On **TUESDAY, DECEMBER 19, 2023**, the **AD HOC COMMITTEE FOR REQUEST FOR PROPOSALS 24-108 $550M REVOLVING LINE OF CREDIT** met in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport, One Jeff Fuqua Boulevard, Orlando, Florida. The meeting, having been posted in accordance with Florida Statutes, was called to order at 10:01 a.m.

Committee Members Present:	Kathleen M. Sharman, Chief Financial Officer, Chair Yovannie Rodriguez, Chief Administrative Officer Tianna Dumond, Senior Vice President, Internal Audit
Also present:	Mickey Joseph, Senior Manager, Debt and Investments Annmarie Wise, Senior Purchasing Agent LuAnn Fisher, Manager of Finance Administration and Strategic Projects William Case, PFM Financial Advisors Dan Gerber, General Counsel Doug Starcher, Legal Counsel, Nelson Mullins Riley & Scarborough Kasie Berube, Recording Secretary

Chair Sharman read the following statement: 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.

If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this Committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal. Any appeal must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to yovannie.rodriguez@goaa.org by 4:00 p.m., December 26th, 2023.

Any member of the public who wishes to address the committee on an agenda item being considered at this meeting must notify the committee in writing by submitting a completed Appearance Request Form. This form may be requested from the Recording Secretary.

All Ad Hoc Committee (Committee) members confirmed there were no conflicts of interest related to the evaluation of proposals regarding 24-108 $550M Revolving Line of Credit (RFP).

CONSIDERATION OF PROPOSALS RECEIVED

Chair Sharman turned it over to Ms. Annmarie Wise to begin the presentation of staff reports.

Ms. Wise stated that the Aviation Authority received 4 responses in association to RFP 24-108. The Proposers were listed in alphabetical order as follows:

- Bank of America, NA (Bank of America)
- Barclays Bank, PLC (Barclays)
- JP Morgan, Chase Bank (JP Morgan)
- Wells Fargo Bank (Wells Fargo)

Ms. Wise went on to state that for all 4 Proposers, Sun Biz information was verified, the minimum requirement of 5-years' experience was met, and all met the long-term and short-term rating requirements. Ms. Wise advised that 3 of the 4 respondents agree with the Aviation Authority's proposed terms and conditions and that Bank of America is willing to keep the same prior agreement with the Aviation Authority, however JP Morgan took some exceptions located on pages 18 and 19 of the firm's response. All Proposers provided references, all received comments of "excellent" and "satisfactory", and overall the references mentioned that they would continue using the bank.

Ms. Wise advised that all forms were received and verified and confirmed that there were no insurance or small business requirements for the RFP.

Chair Sharman requested confirmation of JP Morgan being the only firm to take exception to the contract, and Ms. Wise confirmed JP Morgan had two pages of exceptions to the contract. Mr. Joseph added that Barclays did not have any exceptions to the contract, however, they made a small exception to the willingness to terminate without penalty. The Committee and Legal stated that would constitute an exception on Barclays' behalf. Chair Sharman corrected the statement that 3 out of the 4 Proposers agreed to the Aviation Authority's terms and conditions, clarifying that 2 of the 4 Proposers accepted the proposed terms, and the other 2 firms did take exceptions.

Chair Sharman asked if there were any other questions. No questions or further clarification was requested prompting Chair Sharman to turn it over to Mr. Joseph for review of the schedule of fees and other specific information found in the proposals.

Mr. Joseph began by stating that all Proposers share similar strong ratings from Moody's, S&P Global Ratings, and Fitch, with the only noted differentiator being that Moody's reported a negative outlook for JP Morgan. Mr. Joseph followed up by stating all other outlooks were reported as stable, and all Proposers demonstrated sufficient capital to support their proposed commitments. Both Bank of America and Wells Fargo confirmed their willingness to allow the Aviation Authority to reduce the commitment amount or terminate the line of credit at any time and at a sole discretion without payment of any termination fees or other related fees and or expenses associated with reducing or terminating the line of credit prior to the stated expiration date. Barclays would allow such action without penalty only after the one-year anniversary date, and JP Morgan did not confirm any willingness with regards to such action. With regards to proposed facility amounts, the finding was as follows:

- Bank of America: ranges between $275 million and $350 million

- JP Morgan: ranges between $275 million and $350 million
- Wells Fargo: ranges between $275 million and $350 million
- Barclays Bank: $100 million

As far as entering agreements with the Authority the following willingness was found:

- Bank of America: 5 years
- Barclays Bank: 3 years
- JP Morgan: 2 - 3 years
- Wells Fargo: 2 - 3 years

Mr. Joseph made mention that all Proposers proposed using some form of the Secured Overnight Federal Rate Index (SOFR) for both tax-exempt and taxable draws. Bank of America, JP Morgan, and Wells Fargo proposed 79%-80% of the index for tax-exempt draws while Barclays proposed 100% of the index. For taxable draws, all proposals were at 100% of SOFR. Interest on tax-exempt draws proposed by Bank of America provided a range of 46-65 total basis points, followed by Wells Fargo with a range of 50-80 basis points. JP Morgan listed a range from 105-107.5 basis points while Barclays listed 185 basis points. Regarding interest on taxable draws, Bank of America provided a range of 59-82 total basis points, followed by a range of 77-115 basis points from Wells Fargo while JP Morgan listed a range of 105-107.5 basis points and Barclays listed 185 basis.

Mr. Joseph stated that Barclays did not offer any favorable index discounts or spreads with regards to tax-exempt draws. Regarding legal counsel fees and expenses, the following was found:

- Bank of America: between $15,000 and $35,000
- JP Morgan: between $15,000 and $35,000
- Wells Fargo: between $15,000 and $35,000
- Barclays Bank: between $50,000 and $60,000

Ms. Rodriguez followed up to clarify that Barclays offered the lowest line of credit facility at $100 Million and had the highest rates of all Proposers, as well as having termination exceptions in the contract. Ms. Dumond stated she did not have any questions but rather commented on the fact that all were very strong banks that proposed, and that the Aviation Authority is very fortunate to have the relationships of that of the incumbents. Ms. Dumond made the comment that this comes down to more of a financial decision in terms of what is most advantageous for the Aviation Authority.

Discussion of the incumbent banks ensued amongst. Chair Sharman stated that based on rates proposed, the willingness to accept the Aviation Authority's terms and conditions, and because the proposed aggregate principal amount will result in the $550M total facility needed by the Aviation Authority, that it would be advantageous to the Aviation Authority to continue with the incumbent firms, Bank of America and Wells Fargo. Chair Sharman asked Mr. Gerber for clarification on ranking the firms and staff's ability to continue to negotiate with the two incumbents. Mr. Gerber advised that Chair Sharman can make a recommendation to negotiate. Both Ms. Dumond and Ms. Rodriquez agreed with said approach and reiterated that this is a financial decision, and that favorable pricing is what is most advantageous to the Aviation Authority.

Upon motion of Ms. Dumond, and second by Ms. Rodriguez , the Committee voted to recommend to Finance Committee to (1) deem the proposals received by Bank of America, N.A. and Wells Fargo, N.A. as being most advantageous to the Aviation Authority; (2) as a result of the aggregate amount of the proposals exceeding the maximum facility amount sought by the Aviation Authority, and the proposals differing in duration and price, authorize the Chief Financial Officer, with the assistance of staff and legal counsel, to negotiate final terms of the facilities with each of Bank of America, NA and Wells Fargo, NA, including, but not limited to, the amount, length of agreement, and final pricing of each facility; and (3) present the results of those negotiations to the Finance Committee and Aviation Authority board at a future meeting for final approval.

Having no further business to be considered, Chair Sharman adjourned the meeting at 10:18 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman
Chairperson

KB

Kasie Berube
Recording Secretary

On **TUESDAY, NOVEMBER 21, 2023**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Marble called the meeting to order at 9:00 a.m. Chair Marble read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present:
Max Marble, Chair
Marie Dennis, Vice Chair
Gary Hunt, Vice President, Facilities
Pete Pelletier, Vice President, Information Technology
Tricia Cottman, Vice President, Risk Management

Also participating:
Dan Gerber, Legal Counsel (Rumberger, Kirk, & Caldwell)
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Scott Shedek, GOAA Construction
Tuan Nguyen, GOAA Engineering
Ben Brown, Loyal Wingman, LLC
Colin Paterson, The Roderick Group, Inc. dba Ardmore Roderick
Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
Ksenia Merck, K. Merck & Associates
Jamie McGonagill, Geotech Consultants International, Inc. dba GCI, Inc.
Pankaj Gupta, Jacobs Project Management Co.
Ross Spence, AECOM Technical Services, Inc.
Fransheska Archbold-Brown, Recording Secretary

CHANGE ORDERS

A. **CHANGE ORDER BP-S00183-14 FOR FINAL CHANGE ORDER.** Mr. McGonagill presented the request for Change Order No. 14 on BP-S00183, Buildout of ASC Level 1, West Concourse, with Collage Design and Construction Group, Inc. dba The Collage Companies. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve Change Order BP-S00183-14, Buildout of ASC Level 1, West Concourse, with Collage Design and Construction Group, Inc. dba The Collage Companies, for the total deductive amount of ($20,885.02), and no time extension, with funding from General Airport Revenue Bonds.

B. **CHANGE ORDER BP-00496-06 FOR FINAL CHANGE ORDER.** *[A handout was presented, which includes a revised memorandum.]* Mr. Brown presented the request for Change Order No. 06 on BP-00496, East Airfield Taxiways Rehabilitation - Phase 2, with Hubbard Construction Company. Discussion ensued.

Upon motion of Mr. Pelletier, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of Change Order BP-00496-06, East Airfield Taxiways Rehabilitation - Phase 2, with Hubbard Construction Company, for the total deductive amount of ($831,203.80), and a 42 calendar day time extension to Substantial Completion, with funding from FAA and FDOT Grants to the extent eligible, previously-approved Capital Expenditure Funds, and General Airport Revenue Bonds.

C. **CHANGE ORDER H-S00029-06 FOR VARIOUS REVISIONS.** Mr. Brown presented the request for Change Order No. 06 on H-S00029, Airfield Civil Restart Enabling Work, with The Middlesex Corporation. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of Change Order H-S00029 -06, Airfield Civil Restart Enabling Work, with The Middlesex Corporation, for the total deductive amount of ($117.00), and a 150 calendar day time extension to Substantial Completion, with funding from previously-approved Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds.

D. **CHANGE ORDER H-00328-01 FOR VARIOUS REVISIONS.** Mr. Paterson presented the request for Change Order No. 01 on H-00328, FY 2023 AS 3 Ramp Slab Rehabilitation with Carr & Collier, Inc. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve Change Order H-00328-01, FY 2023 AS 3 Ramp Slab Rehabilitation, with Carr & Collier Inc., for the total deductive amount of ($234,823.72), and no time extension, with funding from previously-approved Capital Expenditure Funds.

E. **CHANGE ORDER V-00988-02 FOR VARIOUS REVISIONS.** Mr. Paterson presented the request for Change Order No. 02 on V-00988, Beachline Warehouse Roof Replacement, with H.A Contracting Corporation. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Pelletier, vote carried to approve Change Order V-00988-02, Beachline Warehouse Roof Replacement, with H.A Contracting Corporation, for the total amount of $39,750.29, and no time extension, with funding from previously-approved Capital Expenditure Funds.

NEW BUSINESS

A. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 45 TO THE ARCHITECT OF RECORD FOR SOUTH TERMINAL C, PHASE 1, AGREEMENT WITH HNTB CORPORATION FOR ADDITIONAL CONSTRUCTION PHASE SERVICES FOR BP-S00195, TERMINAL C, PHASE 1 EXPANSION (P1X), AIRSIDE CONCOURSE (GATES C250 – C253), AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and Backup Documentation.] Mr. Gupta presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of an Amendment to Addendum No. 45 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Additional Construction Phase Services for BP-S00195, Terminal C, Phase 1 Expansion (P1X), Airside Concourse (Gates C250 - C253), Architect of Record Services (& Major Subs) at the Orlando International Airport, for the total lump sum fees of $1,551,178.00, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, and General Airport Revenue Bonds.

B. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING ELECTRICAL CONSTRUCTION SERVICES AGREEMENT WITH ELECTRIC SERVICES, INC. FOR E-S00015 TERMINAL C KVAR PILOT PROJECT PROGRAM, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum.] Ms. Merck presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve a Job Order Construction Services Addendum to the Continuing Electrical Construction Services Agreement with Electric Services, Inc. for E-S00015 Terminal C KVAR Pilot Program, for the total direct-negotiated amount of $135,218.71 and waive the requirement for Performance and Payment Bonds, with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds.

C. **REQUEST FOR APPROVAL TO REJECT ALL BIDS RECEIVED SEPTEMBER 14, 2023, AND REQUEST FOR RECOMMENDATION OF APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING LOW VOLTAGE CONSTRUCTION SERVICES AGREEMENT WITH QUALITY CABLE CONTRACTORS, INC., FOR THE AWARD OF E-00281 AIRSIDE 4 PA SYSTEM UPGRADE AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and OSBD.] Mr. McGonagill presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to (1) reject all bids received on September 14, 2023; and (2) recommend approval of a Job Order Construction Services Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc., for the Award of E-00281, Airside 4 PA System Upgrade, for the total direct-negotiated amount of $3,692,147.00, with funding from previously approved General Airport Revenue Bonds.

D. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING ELECTRICAL CONSTRUCTION SERVICES AGREEMENT WITH POWER ENGINEERING GROUP, INC. FOR E-00287 PARKING GARAGE EV CHARGING STATIONS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Corthell presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve a Job Order Construction Services Addendum to the Continuing Electrical Construction Services Agreement with Power Engineering Group, Inc., for E-00287 Parking Garage EV Charging Stations, for the total direct-negotiated amount of $206,302.15, with funding from previously-approved Capital Expenditure Funds.

E. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE CONTINUING HORIZONTAL CONSTRUCTION SERVICES AGREEMENT WITH THE MIDDLESEX CORPORATION FOR THE AWARD OF H-00361 JFB (LOOP ROAD) TERMINAL B ENTRANCE RECONFIGURATION (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Continuing Horizontal Construction Services Agreement with The Middlesex Corporation for the award of H-00361, JFB (Loop Road) Terminal B Entrance Reconfiguration (Design/Build), at the Orlando International Airport, for the total direct-negotiated amount of $3,490,000.00, with funding from previously-approved General Airport Revenue Bonds.

F. **REQUEST FOR RECOMMENDATION OF AN ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH H.A. CONTRACTING CORPORATEION FOR THE AWARD OF V-00982 MCO CAMPUS KEY AND LOCK REPLACEMENT AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Corthell presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Continuing Vertical Construction Services Agreement with H.A. Contracting Corporation for the Award of V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport for the total bid amount of $419,900.00, with funding from FDOT Grants to the extent eligible, and Line of Credit to be reimbursed by General Airport Revenue Bonds.

G. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES PROFESSIONAL AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR W-00496 NORTH TERMINAL REFRESH FOR AIRSIDES 1, 2 AND 3 RESTROOM IMPROVEMENTS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and Backup Documentation.] Mr. Spence presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, second by Ms. Cottman, vote carried to approve an Addendum to the General Consulting Services Professional Agreement with Ricondo & Associates, Inc. for the Preparation of a Design Criteria Package for W-00496 North Terminal Refresh for Airsides 1, 2, and 3 Restroom Improvements, for the total not-to-exceed fee amount of $195,303.00, with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds.

H. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE CONSTRUCTION PAYMENT APPLICATION AND INVOICE REVIEW, FINANCIAL CONSULTING FOR THE CAPITAL IMPROVEMENT PROGRAM (CIP) AND CAPITAL INITIATION REQUESTS (CIR); AND AUDIT AND ADVISORY SERVICES AGREEMENT WITH CARR, RIGGS & INGRAM LLC FOR AUDIT AND ADVISORY SERVICES RELATED TO MCO AND ORL (CATEGORY 6) AT THE ORLANDO INTERNATIONAL AND EXECUTIVE AIRPORTS.**
Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Pelletier, vote carried to recommend to the Aviation Authority Board approval of n Addendum to the Construction Payment Application and Invoice Review, Financial Consulting for the Capital Improvement Program and Capital Initiation Requests; and Audit and Advisory Services Agreement with Carr, Riggs & Ingram, LLC for Audit and Advisory Services related to MCO and ORL (Category 6), for the total not-to-exceed fee amount of $322,500.00, with funding from Operation and Maintenance Funds. *(Funding required in current and subsequent fiscal years will be allocated from the Operation and Maintenance Funds, as approved through the budget process and when funds become available.)*

I. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 3 TO THE CONSTRUCTION PAYMENT APPLICATION AND INVOICE REVIEW, FINANCIAL CONSULTING FOR THE CAPITAL IMPROVEMENT PROGRAM (CIP) AND CAPITAL INITIATION REQUESTS (CIR); AND AUDIT AND ADVISORY SERVICES AGREEMENT WITH CARR, RIGGS & INGRAM, LLC FOR ADDITIONAL CONSTRUCTION PAYMENT APPLICATION AND INVOICE REVIEW SERVICES (CATEGORY 2) AT THE ORLANDO INTERNATIONAL AND EXECUTIVE AIRPORTS.**
Ms. Dennis presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to recommend to the Aviation Authority Board approval of an Amendment to Addendum No. 3 to the Construction Payment Application and Invoice Review, Financial Consulting for the Capital Improvement Program and Capital Initiation Requests; and Audit and Advisory Services Agreement with Carr, Riggs & Ingram, LLC for Additional Construction Payment Application and Invoice Review Services at the Orlando International and Executive Airports (Category 2), for the total not-to-exceed fee amount of $465,000.00, with funding from Operation and Maintenance Funds. *(Funding required in current and subsequent fiscal years will be allocated from the Operation and Maintenance Funds, as approved through the budget process and when funds become available.)*

J. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 4 TO THE CONSTRUCTION PAYMENT APPLICATION AND INVOICE REVIEW, FINANCIAL CONSULTING FOR THE CAPITAL IMPROVEMENT PROGRAM (CIP) AND CAPITAL INITIATION REQUESTS (CIR); AND AUDIT AND ADVISORY SERVICES AGREEMENT WITH CARR, RIGGS & INGRAM LLC FOR ADDITIONAL CIP AND CIR SURPPORT SERVICES TO THE FINANCE DEPARTMENT AT THE ORLANDO INTERNATIONAL AND EXECUTIVE AIRPORTS (CATEGORY 3).**
Ms. Dennis presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Hunt, vote carried to recommend to the Aviation Authority Board approval of an Amendment Addendum No. 4 to the Construction Payment Application and Invoice Review, Financial Consulting for the Capital Improvement Program and Capital Initiation Requests; and Audit and Advisory Services Agreement with Carr, Riggs & Ingram, LLC for Additional CIP and CIR Support Services to the Finance Department at the Orlando International and Executive Airports (Category 3), for the total not-to-exceed fee amount of $479,250.00, with funding from Operation and Maintenance Funds. *(Funding required in current and subsequent fiscal years will be allocated from the Operation and Maintenance Funds, as approved through the budget process and when funds become available.)*

K. **REQUEST FOR APPROVAL OF A NO-COST AMENDMENT TO ADDENDUM NO. 10 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH THE RODERICK GROUP, INC. DBA ARDMORE RODERICK FOR ADJUSTMENT OF LABOR RATES AND DECREASE IN OAR STAFFING HOURS ESTIMATE FOR BP-00497 MCO TAXIWAYS G & H REHABILITATION – PHASE 1, INCLUDING THE BASE BID AND ADD ALTERNATES 1, 2 AND 3 AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and Backup Documentation.] Mr. Nguyen presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve a no-cost Amendment to Addendum No. 10 to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc. dba Ardmore Roderick for Adjustment of Labor Rates and Decrease in OAR Staffing Hours Estimate for the BP-00497, MCO Taxiways G & H Rehabilitation – Phase 1, including the Base Bid Add Alternates 1, 2 and 3 at the Orlando International Airport; there is no fiscal impact.

L. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 26 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI INC. FOR ADDITIONAL DESIGN AND CONSTRUCTION PHASE OAR SERVICES FOR BP-S00199 TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOT (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum.] Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve an Amendment to Addendum No. 26 to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. for Additional Design and Construction Phase OAR Services for BP-S00199 Train Station Passenger Drop-Off Lobby Parking Lot (Design/Build), for the total not-to-exceed fee amount of $34,620.00, with funding from previously-approved Capital Expenditure Funds.

M. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI INC. TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR E-00281, AIRSIDE 4 PA SYSTEM UPGRADE, AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum.] Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. to provide Construction Phase OAR Services for E-00281, Airside 4 PA System Upgrade, for the total not-to-exceed fee amount of $219,914.00, with funding from previously approved General Airport Revenue Bonds.

N. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH PSA CONSTRUCTORS, INC. DBA PSA MANAGEMENT INC. TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR E-00287, GARAGE EV CHARGING STATIONS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. to provide Construction Phase OAR Services for E-00287, Garage EV Charging Stations, for the total not-to-exceed fee amount of $15,671.00, with funding from previously-approved Capital Expenditure Funds.

O. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 2 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES WITH THE RODERICK GROUP, INC., DBA ARDMORE RODERICK FOR A NO COST REALLOCATION TO PROVIDE LABORATORY TESTING SERVICES FOR H-00328 FY 2023 AIRSIDE 3 RAMP SLAB REPLACEMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Amendment to Addendum No. 2 to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for a No Cost Reallocation to provide laboratory testing services for H-00328 FY 2023 Airside 3 Ramp Slab Replacement, for the total amount of $0.00, which includes the deductive not-to-exceed fee amount of ($723.00), and the not-to-exceed expenses of $723.00, with funding from previously-approved Capital Expenditure Funds.

P. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES WITH COST MANAGEMENT, INC. DBA CMI FOR COST ESTIMATING SERVICES FOR W-S00211 TERMINAL C, PHASE 2, PROGRAM AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Marble presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Cost Management, Inc. dba CMI for Cost Estimating

Services for W-S00211, Terminal C, Phase 2 program, for the total not-to-exceed fee amount of $216,240.00, with funding from previously-approved Capital Expenditure Funds.

Q. **REQUEST FOR RECOMMENDATION OF APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 7 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES WITH PSA CONSTRUCTORS, INC. DBA PSA MANAGEMENT, INC. FOR CONSTRUCTION PHASE OAR SERVICES FOR V-00982 MCO CAMPUS KEY AND LOCK REPLACEMENT.**
Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of an Amendment to Addendum No.7 to the Continuing Program and Project Management Services with PSA Constructors, Inc. dba PSA Management, Inc. for Construction Phase OAR Services for V-00982 MCO Campus Key and Lock Replacement, for the total not-to-exceed fee amount of $488,902.00, with funding from FDOT Grants to the extent eligible and Line of Credit to be reimbursed by future General Airport Revenue Bonds.

R. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 11 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES WITH THE RODERICK GROUP, INC. DBA ADRMORE RODERICK FOR AN INSPECTION TO EVALUATE THE EXISTING PTFE CANOPY SYSTEM FOR V-00992, REHABILITATION OF STRUCTURAL STEEL COMMERCIAL LANES CANOPIES AT THE ORLANDO INTERNATIONAL AIRPORT.**
[A handout was presented, which includes a Revised Memorandum and Backup Documentation.] Mr. Shedek presented the memorandum, dated November 21, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve an Amendment to Addendum No. 11 to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for an inspection to evaluate the existing PTFE canopy system for V-00992 Rehabilitation of Structural Steel Commercial Lanes Canopies, for the total amount of $6,668.00, which includes the not-to-exceed fee amount of $1,288.00, and the not-to-exceed expenses of $5,380.00, with funding from previously-approved Capital Expenditure Funds.

S. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT SERVICES FOR TERMINAL C PROGRAMS AGREEMENT WITH JACOBS PROJECT MANAGEMENT CO. FOR PROGRAM DEFINITION DOCUMENT SUPPORT FOR TERMINAL C, PHASE 2, PROGRAM AT THE ORLANDO INTERNATIONAL AIRPORT.**
This item was deferred.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order (FCO) Log

B. Revised Information Item for the Recommendation of Approval of an Amendment to Addendum No. 3 to the Executive Program Management and Oversight Services for Terminal C Programs Agreement with Jacobs Project Management Co. to provide Additional Core Team Executive Project Management and Oversight (PMO) Services for Terminal C Programs for W-S00149 Program Management and Oversight (PMO) Services for Terminal C Programs at the Orlando International Airport [From the Construction Committee on September 19, 2023, Item No. III-H].

C. Revised Memorandum for the Approval of an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. to provide Design Phase OAR Services for V-S0038 Terminal C Level 2 Moving Walkways at the Orlando International Airport [From the Construction Committee on October 24, 2023, Item No. IV-D].

D. Revised Memorandum for the Approval of Contractor Final Payment Authorization for Turner-Kiewit Joint Venture for GMPS [From the Construction Committee on November 7, 2023, Item No. IV-G].

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:50 a.m.

Jan 30, 2024

Max E. Marble, Chair
Construction Committee
Senior Vice President, Capital Programs

On **Tuesday, January 2, 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 10:00 a.m. The meeting was posted in accordance with Florida Statues with quorum participating. Office of the Governor, Executive Order Number 20-69.

Committee Members Present:

Kathleen Sharman, Executive Vice President/CFO and Chairperson
Scott Shedek, Vice President of Construction
Gary Hunt, Vice President of Facilities

Also Present:

Marie Dennis, Deputy Chief Financial Officer
Tom Draper, GOAA
Kathy Anderson, GOAA
Brad Friel, GOAA
Robert Furr, GOAA
Tracy Harris, GOAA
Colin Paterson, GOAA
Chris Deloatche, GOAA
Nils Johnson, CCS
Laini Schultz, CCS
Pankaj Gupta, Jacobs PMO
Drew Erickson, Jacobs PMO
Jim Wheeler, WSP
Bill Brooks, HNTB
Danielle Luda, CRI
Frederick Robinson, Anser Advisory
Heather Lee, 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**

A. **Minutes of the October 31, 2023 CFOC Meeting**

The Committee reviewed the meeting minutes from the October 31, 2023, CFOC. No comments or concerns were provided.

B. Minutes of the November 20, 2023 CFOC Meeting

The Committee reviewed the meeting minutes from the November 20, 2023, CFOC. No comments or concerns were provided.

C. Old Business

1. Airline Terminal Improvements – Chairperson Sharman stated this is still being monitored by Jackie Chan and her team for the relocation of Airlines.

2. Terminal C Enhancements Program – Chairperson Sharman stated Ms. Merck will provide a report when Action Item 5A6 is presented.

   Chairperson Sharman stated a CIP schedule will be presented with Old Business at future meetings. Chairperson Sharman stated the deadline is quickly approaching and she wants involvement from the CFOC committee. Chairperson Sharman stated the team has been meeting with key stakeholders to create a schedule to meet the target date of May.

V. <u>CONSENT AGENDA</u>

A. <u>ACTION ITEMS</u>

1. <u>Recommendation to Approve Budget Transfer Request for R-00100 – Emergency Roof Repairs and Waterproofing Maintenance</u>

Mr. Hunt presented a memorandum dated January 2, 2024, requesting the committee to approve budget transfer request for R-00100 – Emergency Roof Repairs and Waterproofing Maintenance. The current agreement for Continuing Roofing Construction Services between the Aviation Authority and P&A Roofing & Waterproofing Inc., which came into effect on February 8, 2019, expires on February 08, 2024. The Job Order (JO) R-00100 for Emergency Roof Repairs and Waterproofing, which was approved on September 16, 2022, under the current agreement, also expires on February 8, 2024. Based on the continuous roofing issues being experienced throughout the airport, the Aviation Authority will require these services until a new agreement is in place.

In order for the period of performance to be extended, a change order is required for the Aviation Authority's time extension request, as well as additional funding to cover the cost of the extended period of performance in the amount of $150,000. There are currently no available uncommitted funds in R-00100, therefore it is requested that funds be transferred from Fiscal Year (FY) 2024 Capital Initiation Request (CIR) #00041 - Emergency Roof Repairs to R-00100.

There are no reasonable alternatives under consideration. The fiscal impact of this request is utilization of $150,000 of Capital Expenditure funds from FY24 CIR00041.

Chairperson Sharman asked if an item has been presented at the Construction Committee Meeting. Mr. Shedek pointed out that the extension to the period of performance date in the issues section of the memo states August 2024, however the item approved at the Construction Committee meeting had a September 2024 date. Mr. Shedek suggest creating an Info Item to correct the date at the next CFOC meeting. The committee members agreed.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $150,000 of Capital Expenditure funds from Fiscal Year 2024 Capital Initiation Request #00041 – Emergency Roof Repairs to R-00100 – Emergency Roof Repairs and Waterproofing Maintenance.

2. <u>Recommendation to Approve Budget Transfer Request for V-00992 – A-Side Commercial Lane Canopy Structural Repairs</u>

Mr. Paterson presented a memorandum dated January 2, 2024, requesting the committee to approve budget transfer request for V-00992 – A-Side Commercial Lane Canopy Structural Repairs. On October 18, 2023, the Board approved a contract to be awarded to Clancy & Theys Construction Company in the amount of $1,980,592. The base bid was to remove and reinstall the existing PTFE fabric. Once construction began, additional damage to the fabric and cables securing the fabric was discovered. As a result, a professional assessment of all the canopies was done to determine the current condition and longevity of the existing fabric. Per the recommendation of the assessment, GOAA Facilities determined to replace the existing PTFE fabric with new fabric on 14 sections of Terminal-A Commercial Lane. Clancy & Theys submitted a proposal to furnish labor and material to remove and replace the 14 sections of PTFE fabric in the amount of $511,076.81.

There is currently $262,605 of available funds in V-00992. An additional $262,605 is needed to fund the request to install new PTFE fabric. It is requested that $45,252 be transferred from the completed project V-00997 – A-Side Canopy Structural Steel Refurbishment and that $217,353 be transferred from Fiscal Year (FY) Capital Initiation Request (CIR) #00640 – Repair and Paint Commercial Lane Canopy Structures to V-00992. The project team is confident that these transfers will provide sufficient funds to complete the projects based on conditions known at this time.

The alternatives are to reinstall the existing damaged PTFE fabric which may result in a near future project to replace the fabrics at higher prices. The fiscal impact is the utilization of $217,353 of FY24 CIR00640 Capital Expenditure funds.

Chairperson Sharman asked if the canopies were damaged as a result of a hurricane. Mr. Hunt stated at the time of assessing the hurricane damages this was not identified. Mr. Shedek stated the existing canopies are at the end of their life span.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $45,252 of Capital Expenditure funds from V-00997 –A-Side Canopy Structural Steel Refurbishment to V-00992 – A-Side Commercial Lane Canopy Structural Repairs; and (b) $217,353 of Capital Expenditure funds from Fiscal Year Capital Initiation Request #00640 – Repair and Paint Commercial Lane Canopy Structures to V-00992.

3. **<u>Recommendation to Approve Budget Reduction Request to ZC-381 – Reimbursement to Rent-A-Car Companies and Funding Request for H-00367 – Terminal A and B Rent–A-Car Quick-Turn-Around Fence Relocation, Rental Car Quick-Turn-Around Projects Program</u>**

Ms. Harris presented a memorandum dated January 2, 2024, requesting the committee to approve budget reduction request to ZC-381- Reimbursement to Rent-A-Car Companies and Funding Request for H-00367 – Terminal and B Rent-A-Car Quick-Turn-Around Fence Relocation, Rental Car Quick-Turn-Around Projects Program. At the March 7, 2023, Construction Finance Oversight Committee (CFOC) meeting, the recommendation to the board to approve the transfer of $2,500,000 of Customer Facility Charge (CFC) funds from the Rent-A-Car (RAC) Quick-Turn-Around (QTA) Capital Improvement Program (CIP) Unallocated to Reimbursement to Rental Automobile Concession Companies within the RAC QTA CIP program was approved. The Aviation Authority Board subsequently approved this transfer at the March 15, 2023, meeting.

Since the March CFOC and board meetings, it was determined that the reimbursement to the RAC companies can be funded with an alternative funding source.

Reapportionment of lease premises was planned before the October 1, 2022, effective date of the current agreement, but never materialized hence the effort to restart the project with H-00367 - Terminal A and B RAC QTA Fence Relocation. To accomplish this task, staff requests that $179,500 be transferred from ZC-352 – RAC Permanent QTA Restart CIP Unallocated to H-00367.

There are no reasonable alternatives under consideration. There is no overall impact to the RAC QTA program, however the CIP unallocated project will be increased by $2,320,500.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $2,500,000 of Customer Facility Charge (CFC) funds from ZC-381 – Reimbursement to Rent-A-Car Companies to ZC-352 – Rent-A-Car (RAC) Permanent Quick-Turn-Around (QTA) Capital Improvement Program Unallocated; and (b) $179,500 of CFC funds from ZC-352 to H-00367 – Terminal A and B RAC QTA Fence Relocation.

4. **<u>Recommendation to Approve Request to Transfer 2013A and 2019A General Airport Revenue Bond Funds to V-00990 – Baggage Handling System North Terminal High Speed Diverters, North Terminal Baggage Handling System Move/Add/Change Projects</u>**

Ms. Sharman presented a memorandum dated January 2, 2024, requesting the committee to approve a request to transfer 2013A and 2019A General Airport Revenue Bond Funds to V-00990 – Baggage Handling System North Terminal High Speed Diverters, North Terminal Baggage Handling System Move/Add/Change Projects. During Fiscal Year 2012, the Aviation Authority undertook the second phase of the baggage system optimization projects.

The reallocation of funding of the project close out resulted in unspent 2013A GARB construction bond proceeds. Based on discussions with bond counsel, these funds can be used for other baggage projects. One such project is V-00990 - Baggage Handling System North Terminal High Speed Diverters.

The Aviation an available balance of $12,968 that has been transferred to ZC-308 - NT BHS Move/Add/Change (MAC) Capital Improvement Program (CIP) Unallocated. It is requested that these 2013A GARBs be transferred to V-00990.

Additionally, the Aviation Authority obtained approval from a nationally recognized bond counsel to utilize 2019A GARBS in V-00990. Therefore, it is requested that $360,030 of 2019A GARBs be transferred from the Construction Fund to V-00990.

There are no other reasonable alternatives. There is no overall impact to the NT BHS MAC program, however LOC to be reimbursed by Future GARBs will be reduced by $360,030 as a result of utilizing 2019A GARBs.

The Construction Finance Oversight Committee reached a consensus to approve (a) the transfer of $12,968 of 2013A General Airport Revenue Bond (GARB) funds from ZC-308 – North Terminal Baggage Handling System Move/Add/Change Capital Improvement Program Unallocated to V-00990 – Baggage Handling System North Terminal High Speed Diverter Upgrade; (b) the transfer of $12,968 of Line of Credit to be Reimbursed by Future GARB funds from V-00990 to ZC-308; (c) the transfer of $360,030 of 2019A GARBS funds from the Construction Fund to V-00990: and (d) the reduction of $360,030 of Line of Credit to be Reimbursed by Future GARB funds from V-00990 and the North Terminal Baggage Handling System Move/Add/Change program.

5. **Recommendation to Approve Funding Transfers to Optimize the Funding Plan for the Airsides 2 and 4 Automated People Mover System Replacement Program**

Mr. Johnson presented a memorandum dated January 2, 2024, requesting the committee to approve funding transfers to optimize the funding plan for the Airsides 2 and 4 Automated People Mover System Replacement Program.

During the Passenger Facility Charge (PFC) application #22 development, it was determined that a revised funding plan would be most beneficial, reducing overall PFC funding and increasing General Airport Revenue Bond (GARB) funding in the amount of $35,000,000. This updated funding plan will be reflected in the next CIP update.

There are no reasonable alternatives. There is no overall impact to the Airsides 2 and 4 APM Replacement Program budget. However, the PFC 22 Bonds would be reduced by $35,000,000 and the GARB funding would be increased by $35,000,000.

Chairperson Sharman stated this is moving GARBs from other funding sources and saving PFC capacity for other projects.

The Construction Finance Oversight Committee reached a consensus to approve the transfers reflected in Exhibit 1 to optimize the funding plan for the Airsides 2 & 4 Automated People Mover Replacement Program.

6. **Recommendation to Approve Funding Request for V-01011 – Airside 4 60's Wing Renovation (D/B), Airsides 2 and 4 Automated People Mover System Replacement**

Mr. Johnson presented a memorandum dated January 2, 2024, requesting the committee to approve funding request for V-01011 – Airside 4 60's Wing Renovation (D/B), Airsides 2 and 4 Automated People Mover System Replacement program. On December 19, 2023, bids were received from the Aviation Authority's continuing vertical contractors for the V-01011 project.

The lowest responsive bid was from Gomez Construction Company in the amount of $999,222, which exceeds the current budget allocated for the project. As this project is vital to the BP-00477 project and future COOP operations, it is recommended that the V-01011 project budget be increased by $250,000 from $900,000 to $1,150,000 to allow for the award of the construction contract to Gomez Construction Company and to provide enough project contingency to complete the project.

There are no reasonable alternatives. There is no overall fiscal impact to the Airsides 2 and 4 APM Replacement Program, however the CIP Unallocated project will be reduced by $250,000.

Chairperson Sharman stated the funds are for construction not the COOP. Mr. Shedek stated this request is for the interior renovation of the Airside 4 60's Wing renovation where the COOP will traverse.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $250,000 of General Airport Revenue Bonds from ZC-347 – Airsides 2 and 4 Automated People Mover Replacement Capital Improvement Program Unallocated to V-01011 – Airside 4 60's Wing Renovation (D/B).

7. **Recommendation to Approve Budget Transfer Request for V-S00047 – Landside and Airside Signage Improvements and V-S00048 – Garage and Roadway Signage Improvements, Terminal C Enhancement Projects Program**

Ms. Merck presented a memorandum dated January 2, 2024, requesting the committee to approve budget transfer request for V-S00047 – Landside and Airside Signage Improvements and V-S00048 – Garage and Roadway Signage Improvements, Terminal C Enhancement Projects Program.

After a review of the signage scope planned for G-S00002 – Signage Improvements, it has been determined that the signage scope should be separated into two packages due to the type of signage and the associated infrastructure; V-S00047 - Landside and Airside Signage Improvements and V-S00048 - Garage and Roadway Signage Improvements, each in the amount of $250,000.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Terminal C Enhancement Projects program, however this action will decrease the CIP Unallocated budget by $250,000, leaving a balance of $24,625,170.

Ms. Merck presented a document titled "Terminal C Enhancements Program" and provided an overview of it.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $250,000 of Capital Expenditure funds from G-S00002 – Signage Improvements to V-S00047 – Landside and Airside Signage Improvements; and (b) $250,000 of Capital Expenditure funds from ZC-377CD2 – Capital Improvements Program Unallocated to V-S00048 – Garage and Roadway Signage Improvements.

8. **Recommendation to Approve Budget Transfer Request for W-S00159 – Design and Oversight Services, Terminal C Landscaping Program**

Ms. Merck presented a memorandum dated January 2, 2024, requesting the committee to approve budget transfer request for W-S00159 – Design and Oversight Services, Terminal C Landscaping Program. Several landscaping projects are in the concept phase for both interior and exterior improvements requiring design refinements and implementation plans.

In support of this effort, a project budget for W-S00159 - Design and Program Oversight Services is requested in the amount of $1,800,000.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Terminal C Landscaping Program, however this action will decrease the CIP Unallocated budget by $1,800,000, leaving a balance of $10,200,000.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $1,500,000 of General Airport Revenue Bond (GARB) funds from TBD1 –

Terminal C Landscaping Capital Improvement Program Unallocated to W-S00159 – Design and Oversight Services, Terminal C Landscaping; and (b) $300,000 of Customer Facility Charge (CFC) funds from TBD1 to W-S00159.

9. **Recommendation to Approve Budget Transfer Requests for W-S00157 – Distributed Antenna System, Terminal C Airside Concourse Gates C250-C253 and Ground Transportation Facility Pedestrian Bridge/Multi-Modal Rent-A-Car Lobby Programs**

Mr. Gupta presented a memorandum dated January 2, 202, requesting the committee to approve budget transfer request for W-S00157 – Distributed Antenna System, Terminal C Airside Concourse Gates C250-C253 and Ground Transportation Facility Pedestrian Bridge/Multi-Modal Rent-A-Car Lobby Programs. Public Safety Radio 800MHz Distributed Antenna system (DAS) for Terminal C Airside Concourse (ASC) Gates C250-C253 and Ground Transportation Facility (GTF)/Multi-modal Rent-A-Car (RAC) Lobby projects will provide public safety radio (800 MHz) coverage throughout these locations to allow seamless radio communication between public safety responders, Customs Border Patrol (CBP), all the Aviation Authority responders, the Communication Center, and other agencies.

It is anticipated that a sole source procurement for W-S00157 Radio DAS equipment and installation services will be recommended for approval at the January 2, 2024, Construction Committee meeting. This item will be subject to Aviation Authority Board approval in January 2024.

There are no reasonable alternatives at this time. There is no overall fiscal impact to the Terminal C ASC Gates C250-C253 program or the GFT Pedestrian Bridge program. However, Capital Improvement Program (CIP) Unallocated is reduced by $135,000 and $317,077, respectively.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $135,000 of Line of Credit to be reimbursed by Future General Airport Revenue Bond funds ZC-354 - Capital Improvement Program (CIP) Unallocated to W-S00157ACG - Distributed Antenna System, Terminal C Airside Concourse Gates C250-C253; and (b) $317,077 of Customer Facility Charge funds from ZC-343 – CIP Unallocated to W-S00157GFT, Ground Transportation Facility Pedestrian Bridge.

10. **Recommendation to Approve Funding Revision Request for Various Capital Improvement Programs and Project Budget Increase to BP-S00196 – Terminal C Phase 1X Airfield Civil, Apron & Taxiway Paving and Ground Support Equipment Facility**

Mr. Erickson presented a memorandum dated January 2, 2024, requesting the committee to approve funding request for various capital improvement programs and project budget increase to BP-S00196 – Terminal C Phase 1X Airfield Civil, Apron & Taxiway Paving and Ground Support Equipment Facility.

The current Capital Improvement Program (CIP) budget for the Terminal C Gates C250-253 Ramp, RON, and Airfield is $140 million and was approved as part of the CIP Update in August 2023. The budget estimate of $140 million included scope for the primary scope of the base bid and Alternates 1 and 2. As Bid Package S196 was prepared, scope was added to the base bid to include items such as aircraft fueling to the south RON aircraft parking area, additional apron embankment, additional drainage improvements, extended electrical duct bank, and additional high mast lighting.

On December 21, 2023, the Aviation Authority received 3 bids for BP-S00196 with the lowest bid received from Prince Contracting, LLC in the amount of $121,829,000. The primary difference in the bid results applied to the base bid which was subject to scope and quantity changes when the project was rebid in the fall of 2023.

The Terminal C Gates C250-C253 Ramp, RON, and Airfield CIP will need additional budget to support the BP-S00196 bid amount and other related program support efforts.

There is no reasonable alternatives at this time. There is no overall impact to the CIP. However, the Operational Efficiency Relocations CIP program is reduced by $10 million to zero; Terminal C ASC Gates C250-C253 is reduced by $20 million to $442 million; and Terminal C Gates Ramp/RON/Airfield is increased by $30 million to $170 million.

Chairperson Sharman stated in order to appropriately fund the project, an analysis of the CIP was conducted to determine which projects could be deferred or not done at all. Chairperson Sharman stated two projects were identified; Operational Efficiency Relocations in the amount of $10 million, mentioning other funds are available in the CIP for this project; and the removal of a $20 million Club Space Allowance in Terminal C ASC Gates C250-C253 as airline demand for a club space is not currently present. Chairperson Sharman stated these two projects are not needed at this time, but will be reviewed and incorporated into the upcoming CIP update, as applicable..

The Construction Finance Oversight Committee reached a consensus to (a) approve the budget transfers reflected in Exhibits 1,2,3, and 4: and (b) authorize staff to update the Joint Automated Capital Improvement Program (JACIP) as applicable.

B. PROGRAM BUDGET STATUS WORKSHEETS

1. **North Terminal Baggage Handling System MAC Projects**
Intentionally Left Blank

2. **Baggage Handling System**
Intentionally Left Blank

3. **Closed Circuit Television Improvements**
Intentionally Left Blank

4. **Changing Regulatory Requirements**
Intentionally Left Blank

5. **Airsides 2 & 4 APM System Update**
Intentionally Left Blank

6. **Airside 2 & 4 APM Replacement**
No Changes

7. **North Terminal Restrooms Upgrade – Phase 1**
Intentionally Left Blank

8. **North Terminal Security Checkpoints**
Intentionally Left Blank

9. **Passenger Processing Efficiency System**
Intentionally Left Blank

10. **Airline Terminal Improvements**
Reflects October 31, 2023 & November 20, 2023 CFOC Actions

11. **Security Enhancement Program**
Refects New Project

12. **North Terminal Signage**
Intentionally Left Blank

13. **Health & Safety Renovations 2018-2025**
No Changes

14. **North Terminal Buildings' Roof Replacement**
Intentionally Left Blank

15. **North Terminal Vertical Circulations Improvements**
Intentionally Left Blank

16. **North Terminal Renovations**
Intentionally Left Blank

17. **North Terminal Building Systems Upgrades**
Intentionally Left Blank

18. **Operational Efficiency Relocations**
No Changes

19. **Airfield Pavement Rehab**
    Intentionally Left Blank
20. **Rental Car Quick-Turn-Around Projects**
    No Changes
21. **Terminal A & B RAC Counter & Lobby Improvements**
    Intentionally Left Blank
22. **Roadway Improvements Program**
    Intentionally Left Blank
23. **Rental Car Expansion Program**
    Intentionally Left Blank
24. **Roadway Signage 2018-2025**
    Intentionally Left Blank
25. **Employee Parking Lot**
    Intentionally Left Blank
26. **Ground Transportation Facility Pedestrian Bridge**
    Reflects November 20, 2023 CFOC Action
27. **Roadway Congestion Management Project**
    Intentionally Left Blank
28. **Parking Improvements**
    Intentionally Left Blank
29. **Fiber Infrastructure Program**
    Intentionally Left Blank
30. **Wildlife Attractant Removal**
    Intentionally Left Blank
31. **Building Renovations**
    Intentionally Left Blank
32. **Security Detection System Improvement**
    Intentionally Left Blank
33. **Environmental Mitigation**
    Intentionally Left Blank
34. **Master Stormwater Planning**
    Intentionally Left Blank
35. **New OIA Masterplan**
    Intentionally Left Blank
36. **Advanced Budget, Schedule, & Scoping Analysis (ABSSA)**
    Intentionally Left Blank
37. **C/E/F Annex 2 & Parking**
    Intentionally Left Blank
38. **Infrastructure Development for Tenant Projects**
    Intentionally Left Blank
39. **Airport Power Systems Upgrades**
    Intentionally Left Blank
40. **Executive Lobby/Conference/Office Area Renovations**
    Intentionally Left Blank
41. **South Terminal C Phase 1**
    Reflects October 31, 2023 CFOC Actions

42. **South Terminal C Expansion Phase 1 Expansion**
    Reflects October 31, 2023 CFOC Actions

43. **Terminal C Phase 2**
    Intentionally Left Blank

44. **Terminal C Airside Concourse Gates C250-C253**
    Reflects November 20, 2023 CFOC Action

45. **Terminal C Gates C250-253 Ramp, Remain Oversight (RON), & Airfield**
    No Changes

46. **Terminal C Enhancements**
    Reflects November 20, 2023 CFOC Actions

47. **Passenger Conveyance Systems**
    Intentionally Left Blank

48. **Terminal C Landscaping**
    No Changes

49. **South Computer Room Buildout**
    Intentionally Left Blank

50. **Hyatt Regency Hotel**
    Intentionally Left Blank

51. **Orlando Executive Airport Active Project**
    Intentionally Left Blank

52. **Rail Infrastructure Oversight**
    Intentionally Left Blank

VI. START-UP PACKAGES AND RATIFICATION ITEMS

Intentionally Left Blank

VII. INFORMATIONAL/DISCUSSION ITEMS

A. **2024 CFOC Meeting and Memo Deadline Schedule**

B. **2024 CFOC Meeting and Deadline Calendar**

C. **Info Item: 10/31/23 CFOC 5A1 – Recommendation to Approve Budget and Commitment Transfer Requests from South Terminal Phase 1 and South Terminal Phase 1 Expansion to Terminal C Enhancements for Fiscal Year 2024 Closeout**

Chairperson Sharman mentioned the next scheduled CFOC meeting will be held Tuesday, Februay 6, 2024, at 9:45 a.m. The CFOC memorandum deadline is January 23, 2024, at 10:00 a.m. CFOC memos should be submitted to cfocSubmissions@goaa.org. The CFOC agenda review meeting will be held on January 25, at 2:00 p.m. via Microsoft Teams.

ADJOURNMENT

Having no further business to conduct, the meeting was adjourned at 10:32 a.m.

Kathleen M. Sharman, CFO

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

On **WEDNESDAY, DECEMBER 13, 2023**, the **FINANCE COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room located in the main terminal building at the Orlando International Airport (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 1:45 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

Committee members present,	M. Carson Good, Chairman Mayor Buddy Dyer Tim Weisheyer (arrived at 1:46 p.m.) Belinda Kirkegard (alternate)
Also present,	Kevin J. Thibault, Chief Executive Officer Kathleen Sharman, Chief Financial Officer Yovannie Rodriguez, Chief Administrative Officer Anthony Davit, Chief Operating Officer Kenyatta Lee, Chief of External Affairs Dan Gerber, General Counsel Aracelis Mercado, Assistant to the 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. As adopted by the Board, 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.

MINUTES

1. Upon motion by Mayor Dyer, second by Mrs. Kirkegard, motion passed to accept the October 13, 2023, Finance Committee minutes, as written.

PRESENTATION OF COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AUDIT PLANNING 2023

2. Ms. Sharman introduced the presenter, Joel Knopp, Partner of MSL, who provided a brief overview of the audit plan and communications letter. A copy of Mr. Knopp's handout is on file with the Manager of Board Services.

Upon motion by Mr. Weisheyer, second by Mayor Dyer, vote carried to approve the agenda as presented.

CONSENT AGENDA

3. Consent Agenda Items

A. 2023-2024 Annual Audit Plan

INFORMATION ITEMS

4. Ms. Sharman indicated that the following items were for informational purposes only:

A. Presentation of the Aviation Authority's Fiscal Year 2024 Budget Report (Draft) for the Distinguished Budget Presentation Award by the Government Finance Officers Association
B. Internal Audit Annual Report for the fiscal year ended September 30, 2023

Mr. Weisheyer commended the Finance department and the work they do.

ADJOURNMENT

5. There being no further business to be considered, Chairman Good adjourned the meeting at 1:49 p.m.

(Digitally signed on January 17, 2024)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer

On **THURSDAY, JANUARY 26, 2023**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Chair Sharman called the meeting to order at 12:31 p.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 (PC) 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, Vice President, MCO Operations
Yovannie Rodriguez, Chief Administrative Officer
Scott Shedek, Interim Senior Vice President, Capital Programs
Marie Dennis, Vice President, Finance

Also participating:
Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Debbie McKeown, GOAA Engineering and Construction
Alan Pattison, The Corradino Group
Courtney Cornileus, The Corradino Group
Michael Cummings, The Corradino Group
John Kelapire, The Corradino Group
Miriam Atehote, AS LLC
Pierre Rousseau, Hill International
Steve Zehr, Hill International
Michelle Tatom, CMTS
Tom Meinhart, Jacobs Project Management Co.
Brad Miller, Jacobs Project Management Co.
Tim Brown, Jacobs Project Management Co.
Weston Parker, Jacobs Project Management Co.
Leticia Solaun, Jacobs Project Management Co.
Jim Chilton, Jacobs Project Management Co.
Toyin Ogunfolaju, Jacobs Project Management Co.
Dave Grauvogl, Jacobs Project Management Co.
Mark Blumkin, Turner & Townsend, Inc.
Jay Neider, Turner & Townsend, Inc.
Fred Vasquez, Turner & Townsend, Inc.
Yasser Ebrahimy, Turner & Townsend, Inc.
Wayne Lambert, Turner & Townsend, Inc.
Marguerite Hampton, Turner & Townsend, Inc.
Steve Anderson, Turner & Townsend, Inc.
Henry Brown, Turner & Townsend, Inc.
Tammy Dobbyn, Recording Secretary

CONSIDERATION OF PROPOSERS SHORTLISTED FOR W-S00149, EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT (PMO) SERVICES FOR TERMINAL C PROGRAMS, AT THE ORLANDO INTERNATIONAL AIRPORT.

1. Pursuant to the actions of the PC at its meeting on January 17, 2023, the four shortlisted firms listed below (*in alphabetical order*) were interviewed for further consideration for the subject services:

- **The Corradino Group**
- **Hill International, Inc.**
- **Jacobs Project Management Co.**
- **Turner & Townsend, Inc.**

ANNOUNCEMENT

Pursuant to Florida Statute 286.0113 (2)(b)1, the portion of the PC meeting, when presentations and interviews are being conducted, will be exempt from public meeting requirements and will be recorded.

Chair Sharman reviewed the interview schedule and closed the opening portion of the PC meeting.

[The PC recessed at 12:35 p.m., and reconvened at 12:40 p.m.]

Chair Sharman read the Lobbyist Disclosure, the Appeals Statement, and the Interview Exemption. Chair Sharman then yielded the floor; thus, the closed session for The Corradino Group was conducted and recorded.

The Corradino Group: The Corradino Group provided a copy of their presentation, which is on file with the Aviation Authority. During its introduction/presentation, The Corradino Group satisfactorily addressed the ability of their team to meet or exceed the minimum requirements of the project, as established in the Submission Requirements.

Upon conclusion of the introduction/presentation, Chair Sharman directed the PC to pose questions based upon The Corradino Group's introduction/presentation and submitted Statement of Qualifications (SOQ). Several questions were addressed.

Chairman Sharman closed the interview session for The Corradino Group and announced that from this point forward, no discussion regarding the procurement may take place between the Proposer and the Aviation Authority representatives.

[The PC recessed at 1:23 p.m., and reconvened at 1:30 p.m.]

Chair Sharman read the Lobbyist Disclosure, the Appeals Statement, and the Interview Exemption. Chair Sharman then yielded the floor; thus, the closed session for Hill International, Inc. was conducted and recorded.

Hill International, Inc.: Hill International, Inc. provided a copy of their presentation, which is on file with the Aviation Authority. During its introduction/presentation, Hill International, Inc. satisfactorily addressed the ability of their team to meet or exceed the minimum requirements of the project, as established in the Submission Requirements.

Upon conclusion of the introduction/presentation, Chair Sharman directed the PC to pose questions based upon Hill International, Inc.'s introduction/presentation and submitted SOQ. Several questions were addressed.

Chair Sharman closed the interview session for Hill International, Inc. and announced that from this point forward, no discussion regarding the procurement may take place between the Proposer and the Aviation Authority representatives.

[The PC recessed at 2:05 p.m., and reconvened at 2:15 p.m.]

Chair Sharman read the Lobbyist Disclosure, the Appeals Statement, and the Interview Exemption. Chair Sharman then yielded the floor; thus, the closed session for Jacob Project Management Co. was conducted and recorded.

Jacobs Project Management Co.: Jacobs Project Management Co. provided a copy of their presentation, which is on file with the Aviation Authority. During its introduction/presentation, Jacobs Project Management Co. satisfactorily addressed the ability of their team to meet or exceed the minimum requirements of the project, as established in the Submission Requirements.

Upon conclusion of the introduction/presentation, Chair Sharman directed the PC to pose questions based upon Jacobs Project Management Co.'s introduction/presentation and submitted SOQ. Several questions were addressed.

Chair Sharman closed the interview session for Jacobs Project Management Co. and announced that from this point forward, no discussion regarding the procurement may take place between the Proposer and the Aviation Authority representatives.

[The PC recessed at 3:00 p.m., and reconvened at 3:05 p.m.]

Chair Sharman read the Lobbyist Disclosure, the Appeals Statement, and the Interview Exemption. Chair Sharman then yielded the floor; thus, the closed session for Turner & Townsend, Inc. was conducted and recorded.

Turner & Townsend, Inc.: Turner & Townsend, Inc. provided a copy of their presentation, which is on file with the Aviation Authority. During its introduction/presentation, Turner & Townsend, Inc. satisfactorily addressed the ability of their team to meet or exceed the minimum requirements of the project, as established in the Submission Requirements.

Upon conclusion of the introduction/presentation, Chair Sharman directed the PC to pose questions based upon Turner & Townsend, Inc.'s introduction/presentation and submitted SOQ. Several questions were addressed.

Chair Sharman closed the interview session for Turner & Townsend, Inc. and announced that from this point forward, no discussion regarding the procurement may take place between the Proposer and the Aviation Authority representatives.

[The PC recessed at 3:55 p.m., and reconvened at 4:20 p.m.]

Chair Sharman asked the PC if there was anything to address before proceeding with the deliberations. As there were none, deliberations ensued. The PC reviewed each firm's SOQ and considered each interview. In accordance with the Submission Requirements, the PC evaluated each Proposer and scored each as follows:

WS149 Procurement Committee Evaluations	Corradino Group	Hill International	Jacobs Project Management	Turner &Townsend
QUALIFICATIONS of PROPOSER and INDIVIDUALS • Ability of the proposed professional personnel • Qualifications of the Proposer • Qualifications of the proposed individuals • Proposed approach • Resources available	Weighted Score: 15	Weighted Score: 20	Weighted Score: 22.5	Weighted Score: 15
QUALIFYING PROGRAMS/PROJECTS • Past performance, including the similarity of the qualifying programs/projects • Breadth and depth of experience on the qualifying programs/projects • Past performance with the Aviation Authority (if applicable) • Past performance with other entities, references	Weighted Score: 20	Weighted Score: 20	Weighted Score: 20	Weighted Score: 15
DBE APPROACH • Demonstrated understanding of the Aviation Authority's DBE Program and other minority and small business programs • Proposed approach for this contract and proposed approach to ensuring compliance of all contracts within purview	Weighted Score: 18	Weighted Score: 24	Weighted Score: 27	Weighted Score: 18
CCNA FACTORS • Willingness to meet time and budget requirements • Recent, current, and projected workload of the firm • Volume of work previously awarded to each firm	Weighted Score: 16	Weighted Score: 16	Weighted Score: 16	Weighted Score: 16
TOTAL OF WEIGHTED SCORES:	69	80	85.5	64
RANKING:	3	2	1	4

It was the consensus of the PC that the top-ranked firm was the most highly qualified, demonstrated the best understanding of the scope of services advertised, and presented the most comprehensive detailed responses to all questions posed during the interviews.

Upon motion of Mr. Shedek, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board the below ranking of the shortlisted firms and, following successful hourly rate negotiations, award of a No-Cost Professional Services Agreement for Executive Program Management and Oversight (PMO) Services for Terminal C Programs at the Orlando International Airport, with the first-ranked firm, as follows:

First:	**Jacobs Project Management Co.**
Second:	Hill International, Inc.
Third:	The Corradino Group
Fourth:	Turner & Townsend, Inc.

Chair Sharman stated that there would be a cone-of-silence in effect until after the Aviation Authority Board meets to consider the PC's recommendation.

The Aviation Authority Board is scheduled to consider the PC's recommendation on February 15, 2023.

ADJOURNMENT

2. No public comments were made during the meeting. There being no further business for discussion, the meeting adjourned at 5:28 p.m.

Kathleen M. Sharman, CFO

Kathleen Sharman, Chair
Procurement Committee
Chief Financial Officer

On **WEDNESDAY, JULY 5, 2023**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Chair Sharman called the meeting to order at 3:05 p.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 (PC) 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, GOAA Vice President, MCO Operations
Tracy Harris, GOAA Vice President, Concessions
Max Marble, GOAA Senior Vice President, Capital Programs

Also participating:
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Randy Hudgins, GOAA Vice President, Human Resources
Marie Dennis, GOAA Vice President, Finance
William Arce, GOAA Senior Purchasing Agent
Fransheska Brown, Recording Secretary

RECOMMENDATION TO REVIEW/RANK/AWARD REQUEST FOR 23-384-RFP, EVALUATION OF 23-384-RFP, COMPENSATION, CLASSIFICATION AND BENEFITS STUDY.

1. Randy Hudgins presented the memorandum. Discussion ensued. The Procurement Committee evaluated the submitted proposals as follows:

QUALIFICATIONS / PRICE PROPOSAL						
CRITERIA	*TAB #*	*MAXIMUM SCORE*	*Bolton Partners, Inc.*	*Evergreen Solutions, LLC*	*RSC Insurance Brokerage, Inc. DBA Risk Strategies Company, Gehring Group Division*	*The Segal Company (Eastern States), Inc.*
Experience and Qualifications of Proposer; Knowledge and Experience of Key Individuals Scoring Guide: 0: Not Responsive / Poor 2-6: Less than Satisfactory 7-10: Satisfactory 11-14: Good 15-18: Very Good 19-20: Excellent	4	20	15	18	7	10
Client's References Scoring Guide: 0: Not Responsive / Poor 1-3: Less than Satisfactory 4-5: Satisfactory 6-7: Good 8-9: Very Good 10: Excellent	5	10	8	8	7	10
Ability to provide the requested services (Approach and Methodology) Scoring Guide: 0: Not Responsive / Poor 1-5: Less than Satisfactory 6-10: Satisfactory 11-15: Good 16-19: Very Good 20-25: Excellent	6	25	18	21	16	10
Responsiveness of the Proposal (Legal Information, Proof of Insurance, Financial Background Information) Scoring Guide: 0: Not Responsive / Poor 1-5: Less than Satisfactory 6-10: Satisfactory 11-15: Good 16-19: Very Good 20-25: Excellent	7	25	13	13	13	5
Price Proposal Calculated Score	8	20	12.19	20.00	13.20	0.00
Total		***100***	***66.19***	***80.00***	***56.20***	***35.00***

Upon motion of Ms. Harris, second by Mr. Marble, vote carried to Review/Rank/Award Request for Proposal 23-384-RFP, Compensation, Classification and Benefits Study.:

First:	**Evergreen Solutions, LLC**
Second:	Bolton Partners, Inc.
Third:	RSC Insurance Brokerage, Inc. DBA Risk Strategies Co, Gehring Group Division
Fourth:	The Segal Company (Eastern States), Inc.

ADJOURNMENT

2. No public comments were made during the meeting. There being no further business for discussion, the meeting adjourned at 4:15 p.m.

Kathleen M. Sharman, CFO

Kathleen Sharman, Chair
Procurement Committee
Chief Financial Officer

On **TUESDAY, SEPTEMBER 26, 2023, 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 10:00 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, Vice Chair
Max Marble, Senior Vice President, Capital Programs
Jeff Daniels, Assistant Vice President, Facilities

Also participating:
Marie Dennis, GOAA Vice President, Finance
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Debbie McKeown, GOAA Project Controls
Iranetta Dennis, GOAA Small Business
Alex Sorondo, HNTB Corporation
Fransheska Brown, Recording Secretary

CONSIDERATION OF FIRMS FOR H-00361, JEFF FUQUA BOULEVARD (JFB) (LOOP ROAD) TERMINAL B ENTRANCE RECONFIGURATION AT THE ORLANDO INTERNATONAL AIRPORT. *(One firm responded by September 15, 2023)*

- The Middlesex Corporation

On August 10, 2023, the Aviation Authority invited all continuing horizontal contractors to submit a proposal for the above-referenced services to include all design and reconfiguration of the roadway system that enters the B Terminal to include the entrances to the Arrivals Curb, the Departures Curb, the Ground Transportation Curb, the B Terminal Parking Garage, and the Rental Car Return, as depicted in the Design Criteria Package (DCP). This project also includes any related roadway, building improvement, and related services, including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the Project.

The Procurement Committee (PC) and staff had previously been furnished a copy of the one technical proposal along with the Request for Proposals (RFP), Submission Requirements, and other supporting documentation. Chair Sharman asked for staff evaluation of the Technical Proposal. Mr. Sorondo presented the staff review of the Technical Proposal submitted by The Middlesex Corporation.

Ms. Ryan, as Legal Counsel, explained the procurement process for this project, and confirmed, in accordance with the RFP/DCP, in the event there is only one responsive technical proposal received, scoring of the one responsive proposal is not required.

Chair Sharman invited staff to open Envelope B. Ms. McKeown confirmed timely receipt of Envelope B, and provided the documents to the Small Business Department for their evaluation. Chair Sharman then closed the opening portion of the PC meeting while the Small Business Department evaluated Envelope B.

[The PC meeting recessed at 10:13 a.m., and reconvened at 10:18am.]

Ms. Iranetta Dennis stated that the RFP/DCP established a combined MWBE/LDB/VBE participation goal of 18%. She then presented the Small Business evaluation stating that The Middlesex Corporation proposed a combined 19.5% MWBE/LDB/VBE participation.

Ms. Ryan opened Envelope B and read the Total Proposal Price submitted by The Middlesex Corporation, as follows:

Total Proposal Price	The Middlesex Corporation
Design Engineering Phase Price	$500,000
Construction Phase Price	$6,785,840
Total Proposal Price **(Sum of prices)**	**$7,285,840**

Chair Sharman requested the engineer's estimate for this project, and Mr. Sorondo stated it was $1.9 million.

Upon motion of Mr. Daniels, second by Mr. Griffin, vote carried to reject the price proposal from The Middlesex Corporation and authorized staff to negotiate the proposal design/build project with The Middlesex Corporation. The Procurement Committee also directed staff to evaluate the scope and budget of the project.

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 10:30 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer

On **MONDAY, OCTOBER 30, 2023**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Chair Sharman called the meeting to order at 11:09 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, GOAA Vice President, MCO Operations
- Max Marble, GOAA Senior Vice President, Capital Programs
- Jay Cassens, GOAA Vice President, Real Estate & Commercial Properties
- Jeff Daniels, GOAA Assistant Vice President, Facilities

Also participating:
- Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)
- Jo Thacker, Legal Counsel (Nelson Mullins Broad & Cassel)
- Marie Dennis, GOAA Vice President, Finance
- Dave Deans, GOAA Airport Operations
- Iranetta Dennis, GOAA Small Business
- Jill Overstreet, GOAA Risk Management
- William Arce, GOAA Purchasing
- Fransheska Brown, Recording Secretary

RECOMMENDATION TO REVIEW/RANK/AWARD REQUEST FOR 23-533-RFP, EVALUATION OF 23-533-RFP, PASSENGER BOARDING BRIDGES AT THE ORLANDO INTERNATIONAL AIRPORT.

1. Chair Sharman presented the memorandum. Discussion ensued. The Procurement Committee evaluated the submitted proposals as follows:

			JBT Aerotech Corporation			*TK Airport Solutions, Inc.*		
CRITERIA	*TAB #*	*MAX. POINTS*	*UNWEIGHTED SCORE*		*WEIGHTED SCORE*	*UNWEIGHTED SCORE*		*WEIGHTED SCORE*
Experience and Background of Manufacturer	2	25.00	3.5	x 6.3 =	21.88	2	x 6.3 =	12.50
Passenger Boarding Bridge and Equipment Specifications and Proposed Schedule for Delivery and Installation.	3	35.00	3.5	x 8.8 =	30.63	2	x 8.8 =	17.50
DBE Approach	4	5.00	3	x 1.25 =	3.75	4	x 1.25 =	5.00
Claims	5	5.00	4	x 1.25 =	5.00	4	x 1.25 =	5.00
Financial Background	6	5.00	2	x 1.25 =	2.50	2	x 1.25 =	2.50
Sub-Total		75.00			63.75			42.50

PRICE PROPOSAL				
			JBT Aerotech Corporation	*TK Airport Solutions, Inc.*
Pricing	Opengov	25.00	24.23	25.00
Grand Total		100.00	87.98	67.50

Upon motion of Mr. Daniels, second by Mr. Cassens, vote carried to recommend to the Aviation Authority Board the below ranking of the proposers and award of Request for Proposal 23-533-RFP, Passenger Boarding Bridges at the Orlando International Airport, to the first-ranked firm:

First: JBT Aerotech Company
Second: TK Airport Solutions, Inc.

ADJOURNMENT

2. No public comments were made during the meeting. There being no further business for discussion, the meeting adjourned at 12:10 p.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer

On **WEDNESDAY, DECEMBER 20, 2023**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Chair Sharman called the meeting to order at 3:02 p.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, GOAA Vice President, MCO Operations
Max Marble, GOAA Senior Vice President, Capital Programs
Jay Cassens, GOAA Vice President, Real Estate & Commercial Properties
Jeff Daniels, GOAA Assistant Vice President, Facilities

Also participating:

Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)
Jo Thacker, Legal Counsel (Nelson Mullins Broad & Cassel)
Iranetta Dennis, GOAA Small Business
Janice Hughes, GOAA Purchasing
Jill Overstreet, GOAA Risk Management
Matt Conrad, GOAA Airport Operations
Fransheska Brown, Recording Secretary

RECOMMENDATION TO REVIEW/RANK/AWARD REQUEST FOR 24-137-RFP, EVALUATION OF 24-137-RFP, CURBSIDE TRAFFIC MANAGEMENT SERVICES.

1. Chair Sharman presented the memorandum. Discussion ensued. The Procurement Committee evaluated the submitted proposals as follows:

			Allied Universal Security Services	Global Security Associates	Inter-Con Security Systems, Inc.
CRITERIA	*TAB #*	*MAX. POINTS*			
ProposerExperience and Qualifications of Proposer; Successful Completion of Similar Projects and References;	3	20.00	17	16	15
Knowledge and Experience of Key Individuals and Team; - Identify the Lead Individual - Provide the names, qualifications, and experience of the engagement team - Resumes - Proposed organization chart for the Project that identifies the proposed client management team and any proposed subcontractors or subconsultants	4	20.00	17	18	16
Operational Plans: Staffing Plan, Transition Plan, and Training Plan, Customer Service Plan and has demonstrated the capacity and ability to provide the requested services.	5	20.00	18	17	15
Meeting MWBE Goal and Prior or Pending Convictions, Indictments, Investigations, and Claims.	6	20.00	18	18	16
Sub-Total		*80.00*	*70.00*	*69.00*	*62.00*
		MANAGEMENT FEE PRICE PROPOSAL			
Management Fee	7	20.00	20	15.92	18.15
Grand Total		*100.00*	*90.00*	*84.92*	*80.15*

Upon motion of Mr. Griffin, second by Mr. Daniels, vote carried to recommend to the Aviation Authority Board the below ranking of the proposers and award of Request for Proposal 24-137-RFP, Curbside Traffic Management, to the first-ranked firm:

First:	**Allied Universal Security Services**
Second:	Global Security Associates
Third:	Inter-Con Security Systems, Inc.

ADJOURNMENT

2. No public comments were made during the meeting. There being no further business for discussion, the meeting adjourned at 4:02 p.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer