On **TUESDAY, NOVEMBER 21, 2023,** the **PROCUREMENT COMMITTEE** met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Sharman called the meeting to order at 9:55 a.m. Chair Sharman read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee (PC) members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

Kathleen Sharman, Chair
Max Marble, Senior Vice President, Capital Programs
Jeff Daniels, Assistant Vice President, Facilities
Jay Cassens, Vice President, Real Estate and Commercial Properties

Also participating:

Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)
Karen Ryan, Legal Counsel (Nelson Mullins Riley & Scarborough)
Dan Carrington, GOAA, Environmental Compliance
Kevin Thompson, GOAA, Multi-Modal Planning
Riccy Rodriguez, GOAA, Facilities
Fransheska Brown, Recording Secretary

CONSIDERATION OF MEETING MINUTES FOR OCTOBER 31, 2023

Upon motion of Mr. Daniels, second by Mr. Marble, vote carried to approve the PC Minutes from the meetings held on October 31, 2023.

NEW BUSINESS

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO PROCURE A SH8000 STRIP HOG WATER BLASTING SYSTEM FROM WATERBLASTING LLC, DBA HOG TECHNOLOGIES UTILIZING SOURCEWELL CONTRACT #111522-WTB.

This item was deferred.

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO APPROVE AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR AN INTERIM UPDATE OF THE ORLANDO INTERNATIONAL AIRPORT LAYOUT PLAN.

B. Mr. Thompson presented the memorandum. Discussion ensued.

Upon motion of Mr. Cassens, second by Mr. Marble, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for an Interim Update of the Orlando International Airport Layout Plan, for the total not-to-exceed fee amount of $13,840.00, with funding from previously-approved Operations and Maintenance Funds.

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO APPROVE AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR A PARKING CAPACITY ANALYSIS, AT THE ORLANDO INTERNATIONAL AIRPORT.

C. Mr. Thompson presented the memorandum. Discussion ensued.

Upon motion of Mr. Marble, second by Mr. Cassens, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a Parking Capacity Analysis, for the total not-to-exceed fee amount of $83,504.00, with funding from previously-approved Operations and Maintenance Funds.

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO APPROVE AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR A PARKING PRICING STUDY AT ORLANDO INTERNATIONAL AIRPORT.

D. Mr. Thompson presented the memorandum. Discussion ensued.

Upon motion of Mr. Daniels, second by Mr. Cassens, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for a Parking Pricing Study, for the total not-to-exceed fee amount of $87,100.00, with funding from previously-approved Operations and Maintenance Funds.

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO APPROVE AN ADDENDUM TO THE CONTINUING ENVIRONMENTAL CONSULTING SERVICES AGREEMENT WITH VANASSE HANGEN BRUSTLIN INC. TO PROVIDE WATER QUALITY AND FLOW MONITORING SERVICES FOR FY 2024, AT THE ORLANDO EXECUTIVE AIRPORT.

E. Mr. Carrington presented the memorandum. Discussion ensued.

Upon motion of Mr. Daniels, second by Mr. Marble, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. to provide Water Quality and Flow Monitoring Services for FY 2024, for the total of $113,704.40, which includes the not-to-exceed fee amount of $56,449.00, and the not-to-exceed expense amount of $57,255.40 with funding from previously-approved ORL Revenue Funds.

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO APPROVE AN ADDENDUM TO THE CONTINUING ENVIRONMENTAL CONSULTING SERVICES AGREEMENT WITH VANASSE HANGEN BRUSTLIN INC. TO PROVIDE FY 2024 ON-CALL PERMITTING ASSISTANCE, AT THE ORLANDO INTERNATIONAL AIRPORT.

F. Mr. Carrington presented the memorandum. Discussion ensued.

Upon motion of Mr. Daniels, second by Mr. Marble, vote carried to recommend to the Aviation Authority Board approval of an Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin Inc. to provide FY 2024 On-Call Permitting Assistance, for the total of $40,000.00, which includes the not-to-exceed fee amount of $39,733.00, and the not-to-exceed expense amount of $267.00, with funding from previously-approved Operations and Maintenance Funds.

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO AWARD AN INVITATION FOR BID 23-387-IFB, DATA CENTER HVAC SERVICES TO INNOVATIVE SUPPORT SYSTEMS, INC.

G. Ms. Rodriguez presented the memorandum. Discussion ensued.

Upon motion of Mr. Marble, second by Mr. Daniels, vote carried to recommend to the Aviation Authority Board approval to Award Invitation for Bid 23-387-IFB, Data Center HVAC Services to Innovative Support Systems, Inc., for the total not-to-exceed amount of $4,650,760.00, with funding from Operations and Maintenance Funds. Funds anticipated to be spent under the contract in the current fiscal year are within budget. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund.

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 10:15 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer