On **WEDNESDAY, JANUARY 17, 2024,** THE **GREATER ORLANDO AVIATION AUTHORITY** met in regular session in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport (OIA), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 2:00 pm. The meeting was posted in accordance with Florida Statutes and a quorum was present. *[Live Streaming from Orlando, FL]*

Authority members present,	M. Carson Good, Chairman Dr. John Evans, Vice Chairman Belinda Kirkegard Tim Weisheyer Craig Mateer
Also present,	Kevin J. Thibault, Chief Executive Officer Yovannie Rodriguez, Chief Administrator Officer Richard Clarke, Chief Creative Officer Kenyatta Lee, Chief of External Affairs Anthony Davit, Chief Operating Officer Vicki Jaramillo, Chief Development Officer Brad Friel, Senior Vice President, Multi-Modal Planning & Environmental 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. Lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

Before the meeting began, Chairman Good asked Reverend Edwin Cardona with St. Mary Magdalen Catholic Church to bring the invocation.

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

APPROVAL OF MINUTES

1. Upon motion by Mrs. Kirkegard, second by Dr. Evans, vote carried to accept the meeting minutes of December 13, 2023 as written.

CONSENT AGENDA

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

A. accept for filing the following minutes: April 20 and May 1, 2023 Ad-Hoc Committee; October 31 and November 7, 2023 Construction Committee; October 31 and November 20, 2023 Construction Finance Oversight Committee; October 18, 2023 Finance Committee;

B. accept the recommendation to: (1) find the property listed in this memorandum no longer necessary, useful, or profitable in the operation of the Airport System; (2) request Orlando City Council concurrence and resolution of this finding; and (3) authorize staff to dispose of this property in accordance with the Aviation Authority's Policies and Procedures;

C. accept the recommendation of the Procurement Committee and Approve Amendment No. 1 First Renewal Option for Purchasing Agreement PS-649 Aviation Specialty Consulting Services and Federal Governmental Relations Consulting Services to Campbell-Hill Aviation Group, LLC. in the total not-to-exceed amount of $286,000 with funding from the Operations and Maintenance Fund; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

D. accept the recommendation to change the Air Service Incentive Program (ASIP) in order to comply with FAA Policy;

E. accept the recommendation to authorize the Chief Executive Officer to modify certain appointments and update Organizational Policies regarding various Board Action Committees;

F. accept the recommendation of the of the Procurement Committee to: 1) approve Amendment No. 3 to Purchasing Contract PS-329, Parking Access and Revenue Control System with Skidata, Inc. for the upgrade of Parking Access and Revenue Control System Servers and Network Infrastructure; 2) authorize funding in the not-to-exceed amount of $312,386 from the Discretionary Fund: and 3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel;

G. accept the recommendation of the Procurement Committee and Approve Amendment No. 2 two-year Renewal Option for Purchasing Contract 07-21 Elevator, Escalator, Moving Walkway Inspection and Test Witnessing Services at the Orlando International Airport, to Bureau Veritas National Elevator Inspection Services in the total not-exceed amount of $178,351 with funding from the Operations and Maintenance Fund; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

H. accept the recommendation of the Construction Committee and approve a No-Cost Addendum to each of the Continuing Environmental Consulting Services Agreements with the following firms, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: (1) Bio-Tech Consulting, Inc. to exercise the first one-year renewal option and extend the Agreement to June 30, 2025; (2) Breedlove, Dennis & Associates, Inc. to exercise the first one-year renewal option and extend the Agreement to May 14, 2025; (3) DRMP, Inc. to exercise the first one-year renewal option and extend the Agreement to May 14, 2025; (4) EXP U.S. Services, Inc. to exercise the first one-year renewal option and extend the Agreement to August 25, 2025; (5) MSE Group, LLC to exercise the first one-year renewal option and extend the Agreement to May 7, 2025; (6) Terracon Consultants, Inc. to exercise the first one-year renewal option and extend the Agreement to May 14, 2025; (7) The Transit Group, Inc. dba Ecological Associates, Inc. to exercise the first one-year renewal option and extend the Agreement to July 16, 2025; and, (8) Vanasse Hangen Brustlin, Inc. to exercise the first one-year renewal option and extend the Agreement to May 14, 2025;

I. accept the recommendation to concur with the Construction Committee's approval of a No-Cost Addendum to the Continuing Roofing Construction Services Agreements with each of the following firms, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: (1) Advanced Roofing, Inc. to exercise an Additional Renewal Option, and extend the Agreement to September 30, 2024; (2) P&A Roofing and Sheet Metal, Inc. to exercise an Additional Renewal Option, and extend the Agreement to September 30, 2024; (3) Southland Rowe Roofing, Inc. to exercise an Additional Renewal Option, and extend the Agreement to September 30, 2024; and, (4) T&G Corporation dba Bowhead Roofing to exercise an Additional Renewal Option, and extend the Agreement to September 30, 2024;

J. accept the recommendation of the Construction Committee to (1) approve Change Order No. V-00992-01 for $511,076.81 and no time extension, with funding as outlined in Attachment A; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the change orders following satisfactory review by legal counsel;

K. accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Co. for the Award of V-00995, Replacement of Elevator P58 at Airside 4 (Design/Build) at the Orlando International Airport, for the total bid amount of $998,948.26 (Base Bid plus Add Alternate No. 1), with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

L. accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Co. for the Award of V-01011, Airside 4 60s Wing Renovation (Design/Build), at the Orlando International Airport, for the total bid amount of $999,222, with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

M. accept the recommendation of the Construction Committee and approve utilizing Orange County, FL, Contract Y23-102-MV with Motorola Solutions, Inc. to Expand the Aviation Authority's Public Safety Radio System for W-S00157, Terminal C Radio Distributed Antenna System (DAS) at Bid Package (BP) No. S00195, Terminal C Expansion Airside Concourse (Gates C250-C253), and BP No. S00198, Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), at the Orlando International Airport, for the total amount of $427,076.88, with funding from previously-approved Customer Facility Charges to the extent eligible and Line of Credit to be reimbursed by General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

N. accept the recommendation of an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. for Conceptual Services for W-S00159, Terminal C Landscaping Program Design and Project Oversight Services, at the Orlando International Airport, for the total not-to-exceed fees amount of $431,225, with funding from previously-approved Customer Facility Charges to the extent eligible and Line of Credit to be reimbursed by General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

O. accept the recommendation to: (1) approve the First Amendment to the Amended and Restated Operation and Use Agreement by and between the City of Orlando and the Aviation Authority, as presented; (2) request the Orlando City Council approval of First Amendment to the Amended and Restated Operation and Use Agreement; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate documents following satisfactory review by legal counsel;

P. accept the recommendation of the Procurement Committee to: (1) award Single-Source 00242 for the procurement of the hardware devices associated with the Queue Management System utilizing Single Source 00242 to SITA Information Networking Computing USA; (2) authorize funding from the Capital Expenditure Fund in the not-to-exceed amount of $502,854.24; and (3) Authorize the Purchasing Office to issue the necessary Purchase Order;

Q. accept the recommendation to concur with the Construction Committee's approval of a No-Cost Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc.to extend the Agreement to June 30, 2024, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

PROCUREMENTS

3. Mr. Thibault mentioned these items are for notifying the Board of Procurements that will soon be advertised.

A. Request for Proposals, Parking Guidance System
B. Request for Proposals, 24-106-RFP for External Auditing Services
C. Invitation for Bid, Purchase of Ten Pre-Conditioned Air Units for Passenger Boarding Bridges
D. Invitation for Bid, Pest Control Services
E. Invitation for Bid, Fire Suppression Systems Testing, Certification, and Maintenance
F. Invitation for Bid, Dock Leveler Maintenance and Repair Services
G. Request for Proposal, Local Developing Business, Direct, South Trailer Complex Janitorial Maintenance
H. Invitation for Bid, Purchase of Chandeliers for Hyatt Regency 4th Floor Renovations for Goods Only
I. Invitation for Bid, Purchase of Carpet for Hyatt Regency 4th Floor Renovations for Goods Only
J. Solicitation for Design/Build Services, W-00501, Selection of Design/Build Services for Airside Restroom Refurbishment at the Orlando International Airport
K. Request for Statements of Qualifications, W-00502, Continuing Roofing Construction Services

L. Three Requests for Proposal for Professional Services, Specialty Legal Services for three separate functions: (1) Infrastructure and Construction Department Counsel; (2) Purchasing Department Counsel; and (3) Finance Department Counsel

M. Upcoming Construction Projects can be found at 2024-01 January - Construction Update (orlandoairports.net)

Mrs. Kirkegard commented that she noticed several of these procurement items do not have any Small Business participation in them and asked if an outreach could be done with the Small Business office to encourage local companies to submit proposals.

CHIEF EXECUTIVE OFFICER REPORT

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

i. Recent GOAA Recognitions:

a. Keila Walker Dennis, AVP, Airport Operations – Certified for Emergency Management

b. Gary Trotta, AVP, ORL Operations – Airport Business Magazine's Best Young Professionals, 40 under 40

c. Yovannie Rodriguez, Chief Administrative Officer – Conference of Minority Transportation Officials - 2024 Celebrating Women Who Move The Nation Award

ii. Outreach Programs – Small Business Breakfasts

iii. Calendar Year 2023 – 58 million Passengers Estimated (15% increase from 2022)

iv. Reserve Parking at Terminal C Garage

v. Pedestrian Bridge Construction – Estimated Fall 2024 Completion

vi. 8 New Gates in Terminal C – Estimated Late 2025 Completion

Chairman Good recognized the achievement of 58 million passengers for 2023 and the challenge it was for the airport.

Dr. Evans asked what our projection was a year ago for 2023. Mr. Thibault answered that we exceeded the goal that was 55 million passengers.

Discussion ensued on Chairman Good's question on the surge in local traffic. In addition, Chairman Good asked if we could work with UCF or the Economic Development Council to try to find out the reason behind the local surge and whether or not it will be reoccurring for us.

NEW BUSINESS ITEMS

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

A. New Business Item A is a Recommendation of the Procurement Committee to Award Request for Proposals 24-137-RFP, Curbside Traffic Management Services to Allied Universal Security Services

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation to: (1) approve the Procurement Committee's ranking of proposals for the Curbside Traffic Management Services; (2) award Contract 24-137-RFP to Allied Universal Security Services; (3) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of $32,185,329.00: and (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel.

B. New Business Item B is a Recommendation to Award Request for Proposal 23-381-RFP Train Station Janitorial Maintenance Services to Sterling Building Services, Inc.

There were two speakers for this item :

Senator Gary Siplin, representing Southeast Airport Services, spoke as an opponent of this item, expressing his concern that led Mr. Thibault to the decision to choose Sterling Building Services.

Cesar Bermudez, Sterling Building Services, spoke as a proponent of this item, clarifying the concerns that Southeast Airport Services had expressed.

Chairman Good questioned if the Board Members who were absent had any concerns about this item during their briefings. Mr. Thibault answered there were no concerns expressed.

Mrs. Kirkegard asked Marquez Griffin who the MBE was on the previous agenda item (NB-A) and asked if they were the same company as this item. Mr. Griffin answered Southeast Protection Services is the small business listed for NB-A and that Southeast Airport Services is part of their portfolio of services. Mrs. Kirkegard then stated that while Southeast Airport Services did not win this procurement, their parent company did have an $8M win today with NB-A.

Discussion ensued regarding Chairman Good's question if the RFP was clearly stated. Mr. Gerber confirmed that it was.

Upon motion by Mr. Mateer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Chief Executive Officer to: (1) approve the award of Purchasing Request for Proposal 23-381-RFP Train Station Janitorial Maintenance Services to Sterling Building Services, Inc.; (2) authorize funding in a not-to-exceed amount of $17,004,172.00 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

C. New Business Item C is a Motion for Reconsideration of Aviation Authority Action on October Agenda Item CA-L

Mr. Weisheyer made a motion to reverse the decision made at the October 18, 2023 meeting and to reconsider that the allocation of services not be limited to a separate firm for each element, rather the company who is most qualified would be awarded the contract(s).

Mr. Mateer suggested that a decision not be made today and recommended having a thorough discussion during a Board Workshop at a later date.

Chairman Good questioned if the Board Members who were absent had any concerns about this item during their briefings. Mr. Thibault answered there were no concerns expressed.

Discussion continued on the varying arguments and whether a separate meeting is necessary.

It was the consensus of the Board to hold off on the release of this procurement and to have a Board Workshop to allow for a thorough discussion.

ADJOURNMENT

6. There being no further business to be considered, Chairman Good adjourned the meeting at 2:56 p.m.

(Digitally signed on February 21, 2024)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer