

**GREATER ORLANDO AVIATION AUTHORITY
AGENDA**

DATE: WEDNESDAY, DECEMBER 13, 2023

TIME: 2:00 P.M.

PLACE: CARL T. LANGFORD BOARD ROOM, ORLANDO INTERNATIONAL AIRPORT, ONE JEFF FUQUA BOULEVARD

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 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 on the Aviation Authority's offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. CONSIDERATION OF AVIATION AUTHORITY MINUTES FOR SEPTEMBER 27 AND OCTOBER 18, 2023

VI. RECOGNIZING YEARS OF SERVICE

VII. CONSENT AGENDA

(These items are considered routine and will be acted upon by the Aviation Authority in one motion. If discussion is requested on an item, it will be considered separately. Items under this section are less than \$1,000,000 dollars)

- A. Recommendation to Accept Aviation Authority Committee Minutes
- B. Recommendation to Dispose of Surplus Property
- C. Recommendation to approve the Non-Federal Reimbursable Agreement for the Airport Surveillance Radar Relocation Siting Study between the Greater Orlando Aviation Authority and the Department of Transportation Federal Aviation Administration
- D. Recommendation of the Procurement Committee to Approve Multiple Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. at the Orlando International Airport (MCO)
- E. Recommendation of the Construction Committee to Approve an Addendum to the Continuing Vertical Construction Services Agreement with H.A. Contracting Corporation for the Award of Project V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport (MCO)
- F. Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 7 to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management, Inc. for Construction Phase Owner's Authorized Representative (OAR) Services for Project V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport (MCO)
- G. Recommendation of the Construction Committee to Approve Change Order(s) to Various Contracts
- H. Recommendation of the Procurement Committee to Approve Multiple Addenda to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. at the Orlando International Airport (MCO), Orlando Executive Airport (ORL) and other facilities operated by the Aviation Authority
- I. Recommendation of the Procurement Committee to Rank Firms Shortlisted for Continuing Environmental Engineering Consulting Services at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Aviation Authority
- J. Recommendation to Approve First Amendment to Foreign-Trade Subzone Operations Agreement for Mitsubishi Power Americas, Inc.
- K. Recommendation to Accept Corrections and Updates for Procurement Policies 450.01, 450.02, 450.03 and 450.04
- L. Recommendation for Approval of Airport Concession Disadvantaged Business Enterprise (ACDBE) Goal and Methodology for Non-Car Rental and Car Rental Concessions for the Three-Year period beginning October 1, 2023, through September 30, 2026 for the Greater Orlando Aviation Authority

NOTE: Any person who desires to appeal any decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based.

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VII. CONSENT AGENDA Cont'd

- M. Recommendation of the Retirement Benefits Committee to Terminate Frontier Asset Management (Frontier) within the Defined Benefit Plan (DB Plan) Investment Portfolio. In Addition, the Mid Cap Allocation will be Removed from the DB Plan Asset allocation in Favor of Additional Dollars Invested in US Core Fixed Income and US Small Cap Equities
- N. Recommendation to Authorize Funding for Bargaining Employees' Compensation Adjustment
- O. Recommendation to Approve Revisions to Organizational Policies: 120.81 Investment Policy for the Defined Benefit Retirement Plan and 120.083 Investment Policy for the Other Post-Employment Benefits Trust
- P. Recommendation to Approve Amendment No. 1 to Single Source Contract 23-126-SGS, Security Checkpoint Passenger Reservation System with Alclear, LLC
- Q. Recommendation of the Procurement Committee to Award Concierge Services Concession to Air General, Inc., Baggage Airline Guest Services, Inc., IW Group, LLC d/b/a Perq Soleil, SkySquad, Inc., and Trip Hospitality Orlando, LLC
- R. Recommendation to Ratify Appointment of an Auditor Selection Committee for Request for Proposals 24-106-RFP External Auditing Services
- S. Recommendation of the Finance Committee to Select Firms for 24-110-RFP Bond, Tax and Disclosure Counsel Services
- T. Recommendation of the Finance Committee to Extend Purchasing Agreement PS-608 Airport Consulting Services with LeighFisher, Inc. and Ricondo & Associates, Inc.

VIII. PROCUREMENTS

(Notification for release of documents for different services at the Aviation Authority in excess of \$500,000)

- A. Request for Proposals, 24-107-RFP Investment Advisory Services
- B. Request for Proposals, 24-113-RFP Banking Services
- C. Request for Proposals, Vehicle and Equipment Maintenance Services
- D. Invitation for Bid, 55" LCD Monitors
- E. Invitation for Bid, Fire Sprinkler Systems Maintenance Services

IX. CHIEF EXECUTIVE OFFICER'S REPORT

X. NEW BUSINESS

(Consistent with GOAA Policy 450.04, contracts in excess of \$1,000,000 are listed under this section as separate line items)

- A. Recommendation of the Construction Committee for Approval of Negotiated Terms and Rates for the 2023 Rolling Master Builders Risk insurance
- B. Recommendation of the Construction Committee to Approve an Addendum and Associated Amendments to the Professional Services Agreement for Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); and Audit and Advisory Services at Orlando International and Executive Airports with Carr, Riggs & Ingram, LLC
- C. Recommendation of the Construction Committee to Award Project H-00361, Jeff Fuqua Boulevard (Loop Road) Terminal B Entrance Reconfiguration (Design/Build) at the Orlando International Airport, to The Middlesex Corporation
- D. Recommendation of the Construction Committee to Approve an Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc. for the Award of Project E-00281, Airside 4 Public Address (PA) System Upgrade, at the Orlando International Airport
- E. Recommendation to Award Invitation for Bid 23-387-IFB, Data Center HVAC Services to Innovative Support Systems, Inc.
- F. Recommendation of the Procurement Committee to Award Request for Proposals 23-533-RFP, Passenger Boarding Bridges and Related Equipment to JBT Aerotech Corporation
- G. Recommendation to Amend the Fiscal Year 2024 budget and Approve the Authorizing Resolution for the Redemption of Outstanding Series 2010A Bonds
- H. Recommendation of the Compensation Committee to Adopt Performance-based Goals and a Contract Amendment for the Chief Executive Officer for Fiscal Year 2024

XI. INFORMATION SECTION

(No action is required on the item(s). Board members should feel free to ask questions on the item(s).)

- A. Notification of Release of RFP/RFB/RFQ/IFB
- B. Notification of Chief Executive Officer Approvals for December 2023 Board Meeting
- C. Construction Report

NEXT SCHEDULED AVIATION AUTHORITY BOARD MEETING IS ON WEDNESDAY JANUARY 17, 2024

DRAFT

On **WEDNESDAY, SEPTEMBER 27, 2023**, 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 3:00 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 (telephonically)
Belinda O. Kirkegard, Treasurer
Mayor Jerry Demings
Tim Weisheyer
Craig Mateer

Also present,

Kevin J. Thibault, Chief Executive Officer
Kathleen Sharman, Chief Financial Officer
Yovannie Rodriguez, Chief Administrator Officer
Victoria Jaramillo, Chief Development Officer
Kenyatta Lee, Chief of External Affairs
Anthony Davit, Chief Operating Officer
Richard Clarke, Chief Creative Officer
Tom Draper, Senior Vice President, Chief of Operations
Brad Friel, Senior Vice President, Multi-Modal Planning & Environmental
Tianna Dumond, Senior Vice President, Internal Audit
Dan Gerber, General Counsel
Anna Farmer, Manager, Board Services and Recording Secretary

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Before the meeting began, Chairman Good asked Mr. Joseph Richardson with Central Florida Freethought Community, 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 Mr. Weisheyer, vote carried to accept the meeting minutes of August 2 (board workshop) and August 16, 2023 as written.

CONSENT AGENDA

2. Upon motion by Mayor Demings, second by Mr. Mateer, 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: August 8 and August 9, 2023 Construction Committee; July 18, July 25, August 1, August 8 and August 22, 2023 Procurement 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 an Addendum to the Specialty APM and Passenger Rail Systems Consulting Services Agreement with Lea + Elliott, Inc. for FY 2024 SSPP and O&M Support for the APM Systems at MCO, for the total not-to-exceed fee amount of \$238,520, with funding from Operations and Maintenance Funds; 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 accept staff's recommendation to adopt Operational Procedure Policy Section 420.02 Fixed Asset Capitalization Threshold;

E. accept the recommendation of the Procurement Committee and approve an Addendum to Continuing Civil Engineering Services Agreement with Avcon, Inc. for FY 2024 On-Call Civil Engineering Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$150,000, with funding from Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

F. accept the recommendation of the Procurement Committee and approve an Addendum to Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for FY 2024 On-Call Civil Engineering Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$80,000, with funding from Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

G. accept the recommendation of the Construction Committee and approve a No-Cost Addendum to the Continuing MEP Engineering Consulting Services Agreement 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) C&S Engineers, Inc. to exercise an Additional Renewal Option, and extend the Agreement to March 31, 2024; 2) Graef-USA, Inc. to exercise an Additional Renewal Option, and extend the Agreement to March 31, 2024; 3) Matern Professional Engineering, Inc. to exercise an Additional Renewal Option, and extend the Agreement to March 31, 2024; 4) RTM Engineering Consultants, LLC to exercise an Additional Renewal Option, and extend the Agreement to March 31, 2024; and, 5) SGM Engineering, Inc. to exercise an Additional Renewal Option, and extend the Agreement to March 31, 2024 ;

H. accept the recommendation of the Procurement Committee and approve an Addendum to Continuing MEP Engineering Services Agreement with C&S Engineers, Inc. for FY 2024 On-Call MEP Engineering Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$30,000, with funding from Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

I. accept the recommendation of the Procurement Committee and approve an Addendum to Continuing MEP Engineering Services Agreement with Matern Professional Engineering, Inc. for FY 2024 On-Call MEP Engineering Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$99,946, with funding from Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

J. accept the recommendation of the Procurement Committee and approve an Addendum to Continuing MEP Engineering Services Agreement with SGM Engineering, Inc. for FY 2024 On-Call MEP Engineering Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$30,000, with funding from Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

K. accept the recommendation of the Procurement Committee and approve Addenda to the Continuing Environmental Engineering Consulting Services Agreement with MSE Group, LLC for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: 1) FY 2024 On-Call Emergency Response Services at MCO, for the total amount of \$50,000, which include the not-to-exceed fee amount of \$20,000 and the not-

to-exceed expense amount of \$30,000, with funding from Operations and Maintenance Funds; 2) FY 2024 Comprehensive Environmental Audits and Training Services at MCO, for the total amount of \$19,999.50, which includes the not-to-exceed fee amount of \$19,546 and the not-to-exceed expense amount of \$453.50, with funding from Operations and Maintenance Funds; 3) FY 2024 On-Call Baseline Environmental Impact Investigations (BEII) Services at MCO, for the total amount of \$25,000, which includes the not-to-exceed fee amount of \$15,000 and the not-to-exceed expense amount of \$10,000, with funding from Operations and Maintenance Funds; and, 4) FY 2024 On-Call Asbestos Survey and Monitoring Services, Indoor Air Quality Monitoring, BEII Services, and Emergency Response Services at ORL, for the total amount of \$25,000, which includes the not-to-exceed fee amount of \$10,000 and the not-to-exceed expense amount of \$15,000, with funding from ORL Revenue Funds;

