On **THURSDAY, APRIL 20, 2023**, the **AD HOC COMMITTEE FOR REQUEST FOR PROPOSALS 23-313 FINANCIAL ADVISORY SERVICES**, 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 9:00 a.m.

Committee Members Present:	Tianna Dumond, Senior Vice President, Internal Audit (Chair) Tricia Cottman, Vice President, Risk Management & Safety (Voting Member) Max Marble, Senior Vice President of Capital Programs (Voting Member)
Also present:	Doug Starcher, Authority Counsel Kathleen M. Sharman, Chief Financial Officer Janice Hughes, Senior Purchasing Agent LuAnn Fisher, Manager of Finance Administration and Strategic Projects Orlando Santiago Perez, Small Business Compliance Administrator Ingrid Lamour-Thomas, Recording Secretary

Chairman Dumond read the following statement: Please note that 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, via email to the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to ingrid.lamour-thomas@goaa.org by April 27, 2023, by 4:00 p.m. 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. 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.

Chairman Dumond, Ms. Cottman and Mr. Marble each confirmed there were no conflicts of interest related to the evaluation of proposals.

CONSIDERATION OF PROPOSALS RECEIVED FOR 23-313 FINANCIAL ADVISORY SERVICES

On Sunday March 5, 2023, the Aviation Authority issued Request for Proposals 23-313 Financial Advisory Services (RFP) for the Greater Orlando Aviation Authority. On Tuesday, April 4, 2023, responses for RFP 23-313 were received from the following proposers (in alphabetical order):

1. Ford & Associates, Inc.
2. Frasca & Associates, Inc.
3. PFM Financial Advisors, LLC

In addition to the proposals and the RFP documentation, Committee members received a Staff Review Matrix, Summary of References, Small Business Memo, and a Risk Management Memo, copies of which are on file with the Recording Secretary.

The Aviation Authority intends to select the proposer that it deems to be the most advantageous, responsible, and responsive to the Aviation Authority to perform the required services after considering the evaluation criteria in its exclusive discretion. Chairperson Dumond advised that the purpose of the meeting is the consideration of firms for request for proposals 23-313 Financial Advisory Services. Chairperson Dumond turned it over to Staff to present a report of the evaluation matrix to the Committee.

Presentation of Staff Report

General Information and Proposers Minimum Requirements
All three firms have a minimum of five years of continuous and recent experience. They have been verified through Sunbiz and registered to do business in the State of Florida. They indicated their willingness to execute the Aviation Authority's professional services agreement. The Committee consensed that all proposers met the minimum requirements.

Proposer's Experience, Qualifications, and Methodology
Staff summarized the qualifications and experience of the proposers. Ford & Associates had no airport financial deals presented in their response. Both Frasca and PFM demonstrated significant experience in the airport transportation finance world and provided specific relevant deals/examples. Frasca provided Denver, O'Hare and San Diego. PFM provided Salt Lake, Nashville, and San Francisco, all very comparable to the services the Orlando International airport requires. All three firms demonstrated derivative experience. There was no specific airport financing case studies for Ford & Associates. Frasca and PFM provided specific case studies for large hub airports.

Proposer's Personnel Qualifications and Experience
Current GOAA staff members have worked with all three firms and can report that they are excellent, smart individuals, very qualified, and their resumes support that as well.

Ms. Cottman asked whether or not a financial advisor also being a broker-dealer was a concern. It was stated there was no concern on this matter as none of the proposers are underwriters/broker-dealers.

References
Proposers were to provide a minimum of three but no more than five references. The references were to demonstrate their required experience. Ford & Associates provided four references: State of Florida Agency, City of Tampa, Hillsborough County Public Schools and Florida Governmental Utility Authority. All the responses to the questions were rated excellent. Frasca & Associates provided five airports references. Three of the references responded to our verification. It should be noted that the Greater Orlando Aviation Authority has been obtaining services from Frasca since 2014. All the responses to the questions were rated excellent for Charlotte Douglas, Los Angeles World Airports and Sand Diego County Regional Airport Authority. PFM Financial Advisors provided four airport references. Two of the references, Metropolitan Nashville Airport Authority and Lee County Port Authority, responded to our verification. The overall response to the questions were rated excellent.

Chairperson Dumond posed the question whether email or telephone call inquiries were made in attempt to receive the other two references for PFM. Staff confirmed that for all proposers, all references received a follow up phone call.

Additional Information

Prior or Pending Convictions, Indictments, Investigations, Fines or Regulatory Investigations
Doug Starcher, Legal Counsel advised that all three firms claim to have no reported items.

Claims Information - Doug Starcher, Legal Counsel mentioned that PFM mentioned one defendant private complaint ten years prior.

Conflict of Interest / Representation of Other Clients - Doug Starcher, Legal counsel advised all three firms claim no conflict of interests for anything they would do with the Aviation Authority.

Proof of Insurance
All three firms met the insurance requirements except for the deductible/self-insured retention for Ford Associates and Frasca Associates which we recommend only if we ask them to provide it. Chairperson Dumond added that it is customary as we move through the process that evidence can be provided prior to contract execution to meet the insurance requirement.

MWBE Action Plan
This proposal does have a Small Business participation component. Due to the complexity of the services we could not establish specific goals. Therefore, each proposer was asked to submit their business plan and propose their own levels of participation.

All three firms submitted their business plans and participation, however, both Frasca and PFM specifically stated the level of certified MWBE participation to which they will commit. Ford did not propose a specific level of participation and the MWBE they're proposing is not currently certified by any of the agencies that GOAA recognizes. Frasca proposes to meet or exceed the Aviation Authority's MWBE participation program goal of 17%. PFM proposes to allocate 50% of the contract to its MWBE and exceed the Aviation Authority's program goal of 17%.

Response Forms
All three firms turned in their response forms.

Schedule of Fees
Proposers were asked to acknowledge their willingness to accept a negotiated fee for all Aviation Authority bond transactions or other significant projects. All three proposers confirmed that they are willing to accept such negotiated fees for those types of financing transactions and projects. Proposers also provided hourly rates for routine "on call" advisory services. A table detailing the hourly rates provided for the proposed team members is included in the Staff Review Matrix. In order to factor how this pricing works, Chairperson Dumond asked if historically we have had a lot of on call hourly work. Staff shared that for the current contract in place, the total hours by the incumbent firms' totals approximately nine hundred forty hours between the three firms.

Hearing no speaker requests for this procurement, Chairperson Dumond opened the Ad hoc Committee for deliberations.

Evaluation of the proposals and discussion ensued.

After careful evaluation and deliberation, the Committee agreed that, although all three proposals were favorable and appreciated by the Aviation Authority, proposals from Frasca & Associates, Inc. and PFM Financial Advisors, LLC appear to be most advantageous to the Aviation Authority at this time. The committee discussed the need for follow up interviews for those proposers the committee believed were in the best position to meet the needs of the Aviation Authority and contract with, based on the proposals submitted.

Upon motion by Mr. Marble, and second by Ms. Cottman, vote unanimously carried to move forward with Frasca & Associates, Inc. and PFM Financial Advisors, LLC invite them and their MWBE firms to interviews in response to RFP 23-313.

There being no further business to be considered, Chairperson Dumond adjourned the meeting at 9:43 a.m.

5/12/2023	5/15/2023
Tianna Dumond Chairperson	Ingrid Lamour-Thomas Recording Secretary

On **MONDAY, MAY 1, 2023**, the **AD HOC COMMITTEE FOR REQUEST FOR PROPOSALS 23-313 FINANCIAL ADVISORY SERVICES**, 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 to conduct interviews of the two invited proposers. The meeting, having been posted in accordance with Florida Statutes, was called to order at 2:30 p.m.

Committee Members Present:	Tianna Dumond, Senior Vice President, Internal Audit (Chair) Tricia Cottman, Vice President, Risk Management & Safety (Voting Member) Max Marble, Senior Vice President of Capital Programs (Voting Member)
Also present:	Doug Starcher, Finance Counsel Janice Hughes, Senior Purchasing Agent LuAnn Fisher, Manager of Finance Administration and Strategic Projects Mickey Joseph, Senior Manager of Debt and Investments Orlando Santiago Perez, Small Business Compliance Administrator Ingrid Lamour-Thomas, Recording Secretary

Chairperson Dumond read the following statement: Please note that 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, via email to the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to ingrid.lamour-thomas@goaa.org by May 8, 2023, at 4:00 p.m. 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. The policy, forms, and instructions are available in the Aviation Authority's offices and the website. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

Chairperson Dumond, Ms. Cottman and Mr. Marble each confirmed there were no conflicts of interest related to the consideration of proposers.

Chairperson Dumond elected to defer the consideration of minutes from the prior meeting and proceeded with the consideration for proposers.

<u>INTERVIEWS OF FIRMS FOR CONSIDERATION OF PROPOSALS RECEIVED FOR 23-313 FINANCIAL ADVISORY SERVICES</u>

1. PFM Financial Advisors, LLC
2. Frasca & Associates, LLC

Chairperson Dumond welcomed and thanked PFM Financial Advisors, LLC and Frasca & Associates, LLC and gave an overview of the interview process. Each Proposer was allotted 40 minutes for the interview, which consisted of a 10-minute introduction to the Committee, followed by a 30-minute question and answer session. After both question and answer sessions were completed, the deliberation and ranking portion of this meeting was conducted in a manner open to the public.

As set forth in the procurement documents, the Aviation Authority is conducting private interviews with each proposer to elaborate on their proposals through a brief presentation followed by a question and answer sessions, as part of the overall competitive procurement process. These sessions are closed and exempt pursuant to Section 286.0113 of the Florida Statutes to other proposers. In accordance with this Statute, the entire closed session, including this introduction, is being recorded verbatim by a recording device.

As noted on the agenda, the first proposer to present was PFM Financial Advisors, LLC. Chairperson Dumond asked PFM to come to the podium and requested everyone who is not either with the Aviation Authority team or with the presenter, to exit the board room and Madam Secretary would advise when to return.

PFM Financial Advisors, LLC was represented by Bill Case, the Managing Director and Co-Head of its airport practice. He will serve as the project lead and primary day-to-day contact to the Aviation Authority. He was accompanied by his PFM colleagues and the Acacia Financial Group, their MWBE partner.

Upon conclusion of the introduction/presentation, Chairperson Dumond directed the Ad Hoc committee to pose questions based upon PFM Financial Advisors' proposal. Several questions were addressed.

The Ad Hoc Committee recessed at 3:17 p.m., and reconvened at 3:20 p.m.

Frasca & Associates, LLC was represented by Ken Cushine, Principal and Co-Founder of the firm. He will serve as the Project Lead and Principal Advisor. Frasca & Associates is the incumbent. They were established in 1997 and have been serving the Greater Orlando Aviation Authority in the capacity of Municipal Advisor for the past 10 years. They are an MBE firm, formerly WBE. Frasca is the number one ranked municipal advisor for airports.

Upon conclusion of the introduction/presentation, Chairperson Dumond directed the Ad Hoc Committee to pose questions based upon Frasca & Associates' introduction/presentation. Several questions were addressed.

The Ad Hoc Committee recessed at 4:00 p.m., and reconvened at 4:05 p.m.

Hearing no speaker requests for this item, Chairperson Dumond opened the Committee for deliberations.

Evaluations of the proposals and discussions ensued.

Chairperson Dumond advised that the purpose of the meeting is the consideration of firms for request for proposals 23-313 Financial Advisory Services, and turned it over to the Committee for evaluation. Chairperson Dumond reminded the Committee that the Aviation Authority intends to select the responsive and responsible proposer that it deems to be the most advantageous to the needs of the Aviation Authority to perform the required services after considering the evaluation criteria in its exclusive discretion.

The Committee had previously reviewed all of the evaluation criteria in light of the written proposals, including the firms' minimum requirements, experience and qualifications, which resulted in being invited today to potentially contract with the Authority. The proposer's responses to the interview questions were considered along with their written proposals and evaluated in light of the evaluation criteria of experience, qualifications, and methodology as well as their schedule of fees, and MWBE participation.

We had two very impressive firms with substantial experience. Both of which have airport references and have done recent and relevant work at airports. They both have experienced teams, each bringing different technology solutions to the table. PFM, in particular, partnering with Acacia Financial Group who brings a lot of robust resources to the table as well as an experienced team, which can be valuable to the Aviation Authority.

After careful evaluation and deliberation, the Committee agreed that both proposals were favorable and appreciated by the Aviation Authority. The committee distinguished the proposals in a number of ways, giving the advantage to PFM in a variety of areas, including the quality and experience of proposed MWBE partners and MWBE commitment, the pricing tools and resources available, comparative hourly rates, anticipated access to and in-person response from the project lead, and an opportunity for fresh perspective, innovation, and strategy. The Committee concluded that the proposal from PFM Financial Advisors, LLC appears to be the most advantageous to the Aviation Authority at this time, followed by Frasca & Associates, LLC.

After the comprehensive deliberation of the Committee, Mr. Marble moved for Committee ranking. The Proposers were ranked as follows:

1. PFM Financial Advisors, LLC
2. Frasca & Associates, LLC

Upon motion by Mr. Marble, second by Chairperson Dumond, vote unanimously carried to recommend to the Finance Committee the ranking above for 23-313 Financial Advisory Services.

There being no further business to be considered, Chairperson Dumond adjourned the meeting at 4:21 p.m.

Tianna Dumond
Tianna Dumond
Chairperson
6/5/2023

Ingrid Lamour-Thomas
Recording Secretary
6/5/2023

On **TUESDAY, OCTOBER 31, 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 9:26 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, Deputy Chief Financial Officer, Finance
- Gary Hunt, Vice President, Facilities
- Pete Pelletier, Vice President, Information Technology
- Tricia Cottman, Vice President, Risk Management

Also participating:
- Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
- Kathleen Sharman, Chief Financial Officer
- Robert Furr, GOAA Engineering and Architecture
- Arlene Grant, GOAA Engineering and Construction
- Jamie McGonagill, Geotech Consultants International, Inc. dba GCI, Inc.
- Fransheska Archbold-Brown, Recording Secretary

ANNOUNCEMENTS

A. Ms. Sharman informed the Construction Committee of a Request for Approval of Negotiated Terms and Rates for 2023 Rolling Master Builders Risk insurance program, which will be presented at next week's meeting.

B. Chair Marble announced that next week's meeting will be held at the Annex Building.

CONSIDERATION OF MEETING MINUTES

A. Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve the Construction Committee Minutes from the meetings held on September 26, 2023, and October 3, 2023, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-S00182-29 FOR ALLOWANCE REDUCTION.** Mr. McGonagill presented the request for Change Order No. 29 on BP-S00182, STC Buildout of Airline Spaces, LST L1, L2, L6 and ASC L1 and L2, with Clancy & Theys Construction Company. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve Change Order BP-S00182-29, STC Buildout of Airline Spaces, LST L1, L2, L6 and ASC L1 and L2, with Clancy & Theys Construction Company, for the total deductive amount of ($250,000.00), and no time extension, with funding from previously approved General Airport Revenue Bonds.

B. **CHANGE ORDER BP-S00199-06 FOR VARIOUS REVISIONS.** Mr. McGonagill presented the request for Change Order No. 06 on BP-S00199, Train Station PDL Parking Lots, with The Middlesex Corporation. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve Change Order BP-S00199-06, Train Station PDL Parking Lots, with The Middlesex Corporation, for the total amount of $123,751.00, and no time extension, with funding from Aviation Authority Funds.

NEW BUSINESS

A. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE PROFESSIONAL SERVICES AGREEMENT WITH MLM-MARTIN ARCHITECTS, INC. FOR W-00495 TO FORMULATE A FEASIBILITY STUDY FOR POSSIBLE UPGRADES TO THE BOARD ROOM, BOARD ROOM LOBBY AND EARHART CONFERENCE ROOM LOCATED IN THE NORTH LANDSIDE TERMINAL, AT THE ORLANDO INTERNATIONAL AIRPORT.** Mr. Furr presented the memorandum, dated October 31, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. to provide a Feasibility Study for possible upgrades to the Carl T. Langford Board Room, Board Room Lobby and Earhart Conference Room located in the North Landside Terminal for W-00495 Board Room Lobby and Related Work, for the total not-to-exceed fees amount of $123,890.00, with funding from previously approved Capital Expenditure Funds.

B. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ARCHITECTURAL SERVICES AGREEMENT WITH MLM-MARTIN ARCHITECTS, INC. FOR W-00496 NORTH TERMINAL REFRESH AIRSIDE 1 AND AIRSIDE 3 TERMINAL BUILDINGS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Furr presented the memorandum, dated October 31, 2023. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. for W-00495 North Terminal Refresh Airside 1 and Airside 3 Terminal Buildings, for the total not-to-exceed fees amount of $247,242.00, with funding from a Line of Credit to be reimbursed by General Airport Revenue Bonds.

C. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH COST MANAGEMENT, INC. DBA CMI FOR PREPARATION OF A ROUGH ORDER OF MAGNITUDE (ROM) BUDGET ESTIMATE FOR BP-00485 HYATT LOBBY RENOVATION (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. Grant presented the memorandum, dated October 31, 2023. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Pelletier, vote carried to approve an Addendum to the Continuing Program and Project Management Services with Cost Management, Inc., dba CMI, for preparation of a Rough Order of Magnitude (ROM) Budget Estimate for BP-485 Hyatt Lobby Renovation, for the total lump sum fees amount of $28,521.00, with funding from Hyatt GL #501191.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order (FCO) Log

B. Revised Memorandum for the 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 W- 00490, MCO Changing Regulatory Requirements Program Oversight Services, at the Orlando International Airport. [From the Construction Committee on October 10, 2023, Item No. IV-L].

ADJOURNMENT
No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:40 a.m.

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

On **TUESDAY, NOVEMBER 7, 2023**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in GOAA Annex Building, 1st Floor Conference Room Gemini/Taurus, 5855 Cargo Road, 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
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)
Marie Dennis, GOAA Deputy Chief Financial Officer, Finance
Brad Friel, GOAA Senior Vice President, Multi-Modal Planning and Environmental
Scott Shedek, GOAA Vice President, Construction
Debbie McKeown, GOAA Project Controls
Dan Carrington, GOAA Environmental Compliance
Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
Jamie McGonagill, Geotech Consultants International, Inc. dba GCI, Inc.
Ross Spence, AECOM Technical Services, Inc.
Fransheska Archbold-Brown, Recording Secretary

CONSIDERATION OF MEETING MINUTES

A. Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve the Construction Committee Minutes from the meeting held on October 10, 2023, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-S00193-09 FOR VARIOUS REVISIONS.** *[A handout was presented, which includes a revised memorandum.]* Mr. McGonagill presented the request for Change Order No. 09 on BP-S00193, South Employee Lot, with McCree Design Builders, Inc. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Hunt, vote carried to approve Change Order BP-S00193-09, South Employee Lot, with McCree Design Builders, Inc., for the total amount of $36,381.87, and no time extension, with funding from previously approved General Airport Revenue Bonds.

B. **CHANGE ORDER BP-S00199-07 FOR VARIOUS REVISIONS.** Mr. McGonagill presented the request for Change Order No. 07 on BP-S00199, Train Station PDL Parking Lots, with The Middlesex Corporation. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve Change Order BP-S00199-07, Train Station PDL Parking Lots, with The Middlesex Corporation, for the total amount of $16,213.00, and no time extension, with funding from Aviation Authority Funds.

C. **CHANGE ORDER E-S00016-01 FOR VARIOUS REVISIONS.** Mr. Corthell presented the request for Change Order No. 01 on E-S00016, STC Miscellaneous Electrical Construction, with Electric Services, Inc. Discussion ensued.

Upon motion of Mr. Pelletier, second by Ms. Cottman, vote carried to approve Change Order E-S00016-01, STC Miscellaneous Electrical Construction, with Electric Services, Inc., for the total amount of $9,359.68, and no time extension, with funding from previously approved General Airport Revenue Bonds.

D. **CHANGE ORDER H-00359-03 FOR FINAL CHANGE ORDER.** Mr. Corthell presented the request for Change Order No. 03 on H-00359, Pond Dredging Program, with Carr & Collier, Inc. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve Change Order H-00359-03, Pond Dredging Program, with Carr & Collier, Inc., for the total deductive amount of ($72,000.00), and no time extension, with funding from previously-approved Operations and Maintenance Funds and previously-approved Capital Expenditure Funds.

NEW BUSINESS

A. **REQUEST FOR RECOMMENDATION OF APPROVAL OF NEGOTIATED TERMS AND RATES FOR 2023 ROLLING MASTER BUILDERS RISK INSURANCE.**
Ms. Cottman presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to recommend to the Aviation Authority Board approval and ratification of the 2023 Terms and Rates for the Second Iteration of the Rolling Master Builders Risk Insurance.

B. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH COLLAGE DESIGN AND CONSTRUCTION GROUP, INC. DBA THE COLLAGE COMPANIES FOR V-S00044 TERMINAL C TENANT BUILDOUT (COMPLETION OF BP-S187), AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. McGonagill presented the memorandum, dated November 7, 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 Vertical Construction Services Agreement with Collage Design and Construction Group, Inc. dba The Collage Companies for V-S00044 Terminal C Tenant Buildout (Completion of BP-S187), for the total allowance fees amount of $199,000.00, with funding from previously approved General Airport Revenue Bonds.

C. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ENVIRONMENTAL ENGINEERING SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. FOR W-00072 IMPLEMENTATION OF TWO SEMI-ANNUAL POST– ACTIVE REMEDIATION MONITORING (PARM) AT THE FORMER DAYRON FACILITY, AT THE ORLANDO EXECUTIVE AIRPORT.**
Mr. Carrington presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Environmental Engineering Services Agreement with AECOM Technical Services, Inc. for W-00072 Implementation of two Semi-Annual Post–Active Remediation Monitoring (PARM) at the Former Dayron Facility, for the total amount of $62,362.75, which includes the not-to-exceed fees of $47,498.00 and the not-to-exceed expenses fee of $14,864.75, with funding from OEA DFO Dayron.

D. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 6 TO THE CONTINUING ENVIRONMENTAL CONSULTING SERVICES AGREEMENT WITH VANASSE HANGEN BRUSTLIN, INC. FOR W-00468 MUD LAKE CONSERVATION EASEMENT RELEASE PERMITTING ASSISTANCE, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Carrington presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, second by Mr. Hunt, vote carried to approve an Amendment to Addendum No. 6 to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for W-00468 Mud Lake Conservation Easement Release Permitting Assistance, for the total amount of $40,000.00, which includes the not-to-exceed fees of $39,733.00 and the not-to-exceed expenses fee of $267.00, with funding from previously approved Discretionary Fund.

E. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ARCHITECTURAL SERVICES AGREEMENT WITH BERMELLO AJAMIL & PARTNERS, INC. FOR A FEASIBILITY STUDY FOR W-00496 NORTH TERMINAL REFRESH - AIRSIDES 1 AND 3 INTERIOR REFRESH AND RELATED WORK, AT THE ORLANDO INTERNATIONAL AIRPORT.** *[A handout was presented, which includes a revised Memorandum]*
Mr. Spence presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Architectural Services Agreement with Bermello Ajamil & Partners, Inc. for a Feasibility Study for W-00496 Airsides 1 and 3 Interior Refresh and Relate work, for the total amount of $247,446.00, which includes the not-to-exceed fees of $237,446.00 and the not-to-exceed expenses fee of $10,000.00, with funding from Line of Credit to be reimbursed by General Airport Revenue Bonds.

F. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 18 TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR THE INITIAL IMPLEMENTATION PHASE OF THE 2023 STRATEGIC PLAN.**
Mr. Friel presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve an Amendment to Addendum No. 18 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the Initial Implementation Phase of the 2023 Strategic Plan., for the total not-to-exceed fees amount of $91,852.00, with funding from previously approved Capital Expenditure Fund.

G. **REQUEST FOR APPROVAL OF CONTRACTOR FINAL PAYMENT AUTHORIZATION WITH TURNER-KIEWIT JOINT VENTURE FOR VARIOUS SOUTH TERMINAL C GUARANTEED MAXIMUM PRICE (GMP) CONSTRUCTION CONTRACTS.** *[A handout was presented, which includes a revised Memorandum]* Mr. Spence presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Mr. Hunt, second by Mr. Pelletier, vote carried to approve the Contractor Final Payment Authorization with Turner-Kiewit Joint Venture for various South Terminal C GMP Construction Contracts.

H. **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 V-S00044 TERMINAL C TENANT BUILDOUT (COMPLETION OF BPS187), AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Shedek presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Mr. Pelletier, 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 V-S00044 Terminal C Tenant Buildout (Completion of BP-S187)., for the total not-to-exceed fees amount of $19,968.00, with funding from previously approved General Airport Revenue Bonds.

I. **REQUEST FOR APPROVAL OF THE CONSTRUCTION COMMITTEE MEETING SCHEDULE FOR CALENDAR YEAR 2024.**
Ms. McKeown presented the memorandum, dated November 7, 2023. Discussion ensued.

Upon motion of Ms. Cottman, second by Mr. Hunt, vote carried to approve the Construction Committee Meeting Schedule for Calendar Year 2024, there is no fiscal impact.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order (FCO) Log

B. Revised Memorandum for the Approval of an Addendum to the Continuing Civil Engineering Services Agreement with C&S Engineers, Inc. for Design and Award Phase Services for V-S0038 Terminal C Level 2 Moving Walkways, at the Orlando International Airport. [From the Construction Committee on October 10, 2023, Item No. IV-L].

ADJOURNMENT
No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:25 a.m.

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

On **Tuesday, October 31, 2023,** 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 8:35 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, Construction
Gary Hunt, Vice President, Facilities

Also Present:

Marie Dennis, Senior Vice President, Deputy Chief Financial Officer
Melvin Martinez, GOAA
Tom Draper, GOAA
Kathy Anderson, GOAA
Arlene Grant, GOAA
Danielle Plummer, GOAA
Paul Haust, GOAA
Judith-Ann Jarrette, GOAA
Ross Spence, AECOM
Jamie McGonagill, GCI
Ksenia Merck, K Merck & Associates
Frederick Robinson, Anser Advisory
Heather Lee, Anser Advisory
Tracey Goff, Anser Advisory
Hameedah McCondichie, Sr. Admin. Assistant
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 September 19, 2023 CFOC Meeting

The Committee reviewed the meeting minutes from September 19, 2023. No comments or concerns were provided.

B. *Intentionally Left Blank*

V. CONSENT AGENDA

A. ACTION ITEMS

1. **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**

Ms. Lee presented a memorandum dated October 31, 2023, requesting the committee to approve a budget and commitment transfer request from South Terminal Phase 1 and South Terminal Phase 1 Expansion to Terminal C Enhancements for Fiscal Year 2024 Closeout. On September 7, 2023, the Construction Finance Oversight Committee (CFOC) approved establishing initial budgets for FY 2024 STC closeout soft cost oversight efforts within the Terminal C Enhancements CIP program, previously referred to as Terminal C Day 2 Projects.

The movement of STC costs not yet completed into the STC Closeout subprogram of the Terminal C Enhancements Program is to assist in the administrative closeout efforts required for the large and financially complex STC-P1 and STC-P1X programs in an expeditious manner. When the balance of STC work is fully completed and paid to the various vendors during FY 2024, these costs will be transferred from Construction in Progress to the appropriate STC fixed asset classifications for tracking and depreciation along with all other completed work funded within the STC-P1 and STC-P1X programs.

There are no reasonable alternatives at this time. This action has no impact on the total CIP; however it increases the STC FY24 Closeout sub-program of the Terminal C Enhancements Program by $3,665,425, decreases the STC-P1 program by $2,742,822 and decrease the STC-P1X program by $922,603.

Chairperson Sharman provided an overview of the memorandum, stating the remaining funds to complete this program are being reallocated for tracking purposes only to the Terminal C Enhancements program in a separate section. Chairperson Sharman stated when this is complete the expenses will be capitalized back onto the Terminal C asset for the final cost. Chairperson Sharman stated these funds are reserved for Mr. Shedek and his team to close out Terminal C and are not being mixed in with the Terminal C Enhancements budget.

The Construction Finance Oversight Committee reached a consensus to approve the budget transfers reflected in Exhibits 1, 2, and 3.

2. **Recommendation to Approve Budget Transfer Request for V-S00044 – Terminal C Tenant Buildout (Completion of BP-S00187), Airline Terminal Improvements Program**

Mr. McGonagill presented a memorandum dated October 31, 2023, requesting the committee to approve a budget transfer request for V-S00044 – Terminal C Tenant Tenant Buildout (Completion of BP-S00187), Airline Terminal Improvements Program. The BP-S00187 contractor has filed for bankruptcy and will not be able to complete the remaining project work. The Construction Department has decided to use a Continuing Vertical Contractor to complete the remaining scope of work for BP-S00187 which includes completion of work, final City permit inspections, substantial completion, and closeout. In order to complete the unfinished BP-S00187 project scope, a new project will be created, V-S00044 – Terminal C Tenant Buildout (Completion of BP-S00187), utilizing funds from BP-S00182 - Buildout of STC Airline Spaces, LST Levels 1, 2, and 6 and ASC Levels 1 & 2 (D/B) in the amount of $250,000. A Change Order to reduce the Construction Allowance in BP-S00182 by $250,000 will be presented for approval at the Construction Committee on October 31, 2023, which will provide available funds.

There are no reasonable alternatives. There is no overall impact to the Airline Terminal Improvements program.

Chairperson Sharman stated this is subject to the Construction Committee approving the deductive change order to BP-S00182.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $250,000 of 2019A General Airport Revenue Bond (GARB) funds from BP-S00182 – Buildout of STC Airline Spaces, Landside Terminal Levels 1, 2, and 6 and Airside

Concourse Levels 1 & 2 (D/B) to V-S00044 – Terminal C Tenant Buildout (Completion of BP-S00187).

3. **Recommendation to Approve Budget Transfer Request for W-S00155 – Burns Infrastructure Assessment, Fiber Infrastructure Program**

Mr. Haust presented a memorandum dated October 31, 2023, requesting the committee to approve a budget transfer request for W-S00155 – Burns Infrastructure Program.

W-S00155 is for a fiber assessment of Terminal C which is necessary to provide the Information Technology (IT) department with needed information that was not provided by as-built documentation.

There are no reasonable alternatives. There is no overall fiscal impact to the Fiber Infrastructure program. However, the CIP Unallocated project will be reduced by $248,258.

Chairperson Sharman referenced worksheet 5B29 Fiber Infrastructure Program stating EAC reductions to Airside 2 to Airside 4, Contractor Installation of IT Procured Cable in the amount of $160,000 and Crossfield Taxiway Fiber in the amount of $175,000 are needed to fund this request. Chairperson Sharman asked Mr. Haust if he was sure these amounts are not needed. Mr. Haust stated an updated engineering study will be conducted for Airside 2 & 4 to include the actual installation of fiber. Mr. Haust stated once that is complete,they will come back to the committee for additional funds as this is the previous amount that was needed for the conduit only, so it needs to be a different request. Mr. Haust stated that regarding the Crossfield Taxiway Fiber, the architecture has changed and pulling fiber would be intrusive and interruptive so they are doing different pathways. Mr. Haust stated the funding and description is no longer accurate for these items. Chairperson Sharman asked Mr. Haust if he would need additional funds for these projects. Mr. Haust replied yes.

Mr. Hunt stated he is fine with the EAC reduction, but asked if the assessment being done of the fiber at Terminal C is because we didn't get what we needed from the contractor. Mr. Haust stated the buildout for the tenant and vendor spaces required considerably more fiber than anticipated and he does not believe this was covered and captured in the as-builts, but they will be reviewed prior to the start of this project. Mr. Haust stated this has to go to the Construction Committee for approval, however they are waiting on the as-builts before taking it. Chairperson Sharman asked if this is time sensitive, while mentioning if so we can locate additional funds. Mr. Haust stated it is time sensitive in the fact that we need to understand the fiber usage in Terminal C. Mr. Shedek stated the as-builts will likely not be completed until December.

Chairperson Sharman asked Mr. Pelletier if he is good with the request. Mr. Pelletier stated he is good with the request as this will get the funding in place for the assessment and will assist in making sure we have adequate fiber for Terminal C Phase 2. Mr. Pelletier stated it is wise to get the fiber in place prior to construction.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $248,258 of Capital Expenditure funds from ZC-171 - Fiber Infrastructure Capital Improvement Plan to W-S00155 – Burns Infrastructure Assessment.

4. **Recommendation to Approve Budget Transfer Requests for Various New Projects, Terminal C Enhancements Program**

Ms. Merck presented a memorandum dated October 31, 2023, requesting the committee to approve budget transfer requests for various new projects, Terminal C Enhancements Program.

Five new projects have been requested:

1) E-S00TBD3 – Landside Terminal Lighting Enhancements: The estimated construction cost is $250,000.
2) V-S00TBD5 - Bag Claim Device Stainless Wraps: Bag Claim Devices at the FIS International area and the Domestic Bag Claim (8 total) are to be wrapped in stainless for protection. The scope includes the preparation of existing surfaces and the fabrication/installation of the stainless wrap. The estimated construction cost is $2,400,000.
3) V-S00TBD6 - Trash Room Platforms: These platforms are required for improved safety and access. The estimated construction cost is $115,000.

4) V-S00TBD7 - Baggage Handling System Headache Bars: These are required for improved safety. The estimated construction cost is $200,000.
5) V-S00TBD8 – Dumpster Pad with Drainage: The estimated construction cost is $500,000.

The associated oversight costs will be funded through the budget previously established for Program Management Oversight within W-S00151. The transfers to fund these projects are proposed to be from ZC-377CD2 – CIP Unallocated. There are no are no reasonable alternatives at this time. There is no overall fiscal impact to the Terminal C Enhancements program, however this action will decrease the CIP Unallocated budget by $3,465,000, leaving a balance of $25,175,170.

Chairperson Sharman stated Exhibit 1 tells the full story. Chairperson Sharman provided an overview of the "Terminal C Enhancements Program" handout. Chairperson Sharman pointed out that $8 million was removed from the program as well as the landscaping scope for $2 million which was put into a new CIP program. Ms. Merck provided an overview of the "Terminal C Enhancements Program" handout.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $2,400,000 of General Airport Revenue Bond (GARB) funds from ZC-377CD2 – Capital Improvement Program Unallocated to V-S00TBD5 - Bag Claim Device Stainless Wraps; (b) $115,000 of GARB funds from ZC-377CD2 to V-S00TBD6 - Trash Room Platforms; (c) $200,000 of GARB funds from ZC-377CD2 to V-S00TBD7 - Baggage Handling System Headache Bars; (d) $500,000 of GARB funds from ZC-377CD2 to V-S00TBD8 – Dumpster Pad with Drainage; and (e) $250,000 of GARB funds from ZC-377CD2 to E-S00TBD3 – Landside Terminal Lighting Enhancements.

5. **Recommendation to Realign Funding Sources by Project in the Ground Transportation Facility Program**

Ms. Lee presented a memorandum dated October 31, 2023, requesting the committee to realign funding sources by project in the Ground Transportation Facility Program. On June 21, 2023, the Aviation Authority Board accepted the recommendation of the Construction Finance Oversight Committee and approved the budget and corresponding update to the Capital Improvement Program (CIP) to be adjusted to $155 million for the Ground Transportation Facility (GTF) Pedestrian Bridge Program.

Largely due to the federal funding included within the BP-S00198 contract award which is the primary project within the GTF Pedestrian Bridge CIP program, there have been changes to the program funding since the June 21, 2023, Aviation Authority Board award described in the background. As a result of these program level funding source changes approved October 18, 2023, project level funding source changes are also required. There are no reasonable alternatives at this time. There is no fiscal impact to the GTF program.

Chairperson Sharman stated this is summarizing and providing documentation for Construction Finance to setup the CIP as revised at the October 18th board meeting. Chairperson Sharman stated the decrease of $2 million was moved into the Landscaping CIP program. Ms. Lee stated both the scope and funding were moved.

The Construction Finance Oversight Committee reached a consensus to approve the budget transfers reflected in Exhibit 1.

6. **Recommendation to Approve Budget Transfer Request for TBD10- Masterplan Update, Orlando Executive Airport**

Ms. Jarrette presented a memorandum dated October 31, 2023, requesting the committee to approve budget transfer request for TBD10 – Masterplan Update, Orlando Executive Airport.

The current approved Capital Improvement Program (CIP) for the Orlando Executive Airport (ORL) includes $800,000 to complete the Masterplan Update. Initial pricing received to complete the Masterplan Update is slightly higher than anticipated, at $830,820. Because this project is funded in part by Federal Aviation Administration (FAA) Bipartisan Infrastructure Law Airport Infrastructure Grant (BIL AIG) funds, staff will need to submit a pre-application to begin the process of obtaining grants. Before a pre-application can be submitted, staff must first update the Florida Department of Transportation (FDOT) Joint Automated Capital Improvement Plan (JACIP) with revised estimated costs. To support the anticipated increase in funding needed to complete the ORL Masterplan, transfers between two approved CIP projects, TBD10 – ORL Masterplan Update and TBD3-C – Airfield Lighting & Signage (Construction), are recommended.

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

Mr. Hunt asked Ms. Jarrette if she was certain that airfield signage and lighting will be funded. Ms. Jarrett replied yes, stating in the last fiscal year airfield rehabilitation projects had been advanced which addressed some of the signage and lighting that needed to be updated. Ms. Jarrett stated is was decided to leave the item on the JACIP and in the CIP just in case.

The Construction Finance Oversight Committee reached a consensus to (a) approve the budget transfers reflected in Exhibit 1; and (b) authorize staff to update the Joint Automated Capital Improvement Plan (JACIP) accordingly.

B. PROGRAM BUDGET STATUS WORKSHEETS

1. **North Terminal Baggage Handling System MAC Projects**
   No Changes
2. **Baggage Handling System**
   No Changes
3. **Closed Circuit Television Improvements**
   No Changes
4. **Changing Regulatory Requirements**
   No Changes
5. **Airsides 2 & 4 APM System Update**
   No Changes
6. **Airside 2 & 4 APM Replacement**
   Reflects October 10, 2023 CFOC Action & October CIP Update
7. **North Terminal Restrooms Upgrade – Phase 1**
   No Changes
8. **North Terminal Security Checkpoints**
   No Changes
9. **Passenger Processing Efficiency System**
   No Changes
10. **Airline Terminal Improvements**
    Reflects October 10, 2023 CFOC Action
11. **Security Enhancement Program**
    No Changes
12. **North Terminal Signage**
    No Changes
13. **Health & Safety Renovations 2018-2025**
    No Changes
14. **North Terminal Buildings' Roof Replacement**
    No Changes
15. **North Terminal Vertical Circulations Improvements**
    Reflects October 10, 2023 CFOC Actions
16. **North Terminal Renovations**
    No Changes

17. **North Terminal Building Systems Upgrades**
    No Changes

18. **Operational Efficiency Relocations**
    Reflects CIP Approved By The Board October 2023

19. **Airfield Pavement Rehab**
    No Changes

20. **Rental Car Quick-Turn-Around Projects**
    No Changes

21. **Terminal A & B RAC Counter & Lobby Improvements**
    Reflects CIP Approved By The Board October 2023

22. **Roadway Improvements Program**
    No Changes

23. **Rental Car Expansion Program**
    Reflects CIP Approved By The Board October 2023

24. **Roadway Signage 2018-2025**
    No Changes

25. **Employee Parking Lot**
    No Changes

26. ***Intentionally Left Blank***

27. **Roadway Congestion Management Project**
    Reflects CIP Approved By The Board October 2023

28. **Parking Improvements**
    Reflects October 10, 2023 CFOC Action

29. **Fiber Infrastructure Program**
    EAC reductions to Airside 2 to Airside 4, Contractor Installation of IT Procured Cable in the amount of $160,000 and Crossfield Taxiway Fiber in the amount of $175,000 were consensed.

30. **Wildlife Attractant Removal**
    No Changes

31. **Building Renovations**
    No Changes

32. **Security Detection System Improvement**
    No Changes

33. **Environmental Mitigation**
    No Changes

34. **Master Stormwater Planning**
    No Changes

35. **OIA Masterplan**
    No Changes

36. **Advanced Budget, Schedule, & Scoping Analysis (ABSSA)**
    Reflects CIP Approved By The Board October 2023

37. **C/E/F Annex 2 & Parking**
    Reflects CIP Approved By The Board October 2023

38. **Infrastructure Development for Tenant Projects**
    Reflects CIP Approved By the Board October 2023

39. **Airport Power Systems Upgrades**
    Reflects CIP Approved By the Board October 2023

40. **Executive Lobby/Conference/Office Area Renovations**
Reflects CIP Approved By the Board October 2023

41. **South Terminal C Phase 1 2015-2020**
Reflects October 2023 CIP Update

42. **South Terminal C Expansion (STC-P1X)**
Reflects October 2023 CIP Update

43. **Terminal C Phase 2**
Reflects October 10, 2023 CFOC Action

44. **Terminal C Airside Concourse Gates C250-C253**
Reflects October 10, 2023 CFOC Action & October CIP Update

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

46. **Terminal C Enhancements**
Reflects CIP Approved By The Board October 2023

47. **Passenger Conveyance Systems (aka Moving Sidewalks)**
Reflects CIP Approved By The Board October 2023

48. **Terminal C Landscaping**
Reflects CIP Approved By The Board October 2023

49. **South Computer Room Buildout**
No Changes

50. **Hyatt Hotel Capital Plan**
No Changes

51. **ORL Projects (Active)**
Reflects October 18, 2023 Board Approved CIP Update

52. **Rail Infrastructure Oversight**
No Changes

VI. START-UP PACKAGES AND RATIFICATION ITEMS

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VII. INFORMATIONAL/DISCUSSION ITEMS

A. **2023 CFOC Meeting and Memo Deadline Schedule**

B. **2023 CFOC Meeting and Deadline Calendar**

Chairperson Sharman mentioned the next scheduled CFOC meeting will be held Tuesday, November 28, 2023, at 9:45 a.m. The CFOC memorandum deadline is November 14, 2023, at 10 a.m. CFOC memos should be submitted to cfocSubmissions@goaa.org. The CFOC agenda review meeting will be held on November 17, 2023, at 10:00 a.m. via GoToMeeting.

ADJOURNMENT

Having no further business to conduct, the meeting was adjourned at 9:07 a.m.

Kathleen M. Sharman, CFO

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

On **Tuesday, November 20, 2023,** 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 3:30 p.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
Marquez Griffin, Vice President, Operations
Scott Shedek, Vice President of Construction
Gary Hunt, Vice President of Facilities

Also Present:

Marie Dennis, Deputy Chief Financial Officer
Brad Friel, GOAA
Melvin Martinez, GOAA
Kevin Toth, GOAA
Robert Furr, GOAA
Ksenia Merck, K. Merck & Associates
Jamie McGonagill, GCI
Pankaj Gupta, Jacobs
Frederick Robinson, Anser Advisory
Heather Lee, Anser Advisory
Tracey Goff, Anser Advisory
Hameedah McCondichie, Sr. Admin. Assistant, GOAA
Chayla German, AECOM, Recording Secretary

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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 10, 2023 CFOC Meeting**

The Committee reviewed the meeting minutes from the October 10, 2023, CFOC. No comments or concerns were provided.

B. **Old Business**

1. Airline Terminal Improvements – Chairperson Sharman stated ongoing planning is still continuing between the airlines, Operations, and Airline Affairs.
2. Terminal C Enhancement Projects Program – Chairperson Sharman stated Ms. Merck will

provide a report when Action Item 5A6 is presented.

V. CONSENT AGENDA

A. ACTION ITEMS

1. **Recommendation to Approve Budget Transfer Request for V-00TBD – Airline Terminal Improvements**

   Mr. Toth presented a memorandum dated November 20, 2023, requesting the committee to approve budget transfer request for V-00TBD – Airline Terminal Improvements. As part of the Aviation Authority's long-term plan to achieve optimal terminal space utilization by the airlines, rebalancing and improvement effort in airline spaces throughout the terminals will need to occur. V-00TBD –Airline Terminal Improvements will initially be utilized for moves of AeroMexico, Avianca and Copa airlines along with future airline moves, infrastructure upgrades, improvement to systems, millwork, plumbing signage, etc. as needed. To accomplish some of these tasks, staff requests that an initial $250,000 be transferred from ZC-309 – Airline Terminal Improvements Capital Improvement Plan (CIP) Unallocated to V-00TBD.

   There are no reasonable alternatives. There is no overall impact to the Airline Terminal Improvements program, however the CIP Unallocated project will be reduced by $250,000.

   The Construction Finance Oversight Committee reached a consensus to approve the transfer of $250,000 of General Airport Revenue Bond (GARB) funds from ZC-309 – Airline Terminal Improvements Capital Improvement Plan Unallocated to V-00TBD - Airline Terminal Improvements.

2. **Request to Approve Budget Transfer Request for W-S00211 – Pre-Development Services, Terminal C Phase 2**

   Mr. Marble presented a memorandum dated November 20, 2023, requesting the committee to approve budget transfer request for W-S00211 – Pre-Development Services, Terminal C Phase 2. On October 10, 2023, the Construction Finance Oversight Committee (CFOC) approved establishing a project budget for W-S00211 for development of the Program Definition Document (PDD) for Terminal C Phase 2 in the amount of $1.1 million. Subsequently, the need for additional services has been identified.

   A revised start-up package is in progress updating the project name and intended scope of W-S00211 to include these additional Pre-Development Services. An additional $850,000 is requested to support completion of these early efforts.

   There are no reasonable alternatives at this time. There is no overall impact to the Terminal C Phase 2 program. However, the CIP Unallocated project will be reduced by $850,000.

   Chairperson Sharman stated the funds are CAPEX as we're not sure how much PFC eligibility there may be. Chairperson Sharman asked Mr. Friel when the written reevaluation might be completed. Mr. Friel advised that it may take around 6 months, while mentioning his team has done early coordination with ADO staff. Mr. Friel stated they have a pretty good outline of the tasks ahead and the staff is aware of the urgency. Chairperson Sharman stated a great outcome would be prior to June.

   Mr. Marble stated the items for this CFOC action are scheduled to go to CMC on 11/21/203.

   The Construction Finance Oversight Committee reached consensus to approve the budget transfer of $850,000 of Capital Expenditure Funds from ZC-366 – Terminal C Phase 2 Capital Improvement Program Unallocated to W-S00211 – Pre-Development Services.

3. **Recommendation to Approve Budget Transfer Request for H-00361 – Jeff Fuqua Boulevard (Loop Road) B Terminal Entrance Reconfiguration (Design/Build) and Realign CIP Unallocated to Placeholder Projects**

   Mr. Shedek presented a memorandum dated November 20, 2023, requesting the committee to approve budget transfer request for H-00361 – Jeff Fuqua Boulevard (Loop Road) B Terminal Entrance Reconfiguration (Design/Build) and Realign CIP Unallocated to Placeholder Projects. On August 10, 2023, the Aviation Authority invited all Continuing Horizontal Contractors to submit a proposal for the H-00361 – Jeff Fuqua Boulevard (JFB) (Loop Road) B Terminal Entrance Reconfiguration, (Design/Build (D/B)) project.

On September 26, 2023, the Procurement Committee received one price proposal from The Middlesex Cooperation. The proposal was rejected due to being over budget. Approval was received to directly negotiate with the contractor and rescope the project. As a result, a request for recommendation of approval of an addendum to the Continuing Horizontal Construction Services Agreement with The Middlesex Corporation for award of H-00361 in the amount of $3,490,000 will be presented to the Construction Committee on November 21, 2023.

There are no reasonable alternatives. There is no fiscal impact to the overall Roadway Improvements program. However, the Roadway Improvements CIP Unallocated project will be reduced by $1,879,044.

The Construction Finance Oversight Committee reached a consensus to approve (a) the transfer of $1,879,044 of Line of Credit to be reimbursed by Future General Airport Revenue Bond funds from ZC-348 - Roadway Improvements Capital Improvement Program Unallocated to H-00361 - Jeff Fuqua Boulevard (Loop Road) B Terminal Entrance Reconfiguration (D/B); and (b) the realignment of Capital Improvement Program Unallocated to the placeholder projects that supported the amount in the Roadway Improvements Capital Improvement Program as reflected in Exhibit 1.

4. **<u>Recommendation to Approve Budget Transfer Request for E-00281 – Airside 4 Public Address System Upgrade, North Terminal Building Systems Upgrades</u>**

Mr. Shedek presented a memorandum dated November 20, 2023, requesting the committee to approve budget transfer request for E-00281- Airside 4 Public Address System Upgrade, North Terminal Building System Upgrades. On August 16, 2023, the Aviation Authority invited all Continuing Electrical and Low Voltage Contractors to submit a proposal for the E-00281 – Airside 4 Public Address (PA) System Upgrade project.

On September 14, 2023, one bid was received for E-00281 from Quality Cable Contractors, Inc., (QCCI) in the amount of $4,792,896, which was $3,013,181 more than the engineer's original estimate of $1,779,715. After an approved direct negotiation with QCCI, the original proposal is being presented at the November 21, 2023, Construction Committee to be rejected and a new negotiated proposal is being recommended for approval in the amount of $3,692,147.

A proposal is also being presented at the November 21, 2023, Construction Committee for Owner Authorized Representative (OAR) services to Geotech Consultants International, Inc., (GCI) in the amount of $219,914. It is requested that $383,165 be transferred from ZC-297 – Capital Improvement Program (CIP) Unallocated and that $477,793 be transferred from E-00282 - Landside Levels 1 & 2 PA System to E-00281.

The alternatives are to rebid the project publicly which may result in higher prices or put the E-00281 project on hold, design the E-00282 project, and bid both projects out together. There is no financial impact to the overall North Terminal Building System Upgrades program, however the CIP Unallocated project will be reduced to zero and project E-00282 will be reduced by $477,793.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $383,165 of Capital Expenditure funds from ZC-297 – Capital Improvement Program Unallocated, North Terminal Building System Upgrades to E-00281 - Airside 4 Public Address System Upgrade; and (b) $477,793 of General Airport Revenue Bond funds from E-00282 - North Terminal Landside Public Address System Upgrade to E-00281.

5. **<u>Recommendation to Approve Budget Transfer Request for BP-S00198 – Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), Ground Transportation Facility Pedestrian Bridge Program</u>**

Mr. Gupta presented a memorandum dated November 20, 2023, requesting the committee to approve budget transfer request for BP-S00198 – Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), Ground Transportation Facility Pedestrian Bridge Program.

The GTF design has now progressed to 60% and the Program Management Oversight (PMO) team is tracking potential change orders associated with owner directed changes and design progression for the BP-S00198 project. Therefore, it is requested that $2.75 million be transferred into this project from Design Detail Allowance (DDA). This will accommodate the potential change orders and provide contingency for anticipated future changes.

There are no reasonable alternatives at this time. There is no fiscal impact to the overall GTF program, however the DDA will decrease by $2.75 million.

Mr. Shedek stated this is for the potential change orders and they will need to come back in the future to move more money into contingency for the project. Chairperson Sharman asked if these are design change orders and not construction. Mr. Gupta confirmed these are design change orders. Chairperson Sharman stated as more funds are needed as the scope is identified, there are more funds available, however it's critical that we know exactly what we are doing before funds are transferred because there are various types of funds involved in this program.

The Construction Finance Oversight Committee reached a consensus to approve the transfer of (a) $750,000 of Customer Facility Charge funds from Allow-3 - Design Detail Allowance to BP-S00198 -Multi-Modal Pedestrian Bridge and Rental Car Lobby; and (b) $2,000,000 of General Airport Revenue Bond funds from Allow-3 to BP-S00198.

6. <u>Recommendation to Approve Budget Transfer Request for W-S00TBD – Owner Furnished Items, Terminal C Enhancement Projects</u>

Ms. Merck presented a memorandum dated November 20, 2023, requesting the committee to approve budget transfer request for W-S00TBD - Owner Furnished Items, Terminal C Enhancement Projects.

Through compilation of Terminal C Enhancement requirements, it was discovered that the PBB switches included within the PBB procurement were considered temporary, as the required Cisco switches were not available within the timeframe required for manufacture, installation, and opening of Terminal C. Funding for a new project, W-S00TBD– Owner Furnished Items, to procure the new switches in the amount of $300,000 is requested from ZC-377CD2 – CIP Unallocated.

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 $300,000, leaving balance of $24,875,170.

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

The Construction Finance Oversight Committee reached a consensus to approve the transfer of $300,000 of Capital Expenditure funds from ZC-377CD2 – Capital Improvement Program Unallocated to W-S00TBD – Owner Furnished Items.

7. <u>Recommendation to Approve Budget Transfer Requests for W-S00110ACG – Architect of Record and W-S00149ACG – Program Management Oversight, Terminal C Airside Concourse Gates C250-C253</u>

Mr. Gupta presented a memorandum dated November 20, 2023, requesting the committee approve budget transfer requests for W-S00110ACG - Architect of Record and W-S00149ACG – Program Management Oversight, Terminal C Airside Concourse Gates C250-C253.

The initial HNTB Construction Phase Services (CPS) proposal, Addendum #45 CPS, was originally contracted with a reduced effort. This reduction was justified by the engagement of the contractor responsible for Terminal C Phase 1 to also undertake the construction of Terminal 1 Phase 1X. The decision to employ the same contractor for both phases was made with the expectation of minimizing CPS efforts through the utilization of previously approved contract documents from Phase 1 in the construction of Phase 1X. On November 21, 2023, the Construction Committee will be requested to recommend approval of an amendment to HNTB Addendum #45 in the amount of $1,551,178. To fund the request for additional design services, it is recommended that $1,551,178 be transferred from Soft Cost Reserve to W-S00110ACG - Architect of Record design services.

In addition, Construction Finance Oversight Committee (CFOC) action is requested for W-S00149ACG – Program Management Oversight (PMO) Services to bring in $100,000 of PFC 20 funds from Soft Cost Reserve while transferring $100,000 of existing General Airport Revenue Bond (GARB) funds from W-S00149ACG back to Soft Cost Reserve.

There are no reasonable alternatives. There is no fiscal impact to the Terminal C ASC Gates C250-C253 program. However, Soft Cost Reserve will be reduced by $1,551,178.

Chairperson Sharman stated HNTB thought they would supervise the same subcontractors. Mr. Shedek stated due to federal funding and the requirements it entails, the subcontractors have changed. Mr. Shedek stated HNTB has to start over with new submittals and new contractors, so they are spending more money than anticipated.

The Construction Finance Oversight Committee reached a consensus to approve the budget transfer of (a) $1,210,543 of PFC 20 funds from ZC-253 - Soft Cost Reserve to W-S00110ACG - Architect of Record; (b) $340,635 of General Airport Revenue Bond (GARB) funds from ZC-253 to W-S00110ACG (c) $100,000 of GARB funds from W-S00149ACG - Program Management Oversight to ZC-253; and (d) $100,000 of PFC 20 funds from ZC-253 to W-S00149ACG.

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**
   Intentionally Left Blank

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 CFOC Action

11. **Security Enhancement Program**
    Intentionally Left Blank

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

13. **Health & Safety Renovations 2018-2025**
    Intentionally Left Blank

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**
    Reflects Proposed Changes in the Variance Column
18. **Operational Efficiency Relocations**
    Intentionally Left Blank
19. **Airfield Pavement Rehab**
    Intentionally Left Blank
20. **Rental Car Quick-Turn-Around Projects**
    Intentionally Left Blank
21. **Terminal A & B RAC Counter & Lobby Improvements**
    Intentionally Left Blank
22. **Roadway Improvements Program**
    Reflects Proposed Changes in the Variance Column
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 CIP Approved By The Board October 2023
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**
Intentially Left Blank

40. **Executive Lobby/Conference/Office Area Renovations**
Intentially Left Blank

41. **South Terminal C Phase 1**
Intentially Left Blank

42. **South Terminal C Expansion Phase 1 Expansion**
Intentially Left Blank

43. **Terminal C Phase 2**
Reflects Proposed Changes in the Variance Column

44. **Terminal C Airside Concourse Gates C250-C253**
Reflects Proposed Changes in the Variance Column

45. **Terminal C Gates C250-253 Ramp, Remain Oversight (RON), & Airfield**
Intentially Left Blank

46. **Terminal C Enhancements**
Reflects October 31, 2023 CFOC Actions

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

48. **Terminal C Landscaping**
Intentially Left Blank

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

50. **Hyatt Regency Hotel**
Reflects FY 2024 Approved Budget Actions

51. **Orlando Executive Airport Active Project**
Reflects October 31, 2023 CFOC Action

52. **Rail Infrastructure Oversight**
Intentially 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**

Chairperson Sharman mentioned the next scheduled CFOC meeting will be held Tuesday, January 2, 2023, at 10:00 a.m. The CFOC memorandum deadline is December 19, 2023, at 10 a.m. CFOC memos should be submitted to cfocSubmissions@goaa.org. The CFOC agenda review meeting will be held on December 20, at 1:00 p.m. via Microsoft Teams.

ADJOURNMENT

Having no further business to conduct, the meeting was adjourned at 3:56 p.m.

Kathleen M. Sharman, CFO

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

On **WEDNESDAY, October 18, 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 1:59 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 (telephonically) Tim Weisheyer
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 Richard Clarke, Chief Creative Officer Tianna Dumond, Senior Vice President, Internal Audit Brad Friel, Senior Vice President, Multi-Modal Planning & Environmental Doug Starcher, Nelson Mullins Dan Gerber, General Counsel 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 Mr. Weisheyer, second by Mayor Dyer, motion passed to accept the August 16, 2023, Finance Committee minutes, as written.

CONSENT AGENDA

2. Mr. Thibault asked that the Consent Agenda be approved as presented.

   A. Recommendation of the Ad Hoc Committee to Select Firms for 24-110-RFP Bond, Tax and Disclosure Counsel Services
   B. Recommendation to Extend Purchasing Agreement PS-608 Airport Consulting Services with LeighFisher, Inc. and Ricondo & Associates, Inc.

Upon motion by Mr. Weisheyer, second by Mayor Dyer, vote carried to approve the recommendation of the Consent Agenda as presented.

ADJOURNMENT

3. There being no further business to be considered, Chairman Good adjourned the meeting at 2:00 p.m.

(Digitally signed on December 13, 2023)

Anna Farmer Manager, Board Services and Recording Secretary	Kevin J. Thibault Chief Executive Officer