On **WEDNESDAY, MAY 15, 2024,** THE **GREATER ORLANDO AVIATION AUTHORITY** met in regular session in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport (OIA), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Weisheyer called the meeting to order at 2:00 pm. The meeting was posted in accordance with Florida Statutes and a quorum was present. *[Live Streaming from Orlando, FL]*

Authority members present,	Tim Weisheyer, Chairman Dr. John Evans, Vice Chairman Belinda Kirkegard, Treasurer Carson Good, Immediate Past Chair Mayor Jerry Demings Mayor Buddy Dyer
Also present,	Kevin J. Thibault, Chief Executive Officer Yovannie Rodriguez, Chief Administrator Officer Richard Clarke, Chief Creative Officer Kenyatta Lee, Chief of External Affairs Anthony Davit, Chief Operating Officer Victoria Jaramillo, Chief Development Offer Kathleen Sharman, Chief Financial Officer Tianna Dumond, Senior Vice President, Internal Audit Daniel J. Gerber, General Counsel Aracelis Mercado, Assistant to Chief Executive Officer Anna Farmer, Manager, Board Services and Recording Secretary

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. Lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

Before the meeting began, Chairman Weisheyer asked ARFF Lieutenant David Sorondo, Deacon for the Diocese of Orlando, to bring the invocation.

Next, Mr. Gerber read the Conflict of Interest Statement; there were no affirmative responses from the Board members.

APPROVAL OF MINUTES

1. Upon motion by Immediate Past Chair Good, second by Dr. Evans, vote carried to accept the board meeting minutes of April 24, 2024, as written.

Special recognition was given to Immediate Past Chair Good for his service and leadership over the past five years.

CONSENT AGENDA

2. Upon motion by Mayor Dyer, second by Mayor Demings, vote carried to adopt a resolution as follows: It is hereby resolved by the Greater Orlando Aviation Authority Board that the following Consent Agenda items are approved, accepted, and adopted and execution of all necessary documents is authorized by the Aviation Authority's Officers or Chief Executive Officer:

A. accept for filing the following minutes: January 30, February 6, February 13, February 27, March 5, March 12, March 19, and March 26, 2024 Construction Committee; April 2, 2024 Construction Finance Oversight Committee; May 24 (W447 Interviews), and October 10, 2023 Procurement Committee; August 4, September 20, and November 6, 2023 Retirement Benefits Committee;

B. accept the recommendation of the Construction Committee and approve a No-Cost Addendum to each of the Continuing Transportation Planning Services Agreements with the both firms, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel, as follows: HDR Engineering, Inc. to exercise both one-year renewal options and extend the Agreement to October 1, 2026; and, HNTB Corporation to exercise both one-year renewal options and extend the Agreement to June 10, 2026;

C. accept the recommendation of the Construction Committee to: (1) deem the proposals received from Encore Hospitality Carpet and Sanford Federal Inc. as non-responsive; (2) award Solicitation No. 24-136-IFB for the purchase of Woven Custom Carpet in support of BP No. 00485, Hyatt Lobby Renovation (Design/Build) at MCO, to Royal Thai Americas, Inc, for the total amount of $283,689.45, with funding from previously-approved Capital Expenditure Funds; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

D. accept the recommendation to ratify the Resolution to: (1) accept Amendment No. 2 to PTGA FM 448578-1; and, (2) authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents;

E. accept the recommendation to ratify the Resolution to: (1) accept Amendment No. 1 to PTGA FM 448578-1; and, (2) authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents;

F. accept the recommendation of the Construction Committee and approve a Job Order Construction Services Addendum to the Continuing Low Voltage Construction Services Agreement with Orlando Business Telephone Systems, Inc. for L-00083, FOC Installation – North Terminal Main Communications Room to South Terminal ITF Main Communications Room, at MCO, for the total direct-negotiated amount of $318,423.82 , with funding from previously-approved Capital Expenditure Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

G. accept the recommendation of the Construction Committee and approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Co. for V-01028, Centerfield ARFF Temporary Kitchen and Demolition, at MCO, for the total direct-negotiated amount of $321,366.63, with funding from previously-approved Capital Expenditure Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

H. accept the recommendation of the Construction Committee to: (1) approve Change Order No. Bid Package (BP) S00195-38 for $750,000 and no time extension, with funding as outlined in Attachment A; (2) approve Change Order No. BP S00195-39 for $386,364 and no time extension, with funding as outlined in Attachment A; and, (3) authorize an Aviation Authority Officer of the Chief Executive Officer to execute the change orders following satisfactory review by legal counsel;

I. accept the recommendation of the Procurement Committee to: (1) approve the ranking of the shortlisted firms for Continuing On-Call Architecture and Engineering Consulting Services at MCO and ORL; (2) authorize hourly rate negotiations with the five top-ranked firms in accordance with the Aviation Authority's policy; and, (3) subject to successful negotiations with the five top-ranked firms: (a) approve a no cost Continuing On-Call Architecture and Engineering Consulting Services at MCO and ORL Agreement, for its negotiated hourly rates; and, (b) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel, as follows: FIRST:Garver Engineers, LLC; SECOND: Michael Baker International, Inc.; THIRD: RS&H, Inc.; FOURTH: C&S Engineers, Inc.; FIFTH:Kimley-Horn and Associates, Inc.; SIXTH: Mead and Hunt, Inc.; SEVENTH: Avcon, Inc.; EIGHTH: AECOM Technical Services, Inc.; NINTH: AtkinsRéalis USA Inc.;

J. accept the recommendation of the Procurement Committee to: (1) exercise the first renewal option of Purchasing Contract 10-22, Trash Removal Services with Republic Services of Florida, LP; (2)

authorize funding from the Operations and Maintenance Fund in the not-exceed amount of $805,500; and, (3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

K. accept the recommendation of the Procurement Committee to: (1) allow multiple purchase orders to be issued to various landfill facilities; (2) authorize funding from Operations and Maintenance Fund in the not-to-exceed amount of $622,800; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel;

L. accept the recommendation of the Procurement Committee to: (1) approve Amendment No. 3, the second and final renewal option of Purchasing Contract No. 10-20, Roadway Landscape Maintenance and Irrigation Services; (2) authorize funding for a not-to-exceed amount of $594,771.37 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;

M. accept the recommendation of the Procurement Committee to: (1) approve Amendment No. 3, the second and final renewal option of Purchasing Contract No. Electrical & Relamping Services, with M&M Electric of Central Florida Inc.; (2) authorize funding in a not-to-exceed amount of $752,282.95 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;

N. accept the recommendation of the Procurement Committee to: (1) award Bid 24-385-IFB Dock Leveler Preventative Maintenance and Repair Services to C&D Industrial Maintenance; (2) authorize funding for a not-to-exceed amount of $428,290 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;

O. accept the recommendation of the Procurement Committee to: (1) award Bid 24-376-IFB Trailer Complex Janitorial Maintenance Services to American Janitorial Maintenance and Services Inc.; (2) authorize funding for a not-to-exceed amount of $921,839.50 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;

P. accept the recommendation to: (1) approve Amendment 4 to the Automated Retail Concession Agreement with Prepango, LLC to extend the term on a month-to-month basis not to exceed twelve months; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

Q. accept the recommendation to appoint the following voting members to serve on the Capital Management Committee per Organizational Policy Section 120.13, effective May 16, 2024: Chief Executive Officer; Senior Vice President Capital Programs; Senior Vice President, Operations; and Senior Vice President, Planning and Environmental;

R. accept the recommendation of: (1) the Chief Executive Officer to amend policies 120.09, 120.14, 120.16, and 120.05 effective immediately to define the terms of office to two-year terms running from May of even-numbered years to May of the next even-numbered year; (2)allow replacement appointments, if any, to serve only to the expiration of the replaced member’s term; and, (3) to amend the membership of the Finance Committee;

S. accept the recommendation to confirm the Chairman’s Committee appointments.

Chairman Weisheyer stated that those committees that Mr. Mateer was appointed to will have a vacancy until a new member is appointed to the Board.

Immediate Past Chair Good sought clarification that the Chairman could make reappointments to Committees as a need arises or as he deems appropriate. Legal Counsel responded affirmatively.

PROCUREMENTS

3. Mrs. Tracy Conner-Harris, Vice President of Concessions, presented the North Terminal Concessions procurment packages for information purposes only.

CHIEF EXECUTIVE OFFICER REPORT

4. Mr. Thibault’s report included the following:

- **i.** April 2024 Passenger Numbers – 2.45 Million which was third busiest in the Nation
- **ii.** Strategic Plan priority of ‘Community’
  - i. Kathleen M. Sharman, Chief Financial Officer, was part of a panel discussion at AAAE Annual Meeting

ii. Yovannie Rodriguez, Chief Administrative Officer was on the panel for 'A Walk In Her Shoes'

iii. Updates on Concessions Solicitations Outreach and Small Business Community

iv. Upcoming retirement for two leadership members of GOAA; Luis Olivero, Assistant Vice President of Government Affairs, and Brian Gilliam, Vice President of Security

v. Colonel Joe Kittinger Award Recipient – Captain Steve "Snak" Nakagawa

NEW BUSINESS ITEMS

5. Using visual aids (copies on file); Staff presented the following new business items.

A. New Business Item A is a Recommendation to Approve Concessions Limitations for North Terminal Concessions Packages for Estimated Release in 2024 and 2025

There were two speakers for this item:

Eric Clinton, representing Unite Here! Local 362, spoke as both informational and an opponent of this item, providing background on the union and expressing concern for the current employees.

Abismael Colon Gomez, representing HMS Host and Unite Here! Local 362, spoke as an opponent of this item, expressing concern about losing work stability.

Discussion ensued with regard to the limitation percentages assigned to each package.

Mayor Demings questioned if we received any feedback from current or potential concessionaires. Mrs. Conner-Harris stated that the department spoke with both types of concessionaires regarding the packaging but not the limitations, and that they did not receive any negative feedback. She went on to say it is in our best interest to diversify the operators. Mayor Demings also questioned why we want to change limitations. Mrs. Conner-Harris reminded the Board that there have always been limitations; this new version will give customers the greatest variety of concessions.

Immediate Past Chair Good stated the way to take care of our community is to be fiscal stewards of what we have and to delight the traveling public by offering them plenty of options and a delightful experience.

Mayor Dyer asked if the three phases cover the totality of the concessions. Mrs. Conner-Harris affirmed and stated that the phases included the total concessions except for the Themes, Duty-Free and ancillary services. He then asked if any current concessionaire currently holds more than 20%. Mrs. Conner-Harris stated that there is a concessionaire who currently holds 40%. Mayor Dyer favors giving more people the opportunity.

Vice-Chair Evans spoke briefly in opposition to the limitation.

Chairman Weisheyer stated he is in favor of this item, staying mindful of unintended consequences. Immediate Past Chair Good stated he also is in favor of this item, knowing there is flexibility in changing limitation rules for future packages if needed.

Upon motion by Immediate Past Chair Good, second by Mayor Dyer, vote carried five in favor, and one against, to accept staff's recommendation to limit a Proposer to the award of 20% of the North Terminal Food and Beverage Program and 25% of the North Terminal Retail Program based on square footage. "Proposer" shall be defined as any entity with a substantial interest in the entity identified as the Proposer in response to the Request for Proposals. "Substantial interest" means an equity interest of 20% or greater in the Proposer (i.e. the entity which will hold the concession agreement), or any interest (equity, debt, guarantor, parent or otherwise) which would give the entity holding the interest the power to control the concessionaire.

B. New Business Item B is a Recommendation to Approve the East Hall Theme Retail Agreement with SeaWorld Parks and Entertainment, LLC

Upon motion by Mayor Demings, second by Dr. Evans, vote carried to: (1) approve the East Hall Theme Retail Concession Agreement with SeaWorld Parks and Entertainment, LLC; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

C. New Business Item C is a Recommendation to Approve Amendment 1 to the Distributed Antenna System Agreement (DAS Agreement) with New Cingular Wireless PCS

Upon motion by Mayor Dyer, second by Mrs. Kirkegard, vote carried to accept the recommendation to: (1) approve Amendment 1 to the DAS Agreement with New Cingular Wireless PCS (AT&T) to extend the term to expire on April 30, 2030; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

D. New Business Item D is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 3 to the Executive Program Management and Oversight (EPMO) Services for Terminal C Programs Agreement with Jacobs Project Management Co. (Jacobs) for Staff Extensions, Billing Rate Adjustments, and Inspector/Material Testing Resources in support of Bid Package (BP) No. S00196, Terminal C, Phase 1 Expansion, Airfield Civil, Apron and Taxiway Paving, and Ground Support Equipment (GSE) Facility at the Orlando International Airport (MCO)

Upon motion by Mrs. Kirkegard, second by Mayor Demings, vote carried to accept the recommendation of the Construction Committee to approve an Amendment to Addendum No. 3 to the Executive Program Management and Oversight (PMO) Services for the Terminal C Programs Agreement with Jacobs Project Management Co. for Inspector Resources for the Terminal C, Phase 1 Expansion BP No. S00196, Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility, Staff Extension, and Billing Rate Adjustments to Addendum No. 3 at MCO, for a total amount of $5,208,446.53, which includes the not-to-exceed fee amount of $4,289,060.53 and the not-to-exceed expenses amount of $919,386.00, with funding from FDOT grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, and General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

E. New Business Item E is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 48 to the General Consulting Services Agreement with Ricondo & Associates, Inc. (Ricondo) for Concept Refinement in support of W-S00211, Development of the PDD for the Terminal C, Phase 2, Program at the Orlando International Airport (MCO)

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 48 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Concept Refinement in support of W-S00211, Development of the PDD for the Terminal C, Phase 2, Program, for the total not-to-exceed fees amount of $1,018,559, with funding from previously-approved Capital Expenditure Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

F. New Business Item F is a Recommendation to Approve a Memorandum of Agreement (MOA) with U. S. Customs and Border Protection (CBP) for Information Technology Infrastructure Upgrade at Orlando International Airport

Upon motion by Mayor Demings, second by Mayor Dyer, vote carried to: (1) approve a Memorandum of Agreement with U. S. Customs and Border Protection for Information Technology infrastructure upgrade at Orlando International Airport; (2) authorize funding for the IT equipment upgrade in the amount of $890,422 and for the recurring annual network maintenance costs in the amount of $24,600 from the Capital Expenditure

Fund and 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.

G. New Business Item G is a Recommendation of the Procurement Committee to Approve Amendment No. 2, Four Months Extension to Purchasing Contract 19-20, Customer Service Ambassadors Services with Real Time Services d/b/a Top Talent Staffing (Top Talent)

Chairman Weisheyer stated that during his board briefing, he asked about the ambassadors to ensure they are meeting the needs of our passengers and commented that we should keep in mind that they should be proactive as opposed to reactive.

Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the recommendation of the Procurement Committee to: (1) extend Purchasing Contract 19-20, Customer Service Ambassadors Services with Real Time Services d/b/a Top Talent Staffing, for a period of up to four months; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of $2,222,500; and, (3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ADJOURNMENT

6. There being no further business to be considered, Chairman Weisheyer adjourned the meeting at 2:50 p.m.

(Digitally signed on June 19, 2024)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer