

**ADDENDUM NO. 11
TO THE AGREEMENT DATED JANUARY 8, 2021
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY
AND RICONDO & ASSOCIATES, INC.**

Project: Capacity Analysis for Central Receiving and Distribution Center Sizing, Orlando International Airport

THIS ADDENDUM is effective this 7th day of September, 20 21, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **RICONDO & ASSOCIATES, INC.** ("Consultant").

WITNESSETH:

WHEREAS, by Agreement dated January 8, 2021, Authority and Consultant entered into an agreement for Consultant to provide General Consulting services; and

WHEREAS, under the Agreement, Consultant agreed to perform such additional services for the Authority as are contained in any additional scope of work established by the Authority in any addendum to the Agreement and accepted in writing by the Consultant; and

WHEREAS, the Authority and the Consultant desire to enter into this Addendum to the Agreement to provide for additional services to be rendered by the Consultant under the terms of said Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the Authority and the Consultant do hereby agree as follows:

1. Consultant shall perform additional services in accordance with the terms of the Agreement and the attached Exhibit "A." Consultant shall be paid for such additional services according to the payment terms set forth in the Agreement.
2. Consultant shall be compensated for such additional services in the **NOT TO EXCEED** amount of **SIXTY-NINE THOUSAND SIX HUNDRED FIFTY-TWO AND NO/100 DOLLARS (\$69,652.00)**, broken down as follows:

Professional Fees:	NTE:	\$69,402.00
Professional Fees:	LS:	\$0.00
Reimbursable Expenses:	NTE:	<u>\$250.00</u>
Total:		\$69,652.00

3. A. Consultant hereby certifies that it is not on the Scrutinized Companies that Boycott Israel List and is not engaged in a boycott of Israel, as defined in Florida Statutes § 287.135, as amended;

AND

B. (applicable to agreements that may be \$1,000,000 or more) - Consultant hereby certifies that it is: (1) not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as defined in Florida Statutes § 287.135; and (2) not engaged in business operations in Cuba or Syria, as defined in Florida Statutes § 287.135, as amended.

4. Authority may terminate the Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or is engaged in business operations in Cuba or Syria.

5. Except as expressly modified in this Addendum, the Agreement dated January 8, 2021 and all prior addenda will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto by their duly authorized representatives, have executed this Addendum on this 28th day of Sept., 2021.

GREATER ORLANDO AVIATION AUTHORITY

By:

Davin D. Ruohomaki
Davin D. Ruohomaki
Sr. Director Engineering & Construction

Approved as to Form and Legality
(for the benefit of GOAA only)

this 28 day of Sept, 2021

By:

Nelson Mullins Broad and Casse
NELSON MULLINS BROAD AND
CASSEL, Legal Counsel
Greater Orlando Aviation Authority

RICONDO & ASSOCIATES, INC

By:

Pete Ricondo
Signature (Duly Authorized Rep.)

PETE RICONDO, P.E.
Printed Name

SENIOR VICE PRESIDENT
Title



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Brad Friel, Director of Planning and Development
(Prepared by Alex Sorondo)

Date: September 7, 2021

Re: Request for Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for a Capacity Analysis for Central Receiving and Distribution Center Sizing at Orlando International Airport

Consultant's proposal, dated August 17, 2021 (Revised August 30, 2021), is to provide a capacity analysis for the Central Receiving and Distribution Center (CRDC).

If approved, these services would be effective as of September 7, 2021

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

Funding is from previously approved FY21 Operations & Maintenance Fund 301.711.170.5310005.000.000000 to the extent possible, with the balance being funded through FY22 Operations & Maintenance Fund 301.711.170.5310005.000.000000, contingent upon Aviation Authority Board adoption of the FY22 Aviation Authority budget. Funding source verified by Andrea Harper of Construction Finance on 8 / 31 / 21 as correct and available.

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

Not to Exceed Fees	\$69,402.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$250.00
TOTAL	\$69,652.00
Reviewed by AAC	ZTG

Req 89587



August 17, 2021 (Revised August 30, 2021)

Mr. Bradley Friel, A.A.E., AICP
Director of Planning and Commercial Properties
Greater Orlando Aviation Authority
11314 Terminal C Service Road
Orlando, FL 32824

RE: Central Receiving and Distribution Center (CRDC) Facility Planning
Scope of Work and Fee Proposal

Dear Mr. Friel:

Ricondo & Associates, Inc. (Ricondo) and AirProjects, Inc. appreciate the opportunity to submit this proposal to assist the Greater Orlando Aviation Authority (GOAA) with the establishment of facility requirements for a Central Receiving and Distribution Center (CRDC) at Orlando International Airport (MCO). In May 2021, GOAA released a Request for Proposals (RFP) for a contractor to manage and operate a 22,300-square foot CRDC comprised of approximately 16,000 square feet of warehouse and 6,300 square feet of office space. The proposed CRDC would serve the concessionaires operating at the North Terminal Complex (NTC) and South Terminal Complex (STC). This proposal includes an evaluation of the proposed CRDC facility to assess its capacity, as well as the identification of future facility requirements based on projections of enplanements and concessions sales.

Ricondo will be the primary point of contact, develop the projections of enplanements and daily cargo volumes, establish the capacity of the proposed CRDC facility, and establish facility requirements. AirProjects will be responsible for the evaluation of historical concessionaire sales and volumes, the projections of concessions sales by category (food and beverage, convenience retail, specialty retail, and duty free), as well as a benchmarking analysis of similar CRDC facilities in the United States.

TASK 1 – DEVELOP FUTURE CONCESSIONS ACTIVITY PROJECTIONS

Historical concessions data will be collected to inform the development of CRDC spatial requirements, particularly storage. Specific data to be collected will include historical concessions sales and volumes by categories (i.e., food and beverage, retail, etc.) for the North Terminal Complex. Sales data for Fiscal Year (FY) 2017 to FY 2019 to include gross sales, sales per square foot, and sales per enplanement will be collected. Sales estimates for the first year of operations of the STC will be provided based upon previous analyses conducted by AirProjects to further inform CRDC requirements by providing an “opening” day baseline condition of the CRDC. This analysis will support the development of concessionaire sales and volumes projections, which, in turn, will inform the analysis of facility requirements for a CRDC (Task 3.2).

Ricondo will prepare projections of enplanements which will be used by AirProjects to derive projections of concessions sales by categories (food and beverage, retail, etc.). This task is not intended to be a formal, comprehensive aviation activity forecast akin to an airport master planning exercise but will reference the most recently completed aviation forecasting effort completed by GOAA and/or the 2020 Federal Aviation



It is recognized that the specific operating and functional characteristics of a CRDC facility are not universal and can vary based on the operating entity and individual airport logistics. To reflect this reality, the facility requirements will be developed in ranges. The ranges of requirements will be developed on the assumption



RICONDO®

101 West 10th Street, Suite 200

San Antonio, Texas 78205-4400

Phone: (210) 225-1111 (Revised August 30, 2021)

www.ricondo.com

that the CRDC facility functions as an immediate distribution center with minimal storage and holding space or like a concession commissary with greater storage and warehousing space.

- Task 3.3 - Facility Requirements Summary

The findings of Task 3 will be incorporated into a summary and table illustrating the space and functional requirements by PAL.

TASK 4 – EXISTING CRDC EVALUATION

Task 4 will include an evaluation of the capacity and capability (including operational efficiency or inefficiency) of the 22,300-square foot CRDC located on the north side of the Airport and accessible via Cargo Road with respect to the facility requirements identified in Task 3.

- Task 4.1 - Functional Space Capacity Comparison

This task will entail a brief overview of the improvements and planned space program for the CRDC as currently proposed (as of August 2021) based on information to be provided by others. A comparison of the functional and space requirements developed in Task 3 to the attributes and features of the 22,300-square foot CRDC will be performed. A capacity analysis of the CRDC will be estimated based upon the projected activity levels and functional requirements as developed in Task 3.

TASK 5 – ALTERNATIVES DISCUSSION

Based on the spatial and functional requirements developed in Task 3 as well as the capacity analysis of the existing CRDC in Task 4, a narrative overview of various CRDC alternatives to meet the facility requirements will be provided along with a discussion of attributes and constraints. These alternatives are anticipated to consist of modifications of existing leaseholds within the CRDC building, physical expansion, new construction, and remote screening/sorting operations.

This task does not include development of conceptual layouts or exhibits.

TASK 6 – DOCUMENTATION

The results of the Tasks 1 through 4 analyses, including assumptions, will be summarized in an Executive Summary Report and PowerPoint presentation with supporting graphics. Ricondo will respond to one round of comments received on the draft summary report presentation. A final Executive Summary Report will be submitted which will include any revisions based on comments received from the Draft version.

Deliverables associated with this task will include:

- Preliminary draft Executive Summary Report for GOAA staff review/comment (PDF)
- Final draft Executive Summary Report for GOAA staff review/comment (PDF)
- An Executive Summary PowerPoint presentation in electronic format (PDF and Microsoft Power Point)

TASK 7 – STAKEHOLDER COORDINATION

Ricondo anticipates participating in up to five (5) web conference sessions using Microsoft Teams or similar software. These web conference sessions will provide an opportunity to review the study analyses and



- Project Kickoff and Information Gathering (one on-site meeting)
- Review Technical Analyses with GOAA staff (one on-site meeting)
- Review Summary of Findings with GOAA Executive staff (one on-site meeting)
- Project coordination web conference sessions (five calls)

Task 8 include the development of rough order of magnitude (ROM) cost estimates for the CRDC facility. Two cost estimates will be developed. One scenario will present the estimated cost of a purpose-built facility based upon the requirements outlined in Task 3. Another scenario will develop the estimated cost to expand and/or modify the existing CRDC to meet the requirements of Task 3.

- Site selection and alternatives analyses
- Development of architectural floor plans and renderings
- Financial/management analysis
- Interviews of concessionaires

The scope of services presented above will be completed 60 calendar days of receipt of Notice-to-Proceed (NTP).



FIRM	POSITION	HOURLY RATES
Ricondo	Senior Officer	\$300.0
Ricondo	Officer	\$255.0
Ricondo	Senior Director	\$232.0
Ricondo	Manager	\$154.0
Ricondo	Senior Consultant	\$130.0
Ricondo	Consultant	\$81.0
Ricondo	Senior Graphic Designer	\$97.0
Ricondo	Graphic Designer	\$67.0
Ricondo	Technical Editor	\$118.0
AirProjects	Principal	\$241.0
AirProjects	Sr. Project Manager	\$224.0
AirProjects	Sr. Manager	\$158.0
AirProjects	Document Control	\$92.0
KMI International	Senior Estimator	\$163.0
KMI International	Estimator II	\$78.0



RICONDO®

500 Boulevard de l'Est, Suite 400

Calgary, Alberta T2C 1A5, Canada

August 30, 2021 (Revised August 30, 2021)

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Professional Fees

The Not to Exceed (NTE) fee amount for the proposed services based on Ricondo's approved rates is \$69,652.0. A copy of the C-tables for these services is attached for your reference.

TABLE 1 – BUDGET ESTIMATE – LABOR AND REIMBURSABLE EXPENSES

FIRM	COST
Ricondo & Associates, Inc. Labor	\$ 30,470.00
Ricondo & Associates, Inc. Expenses	N/A
AirProjects Labor	\$ 31,900.00
AirProjects Expenses	\$ 250.00
KMI International Labor	\$ 7,032.00
KMI International Expenses	N/A
TOTAL COSTS	\$ 69,652.00

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

cc: 21041212; Pete Ricondo (Ricondo)

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

Phase of Project:	CRDC Analysis	TOTAL	
		SUBTOTAL	CONTRACT
2.0 Not to Exceed Professional Fees:	\$69,402.00	\$69,402.00	\$69,402.00
3.0 Not to Exceed Reimbursable Expenses:	\$250.00	\$250.00	\$250.00
4.0 TOTAL CONTRACT VALUE:	\$69,652.00	\$69,652.00	\$69,652.00

Total Not to Exceed Professional Labor Hours:	341	341	341
TOTAL LABOR HOURS:	341	341	341
Average Hourly Rate:			\$204

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

Phase of Project:	CRDC Analysis		TOTAL		
	labor hours	Total Fee	labor hours	Cost	Avg. Rate
Ricondo & Associates					
Not to Exceed Professional Fees	172	\$30,470.00	172	\$30,470.00	\$177
Not to Exceed Reimbursable Expenses		\$0.00		\$0.00	
Sub-Total Ricondo	172	\$30,470.00	172	\$30,470.00	\$177
AirProjects					
Not to Exceed Professional Fees	169	\$31,900.00	169	\$31,900.00	\$189
Not to Exceed Reimbursable Expenses		\$250.00		\$250.00	
Sub-Total Air Projects	169	\$32,150.00	169	\$32,150.00	\$190
KMI International					
Not to Exceed Professional Fees	64	\$7,032.00	64	\$7,032.00	\$110
Sub-Total		\$7,032.00		\$7,032.00	
Total Not to Exceed Amount:	341	\$69,652	341	\$69,652.00	\$204

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

Position:	SENIOR OFFICER		SENIOR DIRECTOR		MANAGER		CONSULTANT		SENIOR GRAPHICS DESIGNER		TOTAL		
Rate (\$/Hour):	\$300		\$232		\$154		\$81		\$97		labor		
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Avg. Hourly Rate
Central Receiving and Distribution Facility													
Task 1 - Future Concessions Activity Projections													
1.1 - Activity Projections	0	\$0	2	\$464	8	\$1,232	0	\$0		\$0	10	\$1,696	\$170
Task 2 - Comparative Analysis													
2.1 Comparative Analysis	0	\$0	2	\$464	8	\$1,232	0	\$0		\$0	10	\$1,696	\$170
Task 3 - Facility Requirements													
3.1 - Planning Parameters	0	\$0	2	\$464	4	\$616	0	\$0		\$0	6	\$1,080	\$180
3.2 Facility Requirements	0	\$0	2	\$464	16	\$2,464	8	\$648		\$0	26	\$3,576	\$138
3.3 - Summary	0	\$0	0	\$0	4	\$616	4	\$324		\$0	8	\$940	\$118
Task 4 - Proposed CRDC Evaluation													
4.1 - Functional Space Capacity Analysis	0	\$0	4	\$928	8	\$1,232	8	\$648		\$0	20	\$2,808	\$140
Task 5 - Alternatives Discussion													
5.1 - Alternatives Discussion	0		4	\$928	16	\$2,464	8	\$648		\$0		\$4,040	
Task 6 - Documentation													
Draft Summary	2	\$600	8	\$1,856	24	\$3,696	12	\$972	4	\$388	50	\$7,512	\$150
Comment Response	0	\$0	2	\$464	8	\$1,232	4	\$324		\$0	14	\$2,020	\$144
Final Summary	0	\$0	2	\$464	4	\$616	2	\$162		\$0	8	\$1,242	\$155
Task 7 - Stakeholder Coordination													
Meetings	0	\$0	10	\$2,320	10	\$1,540	0	\$0	0	\$0	20	\$3,860	\$193
Task 8 - ROM Cost Estimates (Optional Task)													
6.1 - ROM Cost Estimates	0	\$0	0	\$0	0	\$0	0	\$0		\$0	0	\$0	
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	2	\$600	38	\$8,816	110	\$16,940	46	\$3,726	4	\$388	172	\$30,470	\$177

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

Position:	PRINCIPAL		SENIOR PROJECT MANAGER		SENIOR MANAGER		DOCUMENT CONTROL		TOTAL		
Rate (\$/Hour):	\$241		\$224		\$158		\$92		labor		Avg. Hourly
	hours	Cost	hours	Cost	hours	Cost	hours	Cost	hours	Cost	Rate
Central Receiving and Distribution Facility											
Task 1 - Future Concessions Activity Projections											
1.1 - Activity Projections	12	\$2,892	8	\$1,792	33	\$5,214	0	\$0	53	\$9,898	\$187
Task 2 - Comparative Analysis											
2.1 Comparative Analysis	12	\$2,892	26	\$5,824	44	\$6,952	0	\$0	82	\$15,668	\$191
Task 7 - Stakeholder Coordination											
Meetings	10	\$2,410	8	\$1,792	10	\$1,580	6	\$552	34	\$6,334	\$186
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	34	\$8,194	42	\$9,408	87	\$13,746	6	\$552	169	\$31,900	\$189

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

Position:	SENIOR ESTIMATOR		ESTIMATOR II		TOTAL		
Rate (\$/Hour):	\$163.00		\$78.00		labor		Avg. Hourly
	hours	Cost	hours	Cost	hours	Cost	Rate
Central Receiving and Distribution Facility							
Task 6 - ROM Cost Estimates							
6.1 - ROM Cost Estimates	24	\$3,912.00	40	\$3,120.00	64	7,032.00	\$110
TOTAL NOT TO EXCEED PROFESSIONAL FEES:	24	\$3,912.00	40	\$3,120.00	64	7,032.00	\$110

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
TABLE C-6
BREAKDOWN OF NOT TO EXCEED REIMBURSABLE EXPENSES

REIMBURSABLE EXPENSES:		AMOUNT		
Ricondo & Associates				
Travel Reimbursable Expenses	# of Trips	# of Days	Unit Price	
Air Travel - US Airport (MSP or ORD)/Orlando (round trip)			\$740	\$0
Air Travel - US Airport (TBD)/Orlando (round trip) - Lead Planner				\$0
Air Travel - Oversea Airport (TBD)/Orlando (round trip)			\$1,500	\$0
Air Travel - Oversea Airport (TBD)/Orlando (round trip) - Lead Planner			\$1,500	\$0
Hotel/Lodging/Per Diem Expenses			\$285	\$0
Airport Parking			\$20 per day	\$0
Taxi			\$3.0 per mile	\$0
Per diem expenses			\$100	\$0
Printing/Copying (Triangle Reprographics Inc.)	Size	Rates	Qty	Subtotal
Letter Size Printing Color	8.5 x 11	\$0.39	0	\$0
Large Format Color Printing	36 x 24	\$6.99	0	\$0
Ledger Size Color Printing	11 x 17	\$0.69	0	\$0
Color Document Production	booklet	\$20.00	0	\$0
Presentation Boards and Mounting	30 x 42	\$70.00	0	\$0
Courier		\$104.00	0	\$0
Subtotal - Ricondo & Associates				\$0
AirProjects				
Printing/Copying				\$146
Courier				\$104
Subtotal - AirProjects				\$250
Total				\$250

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	Prime consultant, project management, facility requirements	\$30,470.00	
AirProjects		DBE	Concessions sales history, future projections, benchmarking	\$32,150.00	46.2%
KMI International		DBE	ROM Cost estimates	\$7,032.00	
TOTAL PROPOSED PARTICIPATION				\$69,652.00	46.2%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	ADDRESS	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
				0.0%
TOTAL PROPOSED PARTICIPATION			\$0.00	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	\$300
Ricondo & Associates	Officer	\$255
Ricondo & Associates	Senior Director	\$232
Ricondo & Associates	Director	\$209
Ricondo & Associates	Manager	\$154
Ricondo & Associates	Senior Consultant	\$130
Ricondo & Associates	Senior Graphics Designer	\$97
Ricondo & Associates	Production Manager	\$85
Ricondo & Associates	Consultant	\$81
Ricondo & Associates	Graphics Designer	\$67
AirProjects	Principal	\$241
AirProjects	Sr. Project Manager	\$224
AirProjects	Sr. Manager	\$158
AirProjects	Document Control	\$92
KMI International	Senior Estimator	\$163
KMI International	Estimator II	\$78

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: 08/17/2021



ATTACHMENT A

AirProjects Scope and Fee Proposal



Orlando International Airport CRDC Planning Assistance – Scope of Services

AirProjects is pleased to present this proposed scope of services and fee to provide concession consulting services for Ricondo & Associates ("Ricondo") as part of a study to size and plan a Centralized Receiving and Distribution Center (CRDC) at Orlando International Airport (the "Airport"). AirProjects would perform the tasks outlined below.

1. Existing and Planned Concession Program Data Review and Projections

AirProjects would provide historical concession sales and space allocations by concession category (i.e., food service, convenience retail, etc.) for the North Terminal broken down by terminal/airside (Landside and each Airside). Food service sales would also be broken down by type of food service, as data is available (casual dining, quick service, snack/coffee bakery). Sales data would reflect actual results for FY 2017-2019 to provide pre-pandemic data as the basis for developing CRDC projections.

AirProjects would also provide space allocations and estimated concession sales by concession category (i.e., food service, convenience retail, etc.) for the new South Terminal Complex (STC) for the concession locations that have been leased to date. Sales estimates would be provided for the first full year of operation, currently expected to be 2023, as the basis for developing CRDC projections.

For both terminals, data would include benchmarks for the concessions by type and terminal zone, including:

- Gross sales
- Sales per square foot
- Sales per enplanement

AirProjects would develop high-level projections of future concession sales for both terminals for one future passenger level provided by Ricondo using the benchmarks developed. AirProjects would provide high-level estimates for one planning year using the Ricondo-provided enplanement projections (one projection for each terminal, including any specific breakdowns required by airside), which should be annual figures.

2. CRDC and Concession Program Data at U.S. Airports

AirProjects would collect and summarize data for CRDCs at up to five (5) U.S. airports to provide benchmarks for the future CRDC at the Airport. Data to be collected would include, as available, concession sales and space allocations by concession category and actual or estimated delivery and distribution volumes at these airports by concession category and general product type (frozen/refrigerated, dry, liquor/ kegs, bonded, etc.). For each airport included, AirProjects would note the



basic set-up of the CRDC, including the size of the building used, general location of concessionaire storage relative to the CRDC, hours of operation, delivery frequency and method, operator/manager, and other relevant factors, as available.

3. Project Coordination

AirProjects would attend up to two online facility planning meetings as well as online coordination meetings and conference calls with Ricondo and one coordination meeting with GOAA. Up to four one-hour meetings with two AirProjects consultants are budgeted (time is also budgeted for meeting preparation and documentation). No travel to Orlando is anticipated or budgeted; any request by Ricondo or the Authority to travel would require a budget revision.

Compensation

AirProjects would perform the scope of services for a total fee of \$32,150, which consists of a labor budget of \$31,900 and reimbursable expenses of up to \$250 (detailed below). The budget would be refined to reflect any changes made to the scope of services as mutually determined by AirProjects and Ricondo. Ricondo would be invoiced monthly based on the hours worked at the time of the invoice and any reimbursable expenses incurred. Estimated reimbursable expenses include the following:

- Printing - \$146
- Overnight shipping - \$104

	AirProjects				Fee
	Principal	Sr. Project Manager	Sr. Manager	Document Control	
AirProjects, Inc. Fee Estimate	\$241.00	\$224.00	\$158.00	\$92.00	
Task 1 Existing and Planned Concession Program Data Review and Projections	12.0	8.0	33.0		\$ 9,898
Task 2 CRDC and Concession Program Data at U.S. Airports	12.0	26.0	44.0		15,668
Task 3 Project Coordination	10.0	8.0	10.0	6.0	6,334
	34	42	87	6	
	\$ 8,194	\$ 9,408	\$ 13,746	\$ 552	\$ 31,900
	Reimbursable Expenses				\$ 250
					\$32,150

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 AirProjects, Inc.

By: 

Print Name: Ann F. Ferraguto

Date: August 30, 2021



ATTACHMENT B

KMI Scope and Fee Proposal



TRUSTED CONSTRUCTION MANAGEMENT ADVISORS

Project Management & Construction Consulting

August 31, 2021

Mr. Sebastien Carreau
Ricondo
11486 Corporate Blvd
Suite 140
Orlando, FL 32817

RE: PROPOSAL FOR ESTIMATING SERVICES GOAA CRDC

Task Description

KMI International (KMI) is pleased to provide this proposal for the estimate for GOAA CRDC. The projects to be estimated or evaluated are as follows:

- Scenario 1 – GOAA builds a brand new CRDC facility on-airport.
 - High Level ROM
- Scenario 2: GOAA expands and/or modifies the existing Remote Screening Facility (RSF) to provide additional truck bays, storage areas, etc.
 - High Level ROM

Scope of Work

Our proposal is based on the following:

- These high-level cost estimates would be based on the overall facility size, number of truck bays, required landside roadway access, etc.
- Design Team to provide a general space program for the facility, no detailed floor plans.
- Prior CRDC budgeting will be used to base this ROM.

Proposed Fees:

We propose to provide the Cost Estimating Services for the above scope is not to exceed \$7,032. See Exhibit A for the cost breakdown by each phase.

- We have not included estimating hours for value engineering sessions and/or rejected design submittals not meeting GOAA's requirements.



SUBJECT: PROPOSAL FOR ESTIMATING SERVICES GOAA CRDC
Date: August 31, 2021

"Providing Leadership, Delivering Success"

- All travel to the Project Site has been excluded in this proposal and will be billed on a reimbursable cost plus 5% if required.

If you have any questions, please do not hesitate to contact the undersigned. We look forward to working with you on this exciting program and thank you for this opportunity.

Sincerely,

KMI INTERNATIONAL

Drew Horn
Vice President of Project Controls

KMI INTERNATIONAL PROPOSAL - EXHIBIT A			
Ricondo			
GOAA CRDC			
COST ESTIMATING SERVICES			
PROPOSAL HOURLY WORKSHEET			
Staff Labor Rates	\$ 163.00	\$ 78.00	Fees
Scope/Hours	SR Est.	Estimator II	
Scenario 1 (New Build)	14	22	\$ 3,998.00
Scenario 2 (Expand/Modify)	10	18	\$ 3,034.00
ANTICIPATED STAFF COSTS			\$ 7,032.00

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 KMI International
Signed by: Eric Quinn
By: CE3657F9BF41425...
Print Name: Eric Quinn
Date: 8/30/2021



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
5850-B Cargo Road
Orlando, Florida 32827-4399

MEMORANDUM

To: Members of the Construction Committee

From: George I. Morning, Director of Small Business Development Department

Date: September 07, 2021

Re: Request for Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for a Capacity Analysis for Central Receiving and Distribution Center Sizing at Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Ricondo & Associates, Inc. proposes 46% MWBE participation on this Addendum.

Our analysis indicates that Ricondo & Associates, Inc. is eligible for award of the subject Addendum.

INFORMATION ITEM
ORIGINAL CCM: 09/07/2021
ITEM 09

ITEM 19-I
9/21/2021

MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS
PLEASE COMPLETE THIS FORM

This form should be used to report Construction and Engineering /Professional Services activities.

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7130

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number:

Request for Approval of an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for a Capacity Analysis for Central Receiving and Distribution Center Sizing at Orlando International Airport

1. Construction Information:

Addendum Amount: _____

2. MWBE Goal by Group Representation:

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	_____	Actual Result	_____
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
Total MWBE Goal	-	Actual Result	_____

3.a. Prime Contractor Information:

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____

3.b. Name and Address of MWBE Subcontractor

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____

3.c. *Identity:

Work Item(s): _____
Amount of Subcontract _____
Percent of Prime Contract (%): _____

4. Engineering/Professional Services Information:

Addendum Amount: \$69,652.00

5. MWBE Goal by Group Representation:

Asian Pacific American	-	Actual Result	_____
Asian Subcontinent American	-	Actual Result	_____
Black American	-	Actual Result	_____
Caucasian Female American	32,150.00	Actual Result	46%
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
Total MWBE Goal	32,150.00	Actual Result	46%

6.b. Engineering / Professional Service Firm Information:

Name: Ricondo & Associates, Inc.
Address: 1146 Corporate Boulevard, Suite 140
City, State, Zip: Orlando, FL 32817
Telephone: 407-381-5730

6.b. Name and Address of MWBE Subconsultant

Name: AirProjects, Inc.
Address: 908 King Street, Suite 400E
City, State, Zip: Alexandria, VA 22314
Telephone: 703-683-5507

6.c. *Identity:

Caucasian Female American
Work Item(s): Concessions sales history, future projections, benchmarking
Amount of Subcontract \$32,150.00
Percent of Prime Contract (%): 46%

I certify that the information included on this form and its attachment is correct

Signature: Edelis Molina Date: 09/07/21

for George I. Morning, Director of Small Business Development Department

* In Items 3.c. and 6.c. above specify the identity of MWBE Subcontractors and E/PS Firms (e.g. Black American, Hispanic American, Asian Subcontinent American, Asian Pacific American, Caucasian Female American, Native American & Other)

System Review and Master One-Line Diagram Update Services, for the total amount of \$50,000.00, which includes the not-to-exceed fee amount of \$45,006.00, and the not-to-exceed expense amount of \$4,994.00, with funding from Operation and Maintenance Funds.

REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES PROFESSIONAL AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR A CAPACITY ANALYSIS FOR CENTRAL RECEIVING AND DISTRIBUTION CENTER SIZING, AT THE ORLANDO INTERNATIONAL AIRPORT.

9. Mr. Sorondo presented the attached memorandum, dated September 7, 2021.

The Office of Small Business Development has reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Ricondo & Associates, Inc. proposes 44% MWBE participation on this Addendum.

Chairman Ruohomaki stated that it was decided not to build a new CRDC in the South Terminal Proper because of project constraints and logistical issues. He further stated that the CRDC in the North Terminal was enhanced and augmented, and a renovation was done to help go between sterile and non-sterile areas. Chairman Ruohomaki explained that this item is to determine what needs to be done and if Q&X is necessary to position GOAA for long term planning.

Ms. Sharman asked where the CRDC is located. Chairman Ruohomaki answered that it is off of Bear Road. Ms. Sharman stated that there is a building but no operator in that location. She further stated that an RFP was done to complete a CRDC; two proposals were received, but there were issues, including the amount of loading docks needed. Ms. Sharman explained that it was determined that Ricondo will need to do an assessment to determine exactly what is needed for the CRDC to be ready for the South Terminal opening. Mr. Friel confirmed that two responses were received from the RFP and explained that there was a discrepancy in how the firms were treating the existing facility, so GOAA wants to assess the needs of the facility and put out another RFP with the expectations set.

Chairman Ruohomaki noted that the RSF and CRDC are two different buildings. Ms. Sharman responded that there is no operator for CRDC, and that the RFP was sent out to address this issue but that it was not resolved. She noted that this should be high priority now and that communication needs to be better. Mr. Gilliam noted that there is a second "lite" CRDC building and that there have been several attempts to open the CRDC location but that because of costs that has changed. He added that the smaller CRDC location was finished and is occupied by personnel.

Ms. Sharman stated that maybe it should be included in the RFP that the second location is available. Ms. Hershner responded that only one building was given as the location for CRDC to operate from and that part of it is being leased. She added that the current tenants made a bid for the area that they knew they would have access to but the Ricondo is supposed to assess and reconfigure the building use. Mr. Gilliam noted that Ricondo will also assess whether that building can accommodate what is needed.

Chairman Ruohomaki stated that the decision for Ricondo to do this work was made by GOAA leadership 5 years ago when STC was being started. He further stated that it was decided that the existing CRDC would be used for the North Terminal Complex, but that Checkpoint Delta does not have the capabilities to accommodate what is needed for the South Terminal Complex. Ms. Sharman stated that the contract needs to be managed so that it can be done by March. Mr. Friel concurred and added that box trucks will be needed to access the South Terminal so it will need to be determined if the "lite" CRDC can provide what is needed until the RFP process is complete and a fully functioning CRDC is constructed.

Ms. Sharman stated that scope needs to include an operator when the RFP is sent out because the Purchasing Department is in a holding pattern until a full assessment is made. Chairman Ruohomaki stated that a sally port, loading dock, and canopy can be put

in the South Terminal as a plan B in case the CRDC is not finished by March. Mr. Gilliam stated that there is a loading Dock at the ITF that can be used if needed.

Ms. Sharman asked if it will be part of this scope to assess and come up with a plan for the CRDC. Chairman Ruohomaki answered yes and added that Mr. Friel will work with Ricondo and HNTB to ensure a plan is put together and prevent any problems from occurring. Mr. Hunt noted that a fair amount of work has been done previously with fencing and other additional things and that this will validate that work.

Upon motion of Ms. Sharman, second by Mr. Gilliam, vote carried to approve an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for a Capacity Analysis for Central Receiving and Distribution Center Sizing, for the total amount of \$69,652.00, which includes the not-to-exceed fee amount of \$69,402.00, and the not-to-exceed expense amount of \$250.00, with funding from previously-approved Operation and Maintenance Funds. ✓

REQUEST FOR APPROVAL OF CONTRACTOR'S FINAL PAYMENT TO R. L. BURNS, INC. FOR BP-00483, INTRUSION DETECTION SYSTEM AND POND SECURITY FENCING (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.

10. Chairman Ruohomaki presented the attached memorandum, dated September 7, 2021, requesting the Contractor's Final Payment to R. L. Burns, Inc. for BP-00483, Intrusion Detection System & Pond Security Fencing (Design/Build), at the Orlando International Airport. The Construction Contract for the referenced project has been completed and all issues involving the Contractor have been addressed and resolved.

Upon motion of Ms. Sharman, second by Mr. Hunt, vote carried to approve the Contractor's Final Payment Authorization to R. L. Burns, Inc. for BP-00483, Intrusion Detection System & Pond Security Fencing (Design/Build), at the Orlando International Airport.

INFORMATION ITEMS

11. The following items were presented for information only:

- A. Field Change Order (FCO) Log
- B. Contingency Work Authorization (CWA) Log
- C. COVID-19 CCM Item Log
- D. Office of Small Business Memorandum for the Request for Approval of a Subcontract Modification to the Construction Management at Risk (CM@R) Entity Services for the South Terminal C, Phase 1 Agreement with Turner-Kiewit Joint Venture for BP-S00147 (GMP 7-S.1), South Terminal C, Phase 1 - Landside Terminal Remaining Structure and Systems to Hommes Masonry, Inc. dba Toltec Construction for CR1688.1-LST-RFI 5639 and 5639.1 Slab-on-Grade (SOG) Concrete Placement, Orlando International Airport. [From the Construction Committee on August 24, 2021, Item No. 3-J].
- E. Office of Small Business Memorandum for the Request for Approval of an Amendment of Addendum No. 5 to the Program and Project Management Services for the South Terminal C, Phase 1 Agreement with Geotech Consultants International, Inc. for a No Cost Time Adjustment and a Reduction of Services of FY 2020/2021 Construction Phase OAR Services for W-S00111 South Terminal C (Phase 1) - Program and Project Management Services (OAR), Orlando International Airport. [From the Construction Committee on August 24, 2021, Item No. 9].
- F. Office of Small Business Memorandum for the Request for Approval of Subcontract Modifications to the Construction Management at Risk (CM@R) Entity Services for the South Terminal C, Phase 1 Agreement with Hensel