L. accept the recommendation of the Procurement Committee and approve Addenda to the Continuing Environmental Consulting Services Agreement with MSE Group, LLC for (1) FY 2024 Water Quality Monitoring Program at MCO, for the total not-to-exceed fee amount of \$249,970.36, which includes the not-to-exceed fee amount of \$154,924 and the not-to-exceed expense amount of \$95,046.36, with funding from Operations and Maintenance Funds; and, (2) FY 2024 Wildlife Hazard Assessment Survey and Report Services at MCO, for the total amount of \$82,232, which includes the not-to-exceed fee amount of \$72,698 and the not-to-exceed expense amount of \$9,534, with funding from Operations and Maintenance Funds; 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 Procurement Committee and approve Addenda to the Continuing Environmental Engineering Consulting Services Agreement with Terracon Consultants, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: 1) FY 2024 Air Permit Compliance Services at MCO, for the total not-to-exceed fee amount of \$37,594, with funding from Operations and Maintenance Funds; 2) FY 2024 Asbestos Operations and Maintenance (O&M) Program Update at MCO, for the total amount of \$12,975.75, which includes the not-to-exceed fee amount of \$12,582 and the not-to-exceed expense amount of \$393.75, with funding from Operations and Maintenance Funds; 3) FY 2024 Technical Support, including Software Services, and Enhancements of the Asset Compliance Management Program at MCO, for the total amount of \$38,128, which includes the not-to-exceed fee amount of \$9,128 and the not-to-exceed expense amount of \$29,000, with funding from Operations and Maintenance Funds; 4) FY 2024 City of Orlando Industrial User Discharge Permit (IUDP) Compliance Services at MCO, for the total amount of \$67,348, which includes the not-to-exceed fee amount of \$49,068 and the not-to-exceed expense amount of \$18,280, with funding from Operations and Maintenance Funds; 5) FY 2024 Oil/Water Separator Maintenance and Compliance Pump-Outs at MCO, for the total amount of \$78,654, which includes the not-to-exceed fee amount of \$29,584 and the not-to-exceed expense amount of \$49,070, with funding from Operations and Maintenance Funds; 6) FY 2024 On-Call Emergency Spill Response for Petroleum, Chemical or Sewer Discharges and Abandoned Drums at MCO, for the total amount of \$25,000, which includes the not-to-exceed fee amount of \$17,500 and the not-to-exceed expense amount of \$7,500, with funding from Operations and Maintenance Funds; and, 7) FY 2024 On-Call Petroleum Storage Tanks Systems Maintenance and Repair Services at MCO, for the total amount of \$60,000, which includes the not-to-exceed fee amount of \$15,000 and the not-to-exceed expense amount of \$45,000, with funding from Operations and Maintenance Funds;

N. accept the recommendation of the Construction Committee and approve Addenda to the Professional Services Agreement for Construction Payment Application and Invoice Review; Financial Consulting for the CIP and CIR; and Audit and Advisory Services at Orlando International and Executive Airports with Carr, Riggs & Ingram, LLC for (1) FY 2024 Construction Payment Application and Invoice Review at the Orlando International and Executive Airports (Category 2) for the total not-to-exceed fee amount of \$120,250, with funding from Operations and Maintenance Funds; and, (2) FY 2024 CIP and CIR Support Services to the Finance Department at the Orlando International and Executive Airports (Category 3), for the total not-to-exceed fee amount of \$125,925, with funding from Operations and Maintenance Funds; 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 of the Procurement Committee and approve an Addendum to Continuing Program and Project Management Services Agreement with Cost Management, Inc. dba CMI for FY 2024 Small Project OAR Support Services at the Orlando International Airport, for the total not-to-exceed fee amount of \$89,776, with funding from Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

P. accept the recommendation of the Procurement Committee and approve Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. and for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: 1) FY 2024 On-Call Operational Readiness Staffing and Support Services at MCO, for the total not-to-exceed fee amount of \$205,506, with funding from Operations and Maintenance Funds; 2) Solicitation Development Services for the Aviation Authority's Enterprise Digital Content Ecosystem at MCO, for the total not-to-exceed fee amount of \$94,268, with funding from Operations and Maintenance Funds; and, 3) FY 2024 On-Call Airline Reallocation Support Services at MCO, for the total not-to-exceed fee amount of \$65,060, with funding from Operations and Maintenance Funds;

Q. accept the recommendation of the Construction Committee and approve a Job Order Construction Services Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc. for Construction Services for L-00087, On-Call Low Voltage Services (FY24-QCC), at the Orlando International Airport, for the total direct-negotiated amount of \$300,000, with funding from Operations and Maintenance Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

R. accept the recommendation of the Construction Committee and approve a Job Order Construction Services Addendum to the Continuing Low Voltage Construction Services Agreement with Orlando Business Telephone Systems, Inc. for Construction Services for L-00088, On-Call Low Voltage Services (FY24-QCC), at the Orlando International Airport, for the total direct-negotiated amount of \$300,000, with funding from Operations and Maintenance Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

S. accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 48 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Additional Design Services for BP No. S00196, Terminal C, P1X, Airfield Civil, Apron and Taxiway Paving, at the Orlando International Airport, for the total amount of \$768,955, which includes the lump sum fee amount of \$758,347 and the not-to-exceed fee amount of \$10,608, with funding from 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;

T. accept the recommendation of the Construction Committee to 1) approve Change Order No. 00496-03 for the amount of \$13,168.80 and no time extension, and request Orlando City Council and Federal Aviation Administration (FAA) concurrence (as required because of FAA funding), with funding as outlined in Attachment A; 2) approve Change Order No. 00496-04 for the deductive amount of (\$15,070.17) and no time extension, and request Orlando City Council and Federal Aviation Administration (FAA) concurrence (as required because of FAA funding), with funding as outlined in Attachment A; 3) approve Change Order No. 00496-05 for the amount of \$16,467.21 and no time extension, and request Orlando City Council and Federal Aviation Administration (FAA) concurrence (as required because of FAA funding), with funding as outlined in Attachment A; 4) approve Change Order No. BP S00195-15 for the amount of \$1,200,000 and no time extension, with funding as outlined in Attachment A; 5) approve Change Order No. H-S00029-05 for the amount of \$43,751.49 and a 176 calendar day time extension to Substantial Completion, with funding as outlined in Attachment A; and, 6) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the change order(s) following satisfactory review by legal counsel;

U. accept the recommendation of the Construction Finance Oversight Committee to (1) approve the transfer of previously-approved Capital Expenditure Funds in the amount of \$38,346 from Fund Balance to V-00998 - Runway 18L Vault Fire Suppression System Renovations; (2) approve the transfer of \$400,000 of Capital Expenditure Funds from Fund Balance to V-01009 - Purchasing Building Office Renovations; (3) approve the transfer of \$34,883 of Capital Expenditure Funds from Hyatt Contingency, to EP-00202 - Hyatt Pool Deck Repairs, Construction; and, (4) request concurrence from the City Council for these unbudgeted expenditures, as outlined in Attachment A;

V. accept the recommendation of the Ground Transportation Committee to amend the Ground Transportation Rules and Regulations at Orlando International Airport, effective October 1, 2023.

PROCUREMENTS

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

- A. Requests for Proposals for 24-108-RFP for a \$550 Million Revolving Line of Credit (LOC) Facility
- B. Request for Proposals for Underwriter Services

- C. Request for Proposals for Dynamic Signage Ecosystem (Display Ground)
- D. Request for Proposals for Customer Experience Ambassadors – Terminals A and B
- E. Request for Proposals for Customer Experience Ambassadors – Terminal C and Train Station
- F. Invitation for Bid for Aquarium Maintenance Services

SPECIAL ACTION ITEMS

- 4. Mr. Thibault presented the following items:
 - A. Special Action Item A is a Recommendation for Approval of The Greater Orlando Aviation Authority's 2023 Strategic Plan

Upon motion by Mr. Weisheyer, second by Mr. Mateer, vote carried to accept the recommendation that the Aviation Authority Board approve the Greater Orlando Aviation Authority's 2023 Strategic Plan.

Chairman Good asked Mr. Weisheyer if he would like to say a word concerning the involvement he had in the creation of the Strategic Plan. Mr. Weisheyer thanked the steering committee for their tireless work in developing it and appreciated the involvement of all the leaders in coming up with an innovative plan to take us beyond the 21st century.

- B. Special Action Item B is a Recommendation of the Chief Executive Officer to Nominate Candidate for the Position of Senior Vice President of Operations

Upon motion by Mr. Weisheyer and Mrs. Kirkegard, vote carried to accept the Chief Executive Officer's nomination and confirm the appointment of Mr. Marquez Griffin as the Senior Vice President of Operations.

Various Board members recognized and thanked Mr. Draper for the level of customer support he provides, and are grateful for the succession planning taking place and look forward to working more closely with Mr. Griffin.

CHIEF EXECUTIVE OFFICER REPORT

- 5. Mr. Thibault's report included the following:
 - i. Terminal C Anniversary
 - ii. Brightline Commencement of Service
 - iii. Community Open House for Home Owner Associations
 - iv. Hispanic Heritage Month – Vikki Jaramillo

NEW BUSINESS ITEMS

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

- A. New Business Item A is a Recommendation of the Construction Committee to Approve Multiple Addenda to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for Fiscal Year (FY) 2024 Staff Extension Support Services at the Orlando International Airport

Upon motion by Mr. Mateer, second by Mr. Weisheyer, vote carried to accept the recommendation of approval of Addenda to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: 1) Procurement Committee for: a) FY 2024 Staff Extension Support Services for Project Controls at the Orlando International Airport, for the total not-to-exceed fee amount of \$169,088, with funding from Operations and Maintenance Funds; and, b) FY 2024 Staff Extension Support Services for Construction Finance at the Orlando International Airport, for the total not-to-exceed fee amount of \$161,504, with funding from Operations and Maintenance Funds; 2) Construction Committee for FY 2024 Project Management/Oversight Support Services for Tenant/ Concessions Projects at the Orlando International Airport, for the total not-to-exceed fee amount of \$1,062,720, with funding from previously-approved Capital Expenditure Funds and Operations and

Maintenance Funds.

B. New Business Item B is a Recommendation of the Procurement Committee to Approve Multiple Addenda to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI, Inc. for Fiscal Year (FY) 2024 Owner's Authorized Representative (OAR) Support Services at the Orlando International Airport

Upon motion by Mrs. Kirkegard, second by Mr. Weisheyer, vote carried to accept the recommendation of the Procurement Committee and approve Addenda to Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: 1) FY 2024 Project Management Support Services to the Airline Relations Department at the Orlando International Airport for the total not-to-exceed fee amount of \$593,427, with funding from Operations and Maintenance Funds; 2) FY 2024 Staff Extension Services for Small Projects, including Project Manager and Project Coordinator Services to the Construction Department at the Orlando International Airport, for the total not-to-exceed fee amount of \$332,862, with funding from Operations and Maintenance Funds; and, 3) FY 2024 On-Call Estimating Services to the Engineering and Construction Department at the Orlando International Airport, for the total not-to-exceed fee amount of \$50,000, with funding from Operations and Maintenance Funds.

C. New Business Item C is a Recommendation of the Construction Committee to Approve Change Order Nos. 18 and 19 with Vanderlande Industries, Inc. on Bid Package (BP) No. S00132, Terminal C, Phase 1, Baggage Handling System (BHS) at the Orlando International Airport

Upon motion by Mayor Demings, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Construction Committee and: 1) approve Change Order No. BP S00132-18 for the amount of \$346,684.93 and no time extension, with funding from General Airport Revenue Bonds; 2) approve Change Order No. BP S00132-19 for the amount of \$16,445,231.24 and an Increase Contract Time for Substantial Completion to December 1, 2025, and Final Completion to March 30, 2026, with funding from General Airport Revenue Bonds; and 3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

D. New Business Item D is a Recommendation of the Construction Committee to Approve Final Cost Reconciliations to the Applicable Addenda to the Construction Management at Risk (CM@R) Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture at the Orlando International Airport (MCO)

Upon motion by Mr. Weisheyer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Construction Committee and approve Final Cost Reconciliations to the applicable Addenda to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: 1) an Amendment to Addendum No. 13 for BP No. S00139, Terminal C, Phase 1, Landside Site Utilities and Balance of Sitework (GMP No. 5-S.2) at MCO, for the total revised GMP amount of \$71,444,098.08, with funding from Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, and General Airport Revenue Bonds; 2) an Amendment to Addendum No. 11 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00141, South Terminal C, Phase 1, Landside Conveying Equipment Joint Procurement (GMP No. 5-S.4) at MCO, for the total revised GMP amount of \$17,405,585.52, with funding from General Airport Revenue Bonds; 3) an Amendment to Addendum No. 9 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00146, South Terminal C, Phase 1, Landside Terminal, Structure and Enclosure (GMP No. 7-S) at MCO, for the total revised GMP amount of \$129,524,462.04, with funding from Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds; 4) an Amendment to Addendum No. 19 to the CM@R Entity Services for the South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00147, South Terminal

C, Phase 1, Landside Terminal, Remaining Structure and Systems (GMP No. 7-S.1) at MCO, for the total revised GMP amount of \$196,224,882.46, with funding from Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds; 5) an Amendment to Addendum No. 24 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00148, South Terminal C, Phase 1, Landside Terminal Finishes (GMP No. 7-S.2) at MCO, for the total revised GMP amount of \$89,781,255.80, with funding from Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds; 6) an Amendment to Addendum No. 26 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00149, South Terminal C, Phase 1, Ground Transportation Facility (GTF) - FDOT (GMP No. 8-S) at MCO, for the total revised GMP amount of \$25,085,500.88, with funding from Customer Facility Charges to the extent eligible and General Airport Revenue Bonds; 7) an Amendment to Addendum No. 16 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00156, South Terminal C, Phase 1, Central Energy Plant and Emergency Power Generation (EPG) Building (GMP No. 14-S) at MCO, for the total revised GMP amount of \$68,381,467.33, with funding from General Airport Revenue Bonds; 8) an Amendment to Addendum No. 20 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00173, South Terminal C, Phase 1, Landside Terminal, MEP Systems – FDOT (GMP No. 7-S.3) at MCO, for the total revised GMP amount of \$138,740,633.51, with funding from Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds; 9) an Amendment to Addendum No. 27 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00180, South Terminal C, Phase 1, Landside Experiential Media Environment (GMP No. 7-S.4) at MCO, for the total revised GMP amount of \$5,132,544.31, with funding from General Airport Revenue Bonds; 10) an Amendment to Addendum No. 28 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00181, South Terminal C, Phase 1, GTF (GMP No. 8-S.1) at MCO, for the total revised GMP amount of \$37,151,672.73, with funding from Customer Facility Charges to the extent eligible and General Airport Revenue Bonds; and, 11) an Amendment to Addendum No. 31 to the CM@R Entity Services for South Terminal C, Phase 1, Agreement with Turner-Kiewit Joint Venture, for BP No. S00190, South Terminal C, Phase 1, Turner-Kiewit General Conditions for FY 2022 (GMP No. 4-S.6) at MCO, for the total revised GMP amount of \$23,685,584.54, with funding from Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds.

E. New Business Item E is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 3 to the Executive Program Management and Oversight (PMO) Services for Terminal C Programs Agreement with Jacobs Project Management Co. for Additional Executive Project Management and Oversight PMO Services for the Terminal C Programs at the Orlando International Airport

Upon motion by Mr. Weisheyer, second by Mrs. Kirkegard and Mayor Demings, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 3 to the Executive Program Management and Oversight (PMO) Services for Terminal C Programs Agreement with Jacobs Project Management Co. for Additional Executive Project Management and Oversight PMO Services for the Terminal C Programs at the Orlando International Airport, for a total amount of \$11,497,202, which includes the not-to-exceed fee amount of \$9,752,655 and the not-to-exceed expense amount of \$1,744,547, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, and General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

Mrs. Kirkegard expressed her thankfulness for the Small Business engagement on this item.

F. New Business Item F is a Recommendation of the Construction Committee to Approve Multiple Addenda to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services, at Orlando International and Executive Airports, with Anser Advisory Consulting, LLC dba Anser Advisory

