On **TUESDAY, JANUARY 30, 2024,** 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 9:30 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, Senior Vice President, MCO Operations
Jeff Daniels, Assistant Vice President, Facilities
Judith-Ann Jarrette, Vice President, ORL Operations
Robert Furr, Vice President, Engineering and Architecture

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Kelly Loll, GOAA Procurement
Marie Dennis, GOAA Finance
Fransheska Brown, Recording Secretary

CONSENT AGENDA

A. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING MEP ENGINEERING SERVICES AGREEMENT WITH MATERN PROFESSIONAL ENGINEERING, INC. TO PROVIDE FISCAL YEAR 2024 ON-CALL MECHANICAL, ELECTRICAL AND PLUMBING ENGINEERING SERVICES AT THE ORLANDO EXECUTIVE AIRPORT.

Upon motion of Mr. Griffin, second by Mr. Daniels, vote carried to approve Consent Agenda Item A.

Vote carried to approve an Addendum to the Continuing MEP Engineering Services Agreement with Matern Professional Engineering, Inc. to provide Fiscal Year 2024 On-Call Mechanical, Electrical and Plumbing Engineering Services at the Orlando Executive Airport, for the total not-to-exceed fee amount of $19,844.00, with funding from previously approved ORL Revenue Funds.

NEW BUSINESS

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO APPROVE MIGRATION TO UKG PRO WORKFORCE MANAGER, GOOGLE CLOUD PLATFORM FOR UKG TELESTAFF, AND THE IMPLEMENTATION OF UKG PRO PEOPLE CENTER (24-298-OEC) THROUGH THE UTILIZATION OF US COMMUNITIES AGREEMENT #18220.

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

Upon motion of Mr. Griffin, second by Ms. Jarrette, vote carried to recommend to the Aviation Authority Board approval of the Migration to UKG Pro Workforce Manager, Google Cloud Platform for UKG TeleStaff, and the Implementation of UKG Pro People Center (24-298-OEC) through the Utilization of US Communities Agreement #18220, for the total not-to-exceed amount of $350,000.00, with funding from previously approved Capital Expenditure Funds.

REQUEST FOR APPROVAL TO DEEM 24 HOURS, INC. AND TRYFACTA, INC. AS NON-RESPONSIVE TO THE REQUEST FOR PROPOSAL 23-380-RFP, JANITORIAL MAINTENANCE SERVICES FOR TERMINALS A AND B AT THE ORLANDO INTERNATIONAL AIRPORT.

B. *[A handout was provided, which includes a revised Memorandum.]* Ms. Loll presented the memorandum. Discussion ensued.

Upon motion of Ms. Jarrette, second by Mr. Daniels, vote carried to deem 24 Hours, Inc. and Tryfacta, Inc. as non-responsive to the Request for Proposal 23-380-RFP, Janitorial Maintenance Services for Terminals A and B at the Orlando International Airport; there is no fiscal impact.

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:43 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer