

On **TUESDAY, August 27, 2024**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room at the Orlando International Airport, Orlando, FL 32827. Chair Griffin called the meeting to order at 9:30 a.m. Chair Griffin read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

Marquez Griffin, Chair, GOAA Senior Vice President, MCO Operations
Jeff Daniels, GOAA Assistant Vice President, Facilities
Robert Furr, GOAA Vice President, Engineering and Architecture
Judith-Ann Jarrette, GOAA Vice President, ORL Operations
Iranetta Dennis, GOAA Vice President, Small Business Development Department
Marie Dennis, GOAA Deputy Chief Financial Officer, Finance

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Riley & Scarborough LLP)
Ross Spence, Subject Matter Expert, AECOM
Ingrid Lamour-Thomas, GOAA Senior Administrator, Small Business Development Department
Scott Shedek, GOAA Vice President, Construction
Dillan Montenegro, GOAA Procurement Recording Secretary

CONSIDERATION OF MINUTES

Upon Motion by Mr. Daniels, seconded by Mrs. Jarrette, the vote passed to approve the meeting minutes from August 13, 2024.

CONSENT AGENDA

Upon Motion by Mrs. Marie Dennis, seconded by Mr. Daniels the vote carried to approve the recommendation to the Procurement Committee to Approve an Amendment to Addendum 44 of the General Consulting Services Agreement with Ricondo & Associates, Inc. to Add Subconsultants to the Fiscal Year 2024 On-Call General Consulting Services at the Orlando International Airport (MCO).

NEW BUSINESS

A. Request for Recommendation to the Aviation Authority Board to Approve the First Renewal Option One of Purchasing Contract 13-22 Fire Alarm System Certification, Testing, and Repair Services with Convergent Technologies, LLC.

Upon Motion by Mrs. Marie Dennis, seconded by Mrs. Jarrette, vote carried to approve the First Renewal Option One of Purchasing Contract 13-22 Fire Alarm System Testing, Certification, and Repair Services with Convergent Technologies, LLC; (2) authorize funding in the not-to-exceed amount of \$833,438.90 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.

B. Request for Recommendation to the Aviation Authority Board to Approve an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide FY25 Staff Extension Services to Airline Relations at the Orlando International Airport (MCO)

Upon Motion by Mrs. Marie Dennis, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board to approve an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc.

C. Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 1, the First Renewal Option for Purchasing Contract 02-22, Carpet, Vinyl and Rubber Flooring Repair and Replacement Services to Designers West Interiors Inc

Upon Motion by Mrs. Jarrette, seconded by Mrs. Iranetta Dennis, vote carried to approve Amendment No. 1, the First Renewal Option for Purchasing Contract 02-22, Carpet, Vinyl and Rubber Flooring Repair and Replacement Services to Designers West Interiors Inc.; (2) authorize funding in the not-to-exceed amount of \$403,095 from the Capital Expenditure Fund; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

D. Request for Recommendation to the Aviation Authority Board to Approve Amendment No. 1, the First Renewal Option for Purchasing Contract 05-22, Landside Terminal Landscape Maintenance and Irrigation Services with Helping Hand Lawn Care LLC.

This item was pulled from the agenda.

E. Request to Recommendation to the Aviation Authority Board to Award Other Entity Contract (OEC) 24-815-OEC for four (4) Chevy Silverado work utility trucks from Garber Fleet Sales utilizing Florida Sheriffs Association Contract # FSA23-VEL31.0 and 24-816-OEC for five (5) Ford Transit Vans from Alan Jay Fleet Sales utilizing Sourcewell Contracts 060920-NAF and 091521-NAF

Upon Motion by Mrs. Jarrette, seconded by Mrs. Iranetta Dennis, vote carried to approve the following be recommended to the Aviation Authority Board to: (1) award 24-815-OEC and 24-816-OEC for a one-time procurement of four (4) Chevy Silverados to Garber Fleet Sales and five (5) Ford Transit Vans to Alan Jay Fleet as the awarded Contractors; (2) authorize funding from the Capital Expenditure Funds in the not-to-exceed amount of \$552,264.60; and (3) authorize the Procurement Services Department to issue the necessary Purchase Orders.

F. FURTHER CONSIDERATION OF PROPOSERS SHORTLISTED FOR DESIGN/BUILD SERVICES FOR W-00501, AIRSIDE RESTROOM REFURBISHMENT (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.

- Balfour Beatty Construction, LLC
- Clancy & Theys Construction Co
- Collage Design and Construction
- Gomez Construction Co.

Upon motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to reject all proposals and cancel the procurement due to the price proposals being over budget.

G. CONSIDERATION OF PROPOSERS SHORTLISTED FOR INSURANCE BROKER SERVICES FOR FOR RISK MANAGEMENT PROGRAM 24-642-RFP.

- Alliant Insurance Services, Inc
- Aon Risk Services, Inc. of Florida
- Arthur J Gallagher Risk Management Services, LLC.
- McGriff Insurance Services, LLC.
- Southeastern Series of Lockton, Inc.

The scores were assigned based on five distinct criteria: Experience and Qualifications, Knowledge and Experience of Key Individuals and Team, Approach and Methodology, and additional proposal requirements, which include the MWBE Participation Plan, prior or pending convictions, indictments, regulatory investigations, conflict of interest, proof of insurance, financials, and the pricing score. The total combined maximum score is 100.

EVALUATION SCORE SHEET 24-642-RFP Insurance Broker Services						
EVALUATION CRITERIA	Max Points	Alliant Insurance Services, Inc	Aon Risk Services, Inc. of Florida	Arthur J Gallagher Risk Management Services LLC	McGriff Insurance Services, LLC	Southeastern Series of Lockton, Inc
Experience and Qualifications and References	20.00	24.00	25.00	28.00	18.00	24.00
Knowledge and Experience of Key Individuals & Team	20.00	13.00	17.00	17.00	11.00	15.00
Approach and Methodology	30.00	20.00	17.00	27.00	15.00	24.00
Additional Requirements of the Proposal MWBE Participation Plan, Prior Pending Convictions, Indictments, Investigations, Regulatory Investigations, Conflict of Interest, Proof of Insurance and Financials	10.00	7.00	7.00	9.00	7.00	8.00
Sub - Total	90.00	61.00	66.00	81.00	51.00	71.00
Fees	10.00	3.97	2.49	2.97	10.00	2.58
Total Points	100.00	64.97	68.49	83.97	61.00	73.58

Upon motion by Mrs. Cottman, seconded by Mrs. Marie Dennis, vote carried to recommend to the Aviation Authority Board the below ranking of the proposers and award to the number one ranked Firm for 24-642-RFP, Insurance Broker Services for Risk Management Program.

First: Arthur J. Gallagher Risk Management Services LLC

Second: Southeastern Series of Lockton, Inc.

Third: Aon Risk Services, Inc. of Florida

Fourth: Alliant Insurance Services, Inc.

Fifth: McGriff Insurance Services LLC.

ADJOURNMENT

1. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned by 2:26p.m.



Marquez Griffin, Chair
Procurement Committee
Senior Vice President of Operations