

On **Tuesday, September 3, 2024**, the **CONSTRUCTION FINANCE OVERSIGHT COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room, Orlando International Airport, One Jeff Fuqua Boulevard Orlando, FL 32827. Chairperson Sharman called the meeting to order at 10:15 a.m. The meeting was posted in accordance with Florida Statutes with quorum participating. Office of the Governor, Executive Order Number 20-69.

Committee Members Present:

Kathleen Sharman, Executive Vice President/CFO and Chairperson
Marquez Griffin, Senior Vice President, Operations
Gary Hunt, Vice President of Facilities
Max Marble, Senior Vice President Capital Programs

Also Present:

Tom Draper, GOAA
Melvin Martinez, GOAA
Robert Connell, GOAA
Brad Friel, GOAA
Chris Deloatche, GOAA
Kevin Toth, GOAA
Arlene Grant, GOAA
Paul Cook, GOAA
Tuan Nguyen, GOAA
Trica Cottman, GOAA
Vito Rodriguez, GOAA
Ramfis Morales, WSP
Patrick Howell, Becker
Ksenia Merck, KMerck & Associates
Nils Johnson, CCS
Jamie McGonagill, GCI
Isadore Carrie, Carrie Company
Bill Brooks, HNTB
Rob Brancheau, Anser Advisory
Lance Quick, Anser Advisory
Tracey Goff, Anser Advisory
Hameedah McCondichie, Sr. Admin. Assistant, GOAA
Chayla German, AECOM, Recording Secretary

LOBBYIST DISCLOSURE

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 1 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 web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

Chairperson Sharman asked the Committee to report any conflicts of interest or violations of the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regard to any agenda item. No violations were reported.

I. CALL TO ORDER

II. ANNOUNCEMENTS

III. ROLL CALL

IV. CONSIDERATION OF MINUTES AND OLD BUSINESS

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A. Minutes of the August 8, 2024, CFOC Meeting

The Committee reviewed the meeting minutes from August 8, 2024, CFOC. No comments or concerns were provided.

B. Old Business

1. Airline Terminal Improvements Program – At the September 3, 2024, CFOC meeting, Chairperson Sharman stated this is still being monitored by Jackie Chin and her team for the relocation of airlines.
2. Terminal C Enhancement Projects Program – Chairperson Sharman stated this is still being monitored by Ms. Merck.

V. CONSENT AGENDA

A. ACTION ITEMS

1. Recommendation to Approve Budget Transfer Requests for V-01039 – COBUS Maintenance Canopy and V-01040 – Airside 4 Transportation Security Administration Recheck Lanes (Phase 2), Airsides 2 & 4 Automated People Mover Replacement Program

Mr. Johnson presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for V-01039 – COBUS Maintenance Canopy and V-01040 – Airside & 4 Automated People Mover Replacement Program. On April 19, 2024, a purchase order to COBUS Industries was issued for the purchase of (10) new COBUS 3000 buses. To provide shelter for the buses and a facility for them to be maintained, a canopy structure will be built to house the new buses for the service life of the vehicles.

Bids for V-01023 - A/S 2 & 4 Permanent Continuity of Operations Plan (COOP) Ramps were received on May 21, 2024. The lowest responsive bidder, Clancy & Theys, was awarded the construction contract in the amount of \$2,414,910, which was less than the construction budget. The project team believes that the current V-01023 budget of \$5,000,000 can be reduced by \$1,000,000 and keep enough contingency to complete the project.

It is estimated that the V-01020 - Airside 4 Additional Screening Lanes Design project work can be accomplished within a \$1 million budget, so the remaining funding of \$5.51 million is recommended for transfer to a phase 2 project. The project team is confident that these transfers will provide sufficient funds to complete the projects based on conditions known at this time.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Airsides 2 and 4 APM Replacement Program.

Chairperson Sharman asked if there are sufficient funds to finish the projects. Mr. Johnson replied there are sufficient funds.

The Construction Finance Oversight Committee reached a consensus to approve the transfers of (a) \$1,000,000 of General Airport Revenue Bonds from V-01023 – Airsides 2 & 4 Permanent Continuity of Operations Plan Ramps to V-01039 - COBUS Maintenance Canopy; and (b) \$5,510,000 of General Airport Revenue Bonds from V-01020 - Airside 4 Additional Screening Lanes Design to V-01040 - Airside 4 Transportation Security Administration Recheck Lanes (Phase 2).

2. Recommendation to Approve Budget Transfer Request for H-00370 – Airside 3 Apron Portland Cement Concrete Slab Rehabilitation Project at the Orlando International Airport

Mr. Carrie presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for H-00370 – Airside 3 Apron Portland Cement Concrete Slab Rehabilitation Project at the Orlando International Airport. All proposals received for H-00370 were 35 percent plus higher than the engineer's estimate and over the allotted construction budget, including contingency. After a review of the budget for BP-00498 - Taxiways G&H Rehabilitation Phase 2, the construction team agrees that this project has sufficient funds to complete the project. Therefore, it is requested that \$200,00 be transferred to H-00370.

The project team is confident that this will provide sufficient funds to complete project H-00370 based on the conditions known at this time and will not impact the successful completion of BP-00498.

There are no reasonable alternatives. There are no overall fiscal impact to the Airfield Taxiway Rehab program. However, BP-00498 project contingency will be reduced by \$200,000, from \$3,591,000 to \$3,391,000.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of \$200,000 of General Airport Revenue Bond funds from BP-00498 - Taxiways G & H Rehabilitation Phase 2 to H-00370 – Airside 3 Apron Portland Cement Concrete Slab Rehabilitation.

3. Recommendation to Approve Budget Transfer Request for TBD4 – West Ramp Access Control Implementation, Security Enhancement Program

Mr. Cook presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for TBD4 – West Ramp Access Control Implementation, Security Enhancement Program. With only \$100,000 of future FDOT funding available, it is recommended that these funds be transferred to ZC-310 - Capital Improvement Program (CIP) Unallocated.

Included in the Security Enhancement Program is project ZC-387 with a budget of \$200,000 for the purchase of Portable Guard Booths for use anywhere on airport property to provide protection for security guards when staffing temporary access points into restricted areas. There are remaining available funds in ZC-387 in the amount of \$159,128 which are no longer needed. Therefore, it is requested that \$100,000 be transferred from ZC-387 to the West Ramp ACS to maintain the project budget of \$4 million. The remaining \$59,128 can be transferred to ZC-310 – CIP Unallocated.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Security Enhancement program, however this action will increase the CIP Unallocated budget by \$159,128; \$100,000 of FDOT funds and \$59,128 of General Airport Revenue Bond (GARB) funds.

Chairperson Sharman stated this is transferring \$100,000 of future FDOT funding to CIP Unallocated and there will be more reallocation of FDOT funds at a future CFCO meeting.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) \$100,000 of future Florida Department of Transportation funds from TBD4 – West Ramp Access Control Implementation to ZC-310 – Capital Improvement Program Unallocated; (b) \$100,000 of General Airport Revenue Bond (GARB) funds from ZC-387 – Portable Guard Booths to TBD4; and (c) \$59,128 of GARB funds from ZC-387 to ZC-310.

4. Recommendation to Approve the Establishment of Art Project Budgets within the Terminal C Airside Concourse Gates C250-C253 and Ground Transportation Facility Pedestrian Bridge Programs

Ms. Merck presented a memorandum dated September 3, 2024, requesting the committee to approve the Establishment of Art Project Budgets within the Terminal C Airside Concourse Gates C250-C253 and Ground Transportation Facility Pedestrian Bridge Programs.

Start-up packages have been submitted for W-S00165 – Terminal C ASC Gates Art and W-S00166 - GTF Pedestrian Bridge Art, each in the amount of \$1 million, to allow necessary procurement efforts to begin. Project costs will include the infrastructure (if needed), the art, and its installation as applicable.

There are no reasonable alternatives at this time and there is no overall fiscal impact to either program.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) \$1,000,000 of Customer Facility Charge (CFC) PayGo funds from ZC-394 - Public Art Allowance, Ground Transportation Facility Pedestrian Bridge to W-S00166 - Art; and (b) \$1,000,000 of General Airport Revenue Bond (GARB) funds from ZC-400 – Public Art Allowance, Terminal C Airside Concourse Gates C250-C253 to W-S00165 - Art.

5. Recommendation to Approve Budget Transfer Request for V-01003 – Annex Campus Security Infrastructure, Security Enhancement Program

Mr. McGonagill presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for V-01003 – Annex Campus Security Infrastructure, Security Enhancement Program.

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Following scope refinement and initial cost estimates, an additional \$150,000 will be needed to complete the Annex and Motor Pool CCTV camera and ACS scope. The Campus Key and Lock Replacement project V-00982 that began in April 2023 has sufficient uncommitted Florida Department of Transportation (FDOT) Public Transportation Grant Agreement (PTGA) 43486-2 funding to transfer the \$150,000 additional budget needed to complete the Annex and Motor Pool scope.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Security Enhancement Program.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of \$150,000 of Florida Department of Transportation Public Transportation Grant Agreement 43486-2 funds from V-00982 - MCO Campus Key and Lock Replacement to V-01003 - Annex Campus Security Infrastructure.

6. Recommendation to Approve Budget Transfer Request for V-01010 – Terminal A East Level 1 Office Creation

Mr. McGonagill presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for V-01010 – Terminal A East Level 1 Office Creation.

The design has been completed to 100% level. It is the intent of the Aviation Authority to move into the bid and award phase and the proposed work will require additional funding. The estimated cost of V-01010 is \$3,000,000. The award is expected to be presented for approval to the Construction Committee in early October and to the Aviation Authority Board in October 2024. It is recommended that the remaining \$1,865,000 in Fiscal Year CIR00997 – Office Space Conversion be transferred to project V-01010.

There are reasonable alternatives at this time. There are no overall fiscal impact, however this action will move the remaining funds in CIR00997 to the V-01010 project for which they were intended.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of \$1,865,000 of Capital Expenditure funds from Fiscal Year 2024 Capital Initiation Request (CIR) #00997 – GOAA Office Space Conversion to V-01010 – Terminal A East Level 1 Office Creation.

7. Recommendation to Approve Budget Transfer Request for BP-00485 – Hyatt Lobby Renovation Design/Build at the Orlando International Airport

Ms. Grant presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for BP-00485 – Hyatt Lobby Renovation Design/Build at the Orlando International Airport. As the pre-construction phase is near completion and the construction phase begins, there are certain items that must be procured early to maintain the project schedule. This is a request to transfer funds to purchase 8 Air Handler Units (AHU) from TRANE U.S. to replace the existing units in the Continental Ballroom that are beyond their useful life.

Hyatt Fiscal Year (FY) 2022 Capital Initiation Request (CIR) #00759 – AHU Continental Ballroom has been identified as a source to cover the additional costs as it has a current available balance of \$2,661,977. This request is to transfer \$510,159 to the BP00485 project to allow for the purchase of the Air Handler Units.

The alternative would be for the Aviation Authority to not replace the AHUs now while construction will be ongoing and risk potential future shut down of the Continental Ballroom for emergency replacement should there be a breakdown of any of the units causing major disruption to the Hyatt operation. There is no fiscal impact to Hyatt's overall Capital Improvement Program budget.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of \$510,159 of Capital Expenditure funds from Fiscal Year 2022 Capital Initiation Request #00759 – Air Handler Units Continental Ballroom to BP-00485 - Hyatt Lobby Renovation Design/Build.

8. Recommendation to Approve Budget Transfer Request for TBD3 – Terminal Top Parking Reservation System, Parking Improvements Program

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Mr. Nguyen presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for TBD3 – Terminal Top Parking Reservation System, Parking Improvements Program. A start up package will be submitted for V-01032 - North Terminal Premier Parking Reconfiguration at an estimated cost of \$1,793,312. This will provide revenue and access control systems to convert the terminal top parking to a premier parking configuration.

To provide funding for V-01032, it is recommended that \$293,312 be transferred from ZC-385 – Surface Parking Improvements CIP Unallocated to TBD3 - Terminal Top Parking Reservation System.

There is no other reasonable alternative. There is no overall fiscal impact to the Parking Improvements program, however CIP unallocated will be reduced by \$293,312 to \$21,056,688.

Chairperson Sharman asked if the bids have been submitted. Mr. Nguyen stated bid documents will be prepared and advertised. Mr. Nguyen stated the engineer of records has been completing a study and preparing documents up to 95% design and the cost estimate is higher than what is currently budgeted.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of \$293,312 of General Airport Revenue Bond funds from ZC-385 - Surface Parking Improvements Capital Improvement Program Unallocated to TBD3 - Terminal Top Parking Reservation System.

9. Recommendation to Approve a Budget Transfer Request for W-00489 – North Terminal Complex Baggage Handling System Evaluation

Mr. DeLoatche presented a memorandum dated September 3, 2024, requesting the committee to approve a Budget Transfer Request for W-00489 – North Terminal Complex Baggage Handling System Evaluation. The Aviation Authority will be conducting Advanced Concept Planning (ACP) of the Terminals A and B BHS. The ACP services are proposed to be provided by Ricondo & Associates. The proposed cost for this scope of work is not to exceed \$963,398, therefore, it is requested that \$1,200,000 be transferred from TBD1 – BHS Advanced Planning Study to provide funding for the ACP services, Owner Authorized Representative (OAR) services, and contingency.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the BHS program.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of \$1,200,000 of General Airport Revenue Bond (GARB) funds from TBD1 – Baggage Handling System Advanced Planning Study to W-00489 – North Terminal Complex Baggage Handling System Evaluation.

10. Intentionally Left Blank

11. Recommendation to Approve Budget Transfer Request for W-00446 Master Mobility Plan

Mr. DeLoatche presented a memorandum dated September 3, 2024, requesting the committee to approve a budget transfer request for W-00446 - Master Mobility Plan. The Fiscal Year (FY) 2024 Capital Initiation Request (CIR) #00709 – Master Mobility Planning provided \$1,500,000 for plans and studies that evaluate and intelligently plan for the efficient movement of passengers and goods across Orlando International Airport (MCO). An additional \$250,000 is anticipated in FY25, subject to board approval of the FY25 Aviation Authority budget.

The Master Mobility Plan is proposed to be provided by HNTB Corporation and HDR Engineering, Inc. The proposed cost for this scope of work is not to exceed \$1,487,292. Therefore, it is requested that \$1,487,292 of Capital Expenditure funds be transferred from CIR00709 – Master Mobility Planning to W-00446 – Master Mobility. FY25 funds are subject to board approval of the FY25 Aviation Authority budget.

There are no reasonable alternatives at this time. The fiscal impact is the utilization of \$1,487,292 of Capital Expenditure funds.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) \$1,345,707 of Capital Expenditure funds from Fiscal Year (FY) 2024 Capital Initiation Request (CIR) #00709 – Master Mobility Planning to W-00446 – Master Mobility

Plan; and (b) \$141,585 of Capital Expenditure funds from FY 2025 CIR00709 to W-00446 subject to Aviation Authority Board approval of the FY 2025 budget.

B. PROGRAM BUDGET STATUS WORKSHEETS

1. **North Terminal Baggage Handling System MAC Projects**
No Changes
2. **Baggage Handling System**
No Changes
3. **Closed Circuit Television Improvements**
Reflects August 8, 2024, CFOC Action
4. **Changing Regulatory Requirements**
No Changes
5. **Airsides 2 & 4 APM System Update**
No Changes
6. **Airside 2 & 4 APM Replacement**
No Changes
7. **North Terminal Security Checkpoints**
No Changes
8. **Passenger Processing Efficiency System**
No Changes
9. **Airline Terminal Improvements**
No Changes
10. **Security Enhancement Program**
No Changes
11. **North Terminal Signage**
No Changes
12. **Health & Safety Renovations 2018-2025**
No Changes
13. **North Terminal Buildings' Roof Replacement**
No Changes
14. **North Terminal Vertical Circulation Improvements**
No Changes
15. **North Terminal Renovations**
No Changes
16. **North Terminal Building Systems Upgrades**
No Changes
17. **Pedestrian Boarding Bridges**
No Changes
18. **NT PAX Mods for RACs Access to APM**
Reflects August 8, 2024, CFOC Action
19. **Airfield Pavement Rehabilitation**
Reflects August 8, 2024, CFOC Actions
20. **Rental Car Quick-Turn-Around Projects**
No Changes
21. **Terminal A & B RAC Counter & Lobby Improvements**
No Changes
22. **Roadway Improvements Program**

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No Changes

23. **Consolidated Rental Car Expansion Program**

Reflects August 8, 2024, CFOC Action

24. **Roadway Signage 2018-2025**

No Changes

25. **Employee Parking Lot**

No Changes

26. **Ground Transportation Facility Pedestrian Bridge**

No Changes

27. **Roadway Congestion Management Project**

No Changes

28. **Parking Improvements**

Reflects August 8, 2024, CFOC Actions

29. **Fiber Infrastructure Program**

No Changes

30. **Wildlife Attractant Removal**

No Changes

31. **Building Renovations**

No Changes

32. **Security Detection System Improvement**

No Changes

33. **Environmental Mitigation**

No Changes

34. **Master Stormwater Planning**

No Changes

35. **New OIA Masterplan**

Reflects August 8, 2024, CFOC Action

36. **Advanced Budget, Schedule, & Scoping Analysis (ABSSA)**

No Changes

37. **C/E/F Annex 2 & Parking**

No Changes

38. **Infrastructure Development for Tenant Projects**

No Changes

39. **Airport Power Systems Upgrades**

No Changes

40. **Executive Lobby/Conference/Office Area Renovations**

No Changes

41. *Intentionally Left Blank*

42. **Terminal C Phase 2**

Reflects August 8, 2024, CFOC Action

43. **Terminal C Airside Concourse Gates C250-C253**

No Changes

44. **Terminal C Gates C250-253 Ramp, Remain Overnight (RON), & Airfield**

No Changes

45. **Terminal C Enhancement Projects**

No Changes

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- 46. **Passenger Conveyance Systems**
Reflects August 8, 2024, CFOC Action
- 47. **Terminal C Landscaping**
No Changes
- 48. **South Computer Room Buildout**
No Changes
- 49. **Hyatt Regency Hotel**
Reflects August 8, 2024, CFOC Action
- 50. **Orlando Executive Airport Active Projects**
No Changes
- 51. **Rail Infrastructure Oversight**
No Changes

VI. START-UP PACKAGES AND RATIFICATION ITEMS

A. START-UP PACKAGES

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B. RATIFICATION ITEMS

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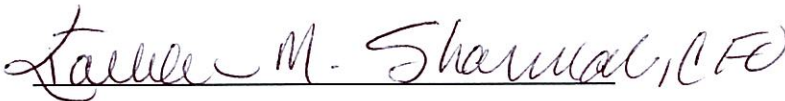
VII. INFORMATIONAL/DISCUSSION ITEMS

- A. 2024 CFOC Meeting and Memo Deadline Schedule
- B. 2024 CFOC Meeting and Deadline Calendar
- C. Info Item: 8/8/24 CFOC 5A12 – Recommendation to Approve Budget Transfer Request for H-00380 – Speed Tables and Roadway Signage at Station Loop Road, Parking Improvements Program
- D. HANDOUT: Info Item: 8/8/2024 CFOC 5A16 – Recommendation to Approve the Establishment of Project Budgets within the Consolidated Rental Car Expansion and North Terminal Passenger Modifications for Rental Car Access to Automated People Mover Capital Improvement Programs

Chairperson Sharman mentioned the next scheduled CFOC meeting will be held October 1, 2024, at 10 a.m. The CFOC memorandum deadline September 17, 2024, at 10:00 a.m. CFOC memos should be submitted to cfoSubmissions@goaa.org. The initial CFOC Agenda Review Meeting will be held on September 19, 2024, at 1 p.m. via Microsoft Teams Meeting.

ADJOURNMENT

Having no further business to conduct, the meeting was adjourned at 10:50 a.m.



Kathleen M. Sharman, Chairperson
Construction Finance Oversight Committee
Chief Financial Officer