM

Date:	November 13, 2023	Requestor's Extension:	X3139
Requestor's Name:	Brad Friel	Preparer's Extension:	X2453
Preparer's Name:	Kevin Thompson	Solicitation #:	N/A
Requestor's Department:	Planning	Contract # / Name:	General Consulting Services Professional Agreement
Description:	On-Call Services	Procurement Committee Date:	November 21, 2023
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.234.601.5310009.000.000000		\$83,504.000				
Total Requisition:		\$83,504.00				
Requisition Number:		95579				

Funding Approver:

OMB Notes:

REVIEWED

By Magaly at 8:02 am, Nov 20, 2023

GOAA Req Headers								
Number	Preparer	Description	Approval Status	Creation Date	Total	Type	Operating Un	Canceled
95579	Wages, Alice M	FY24 PC 11/21/2	In Process	13-NOV-2023 14:42:29	83,504.00	Internal Requisition	GOAA	☐



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning & Environmental
(Prepared by: Kevin Thompson)

DATE: November 21, 2023

ITEM DESCRIPTION

Request of Recommendation of Approval to the Aviation Authority Board of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a parking capacity analysis at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

Addendum 26 is an on-call award based on an estimated amount of work that would be required. It has been the Authority's practice to fund on-call general consulting type scope of work with a defined amount of Operations and Maintenance funds, so as not to over-encumber an on-call assignment. Throughout the fiscal year, as on-call assignments are completed, additional scope and funding needs are evaluated and funded on an as-needed basis.

Since then, it has been determined that a parking capacity analysis for MCO is required for the Fiscal Year 2024 (FY24), as further described in the Consultant's proposal, dated September 26, 2023.

If approved, these services would be effective the date of the Aviation Authority Board meeting on December 13, 2023.

PC
NEW BUSINESS ITEM C
11/21/2023

The cumulative contract value of all addenda/ amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is **\$83,504.00**. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$83,504.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$83,504.00
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	

ATTACHMENTS

Attachment A: Finance Form
Attachment B: OSBD Memo

ATTACHMENT A

FINANCE FORM

Date:	November 13, 2023	Requestor's Extension:	X3139
Requestor's Name:	Brad Friel	Preparer's Extension:	X2453
Preparer's Name:	Kevin Thompson	Solicitation #:	N/A
Requestor's Department:	Planning	Contract # / Name:	General Consulting Services Professional Agreement
Description:	On-Call Services	Procurement Committee Date:	November 21, 2023
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.234.601.5310009.000.000000		\$83,504.000				
Total Requisition:		\$83,504.00				
Requisition Number:		95579				
Funding Approver:						
OMB Notes:						

September 26, 2023

Mr. Brad Friel, A.A.E.
Senior Vice President Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

RE: Parking Capacity Analysis - Orlando International Airport (MCO)
Scope of Work and Budget

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) and KMI International (KMI) appreciate the opportunity to submit this proposal to the Greater Orlando Aviation Authority (GOAA or the Aviation Authority) to quantify future public parking demand at the Orlando International Airport (MCO or the Airport). Ricondo will collect, analyze, and consolidate historical ground transportation and parking transactions and revenue by month for fiscal year (FY) 2019 through FY 2023 to derive estimates of transaction and revenue parking trends. This task will include analysis of changes in revenue per transaction, revenue and transactions on a per originating passenger basis, and average duration (where applicable). The analysis will assess changes in overall volume of activity and revenue, considering the impact of Transportation Network Companies (TNCs) and the anticipated emergence of autonomous vehicles.

As a baseline condition, future demand would be estimated based on the assumption that parking requirements would increase in proportion to the expected increase in annual originating airline passengers. In addition, up to three alternative parking demand scenarios would also be developed. These alternative demand scenarios would serve as sensitivity analyses that consider the potential public parking impacts that could result from other transportation modes and/or technologies.

Scope of Work

Task 1 – Analyze Recent Ground Transportation Trends

The Ricondo Team will collect, analyze, and consolidate historical ground transportation transactions and revenue by month for FY 2019 through FY 2023 for analysis of mode share trends and to derive future estimates of transactions by mode. Airport access modes to be assessed include the following:

- taxis
- limos
- TNCs
- private vehicles
- shared-ride vans
- courtesy vehicles

- rental cars
- off-Airport parking
- on-Airport parking
- public transit

This task will also include an analysis of changes in transactions on a per originating passenger basis and average duration (where applicable). The analysis will assess the drivers of mode share changes, as well as changes in overall volume of activity, considering the impact of evolving ground transportation technologies and customer preferences. This scope of work assumes all required data will be readily available from the existing revenue control system and other sources managed by the Aviation Authority.

Task 2 – Parking Demand Assessment and Development of Future Parking Scenarios

This effort would quantify the existing public parking demand and project future parking demand based on multiple internal and external factors.

The scope of work is based on the following assumptions:

- Future public parking demands would be prepared for 5-year, 10-year, and 20-year planning horizons based on the baseline aviation activity forecasts (FAA TAF or the projections used for the consolidated rental car [CONRAC] planning analyses).
- Estimated public parking demands will be prepared for the 95th percentile day.
- The public parking demands and requirements will represent the airline passengers, meeters/greeters, and well-wishers using the parking facilities within the Airport revenue control system.

The development of future parking scenarios will build on the previous task to consider the potential future impact to parking demand from TNC evolution, the anticipated emergence of autonomous vehicles, and/or other factors. Future public parking needs at MCO are uncertain due to the evolution of other transportation modes and/or technologies, such as TNCs, autonomous vehicles, rail, and other arrival modes. To account for this uncertainty, up to three (3) parking demand scenarios will be developed exclusive of a baseline condition in which future demand would be estimated based on the assumption that parking requirements would increase in proportion to the expected increase in annual originating airline passengers. Ricondo would work collaboratively with GOAA staff to derive a “propensity-to-park factor” for each alternative demand scenario. These alternative demand scenarios would serve as sensitivity analyses that consider the potential public parking impacts that could result from other transportation modes and/or technologies. These scenarios will be developed to consider variables including, but not limited to, the following:

- Growth of TNCs and ride-sharing – The scenarios will assume different growth rates for TNC mode share and residual impact on the overall parking demand.
- Autonomous vehicles – Autonomous vehicle technology is rapidly evolving, and fully autonomous vehicles may be operating on public roadways within the next few years. Predicting the impact of autonomous vehicles is a multifaceted challenge given the uncertainties surrounding potential ownership models, market acceptance, and the public policy response. The Ricondo Team will develop



a set of assumptions and derive potential scenarios to model the impact of autonomous vehicles on parking demand.

- Trends in private vehicle ownership – Demographics may drive a reduction in private vehicle ownership as younger generations increasingly prefer the convenience and economics of using TNCs and public transportation over owning and driving vehicles. This trend could be accelerated by the development of autonomous vehicles operated as shared fleets. These factors would reduce the demand for parking. The scenarios will consider different rates of change in private vehicle ownership.
- Introduction of public transit-oriented infrastructure – The introduction of mass transit systems (rail, bus, or others) connecting the Airport to downtown Orlando or other regional destinations (e.g., Brightline) may impact future parking demand at MCO. The scenarios will consider the possible residual impact on the overall parking demand.

Each scenario will drive a projection of activity by year for each mode of Airport access, which will serve as the basis for establishing the parking demand. One of the parking demand scenarios will be selected in collaboration with GOAA for which existing and future facility capacity will be assessed against.

Task 3 – Parking Demand Assessment and Development of Future Parking Scenarios

The public parking future facility requirements will be calculated using the selected parking demand scenario from the previous task. The estimated requirements will be compared with available parking spaces, and estimated deficiencies (or surplus) in available spaces will be identified. Requirements will be presented in a tabular format that will identify the planning horizon (and originating passenger demand level) where parking demand is expected to exceed the supply of parking and the anticipated deficiency on a facility-by-facility basis. This assessment will account for the relocation of the existing rental car operations to a CONRAC and associated capacity that relocation may provide to public parking. The preferred parking pricing strategy from the Pricing Study, if approved and executed, will also be incorporated into the requirements analysis to include any potential effects on demand from a change in pricing.

Future facility needs (if any) will be identified based on the requirements analysis and up to two (2) development scenarios will be considered. Rough order of magnitude (ROM) cost estimates will be provided.

Deliverables

- A PowerPoint presentation summarizing the methodology and preliminary results of the Study for client review and input.
- A final PowerPoint Presentation documenting the results of the Study.
- A Technical memorandum documenting the results and recommendations of the Study to be incorporated into the Master Plan.

Meetings

Ricondo anticipates participating in the following meetings during the duration of this task:

Mr. Brad Friel, A.A.E.
Greater Orlando Aviation Authority
September 26, 2023
Page 4

- Three web conference sessions using Microsoft Teams or similar software. These web conference sessions will provide an opportunity to review the model assumptions and the findings with GOAA staff.
- Two on-site meetings with the Leadership Team

Proposed Schedule

This proposal assumes this study will be completed within 90 calendar days of receipt of the historical transactions and revenue data or Notice-to-Proceed (NTP), whichever comes last.

Professional Fees

The Not to Exceed (NTE) fee for the proposed services is \$83,504. The attached C tables provide a breakdown by labor cost of the following project cost summary.

TABLE 1 – COST SUMMARY – LABOR AND REIMBURSABLE EXPENSES

FIRM	COST
Ricondo Labor	\$ 73,520.00
Ricondo Expenses	Not Applicable
KMI International Labor	\$ 9,984.00
KMI International Expenses	Not Applicable
TOTAL COSTS	\$ 83,504.00

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-446-3007 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.



Sébastien Carreau

Director

ENCLOSURE – Truth in Negotiation Form

cc: Jason Garman
21041212

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant: Ricondo & Associates, Inc.

By:  _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 09/26/2023

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE
MCO Parking Analysis

Phase of Project:	Task 1 - Analysis	Task 2 - Documentation	Task 3 - Stakeholder Meetings	TOTAL CONTRACT
2.0 Not to Exceed Professional Fees:	\$44,092.00	\$25,004.00	\$14,408.00	\$83,504.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$44,092.00	\$25,004.00	\$14,408.00	\$83,504.00

Total Not to Exceed Professional Labor Hours:	244	120	54	418
TOTAL LABOR HOURS:	244	120	54	418
Average Hourly Rate:				\$200

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

TABLE C-4

SUMMARY OF NOT TO EXCEED PROFESSIONAL FEES AND REIMBURSABLE EXPENSES

Phase of Project:	Task 1 - Analysis		Task 2 - Documentation		Task 3 - Stakeholder Meetings		TOTAL		
	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Ricondo & Associates, Inc.									
Not to Exceed Professional Fees	196	\$34,108.00	120	\$25,004.00	54	\$14,408.00	370	\$73,520.00	\$199
KMI International									
Not to Exceed Professional Fees	48	\$9,984.00	0	\$0.00	0	\$0.00	48	\$9,984.00	\$208
Total Not to Exceed Professional Fees:	244	\$44,092.00	120	\$25,004.00	54	\$14,408.00	418	\$83,504.00	\$200

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
Ricondo & Associates, Inc.

RICONDO & ASSOCIATES, INC. (PRIME)	SENIOR OFFICER		SENIOR DIRECTOR		SENIOR DIRECTOR w/ Travel Premium		SENIOR CONSULTANT		TECHNICAL EDITOR		TOTAL		
Rate (\$/Hour):	\$350		\$295		\$320		\$139		\$138		labor hours	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Task 1 - Analysis													
Data Review		\$0	4	\$1,180		\$0	20	\$2,780		\$0	24	\$3,960	\$165
Analyze Recent Ground Transportation Trends		\$0	8	\$2,360		\$0	32	\$4,448		\$0	40	\$6,808	\$170
Parking Demand Assessment and Development of Future Parking Scenarios		\$0	20	\$5,900		\$0	60	\$8,340		\$0	80	\$14,240	\$178
Parking Facility Capacity Assessment and Future Development		\$0	12	\$3,540		\$0	40	\$5,560		\$0	52	\$9,100	\$175
Task 2 - Documentation													
Powerpoint presentation - draft		\$0	16	\$4,720		\$0	24	\$3,336		\$0	40	\$8,056	\$201
Powerpoint Presentation - final		\$0	8	\$2,360		\$0	12	\$1,668		\$0	20	\$4,028	\$201
Report	4	\$1,400	24	\$7,080		\$0	24	\$3,336	8	\$1,104	60	\$12,920	\$215
Task 3 - Stakeholder Meetings													
Conduct 3 web conference sessions for materials development and review, including meeting preparation		\$0	12	\$3,540		\$0	8	\$1,112		\$0	20	\$4,652	\$233
Conduct 2 executive meetings and presentations via web, including preparation		\$0	16	\$4,720	14	\$4,480	4	\$556		\$0	34	\$9,756	\$287
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	4	\$1,400	120	\$35,400	14	\$4,480	224	\$31,136	8	\$1,104	370	\$73,520	\$199

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES

KMI International

KMI International (COST ESTIMATES)	Senior Estimator/ Scheduler		TOTAL		
Rate (\$/Hour):	\$208.00		labor		Avg. Hourly
	hours	Cost	hours	Cost	Rate
Task 1 - Analysis					
Parking Facility Capacity Assessment and Future Development	48	\$9,984.00	48	\$9,984.00	\$208
Task 2 - Documentation					
Task 3 - Stakeholder Meetings					
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	48	\$9,984.00	48	\$9,984.00	\$208

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLES C-7b and C-7c
PARTICIPATION SCHEDULES

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	ADDRESS	MWBE CLASSIFICATION	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	Parking Capacity Analysis	\$73,520.00	N/A
KMI International		N/A	Cost Estimating	\$9,984.00	N/A
TOTAL PROPOSED PARTICIPATION				\$83,504.00	0.0%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	ADDRESS	PROPOSED SCOPE OF SERVICES		FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	Parking Capacity Analysis	\$73,520.00	N/A
KMI International		N/A	Cost Estimating	\$9,984.00	12.0%
TOTAL PROPOSED PARTICIPATION				\$83,504.00	12.0%

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-9
CONTRACT HOURLY RATES

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the contract hourly rates shown below.

FIRM	POSITION	CONTRACT HOURLY RATE
Ricondo & Associates	Senior Officer	\$350
Ricondo & Associates	Officer	\$340
Ricondo & Associates	Senior Director	\$295
Ricondo & Associates	Manager	\$180
Ricondo & Associates	Senior Consultant	\$139
Ricondo & Associates	Technical Editor	\$138
Ricondo & Associates	Senior Graphics Designer	\$134
Ricondo & Associates	Consultant	\$93
Ricondo & Associates	Graphic Designer	\$97
KMI International	Senior Estimator/Scheduler	\$208.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	General Consulting Services Agreement	PSC	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	CCM	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	CCM	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	CCM	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	CCM	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	CCM	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	CCM	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	CCM	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	CCM	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	CCM	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	CCM	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	CCM	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	CCM	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00
028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00
040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23		\$94,268.00	\$94,268.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23		\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$50,000.00	\$50,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23		\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23		\$1,090,217.00	\$1,090,217.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23		\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA			\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA			\$71,219.00	\$71,219.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC

\$8,792,659.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning & Environmental
(Prepared by: Kevin Thompson)

DATE: November 21, 2023

ITEM DESCRIPTION

Request of Recommendation of Approval to the Aviation Authority Board of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a Parking Pricing study at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

Consultant's proposal dated September 26, 2023 is to provide a Parking Pricing Study that would complement the Parking Capacity assessment of parking demand at MCO for the Fiscal Year 2024 (FY24)

If approved, these services would be effective the date of the Aviation Authority Board approval.

The cumulative contract value of all addenda/ amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

PC
NEW BUSINESS ITEM D
11/21/2023

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is **\$87,100.00**. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$87,100.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$87,100.00
AAC – Compliance Review Date	<i>SJ</i> 11/17/23
AAC – Funding Eligibility Review Date	11/17/23

ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo

ATTACHMENT A

FINANCE FORM

Date:	November 13, 2023	Requestor's Extension:	X3139
Requestor's Name:	Brad Friel	Preparer's Extension:	X2453
Preparer's Name:	Kevin Thompson	Solicitation #:	N/A
Requestor's Department:	Planning	Contract # / Name:	General Consulting Services Professional Agreement
Description:	On-Call Services	Procurement Committee Date:	November 21, 2023
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.234.601.5310009.000.000000		\$87,100.00				
Total Requisition:		\$87,100.00				
Requisition Number:		95580				
Funding Approver:						
OMB Notes:						

REVIEWED
By Magaly at 8:04 am, Nov 20, 2023

Number	Preparer	Description	Approval Status	Creation Date	Total	Type	Operating Un
95580	Wages, Alice M	FY24 PC 11/21/2	In Process	13-NOV-2023 14:48:05	80,150.00	Internal Requisition	GOAA

September 26, 2023 (Revised November 17, 2023)

Mr. Brad Friel, A.A.E.
Senior Vice President Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

RE: Parking Pricing Study - Orlando International Airport (MCO)
Scope of Work and Budget

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal to the Greater Orlando Aviation Authority (GOAA) for a Parking Pricing Study that would complement the Parking Capacity assessment of parking demand at Orlando International Airport (MCO), by analyzing how parking rates, changes in products, marketing and other factors may impact occupancy as parking capacity becomes more constrained over time. This Study will evaluate whether parking demand could be better balanced between MCO parking products, if the need for the construction of additional parking facilities could be delayed by either rebalancing demand among the parking products and/or decreasing occupancy, and how parking revenues and transactions will be impacted by potential price changes. We will also benchmark pricing and product mix at up to fifteen other airports, evaluate the potential effects on demand of a modified product offering or additional amenities, and calculate the financial impacts of any forecasted changes from parking to the competitive modes, e.g., off-airport parking operators or Transportation Network Companies "TNCs", as a result of the pricing analysis.

Ricondo's proposed approach is to develop alternate pricing strategy scenarios via an excel based model that forecasts pricing and industry impacts over the upcoming 10 years and includes the following steps:

- Analyze and create a parking preference baseline scenario based on five years of historical transactions, revenue, and product share data to be provided by GOAA, with particular emphasis on the last 12 months showing the pandemic recovery.
- Determine elasticity of prior pricing changes over the last five years of data (changes in transactions and penetration by product) to estimate passenger reaction to proposed future price changes, including:
 - Change in transactions
 - Movement among products by parkers as a result of price changes
 - Movement to other modes, e.g. TNCs
 - Impact on occupancy



- Integrate impacts of other factors:
 - Review airport-specific effects by product, including competitive environment, road closures, construction, etc. that may have affected parking preferences in the past.
 - General industry effects, e.g., mode share evolution and pandemic-related segment and behavioral changes.
- Establish existing and future parking capacity, accounting for any planned future construction projects affecting parking capacity or access.
- Forecast future parking transactions and revenue for up to five different scenarios of proposed rate changes based on elasticity, and movement among products and potentially to other modes, and available capacity.
- Recommend potential parking rate changes for each public parking product to balance demand with capacity and identify resulting projected revenues.
- Calculate the financial impact of estimated mode share shifts (specifically to TNCs) under the five rate change scenarios referenced above.
- Coordinate with the Parking Capacity team to ensure the Study results are integrated into the recommendations for new parking products, locations and rough-order-of magnitude costs.
- Coordinate with the Parking Capacity team to ensure any commercial vehicle impacts identified in the Study are integrated into the demand forecasts.
- Coordinate with the Parking Capacity team to ensure the agreed scenario impacts are reasonably carried forward in the Parking Capacity timeline by using the pricing study forecasts for its ten-year horizon as a basis and applying traditional planning growth forecasts.

To assist with and validate the price change recommendations, a benchmarking of up to 15 peer airports and the largest 5 off-airport parking competitors will be conducted and include the following:

- A description of the parking products at the 15 airports and comparison with the products at MCO.
- Description of any parking products at benchmarked airports that may be considered at MCO in the future.
- Maximum daily parking rates charged amongst similar products (walkable vs. bused) offered at peer airports.
- Maximum daily rates charged by nearby off-airport parking providers for covered and uncovered products.
- Historic shift in mode shares by parking competitors, i.e., transportation network companies (TNCs, taxicabs, and off-airport parking providers, if available and information provided by GOAA).

Deliverables

- A PowerPoint presentation summarizing the methodology and preliminary results of the Study for client review and input.
- A final PowerPoint Presentation documenting the results of the Study.
- A Technical memorandum documenting the results and recommendations of the Study.

Meetings

Ricondo anticipates participating in the following meetings during the duration of this task:

- Six web conference sessions using GoToMeeting, Teams or similar software. These web conference sessions will provide an opportunity to review the model assumptions and the findings with GOAA staff.
- Two on-site meetings with the Leadership Team

Proposed Schedule

The alternate pricing strategy scenarios will be completed within 45 calendar days of receipt of the historical transactions and revenue data or Notice-to-Proceed (NTP), whichever comes last. Coordination and review meetings with GOAA, as well as scenario refinements, will be completed within 45 calendar days following the development of the alternate pricing strategy scenarios. Final study documentation will be completed by April 31, 2024.

Professional Fees

The Not to Exceed (NTE) fee for the proposed services is \$87,100. The attached C tables provide a breakdown by labor cost of the following project cost summary.

TABLE 1 – COST SUMMARY – LABOR AND REIMBURSABLE EXPENSES

FIRM	COST
Ricondo Labor	\$ 80,150.00
Ricondo Expenses	Not Applicable
TOTAL COSTS	\$ 87,100.00



Mr. Brad Friel, A.A.E.
Greater Orlando Aviation Authority
September 26, 2023
Page 4

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-446-3007 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "S. Carreau", enclosed within a large, loopy oval shape.

Sébastien Carreau

Director

ENCLOSURE – Truth in Negotiation Form

cc: Jenna Buckner
21041212

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant: Ricondo & Associates, Inc.

By:  _____

Print Name: Pete Ricondo, P.E., Senior Vice President

Date: 11/13/2023

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE
MCO Parking Pricing Study

Phase of Project:	Task 1 - Analysis	Task 2 - Documentation	Task 3 - Stakeholder Meetings	TOTAL CONTRACT
2.0 Not to Exceed Professional Fees:	\$50,068.00	\$23,848.00	\$13,184.00	\$87,100.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$50,068.00	\$23,848.00	\$13,184.00	\$87,100.00

Total Not to Exceed Professional Labor Hours:	280	104	58	442
TOTAL LABOR HOURS:	280	104	58	442
Average Hourly Rate:				\$197

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-4
SUMMARY OF NOT TO EXCEED PROFESSIONAL FEES AND REIMBURSABLE EXPENSES

Phase of Project:	Task 1 - Analysis		Task 2 - Documentation		Task 3 - Stakeholder Meetings		TOTAL		
	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Ricondo & Associates, Inc.									
Not to Exceed Professional Fees	280	\$50,068.00	104	\$23,848.00	58	\$13,184.00	442	\$87,100.00	\$197
Total Not to Exceed Professional Fees:	280	\$50,068.00	104	\$23,848.00	58	\$13,184.00	442	\$87,100.00	\$197

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
 Ricondo & Associates, Inc.

RICONDO & ASSOCIATES, INC. (PRIME)	SENIOR OFFICER		SENIOR DIRECTOR		SENIOR DIRECTOR w/ Travel Premium		MANAGER		SENIOR CONSULTANT		TOTAL		
Rate (\$/Hour):	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	labor hours	Cost	Avg. Hourly Rate
Task 1 - Analysis													
Date gathering, cleansing and review		\$0	2	\$590		\$0	8	\$1,440	40	\$5,560	50	\$7,590	\$152
Model set up and Activity analysis		\$0	16	\$4,720		\$0	8	\$1,440	60	\$8,340	84	\$14,500	\$173
Benchmarking		\$0	8	\$2,360		\$0	8	\$1,440	0	\$0	16	\$3,800	\$238
Parking Scenario Development and Forecasting		\$0	24	\$7,080		\$0	8	\$1,440	50	\$6,950	82	\$15,470	\$189
Analysis of Pricing Impact on Parking Capacity		\$0	12	\$3,540		\$0	4	\$720	32	\$4,448	48	\$8,708	\$181
Task 2 - Documentation													
Powerpoint presentation - draft		\$0	32	\$9,440		\$0	8	\$1,440	16	\$2,224	56	\$13,104	\$234
Powerpoint Presentation - final		\$0	24	\$7,080		\$0	8	\$1,440	16	\$2,224	48	\$10,744	\$224
Task 3 - Stakeholder Meetings													
Conduct 6 web conference sessions for materials development and review, including meeting preparation		\$0	12	\$3,540		\$0	12	\$2,160	8	\$1,112	32	\$6,812	\$213
Conduct 2 executive meetings and presentations, including preparation	2	\$700		\$0	12	\$3,840	4	\$720	8	\$1,112	26	\$6,372	\$245
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	2	\$700	130	\$38,350	12	\$3,840	68	\$12,240	230	\$31,970	442	\$87,100	\$197

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLES C-7b and C-7c
PARTICIPATION SCHEDULES

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	ADDRESS	MWBE CLASSIFICATION	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	Parking Pricing Study Analysis	\$87,100.00	N/A
TOTAL PROPOSED PARTICIPATION				\$87,100.00	0.0%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	ADDRESS	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	\$87,100.00	N/A
TOTAL PROPOSED PARTICIPATION			\$87,100.00	0.0%

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-9
CONTRACT HOURLY RATES

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the contract hourly rates shown below.

FIRM	POSITION	CONTRACT HOURLY RATE
Ricondo & Associates	Senior Officer	\$350
Ricondo & Associates	Officer	\$340
Ricondo & Associates	Senior Director	\$295
Ricondo & Associates	Manager	\$180
Ricondo & Associates	Senior Consultant	\$139
Ricondo & Associates	Technical Editor	\$138
Ricondo & Associates	Senior Graphics Designer	\$134
Ricondo & Associates	Consultant	\$93
Ricondo & Associates	Graphic Designer	\$97



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning & Environmental
(Prepared by: Kevin Thompson)

DATE: November 21, 2023

ITEM DESCRIPTION

Request of Recommendation of Approval to the Aviation Authority Board of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a parking pricing study at Orlando International Airport (MCO).

BACKGROUND

In December 2020, Ricondo & Associates, Inc. was selected by the Aviation Authority Board through a competitive award process to provide General Consulting Services. Tasks are awarded on an as-needed or annual basis.

This no-cost base agreement established the negotiated hourly rates. The services provided as part of this agreement may include advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design/build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies including the FAA; Transportation Security Administration (TSA); Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required. The selected general consultant will be prohibited from providing preparation of construction documents, and Owner's Authorized Representative (OAR) Services for the Aviation Authority, and shall be precluded from submitting bids or proposals for any such services to the Aviation Authority.

ISSUES

Addendum 26 is an on-call award based on an estimated amount of work that would be required. It has been the Authority's practice to fund on-call general consulting type scope of work with a defined amount of Operations and Maintenance funds, so as not to over-encumber an on-call assignment. Throughout the fiscal year, as on-call assignments are completed, additional scope and funding needs are evaluated and funded on an as-needed basis.

Since then, it has been determined that a parking pricing study for MCO is required for the Fiscal Year 2024 (FY24), as further described in the Consultant's proposal, dated September 26, 2023.

If approved, these services would be effective the date of the Aviation Authority Board meeting on December 13, 2023.

PC
NEW BUSINESS ITEM D
11/21/2023

The cumulative contract value of all addenda/ amendments since the last approval by the Aviation Authority Board for the General Consulting Services Agreement with Ricondo & Associates, Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is **\$80,150.00**. Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$80,150.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$0.00
TOTAL	\$80,150.00
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	

ATTACHMENTS

Attachment A: Finance Form
Attachment B: OSBD Memo

ATTACHMENT A

FINANCE FORM

Date:	November 13, 2023	Requestor's Extension:	X3139
Requestor's Name:	Brad Friel	Preparer's Extension:	X2453
Preparer's Name:	Kevin Thompson	Solicitation #:	N/A
Requestor's Department:	Planning	Contract # / Name:	General Consulting Services Professional Agreement
Description:	On-Call Services	Procurement Committee Date:	November 21, 2023
Vendor:	Ricondo & Associates, Inc.	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.234.601.5310009.000.000000		\$80,150.000				
Total Requisition:		\$80,150.00				
Requisition Number:		95580				
Funding Approver:						
OMB Notes:						

September 26, 2023

Mr. Brad Friel, A.A.E.
Senior Vice President Multi-Modal Planning & Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, FL 32827

RE: Parking Pricing Study - Orlando International Airport (MCO)
Scope of Work and Budget

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) appreciates the opportunity to submit this proposal to the Greater Orlando Aviation Authority (GOAA) for a Parking Pricing Study that would complement the Parking Capacity assessment of parking demand at Orlando International Airport (MCO), by analyzing how parking rates, changes in products, marketing and other factors may impact occupancy as parking capacity becomes more constrained over time. This Study will evaluate whether parking demand could be better balanced between MCO parking products, if the need for the construction of additional parking facilities could be delayed by either rebalancing demand among the parking products and/or decreasing occupancy, and how parking revenues and transactions will be impacted by potential price changes. We will also benchmark pricing and product mix at up to fifteen other airports, evaluate the potential effects on demand of a modified product offering or additional amenities, and calculate the financial impacts of any forecasted changes from parking to the competitive modes, e.g., off-airport parking operators or Transportation Network Companies "TNCs", as a result of the pricing analysis.

Ricondo's proposed approach is to develop alternate pricing strategy scenarios via an excel based model that forecasts pricing and industry impacts over the upcoming 10 years and includes the following steps:

- Analyze and create a parking preference baseline scenario based on five years of historical transactions, revenue, and product share data to be provided by GOAA, with particular emphasis on the last 12 months showing the pandemic recovery.
- Determine elasticity of prior pricing changes over the last five years of data (changes in transactions and penetration by product) to estimate passenger reaction to proposed future price changes, including:
 - Change in transactions
 - Movement among products by parkers as a result of price changes
 - Movement to other modes, e.g. TNCs
 - Impact on occupancy

- Integrate impacts of other factors:
 - Review airport-specific effects by product, including competitive environment, road closures, construction, etc. that may have affected parking preferences in the past.
 - General industry effects, e.g., mode share evolution and pandemic-related segment and behavioral changes.
- Establish existing and future parking capacity, accounting for any planned future construction projects affecting parking capacity or access.
- Forecast future parking transactions and revenue for up to five different scenarios of proposed rate changes based on elasticity, and movement among products and potentially to other modes, and available capacity.
- Recommend potential parking rate changes for each public parking product to balance demand with capacity and identify resulting projected revenues.
- Calculate the financial impact of estimated mode share shifts (specifically to TNCs) under the five rate change scenarios referenced above.
- Coordinate with the Parking Capacity team to ensure the Study results are integrated into the recommendations for new parking products, locations and rough-order-of magnitude costs.
- Coordinate with the Parking Capacity team to ensure any commercial vehicle impacts identified in the Study are integrated into the demand forecasts.
- Coordinate with the Parking Capacity team to ensure the agreed scenario impacts are reasonably carried forward in the Parking Capacity timeline by using the pricing study forecasts for its ten-year horizon as a basis and applying traditional planning growth forecasts.

To assist with and validate the price change recommendations, a benchmarking of up to 15 peer airports and the largest 5 off-airport parking competitors will be conducted and include the following:

- A description of the parking products at the 15 airports and comparison with the products at MCO.
- Description of any parking products at benchmarked airports that may be considered at MCO in the future.
- Maximum daily parking rates charged amongst similar products (walkable vs. bused) offered at peer airports.
- Maximum daily rates charged by nearby off-airport parking providers for covered and uncovered products.
- Historic shift in mode shares by parking competitors, i.e., transportation network companies (TNCs, taxicabs, and off-airport parking providers, if available and information provided by GOAA).

Deliverables

- A PowerPoint presentation summarizing the methodology and preliminary results of the Study for client review and input.
- A final PowerPoint Presentation documenting the results of the Study.
- A Technical memorandum documenting the results and recommendations of the Study.

Meetings

Ricondo anticipates participating in the following meetings during the duration of this task:

- Six web conference sessions using GoToMeeting, Teams or similar software. These web conference sessions will provide an opportunity to review the model assumptions and the findings with GOAA staff.
- Two on-site meetings with the Leadership Team

Proposed Schedule

The alternate pricing strategy scenarios will be completed within 45 calendar days of receipt of the historical transactions and revenue data or Notice-to-Proceed (NTP), whichever comes last. Coordination and review meetings with GOAA, as well as scenario refinements, will be completed within 45 calendar days following the development of the alternate pricing strategy scenarios. Final study documentation will be completed by December 31, 2023.

Professional Fees

The Not to Exceed (NTE) fee for the proposed services is \$80,150. The attached C tables provide a breakdown by labor cost of the following project cost summary.

TABLE 1 – COST SUMMARY – LABOR AND REIMBURSABLE EXPENSES

FIRM	COST
Ricondo Labor	\$ 80,150.00
Ricondo Expenses	Not Applicable
TOTAL COSTS	\$ 80,150.00



Mr. Brad Friel, A.A.E.
Greater Orlando Aviation Authority
September 26, 2023
Page 4

We appreciate the opportunity to continue serving and supporting GOAA. If you require additional information regarding this proposal, please contact me at 407-446-3007 or via email at scarreau@ricondo.com.

Sincerely,

RICONDO & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "S. Carreau", enclosed within a large, loopy oval shape.

Sébastien Carreau

Director

ENCLOSURE – Truth in Negotiation Form

cc: Jenna Buckner
21041212

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-1
SUMMARY OF TOTAL CONTRACT VALUE
MCO Parking Pricing Study

Phase of Project:	Task 1 - Analysis	Task 2 - Documentation	Task 3 - Stakeholder Meetings	TOTAL CONTRACT
2.0 Not to Exceed Professional Fees:	\$43,118.00	\$23,848.00	\$13,184.00	\$80,150.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$43,118.00	\$23,848.00	\$13,184.00	\$80,150.00

Total Not to Exceed Professional Labor Hours:	294	104	58	456
TOTAL LABOR HOURS:	294	104	58	456
Average Hourly Rate:				\$176

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-4
SUMMARY OF NOT TO EXCEED PROFESSIONAL FEES AND REIMBURSABLE EXPENSES

Phase of Project:	Task 1 - Analysis		Task 2 - Documentation		Task 3 - Stakeholder Meetings		TOTAL		
	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Ricondo & Associates, Inc.									
Not to Exceed Professional Fees	294	\$43,118.00	104	\$23,848.00	58	\$13,184.00	456	\$80,150.00	\$176
Total Not to Exceed Professional Fees:	294	\$43,118.00	104	\$23,848.00	58	\$13,184.00	456	\$80,150.00	\$176

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-5
BREAKDOWN OF NOT TO EXCEED PROFESSIONAL FEES
Ricondo & Associates, Inc.

RICONDO & ASSOCIATES, INC. (PRIME)	SENIOR OFFICER		SENIOR DIRECTOR		SENIOR DIRECTOR w/ Travel Premium		MANAGER		SENIOR CONSULTANT		TOTAL		
Rate (\$/Hour):	\$350		\$295		\$320		\$180		\$139		labor hours	Cost	Avg. Hourly Rate
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost			
Task 1 - Analysis													
Data gathering, cleansing and review		\$0	2	\$590		\$0	8	\$1,440	40	\$5,560	50	\$7,590	\$152
Model set up and Activity analysis		\$0	16	\$4,720		\$0	8	\$1,440	60	\$8,340	84	\$14,500	\$173
Benchmarking		\$0	8	\$2,360		\$0	8	\$1,440		\$0	16	\$3,800	\$238
Parking Scenario Development and Forecasting		\$0	24	\$7,080		\$0	8	\$1,440	64		96	\$8,520	\$89
Analysis of Pricing Impact on Parking Capacity		\$0	12	\$3,540		\$0	4	\$720	32	\$4,448	48	\$8,708	\$181
Task 2 - Documentation													
Powerpoint presentation - draft		\$0	32	\$9,440		\$0	8	\$1,440	16	\$2,224	56	\$13,104	\$234
Powerpoint Presentation - final		\$0	24	\$7,080		\$0	8	\$1,440	16	\$2,224	48	\$10,744	\$224
Task 3 - Stakeholder Meetings													
Conduct 6 web conference sessions for materials development and review, including meeting preparation		\$0	12	\$3,540		\$0	12	\$2,160	8	\$1,112	32	\$6,812	\$213
Conduct 2 executive meetings and presentations, including preparation	2	\$700		\$0	12	\$3,840	4	\$720	8	\$1,112	26	\$6,372	\$245
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	2	\$700	130	\$38,350	12	\$3,840	68	\$12,240	244	\$25,020	456	\$80,150	\$176

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLES C-7b and C-7c
PARTICIPATION SCHEDULES

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	ADDRESS	MWBE CLASSIFICATION	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	Parking Pricing Study Analysis	\$80,150.00	N/A
TOTAL PROPOSED PARTICIPATION				\$80,150.00	0.0%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	ADDRESS	PROPOSED SCOPE OF SERVICES		FEE	PROPOSED PARTICIPATION
Ricondo & Associates, Inc.		N/A	Parking Pricing Study Analysis	\$80,150.00	N/A
TOTAL PROPOSED PARTICIPATION				\$80,150.00	0.0%

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-9
CONTRACT HOURLY RATES

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the contract hourly rates shown below.

FIRM	POSITION	CONTRACT HOURLY RATE
Ricondo & Associates	Senior Officer	\$350
Ricondo & Associates	Officer	\$340
Ricondo & Associates	Senior Director	\$295
Ricondo & Associates	Manager	\$180
Ricondo & Associates	Senior Consultant	\$139
Ricondo & Associates	Technical Editor	\$138
Ricondo & Associates	Senior Graphics Designer	\$134
Ricondo & Associates	Consultant	\$93
Ricondo & Associates	Graphic Designer	\$97

Addenda / Amendments Awarded per Agreement - Summary for Committee

Ricondo & Associates, Inc. -- Agreement No. 202012-GC General Consulting Services Agreement

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	General Consulting Services Agreement	PSC	12/09/20	01/08/21		\$0.00	\$0.00
001	000	-	FY21 On-Call General Consulting Services	CCM	02/16/21	NA	02/23/21 93305	\$25,000.00	\$25,000.00
002	000	-	FY21 On-Site Planning Support Services	CCM	04/06/21	NA	04/13/21 93378	\$199,856.00	\$199,856.00
003	000	-	FY21 On-Call Signage Design and Consulting Services	CCM	04/20/21	NA	04/30/21 93379	\$55,380.00	\$55,380.00
003	001	-	Additional FY21 On-Call Signage Design and Consulting Services	CCM	08/24/21	NA	09/15/21 AMD 93379	\$9,940.00	\$65,320.00
004	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	06/29/21	NA	07/06/21 1006749	\$66,800.00	\$66,800.00
004	001	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) No Cost Time Adjustment to Provide FY21 Operational Readiness Staffing Support Services for W-S00116	CCM	09/28/21	NA	10/05/21 AMD 1006749	\$0.00	\$66,800.00
005	000	-	FY22 Engineering Support and Construction Oversight	CCM	08/10/21	NA	08/23/21 93760	\$169,570.00	\$169,570.00
006	000	-	FY22 On-Call Utility Consulting Services	CCM	08/10/21	NA	08/23/21 94006	\$74,480.00	\$74,480.00
007	000	-	Professional Planning Consulting Services	CCM	08/10/21	NA	08/23/21 93673	\$9,956.00	\$9,956.00
008	000	-	FY22 On-Call Design Review Committee Support Services	CCM	08/31/21	NA	09/15/21 93763	\$14,974.00	\$14,974.00
009	000	-	FY22 On-Call General Consulting Services	CCM	08/31/21	NA	09/15/21 93829	\$25,000.00	\$25,000.00
010	000	-	FY22 On-Site Planning Support Services	CCM	08/31/21	09/15/21	09/20/21 93833	\$399,840.00	\$399,840.00
011	000	-	Capacity Analysis for Central Receiving and Distribution Center Sizing	CCM	09/07/21	NA	09/28/21 93764	\$69,652.00	\$69,652.00
012	000	-	FY22 Support Services for the Concessions Department	CCM	09/28/21	NA	10/05/21 93828	\$44,440.00	\$44,440.00
013	000	-	FY22 On Call Signage Design and Consulting Services	CCM	09/28/21	NA	10/05/21 93834	\$114,968.00	\$114,968.00
013	001	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	05/24/22	NA	06/08/22	\$59,860.00	\$174,828.00
013	002	-	Additional FY22 On Call Signage Design and Consulting Services	CCM	08/23/22	NA	08/31/22	\$21,900.00	\$196,728.00
014	000	-	FY22 On-call Support Services for the Commercial Properties Department	CCM	11/23/21	NA	12/07/21 94312	\$25,776.00	\$25,776.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

015	000	-	South Terminal C PH1 Terminal Optimization Diagnostic for Possible Future Enhancements	CCM	12/14/21	NA	01/04/22	94234	\$237,945.00	\$237,945.00
016	000	-	FY22 On-Call Airport Planning Consulting Services	CCM	01/04/22	NA	01/19/22	94236	\$24,930.00	\$24,930.00
017	000	W-00449-MCO	W-00449-MCO AVIATION-CENTRIC ECONOMIC DEVELOPMENT STUDY Preparation of Aviation-Centric Economic Development Study for W00449	CCM	02/08/22	NA	03/30/22	1006991	\$170,800.00	\$170,800.00
018	000	-	Strategic Planning Consultant Services	CCM	07/26/22	08/17/22	08/23/22	94926	\$710,422.00	\$710,422.00
018	001	-	Additional Strategic Planning Consultant Services for the Initial Implementation Phase of the 2023 Strategic Plan	CCM	11/07/23	NA	11/09/23		\$91,852.00	\$802,274.00
019	000	-	FY 22 Operational Readiness General Consulting Services	CCM	08/09/22	NA	08/23/22	94925	\$46,238.00	\$46,238.00
020	000	-	FY23 On Site Planning Support Services	CCM	08/30/22	09/21/22	09/26/22	95293	\$399,896.00	\$399,896.00
020	001	-	Additional FY23 On-Site Planning Support Services	PSC	08/01/23	NA	08/09/23		\$39,960.00	\$439,856.00
021	000	-	FY23 On Call Utility Consulting Services	CCM	09/06/22	NA	09/14/22	95294	\$60,800.00	\$60,800.00
022	000	-	FY23 On Call Signage Design and Consulting Services	CCM	09/13/22	NA	10/24/22	95302	\$114,968.00	\$114,968.00
022	001	-	Additional FY23 On Call Signage Design and Consulting Services	PSC	05/02/23	05/17/23	06/01/23	AMD 95302	\$76,040.00	\$191,008.00
023	000	-	FY23 Operational Readiness General Consulting Services	CCM	09/27/22	NA	10/20/22	95303	\$64,694.00	\$64,694.00
024	000	-	FY23 On-Call Design Review Committee (DRC) Support Services	CCM	10/04/22	NA	10/20/22	95431	\$15,828.00	\$15,828.00
025	000	-	FY23 On Call Support Services for the Concessions Department	CCM	10/25/22	NA	11/08/22	95630	\$36,852.00	\$36,852.00
026	000	-	FY23 On Call General Consulting Services	CCM	10/25/22	NA	11/08/22	95631	\$25,000.00	\$25,000.00
026	001	-	Additional FY23 On-Call General Consulting Services	PSC	05/23/23	NA	05/25/23	AMD 95631	\$75,000.00	\$100,000.00
026	002	-	Additional FY23 On-Call General Consulting Services	PSC	07/25/23	NA	07/31/23	AMD 95631	\$25,000.00	\$125,000.00
026	003	-	Additional FY23 On-Call General Consulting Services	PSC	08/22/23	NA	08/30/23		\$75,000.00	\$200,000.00
027	000	-	FY23 On Call Airline Allocation Support Services	CCM	11/01/22	NA	11/15/22	95629	\$25,320.00	\$25,320.00
028	000	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Professional Consulting Services for W-465	CCM	11/15/22	NA	12/07/22	1007203	\$248,260.00	\$248,260.00
028	001	W-00465-MCO	W-00465-MCO MCO TERMINAL CONCESSIONS PLANNING Additional Professional Consulting Services for W-465	CCM	12/20/22	NA	01/09/23		\$247,406.00	\$495,666.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

029	000	-	MCO Common Use Passenger Processing System (CUPPS) Evaluation Services	CCM	12/20/22	NA	01/09/23	95678	\$57,705.00	\$57,705.00
030	000	-	FY23 On Call Support Services for the Commercial Properties Department	CCM	12/20/22	NA	01/09/23	95671	\$30,132.00	\$30,132.00
031	000	-	FY23 On Call Operational Readiness Staffing and Support Services	CCM	12/20/22	NA	01/09/23	95672	\$146,022.00	\$146,022.00
032	000	V-00986-MCO	V-00986-MCO AS4 DELTA CLUB WINDOW REPLACEMENT (D/B) Design Criteria Package Preparation for V-986	CCM	01/03/23	NA	01/18/23	1007219	\$11,726.00	\$11,726.00
033	000	W-S00116-MCO	W-S00116-MCO S TERM C, PH 1 - SUPPORT SVCS (OTHER COSTS) Professional Evaluation and Recommendation Services of Moving Walk Ways for W-S116	CCM	04/11/23	NA	04/18/23	1007323	\$73,988.00	\$73,988.00
034	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Design Criteria Package Preparation for V-955	CCM	04/11/23	NA	04/18/23	1007434	\$9,986.00	\$9,986.00
035	000	W-00474-MCO	W-00474-MCO ELEVATOR/ESCALATOR/MOVING WALKWAY CAPITAL PLANNING SUPPORT Professional Consulting Services for W-474	CCM	04/25/23	NA	04/27/23	1007349	\$69,622.00	\$69,622.00
036	000	W-00475-MCO	W-00475-MCO ELECTRIFICATION POLICY STUDY Professional Consulting Services for W-475	CCM	04/25/23	NA	04/27/23	1007327	\$235,781.00	\$235,781.00
037	000	W-00480-MCO	W-00480-MCO NORTH TERMINAL CAPACITY AND FACILITY CONDITION ASSESSMENT Professional Consulting Services for W-480	CCM	06/06/23	06/21/23	06/22/23	1007386	\$377,798.00	\$377,798.00
038	000	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Professional Consulting Services	CCM	06/13/23	NA	06/20/23	1007400	\$216,424.00	\$216,424.00
038	001	W-00481-MCO	W-00481-MCO CONSOLIDATED RAC FACILITY PROGRAM ADVISORY, TECHNICAL AND BUSINESS PLAN SERVICES Additional Professional Consulting Services for W-0481	CCM	07/18/23	08/16/23	08/18/23		\$944,282.00	\$1,160,706.00
039	000	-	Aviation Authority Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	08/01/23	NA	08/09/23	96397	\$127,904.00	\$127,904.00
040	000	-	FY24 On Call Operational Readiness Staffing and Support Services	PSC	09/05/23	09/27/23	10/04/23	96654	\$205,506.00	\$205,506.00
041	000	-	Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem	PSC	09/12/23	09/27/23	10/04/23		\$94,268.00	\$94,268.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

042	000	-	FY24 On-Call Airline Reallocation Support Services	PSC	09/12/23	09/27/23	10/04/23	96656	\$65,060.00	\$65,060.00
043	000	W-00489-MCO	W-00489-MCO NORTH TERMINAL COMPLEX BAGGAGE HANDLING SYSTEM EVALUATION Professional Consulting Services for W-489	CCM	10/03/23	10/18/23	10/26/23		\$314,799.00	\$314,799.00
044	000	-	FY24 On-Call General Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$50,000.00	\$50,000.00
045	000	-	FY24 On-Call Signage Design and Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$121,294.00	\$121,294.00
046	000	-	FY24 On-Call Utility Consulting Services	PSC	10/05/23	10/18/23	10/26/23		\$31,444.00	\$31,444.00
047	000	-	Noise Office Support	PSC	10/05/23	10/18/23	10/30/23		\$199,889.00	\$199,889.00
048	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Development of the Program Definition Document (POD) for the Terminal C, Phase 2 Program	CCM	10/10/23	10/18/23	10/26/23		\$1,090,217.00	\$1,090,217.00
049	000	V-00995-MCO	V-00995-MCO REPLACEMENT OF ELEVATOR P58 AT AIRSIDE 4 (D/B) Bid and Award Services for V-00995	CCM	10/10/23	NA	11/09/23		\$16,730.00	\$16,730.00
050	000	-	FY24 On-Call Support Services for Commercial Properties Department	PSC	11/07/23	NA			\$31,260.00	\$31,260.00
051	000	W-S00211-MCO	W-S00211-MCO TERMINAL C, PHASE 2 PROGRAM DEFINITION DOCUMENT DEVELOPMENT Terminal C Phase 2 Written Reevaluation	CCM	11/14/23	NA			\$71,219.00	\$71,219.00

Total for Ricondo & Associates, Inc. for Agreement No. 202012-GC

\$8,792,659.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
05/02/23	05/17/23	022	001	\$76,040.00	\$76,040.00
05/23/23		026	001	\$75,000.00	\$151,040.00
07/25/23		026	002	\$25,000.00	\$176,040.00
08/01/23		020	001	\$39,960.00	\$216,000.00
08/01/23		039	000	\$127,904.00	\$343,904.00
08/22/23		026	003	\$75,000.00	\$418,904.00
09/05/23	09/27/23	040	000	\$205,506.00	\$624,410.00
09/12/23	09/27/23	041	000	\$94,268.00	\$718,678.00
09/12/23	09/27/23	042	000	\$65,060.00	\$783,738.00
10/05/23	10/18/23	044	000	\$50,000.00	\$833,738.00
10/05/23	10/18/23	045	000	\$121,294.00	\$955,032.00
10/05/23	10/18/23	046	000	\$31,444.00	\$986,476.00
10/05/23	10/18/23	047	000	\$199,889.00	\$1,186,365.00
11/07/23		050	000	\$31,260.00	\$1,217,625.00



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President, Multi-Modal Planning and Environmental
(Prepared by Dan Carrington)

DATE: November 21, 2023

ITEM DESCRIPTION

Request for Recommendation to Aviation Authority Board of Approval an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. to provide Water Quality and flow Monitoring for FY24 at Orlando Executive Airport

BACKGROUND

In 2021, the firms providing Continuing Environmental Consulting Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On April 21, 2021, the Aviation Authority Board approved a Continuing Environmental Consulting Services Agreement with each of the following firms:

- Breedlove, Dennis and Associates, Inc.
- Bio-Tech Consulting, Inc.
- DRMP, Inc.
- The Transit Group, Inc. d/b/a Ecological Associates, Inc.
- EXP U.S. Service, Inc.
- MSE Group, LLC
- Terracon Consultants, Inc.
- Vanasse Hangen Brustlin, Inc.

These no-cost base agreements established the negotiated hourly rates. The continuing environmental consulting services may include, but are not limited to, evaluation and assessment of wildlife issues, uplands and wetlands evaluation, habitat analysis, threatened and endangered species issues, jurisdictional wetland determinations, water quality analysis, land management, and monitoring of wetlands mitigation on facilities operated or purchased by the Aviation Authority and all other related services including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the facilities. The Services may also include preparation of required notices and reports, coordination and providing assistance with requirements of authorities having jurisdiction over various mitigation sites, documentation of existing environmental conditions, preparation of environmental studies, technical support, and assistance with permitting activities which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

PC
NEW BUSINESS ITEM E
11/21/2023

ISSUES

Consultant's proposal dated September 22, 2023, is to provide the scope of work associated with Water Quality Monitoring associated with the Numeric Nutrient Criteria Rule for Florida's Lakes and Flowing Waters. Samples will be taken at different locations throughout the Orlando Executive Airport for Quarterly and Bi-annual parameters.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

If approved, these services would be effective the date of Aviation Authority Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$113,704.40 Funding is from previously approved OEA Revenue Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc., for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$56,449.00
Lump Sum Fees	\$00
Not-to-Exceed Expenses	\$57,255.40
TOTAL	\$113,704.40
AAC – Compliance Review Date	<i>S.J</i> 11/14/23
AAC – Funding Eligibility Review Date	11/14/23

ATTACHMENTS

Attachment A: Finance Form

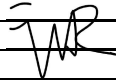
Attachment B: OSBD Memo

ATTACHMENT A

FINANCE FORM

Date:	10/30/2023	Requestor's Extension:	3463
Requestor's Name:	Dan Carrington	Preparer's Extension:	3463
Preparer's Name:	Dan Carrington	Solicitation #:	
Requestor's Department:	Planning	Contract # / Name:	Continuing Environmental Consulting Services
Description:		Procurement Committee Date:	11/21/2023
Vendor:	Vanasse Hangen Brustlin Inc	Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format:	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
901.443.870.5310010.000.000000		\$113,704.40				
Total Requisition:		\$113,704.40				
Requisition Number:		95614				
Funding Approver:						
OMB Notes:						

REVIEWED
By Magaly at 3:38 pm, Nov 15, 2023



September 22, 2023

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

RE: Water Quality and Flow Monitoring at the Orlando Executive Airport

Dear Mr. Carrington:

VHB has prepared a scope and fee to continue the Water Quality and Flow Monitoring Project at the Orlando Executive Airport. This project was initiated in 2013 to develop the water quality and flow data necessary to calculate nutrient loads entering Lake Barton from the airport.

As outlined in Exhibit A, the scope of work includes the water quality monitoring, discharge measurements, continuous stage/discharge monitoring and data downloads, and annual report preparation. This scope and fee are to continue the monitoring during FY 2024.

The total estimated fee for this scope of work is \$113,704.40 as outlined in Exhibit B.

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

Most respectfully provided,

Gary M. Serviss
Southeast Region Environmental Services Leader

Engineers | Scientists | Planners | Designers

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

EXHIBIT A

Scope of Work for Water Quality and Flow Monitoring At the Orlando Executive Airport Prepared by VHB for The Greater Orlando Aviation Authority

The State of Florida's Environmental Regulatory Commission adopted Numeric Nutrient Criteria (NNC) proposed by the Department of Environmental Regulation (DEP). The DEP NNC are now in effect and are more stringent for Total Nitrogen (TN) and Total Phosphorus (TP) concentration limits in flowing systems (streams) and for TN, TP and Chlorophyll *a* for lakes.

VHB previously evaluated the Greater Orlando Aviation Authority's (GOAA's) potential risks associated with the proposed numeric nutrient criteria for the Orlando International Airport (MCO) and Orlando Executive Airport (ORL). The evaluation report noted that Lake Barton has been deemed "impaired" for nutrients. Typically, landowners within the watershed of impaired waters will be required to reduce their discharge (loading) of nutrients to limit the total nutrient loading to a level at which the waterbody is no longer impaired. Once deemed impaired, a Total Maximum Daily Load (TMDL) will be established by DEP for the basin/downstream waterbody and load allocations will be assigned through the Basin Management Action Plan (BMAP) process. GOAA's ORL property will be pulled into the BMAP process and some nutrient limits will be set for discharges from the property.

As such, GOAA contracted with VHB to implement a water quality and flow monitoring program at the Orlando Executive Airport in December 2013. The program is important since it will document the volume and quality of water entering and leaving the ORL property so that their pollutant load can be quantified. The continuation of the monitoring program described below will serve to develop the data needed to calculate the nutrient loads generated on the ORL properties.

The monitoring program includes water quality monitoring and data download, calibration and maintenance of the previously installed stage and discharge monitoring equipment to document the quality and volume of water entering and leaving the ORL property. Defining the stage/discharge relationship for each monitoring site requires measuring discharge over a range of flow conditions. The rating curves for each site will continue to be refined and modified as necessary this year.

1.1 Water Quality Sampling Program

Water quality sampling will occur on a quarterly basis at the six sites shown on Figure 1. Samples will not be collected unless the water is flowing at that site as the quality may not be indicative of the water discharged. The offsite discharge from the north and west, sampled at Sites 1A and 2A, only occurs

Scope of Work for Water Quality and Flow Monitoring

immediately after a rainfall event. To the greatest extent practical, sampling will occur as soon as possible after a rainfall event to maximize the chance to successfully collect a sample under flowing conditions. Provided below is the list of parameters and the proposed frequency of sampling for each parameter.

Quarterly Parameters: Ammonia, Nitrate/Nitrite, Total Kjeldahl Nitrogen, Total Nitrogen, Orthophosphate, Total Phosphorus, Turbidity, Total Suspended Solids, Biological Oxygen Demand, and Total Alkalinity. In addition, the following *in situ* parameters will be measured with a sonde: temperature, pH, conductivity, and dissolved oxygen.

The water quality monitoring previously included the collection of additional parameters on a bi-annual basis. This sampling was reduced to one time a year (annual) as a cost saving effort beginning in FY 2020. Annual Monitoring will be conducted during the summer.

Annual Parameters: Calcium, Magnesium, Hardness, Cadmium, Copper, Iron, Lead, Mercury, Zinc, FL Pro, Herbicides (Method 8151).

Work included in this subtask will be completed by the end of September 2024. Specific aspects of this task include:

- Four quarterly field sampling to collect water quality samples.
- Delivery of water quality samples to an analytical laboratory for analysis.
- Chemical analysis of water quality samples for the four sampling events.

Deliverables: Four field sampling events and associated water quality sample analyses.

1.2 Equipment Maintenance, Data Download, and Discharge Measurements

The data collected by the three stage recorders and three velocity meters will be downloaded each month. These monthly site visits will also serve to recalibrate the stage recorders and to clean and maintain the equipment as needed. Approximately twice per year the ADCP units will be cleaned by a SCUBA diver.

A series of discharge measurements will be collected through the year to develop and refine the stage/discharge relationship. Three measurements are planned from the notice to proceed through September 2024 and will be scheduled under various flow conditions.

The standard United States Geological Survey (USGS) mid-section method will be used to determine total streamflow where applicable. Flow will be measured using current meters approved by the USGS. The Price AA Current Meter, Pygmy Meter or ADCP will be used to obtain cross-sectional mean flow for ratings. Discharge measurements will be conducted such that sub-sections contain no more than 5% of

Scope of Work for Water Quality and Flow Monitoring

the total flow of the stream and will include a point-of-zero-flow (PZF) determination. Approximately 20-25 sub-sections will be taken for each measurement. The 0.6 method will be used in depths less than 2.5 ft and the 0.2 and 0.8 method will be used in depths greater than 2.5 ft. In the event an inverted velocity profile is encountered, the 0.2, 0.6, and 0.8 methods will be used to determine flow within that sub-section. Measurements will be made by wading, bridge crane, or boat. During site visits high water marks will be observed and evaluated to verify that the maximum-recorded stage is appropriate.

Standard discharge measurement notes (patterned after U.S. Department of the Interior Form 9-275-F) will be completed for each measurement, including a field spin test, start and end times, gauge readings, and remarks. All measurements will include notes as to the quality of the measurement, control conditions in the stream that may affect the gauge height/discharge relation, the staff gauge reading, and a PZF (if applicable). Portable flumes or volumetric methods may be used in cases of extreme low flow. The techniques and policies described in the USGS TWRI *Discharge Measurements at Gaging Stations* by T. J. Buchanan and W.P. Somers and USGS Water Supply Paper 2175 *Measurement and Computation of Streamflow: Volume 1. Measurement of Stage and Discharge* by S.E. Rantz and others will be rigidly adhered to.

Discrepancies between the staff gauge and the recorder at each station will be noted and will indicate the immediate need for corrective action. The distance from a reference point (RP) to the water surface will be measured for each measurement and a record of this information placed on the measurement notes. A RP has been marked at each existing station to allow for this field comparison.

Discharge measurements plotting left or right of the base curve or a defined shift curve by more than 5% will be verified by a check measurement. The check measurement will be made at a different cross section, if possible, using a different meter and stopwatch. Documentation will be provided as to why the measurement does not agree with the current rating or shift curve.

Work included in this subtask can be completed by September 30, 2024. Specific aspects of this task include:

- 12 field inspections to calibrate and maintain the equipment and to download the stage and velocity data.
- Approximately three discharge measurements obtained under various flow conditions.
- Preparation of standard discharge measurement notes.

Deliverables: Data downloads, discharge field measurements and field notes.

1.3 Annual Report

The results of the FY 2023 quarterly water quality sampling and continuous stage/velocity monitoring shall be summarized in an annual report. The report will contain an introduction, methodology, results

Scope of Work for Water Quality and Flow Monitoring

and summary and conclusion sections. The results will be provided in tabular and graphic format with the data provided as hard copy or electronic appendices.

Discharge ratings will be developed as needed and defined by the discharge measurements and PZF's as described in USGS TWRI *Computation of Continuous Records of Streamflow* by E.J. Kennedy. All ratings will be developed on log-log paper with an appropriate scale offset, generally the gauge height of zero flow.

Discharge will be computed using the ratings developed above and the stage and velocity record recorded at the six sites. Datum corrections will be applied to the record as required base on field observations. Discharge will be computed for the unit value increment of the recorder (generally 15 or 60-minute). Discharge computations will be summarized in primary computations and the primary computations will be summarized as mean daily stage and discharge.

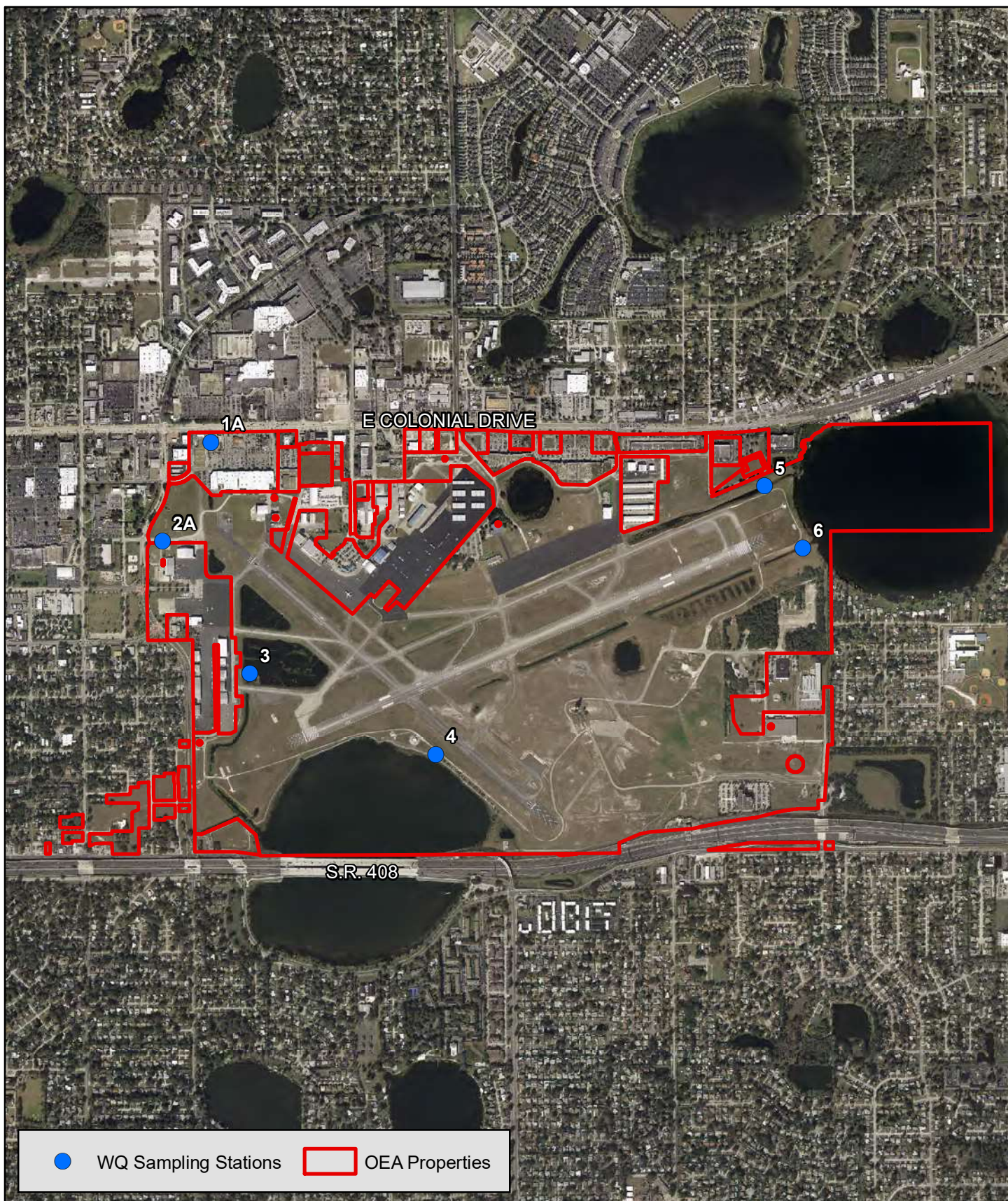
Water quality results shall be analyzed to calculate the maximum, minimum and geometric mean. The results shall be compared to State water quality standards (Chapter 62-302, Florida Administrative Code).

A draft report shall be initiated during the first half of the year. The final report shall be prepared and submitted within 30 days of receipt of comments from GOAA. Specific aspects of this task include:

- Rating curves developed on log-log paper with discharge measurements plotted (hard copy).
- Computation of discharge for each unit value (15, 60-minute) of recorded stage/velocity.
- Primary computations of discharge indicating hourly stage values.
- Primary computations of discharge indicating maximum, minimum and mean stage, and mean discharge for each day.
- Tabulated mean daily stage, discharge, indicating total, maximum, minimum, mean, and runoff in inches for each month
- Data file of all discharge measurements.
- Water quality data calculations and analysis
- Preparation of a draft and final report.

Deliverables: Stage/discharge data analysis, water quality analysis, draft and final annual report.

The total estimated fee for this task is \$113,704.40.



225 E. Robinson Street, Suite 300
Landmark Center Two
Orlando, FL 32801
407.839.4006

Figure 1
Station Location Map
Orlando Executive Airport
Orange County, Florida

May 2015

0 0.175 0.35
Miles



Vanasse Hangen Brustlin, Inc.

EXHIBIT B

ORLANDO INTERNATIONAL AIRPORT

ORL Water Quality Monitoring

Staffing Cost Estimate

	Role	Firm	Total Hours	Hourly Rate	Total Fee
	Principal In Charge	VHB	8	\$422.00	0 \$3,376.00
	Sr. Project Manager	VHB	66	\$241.00	0 \$15,906.00
	Sr. Scientist II	VHB	8	\$188.00	0 \$1,504.00
	Environmental Specialist IV	VHB	253	\$123.00	0 \$31,119.00
	Environmental Specialist I	VHB	16	\$80.00	0 \$1,280.00
	Project Administrator	VHB	28	\$93.00	0 \$2,604.00
	GIS Manager	VHB	4	\$165.00	0 \$660.00
			0		\$0.00
			0		\$0.00
			383		\$56,449.00

SPECIALTY CONSULTANTS

Hydrologic Data Collection, Inc	\$24,000.00
Benchmark Enviroanalytical Laboratory, Inc.	\$7,550.40

SUBTOTAL	\$87,999.40
-----------------	--------------------

REIMBURSABLE EXPENSES:	\$25,705.00
-------------------------------	--------------------

TOTAL:	\$113,704.40
---------------	---------------------

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY ORL Water Quality Monitoring

Staffing Hour Estimate

WORK TASK

2023	2024		
QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
T1, T2, T3	T1, T2, T3	T1, T2, T3	T1, T2, T3

ROLE	FIRM	INDIVIDUAL*	2023	2024		
			QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
Principal in Charge	VHB	M. Lamb	2	2	2	2
Sr. Project Manager	VHB	G. Serviss	8	20	20	18
Sr. Scientist II	VHB	C. Smith	1	3	2	2
Environmental Specialist IV	VHB	M. Wielenga	40	75	72	66
Environmental Specialist I	VHB	M. Panny	4	4	4	4
Project Administrator	VHB	D. Miles	3	10	10	5
GIS Manager	VHB	S. Osiecki	0	2	2	0
TOTAL STAFF HOURS			58	116	112	97

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

Vanasse Hangen Brustlin, Inc.

EXHIBIT B
Greater Orlando Aviation Authority
ORL Water Quality Monitoring
Breakdown of Fixed Fees

ORL Water Quality Monitoring

Position:	Principal in Charge		Sr. Project Manager		Sr. Scientist II		Environmental Specialist IV		GIS Manager		Environmental Specialist I		Project Administrator		Total		
Rate (\$/Hour):	\$422.00		\$241.00		\$188.00		\$123.00		\$165.00		\$80.00		\$93.00		Manhours	Cost	Avg. Hourly Rate
	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost			
Tasks																	
1. Water Quality Sampling Program	4	\$1,688.00	8	\$1,928.00	4	\$752.00	56	\$6,888.00	0	\$0.00	8	\$640.00	4	\$372.00	84	\$12,268.00	\$146
2. Equipment Maintenance, Data Download, and Discharge Measurements	2	\$844.00	30	\$7,230.00	2	\$376.00	127	\$15,621.00	0	\$0.00	8	\$640.00	6	\$558.00	175	\$25,269.00	\$144
3. Annual Report	2	\$844.00	28	\$6,748.00	2	\$376.00	70	\$8,610.00	4	\$660.00	0	\$0.00	18	\$1,674.00	124	\$18,912.00	\$153
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
Sub-Total	8	\$3,376.00	66	\$15,906.00	8	\$1,504.00	253	\$31,119.00	4	\$660.00	16	\$1,280.00	28	\$2,604.00	383	\$56,449.00	
Not-To-Exceed Expenses (company name)																\$25,705.00	
Not-To-Exceed Expenses (subconsultant)																\$31,550.40	
TOTAL NOT-TO-EXCEED FEE	8	\$3,376.00	66	\$15,906.00	8	\$1,504.00	253	\$31,119.00	4	\$660.00	16	\$1,280.00	28	\$2,604.00	383.0	\$113,704.40	

Expense Breakdown

Reproduction																	
8 1/2 x 11 B&W Prints	200	Prints @	\$0.10	=	\$20.00	(draft water quality analysis report)											
8 1/2 x 11 Color Prints	50	Prints @	\$1.50	=	\$75.00	(draft water quality analysis report)											
11 x 17 Color Prints	20	Prints @	\$2.50	=	\$50.00	(draft water quality analysis report)											
24x36 Blueprints	0	Prints @	\$9.00	=	\$0.00												
						Sub-Total Reproduction										\$145.00	
Monitoring Equipment Rental																\$25,520.00	
Misc. material/supplies/ice																\$40.00	
Postage	0 Reports	@	\$5.00	per letter =	\$0.00											\$-	
Delivery service	0 trips	@	\$	per trip =												\$	
						Sub-Total Misc										\$25,560.00	
TOTAL EXPENSES																\$25,705.00	

Vanasse Hangen Brustlin, Inc.

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY

ORL Water Quality Monitoring

Subconsultants

	Task 1	Task 2	Task 3	Total
Hydrologic Data Collection, Inc		\$3,000.00	\$21,000.00	\$24,000.00
Benchmark Enviroanalytical Laboratory, Inc.	\$7,550.40			\$7,550.40
TOTAL FEE	\$7,550.40	\$3,000.00	\$21,000.00	\$31,550.40

2024 Rental Equipment Summary

<u>Task</u>	<u>Item</u>	<u>Unit Cost</u>	<u>Number of Units</u>	<u>Number of Events</u>	<u>Total Cost</u>
Water Quality Monitoring	Field Vehicle	\$50/day	1	4	\$ 200.00
	Peristaltic Pump	\$50/day	1	4	\$ 200.00
	Sontek Flow Tracker	\$130/day	1	4	\$ 520.00
	YSI Data Sonde	\$130/day	1	4	\$ 520.00
Total					\$ 1,440.00
Discharge Monitoring	Field Vehicle	\$50/day	1	15	\$ 750.00
	Tablet PC	\$50/day	1	15	\$ 750.00
	Sontek IQ ADCP	\$400/month	3	12	\$ 14,400.00
	In Situ Pressure Transducer	\$200/month	3	12	\$ 7,200.00
	SCUBA Gear	\$100/Day	1	2	\$ 200.00
	Sontek Flow Tracker	\$130/day	1	6	\$ 780.00
Total					\$ 24,080.00
Grand Total					\$ 25,520.00



September 15, 2023

Mr. Gary Serviss
Vanasse Hangen Brustlin, Inc
301 North Cattlemen Rd, Suite 105
Sarasota, FL34232

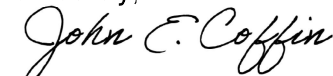
Dear Mr. Serviss:

Per your request, we are pleased to provide the following quote regarding the collection of stage and computation of discharge at six sites in the vicinity of Orlando Executive Airport during the 2024 water year:

Orlando Executive Airport 2023 WY Discharge Measurements and Data Computations					
Task	Description	Quote	Qty	Unit Price	Extended Price
	2024 Water Year				
1	Conduct 3 discharge measurements at 6 sites (OEA 1-6) during Water Year 2024		3	\$1,000.00	\$3,000.00
2	Conduct computation of 2023 WY stage and discharge data (OEA 1-6)		1	\$21,000.00	\$21,000.00
			2024 WY Total		\$24,000.00

We trust this information will meet your needs. Please feel free to contact us if we can be of any further assistance in this matter.

Sincerely,



John E. Coffin
Senior Hydrologist

BENCHMARK ENVIROANALYTICAL INC

1711 12th St East
Palmetto FL 34221

tel: (941)723-9986

fax: (941)723-6061

Lab Director email: dale.dixon@benchmarkea.net

Benchmark EA, Inc. utilizes the federal E-Verify program as required by FL law in contracts with public employers.

QUOTATION VHB Inc. AIRPORT QUARTERLY & ANNUAL 09.22.2023

Contact: GARY SERVISS

Date: 09.22.2023

Company: VHB

Phone No: 941.256.7151

Address: 301 North Cattlemen Rd Suite 105
Sarasota FL 34232-6429

Email: GSERVISS@VHB.com

PARAMETER	METHOD	MDL	MATRIX	EACH COST	TOTAL COST	COMMENTS
SIX SITES QUARTERLY						
AMMONIA AS N	350.1	0.012 MG/L	SW	\$19.00	\$114.00	6 sta / qtr
NITRATE/NITRITE AS N	353.2	0.004 MG/L	SW	\$17.00	\$102.00	6 sta / qtr
TOTAL KJELDAHL NITROGEN (TKN)	351.2	0.05 MG/L	SW	\$24.00	\$144.00	6 sta / qtr
TOTAL NITROGEN	351.2+353.2	CALC	SW	\$2.00	\$12.00	6 sta / qtr
ORTHOPHOSPHATE AS P (field filtered)	365.3	0.002 MG/L	SW	\$16.00	\$96.00	6 sta / qtr
TOTAL PHOSPHORUS	365.3	0.008 MG/L	SW	\$22.00	\$132.00	6 sta / qtr
TURBIDITY	180.1	0.05 NTU	SW	\$9.00	\$54.00	6 sta / qtr
TOTAL SUSPENDED SOLIDS (TSS)	SM240D	0.570 MG/L	SW	\$14.00	\$84.00	6 sta / qtr
TOTAL ALKALINITY	SM2320B	0.594 MG/L	SW	\$15.00	\$90.00	6 sta / qtr
BOD5	SM5210B	0.262 MG/L	SW	\$20.00	\$120.00	6 sta / qtr
				\$158.00	\$948.00	QUARTERLY
					X 4 qtrs	
					\$3,792.00	TOTAL 4qtrs
SIX SITES ANNUALLY						
TOTAL CALCIUM	200.7	0.030 MG/L	SW	\$15.00	\$90.00	6 sta / ANNUAL
TOTAL MAGNESIUM	200.7	0.006 MG/L	SW	\$15.00	\$90.00	6 sta / ANNUAL
HARDNESS	SM2340B	CALC	SW	\$8.00	\$48.00	6 sta / ANNUAL
CADMIUM	SM3113B	0.180 UG/L	SW	\$15.00	\$90.00	6 sta / ANNUAL
COPPER	SM3113B	0.346 UG/L	SW	\$15.00	\$90.00	6 sta / ANNUAL
IRON	200.7	0.029 MG/L	SW	\$13.00	\$78.00	6 sta / ANNUAL
LEAD	SM3113B	0.670 UG/L	SW	\$15.00	\$90.00	6 sta / ANNUAL
MERCURY*	1631 E	SUB PACE*	SW	\$115.00	\$690.00	6 sta / ANNUAL
ZINC	200.7	4.0 UG/L	SW	\$11.00	\$66.00	6 sta / ANNUAL
TOTAL PETROLEUM HYDROCARBONS	FLPRO	SUB ENCO*	SW	\$95.00	\$570.00	6 sta / ANNUAL
HERBICIDES*	8151	SUB ENCO*	SM	\$195.00	\$1,170.00	6 sta / ANNUAL
2,4,5-T			SW	INC	INC	6 sta / ANNUAL
2,4,5-TP (SILVEX)			SW	INC	INC	6 sta / ANNUAL
DALAPON			SW	INC	INC	6 sta / ANNUAL
2,4-DB			SW	INC	INC	6 sta / ANNUAL
DICAMBA			SW	INC	INC	6 sta / ANNUAL
DICHLOROPROP			SW	INC	INC	6 sta / ANNUAL
DINOSEB			SW	INC	INC	6 sta / ANNUAL
MCMP			SW	INC	INC	6 sta / ANNUAL
MCP			SW	INC	INC	6 sta / ANNUAL
4-NITROPHENOL			SW	INC	INC	6 sta / ANNUAL
PENTACHLOROPHENOL			SW	INC	INC	6 sta / ANNUAL
ACIFLUORFEN			SW	INC	INC	6 sta / ANNUAL
CHLORAMBEN			SW	INC	INC	6 sta / ANNUAL
3,5-DICHLOROBENZOIC ACID			SW	INC	INC	6 sta / ANNUAL
DCCA DIACID			SW	INC	INC	6 sta / ANNUAL
PICLORAM			SW	INC	INC	6 sta / ANNUAL
				\$512.00	\$3,072.00	ANNUAL
QUALITY CONTROL SAMPLE ANALYSIS - 10% of \$6864.00					\$686.40	

	TOTAL ANNUAL COST (4qtrs + 1 annual w/QC)				\$7,550.40	PAGE 1 OF 2
Expedited Analysis where applicable - 24 Hr TAT = cost of parameter x2.5, 48 Hr TAT = cost of parameter x2, 72 Hr TAT = cost of parameter x1.5. * Subcontracted will include a \$31.00 Environmental Impact/ Disposal Fee accessed by PACE- Eurofins - an additional \$12.00 waste disposal fee, this is non-negotiable. Terms & Conditions: Quoted price includes all documentation and sample kit. Unless otherwise contracted invoice must be paid within 60 days. After 60 days a 1.5% monthly interest charge will be added. Tracy Jeffries 09.22.2023						
						PAGE 2 OF 2

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant Vanasse Hangen Brustlin, Inc.

By: 

Print Name: Gary M. Serviss

Date: September 22, 2023

Addenda / Amendments Awarded per Agreement - Summary for Committee

Vanasse Hangen Brustlin, Inc. -- Agreement No. 202104-CE8 Continuing Environmental Consulting Services

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount	
000	000	-	Continuing Environmental Consulting Services	PSC	04/01/21	04/21/21	05/14/21	\$0.00	\$0.00	
001	000	-	FY21 On Call Permitting Assistance	CCM	05/25/21	NA	06/08/21	93534	\$20,000.00	\$20,000.00
002	000	-	FY21 Water Quality and Flow Monitoring	CCM	05/25/21	NA	06/08/21	93530	\$55,564.50	\$55,564.50
003	000	-	FY22 On Call Permitting Assistance	CCM	09/28/21	NA	10/05/21	94067	\$20,000.00	\$20,000.00
003	001	-	Additional FY22 On Call Permitting Assistance	CCM	03/01/22	NA	03/08/22		\$20,000.00	\$40,000.00
003	002	-	Additional FY22 On Call Permitting Assistance	CCM	08/23/22	NA	08/31/22		\$20,000.00	\$60,000.00
004	000	-	FY22 Water Quality and Flow Monitoring	CCM	10/26/21	NA	11/02/21	94078	\$107,252.80	\$107,252.80
005	000	-	State 404 Wetland Permitting Assistance	CCM	03/22/22	NA	03/29/22	94630	\$28,745.00	\$28,745.00
006	000	-	Mud Lake Conservation Easement Release Permitting Assistance	CCM	05/31/22	NA	06/14/22	94768	\$85,115.00	\$85,115.00
006	001	-	Additional Mud Lake Conservation Easement Release Permitting Assistance	CCM	11/07/23	NA			\$40,000.00	\$125,115.00
007	000	-	Implement Airport Wildlife Hazard Management Plan	CCM	06/28/22	NA	07/05/22	94765	\$14,953.00	\$14,953.00
008	000	-	FY23 Water Quality and Flow Monitoring	CCM	09/27/22	NA	10/20/22	95352	\$110,661.40	\$110,661.40
009	000	-	FY23 On Call Permitting Assistance	CCM	11/15/22	NA	12/07/22	95681	\$40,000.00	\$40,000.00
Total for Vanasse Hangen Brustlin, Inc. for Agreement No. 202104-CE8								\$562,291.70		

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration		Current Expiration Date	
		1st Extension	2nd Extension		
		Continuing Agreement Consultant - Environmental			
Vanasse Hangen Brustlin, Inc.	Not a Minority Firm	05/14/21	Original Dur:	3 Yrs	05/14/24
			1st Ext Dur:	1 Yrs	
			2nd Exr Dur:	1 Yrs	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Vanasse Hangen Brustlin, Inc. -- Agreement No. 202104-CE8 Continuing Environmental Consulting Services

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount
000	000	-	Continuing Environmental Consulting Services	PSC	04/01/21	04/21/21	05/14/21	\$0.00	\$0.00
001	000	-	FY21 On Call Permitting Assistance	CCM	05/25/21	NA	06/08/21	93534	\$20,000.00
002	000	-	FY21 Water Quality and Flow Monitoring	CCM	05/25/21	NA	06/08/21	93530	\$55,564.50
003	000	-	FY22 On Call Permitting Assistance	CCM	09/28/21	NA	10/05/21	94067	\$20,000.00
003	001	-	Additional FY22 On Call Permitting Assistance	CCM	03/01/22	NA	03/08/22		\$20,000.00
003	002	-	Additional FY22 On Call Permitting Assistance	CCM	08/23/22	NA	08/31/22		\$20,000.00
004	000	-	FY22 Water Quality and Flow Monitoring	CCM	10/26/21	NA	11/02/21	94078	\$107,252.80
005	000	-	State 404 Wetland Permitting Assistance	CCM	03/22/22	NA	03/29/22	94630	\$28,745.00
006	000	-	Mud Lake Conservation Easement Release Permitting Assistance	CCM	05/31/22	NA	06/14/22	94768	\$85,115.00
006	001	-	Additional Mud Lake Conservation Easement Release Permitting Assistance	CCM	11/07/23	NA			\$40,000.00
007	000	-	Implement Airport Wildlife Hazard Management Plan	CCM	06/28/22	NA	07/05/22	94765	\$14,953.00
008	000	-	FY23 Water Quality and Flow Monitoring	CCM	09/27/22	NA	10/20/22	95352	\$110,661.40
009	000	-	FY23 On Call Permitting Assistance	CCM	11/15/22	NA	12/07/22	95681	\$40,000.00
Total for Vanasse Hangen Brustlin, Inc. for Agreement No. 202104-CE8								\$562,291.70	

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration		Current Expiration Date
		1st Extension		
		2nd Extension		
Continuing Agreement Consultant - Environmental				
Vanasse Hangen Brustlin, Inc.	Not a Minority Firm	05/14/21	Original Dur: 3 Yrs 1st Ext Dur: 1 Yrs 2nd Exr Dur: 1 Yrs	05/14/24



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Brad Friel, Senior Vice President, Multi-Modal Planning and Environmental
(Prepared by Dan Carrington)

DATE: November 21, 2023

ITEM DESCRIPTION

Request for Recommendation to Aviation Authority Board of Approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. to provide FY24 On-Call Permitting Assistance at Orlando International Airport (MCO)

BACKGROUND

In 2021, the firms providing Continuing Environmental Consulting Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On April 21, 2021, the Aviation Authority Board approved a Continuing Environmental Consulting Services Agreement with each of the following firms:

- Breedlove, Dennis and Associates, Inc.
- Bio-Tech Consulting, Inc.
- DRMP, Inc.
- The Transit Group, Inc. d/b/a Ecological Associates, Inc.
- EXP U.S. Service, Inc.
- MSE Group, LLC
- Terracon Consultants, Inc.
- Vanasse Hangen Brustlin, Inc.

These no-cost base agreements established the negotiated hourly rates. The continuing environmental consulting services may include, but are not limited to, evaluation and assessment of wildlife issues, uplands and wetlands evaluation, habitat analysis, threatened and endangered species issues, jurisdictional wetland determinations, water quality analysis, land management, and monitoring of wetlands mitigation on facilities operated or purchased by the Aviation Authority and all other related services including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the facilities. The Services may also include preparation of required notices and reports, coordination and providing assistance with requirements of authorities having jurisdiction over various mitigation sites, documentation of existing environmental conditions, preparation of environmental studies, technical support, and assistance with permitting activities which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

PC
NEW BUSINESS ITEM F
11/21/2023

ISSUES

Consultant's proposal dated September 18, 2023 is to provide as needed permitting assistance, including preparing, processing, tracking and complying with Federal, State and local permits at Orlando International Airport (MCO).

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. exceeds the \$250,000 threshold; thus, this agenda item requires Board approval.

If approved, these services would be effective the date of Aviation Authority Board approval.

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$40,000.00 Funding is from previously-approved Operation and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee recommend to the Aviation Authority Board an approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. for the services contained herein and the amount as shown below:

Not-to-Exceed Fees	\$39,733.00
Lump Sum Fees	\$0.00
Not-to-Exceed Expenses	\$267.00
TOTAL	\$40,000.00
AAC – Compliance Review Date	<i>SJ</i> 11/14/23
AAC – Funding Eligibility Review Date	11/14/23

ATTACHMENTS

Attachment A: Finance Form

Attachment B: OSBD Memo

FINANCE FORM

NON-PROJECT FUNDS: O&M

REVIEWED
By Magaly at 8:30 am, Nov 16, 2023

Number	Line	Distrib	Charge Account	Description	Quantity	Price	Amount
95612	1	1	301.712.170.5310010.000.000000	FY24 PC 11/21/23 - VHB On-Ca	40000	1	40,000.00

Seq	Date	Rev	Action	Performed By	Note
3				RESERVE, BUDGET	
2	15-NOV-2023 13:3		Submit	Wages, Alice M	FY24 PC 11/21/23 - VHB
1	15-NOV-2023 13:3		Reserve	Wages, Alice M	



September 18, 2023

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

RE: Environmental Permitting Assistance for Orlando International Airport

Dear Mr. Friel:

Vanasse Hangen Brustlin, Inc. (VHB) has prepared a scope and fee for the for as-needed environmental permitting assistance in FY 2024. The Greater Orlando Aviation Authority (GOAA) has been conducting a range of permitting and permitting compliance activities on a number of their properties at Orlando International Airport.

In FY 2024, GOAA will require an environmental consultant to assist them in preparing, processing, tracking and complying with federal, state, and local environmental permits and approvals. VHB staff are currently assisting on on-going projects that will continue in FY 2024. Based upon the current projects and known pending projects, VHB submits this scope of work to provide as-needed assistance to GOAA in their environmental permitting efforts at Orlando International Airport.

The budget for this effort is \$40,000 as outlined in Exhibit B.

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

Most respectfully provided,

Vanasse Hangen Brustlin, Inc.

Gary M. Serviss
Southeast Region Environmental Services Director

Engineers | Scientists | Planners | Designers

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

EXHIBIT A

Scope of Work for Permitting on Greater Orlando Aviation Authority Properties Prepared by Vanasse Hangen Brustlin, Inc. for The Greater Orlando Aviation Authority

The Greater Orlando Aviation Authority (GOAA) has been conducting a range of permitting and permitting compliance activities on a number of their properties at Orlando International Airport. GOAA will require an environmental consultant to assist them in preparing, processing, tracking, and complying with federal, state, and local environmental permits and approvals. Vanasse Hangen Brustlin, Inc. (VHB) staff are currently assisting on several on-going projects that will continue in FY 2024.

VHB submits this scope of work to provide as-needed assistance to GOAA in their environmental permitting efforts at Orlando International Airport during FY 2024. Provided below are some of the projects and activities where VHB may provide consulting services to GOAA as requested.

1.0 SCOPE OF WORK

1.1 Permit History and Compliance Tracking – GOAA has a long history of obtaining environmental permits from the US Army Corps of Engineers (ACOE), South Florida and St. Johns River Water Management Districts (SFWMD and SJRWMD), as well as local government approvals. VHB shall review existing and active permits and approvals to define the compliance related issues for GOAA properties.

GOAA has developed a revised permit tracking system that provides weekly updates. VHB will review and provide comments on the tracking system outputs.

1.2 Permitting Assistance – There are many permitting activities that may require VHB's assistance in the near term of this scope of work. Anticipated permitting efforts may include:

1. Permitting support for the consistent review of ACOE previously permitted wetland boundaries and projects with the Florida Department of Environmental Protection.
2. Extension of expiring permits.
3. Gopher tortoise, surveys, permitting and relocation.
4. Permitting in support of airport development.
5. Emergency access is required by FAA to all water bodies and improvements to the Mud Lake access will require design and permitting.
6. Wildlife hazard removal associated with airport projects.

1.3 Miscellaneous Services – In addition to the above larger tasks, there are a number of smaller items that come up and require a quick response.

2.0 COMPENSATION

Services provided to complete the scope of work identified in Task 1.0 shall be invoiced approximately monthly on an hourly fee plus expense reimbursement basis per VHB's approved rate table. For cost purposes, a budget of \$40,000 is initially established for this assignment.

2
25
70
56
30
4
12
0
0
0

199
199

VHB

EXHIBIT B

Greater Orlando Aviation Authority Permitting on GOAA Properties

Staffing Cost Estimate

	Role	Firm	Total Hours	Hourly Rate	Total Fee
	Principal in Charge	VHB	2	\$422.00	\$844.00
	Sr. Project Manager	VHB	95	\$241.00	\$22,895.00
	Senior Scientist II	VHB	56	\$188.00	\$10,528.00
	Environmental Specialist IV	VHB	30	\$123.00	\$3,690.00
	GIS Manager	VHB	4	\$165.00	\$660.00
	Project Administrator	VHB	12	\$93.00	\$1,116.00
			199		\$39,733.00

SPECIALTY CONSULTANTS

SUBTOTAL	\$39,733.00
----------	-------------

REIMBURSABLE EXPENSES:	\$267.00
------------------------	----------

TOTAL:	\$40,000.00
--------	-------------

VHB

EXHIBIT B
Greater Orlando Aviation Authority
Permitting on GOAA Properties
Breakdown of Fixed Fees

Permitting on GOAA Properties

Position:	Principal in Charge		Sr. Project Manager		Senior Scientist II		Environmental Specialist IV		GIS Manager		Project Administrator		Director of Water Resources		Senior Project Engineer		Project Engineer		Total		
Rate (\$/Hour):	\$422.00		\$241.00		\$188.00		\$123.00		\$165.00		\$93.00		\$229.00		\$171.00		\$163.00		Manhours	Cost	Avg. Hourly Rate
	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost	Manhours	Cost			
Tasks																					
1. Permit History and Compliance Tracking	2	\$844.00	16	\$3,856.00	8	\$1,504.00	6	\$738.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	32	\$6,942.00	\$217
2. Permitting Assistance	0	\$0.00	72	\$17,352.00	40	\$7,520.00	16	\$1,968.00	4	\$660.00	8	\$744.00	0	\$0.00	0	\$0.00	0	\$0.00	140	\$28,244.00	\$202
3. Miscellaneous Services	0	\$0.00	7	\$1,687.00	8	\$1,504.00	8	\$984.00	0	\$0.00	4	\$372.00	0	\$0.00	0	\$0.00	0	\$0.00	27	\$4,547.00	\$168
	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00		\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
	0	\$0.00	0	\$0.00		\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	#DIV/0!
Sub-Total	2	\$844.00	95	\$22,895.00	56	\$10,528.00	30	\$3,690.00	4	\$660.00	12	\$1,116.00	0	\$0.00	0	\$0.00	0	\$0.00	199	\$39,733.00	
Not-To-Exceed Expenses (company name)																				\$267.00	
Not-To-Exceed Expenses (subconsultant)																				\$0.00	
TOTAL NOT-TO-EXCEED FEE	2	\$844.00	95	\$22,895.00	56	\$10,528.00	30	\$3,690.00	4	\$660.00	12.0	\$1,116.00	0	\$0.00	0	\$0.00	0	\$0.00	199	\$40,000.00	

Expense Breakdown

Reproduction											
8 1/2 x 11 B&W Copies	25	Copies @	\$0.10	=	\$2.50						
8 1/2 x 11 Color Copies	3	Copies @	\$1.50	=	\$4.50						
11 x 17 Color Copies	4	Copies @	\$2.50	=	\$10.00						
24x36 Blueprints	0	Copies @	\$9.00	=	\$0.00						
								Sub-Total	Reproduction		\$17.00
Field Vehicles	5	Days @	\$50.00	=	\$250.00						\$250.00
Postage		Reports	@	\$5.00	per letter =	\$0.00					\$ -
Delivery service	0	trips	@	\$	per trip =						\$
								Sub-Total	Misc		\$250.00
TOTAL EXPENSES											\$267.00

VHB

EXHIBIT B

GREATER ORLANDO AVIATION AUTHORITY

Permitting on GOAA Properties

Subconsultants

	Task 1	Task 2	Task 3	Task 4	Total
TOTAL FEE	\$0.00	\$0.00			\$0.00

TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant Vanasse Hangen Brustlin, Inc.

By: 

Print Name: Gary M. Serviss

Date: November 14, 2023

Addenda / Amendments Awarded per Agreement - Summary for Committee

Vanasse Hangen Brustlin, Inc. -- Agreement No. 202104-CE8 Continuing Environmental Consulting Services

Add	Amd	Proj.	Description	PSC/CCM	Board	Exec.	PO#	\$ Amount	Cumul. per Add. \$ Amount	
000	000	-	Continuing Environmental Consulting Services	PSC	04/01/21	04/21/21	05/14/21	\$0.00	\$0.00	
001	000	-	FY21 On Call Permitting Assistance	CCM	05/25/21	NA	06/08/21	93534	\$20,000.00	\$20,000.00
002	000	-	FY21 Water Quality and Flow Monitoring	CCM	05/25/21	NA	06/08/21	93530	\$55,564.50	\$55,564.50
003	000	-	FY22 On Call Permitting Assistance	CCM	09/28/21	NA	10/05/21	94067	\$20,000.00	\$20,000.00
003	001	-	Additional FY22 On Call Permitting Assistance	CCM	03/01/22	NA	03/08/22		\$20,000.00	\$40,000.00
003	002	-	Additional FY22 On Call Permitting Assistance	CCM	08/23/22	NA	08/31/22		\$20,000.00	\$60,000.00
004	000	-	FY22 Water Quality and Flow Monitoring	CCM	10/26/21	NA	11/02/21	94078	\$107,252.80	\$107,252.80
005	000	-	State 404 Wetland Permitting Assistance	CCM	03/22/22	NA	03/29/22	94630	\$28,745.00	\$28,745.00
006	000	-	Mud Lake Conservation Easement Release Permitting Assistance	CCM	05/31/22	NA	06/14/22	94768	\$85,115.00	\$85,115.00
006	001	-	Additional Mud Lake Conservation Easement Release Permitting Assistance	CCM	11/07/23	NA			\$40,000.00	\$125,115.00
007	000	-	Implement Airport Wildlife Hazard Management Plan	CCM	06/28/22	NA	07/05/22	94765	\$14,953.00	\$14,953.00
008	000	-	FY23 Water Quality and Flow Monitoring	CCM	09/27/22	NA	10/20/22	95352	\$110,661.40	\$110,661.40
009	000	-	FY23 On Call Permitting Assistance	CCM	11/15/22	NA	12/07/22	95681	\$40,000.00	\$40,000.00
Total for Vanasse Hangen Brustlin, Inc. for Agreement No. 202104-CE8								\$562,291.70		

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration		Current Expiration Date	
		1st Extension	2nd Extension		
		Continuing Agreement Consultant - Environmental			
Vanasse Hangen Brustlin, Inc.	Not a Minority Firm	05/14/21	Original Dur:	3 Yrs	05/14/24
			1st Ext Dur:	1 Yrs	
			2nd Exr Dur:	1 Yrs	



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4399

MEMORANDUM

TO: Members of the Procurement Committee

FROM: Gary Hunt, Vice President, Facilities

DATE: November 14, 2023

ITEM DESCRIPTION

Request to recommend to the Aviation Authority the award of Invitation for Bid 23-387-IFB, Data Center HVAC Services to Innovative Support Systems, Inc.

BACKGROUND

On May 15, 2023, the Aviation Authority issued Invitation for Bid 23-387-IFB for Data Center HVAC Services. The term of the Contract will be for five years with initial service to commence on or about January 1, 2024.

The Contract is to provide all labor, supervision, parts and components, tools, equipment, consumables and all other items necessary or proper for, or incidental to, performing Data Center HVAC Preventative Maintenance and Repairs, at the Orlando International Airport ("OIA").

This Solicitation requires each HVAC technician shall to have factory certification for Liebert Equipment and have (vast/extensive) knowledge of the operation and maintenance of precision data center cooling support services. Contractor shall provide training documentation for certification to work and service Liebert equipment.

ISSUES

On May 15, 2023, the Aviation Authority issued Invitation for Bid 23-387-IFB for Data Center HVAC Services. Three responses of "No Bid" submitted on Jul 5, 2023 due to the Liebert Factory Certification requirements. On July 5, 2023, One (1) Bid was received:

<u>Name of Respondent</u>	<u>Total Five Year Bid Price</u>
Innovation Support Systems Inc.	\$4,650,760

The Solicitation document was reviewed for compliance with the submission requirements and it was determined that Innovation Support Systems Inc. was deemed responsive.

References for Innovation Support Systems Inc. were checked and based thereon were determined to be responsible. Innovative Support Systems is the Liebert local manufacturer's representative. The actual amount paid is based on actual work requested by the Aviation Authority and satisfactorily provided by the Contractor.

SMALL BUSINESS

PC
NEW BUSINESS ITEM G
11/21/2023

The Small Business Development Department (SBDD) has reviewed the bid submitted for Purchasing Bid 23-387-IFB Data Center HVAC Services. The Aviation Authority set participation goal of 15% MWBE. SBDD received and analyzed the following response:

Bidder

Innovative Support Systems, Inc.

Proposed MWBE

15.87%

Bidder met the small business participation goal. SBDD recommends the bid be deemed responsive as it relates to the small business requirements.

ALTERNATIVES

The Committee may choose not to award/recommend this procurement to the Aviation Authority Board.

FISCAL IMPACT

The fiscal impact of this award is a not-to-exceed amount of \$4,650,760 for the five year period. Funds anticipated to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that Procurement Committee approve that the following be recommended to the Aviation Authority Board (1) award Invitation for Bid 23-387-IFB for Data Center HVAC Services with Innovative Support Systems, Inc. as the responsible and responsive bidder for the total not-exceed amount of \$4,650,760 (2) authorize funding 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.

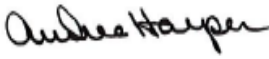
ATTACHMENTS

Attachment A – Finance Form

Attachment A Finance Form

Date:	<u>11/14/2023</u>	Requestor's Extension:	<u>x-2495</u>
Requestor's Name:	<u>John Field</u>	Preparer's Extension:	<u>x-2495</u>
Preparer's Name:	<u>John Field</u>	Solicitation #:	<u>23-387-IFB</u>
Requestor's Department:	<u>Facilities</u>	Contract # / Name:	<u>HVAC Data Center Services</u>
Description:	<u>Award 23-387-IFB</u>	Committee Date:	<u>11/14/2023</u>
Vendor:	<u>Innovative Support Systems, Inc.</u>	Agenda Item #:	<u>NB-</u>

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

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxx xxx	FY 24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	FY28 Amount	FY29 Amount	TOTAL CONTRACT
301.631.210.5460002.000.000 00 CPA	\$226,800	\$313,740	\$329,427	\$345,870	\$363,069	\$91,854	\$1,670,760
301.631.210.5460002.000.000 00 BPA	\$412,125	\$566,375	\$589,250	\$613,000	\$638,125	\$161,125	\$2,980,000
Total Funds (BPA / CPA):	\$638,925	\$880,115	\$918,677	\$958,870	\$1,001,194	\$252,979	\$4,650,760
Total Requisition:	\$226,800	\$313,740	\$329,427	\$345,870	\$363,069	\$91,854	\$1,670,760
Requisition Number:	95385	95386	95387	95388	95389	95390	
Funding Approver:							
OMB Notes:							
Number	Description	Apr		Currency	Total	Preparer	Reserved
95385	FY24 - Innovative Support System - In Process		25-OCT-2023 13:25:16	USD	226,800.00	Field, John M	☒