Upon motion by Mr. Weisheyer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Construction Committee and approve Addenda to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the CIP and CIR; Grant and PFC Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: 1) W-S00120, South Terminal C, Phase 1, Financial Oversight Services, at the Orlando International Airport, for the total not-to-exceed fee amount of \$354,367, with funding from General Airport Revenue Bonds; 2) FY 2024 Financial Consulting for Construction, Maintenance, Environmental, and Other Projects to the Construction and Engineering Department, for the total not-to-exceed fee amount of \$2,794,156, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and Operations and Maintenance Funds; 3) FY 2024 Financial Consulting for Construction, Maintenance, Environmental, and Other Projects to the Finance Department for the total not-to-exceed fee amount of \$1,975,532, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and Operations and Maintenance Funds; 4) FY 2024 CIP and CIR Support Services to the Construction Department for the total not-to-exceed fee amount of \$994,761, with funding from Operation and Maintenance Funds; 5) FY 2024 Construction Payment Application and Invoice Review Services to the Construction Finance Department for the total not-to-exceed fee amount of \$1,764,264, with funding from Operations and Maintenance Funds; and, 6) FY 2024 Staff Extension Support Services to the Construction Finance Department for the total not-to-exceed fee amount of \$251,196, with funding from Operations and Maintenance Funds.

G. New Business Item G is a Recommendation of the Procurement Committee to Award Purchasing Invitation for Bids (IFB) 24-103-IFB, Janitorial Supplies at the Orlando International Airport, to Multiple Suppliers

Mrs. Kirkegard was glad to hear of the small business outreach to the various chambers and organizations.

Upon motion by Mrs. Kirkegard, second by Mr. Mateer, vote carried to accept the recommendation of the Procurement Committee and: 1) award Purchasing Invitation for Bids 24-103-IFB, Janitorial Supplies, at the Orlando International Airport, by Bidder, to All Florida Paper for \$3,284,676.00, Dade Paper & Bag DBA Imperial Dade for \$1,099,791.00, Gem Supply Company for \$378,764, Southeastern Paper Group LLC for \$55,349.52, and Unipak Corp for \$1,312,840, for a total not-to-exceed combined value of \$6,131,420.52, with funding from the Operations and Maintenance Fund; 2) deem Social Glass non-responsive on line 6; 3) authorize Staff to contact the next ranked firm for items should products not be available; 4) allowing for the allocation of funds among the Bidders as required to meet inventory requirements; 5) in case of Manufacturer's company wide price increase, allow for unit price adjustments with Manufacturer's price increase letter, to the extent of the Manufacturer's increase, or move to the next ranked firm whichever is more advantageous to the Aviation Authority; 6) authorize the Purchasing Department to extend the term of the resulting BPA's if funds remain available at the end of the original BPA period; 7) authorize Procurement Services to issue the necessary Blanket Purchase Agreements.

H. New Business Item H is a Recommendation of the Procurement Committee to Award Invitation for Bid 23-364-IFB, Landscape Maintenance of Parking Lots to Brightview Landscape Services Inc.

Upon motion by Mayor Demings, second by Mr. Weisheyer, vote carried to accept the recommendation of the Procurement Committee and: 1) Award Invitation for Bid 23-364-IFB, Landscape Maintenance of Parking Lots to Brightview Landscape Services Inc. as the lowest responsible and responsive bidder, in the total not-exceed amount of \$2,062,291.55; 2) authorize funding 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.

I. New Business Item I is a Recommendation of the Procurement Committee to Approve a Two-Year Extension to Purchasing Contract 23-05, Multi-Use Flight Information Display (MUFID) System Installation and Maintenance with SITA Information Networking Computing USA, Inc.

Upon motion by Mr. Weisheyer, second by Mr. Mateer, vote carried to accept the recommendation of the Procurement Committee and: 1) approve a two-year extension to Purchasing Contract 23-05, Multi-Use Flight Information Display System Installation and Maintenance with SITA Information Networking Computing USA, Inc.; 2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$3,498,600; and, 3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

J. New Business Item J is a Recommendation of the Procurement Committee to Exercise the First Renewal Option of Purchasing Contract 10-21, Federal Inspection Stations (FIS) Customer Service and Support Staff Services at Orlando International Airport with Southeast Airport Services, Inc.

Mrs. Kirkegard questioned if Southeast is an Orlando based company, Mr. Griffin confirmed that they are.

Upon motion by Mr. Weisheyer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Procurement Committee and: 1) exercise the first renewal option of Purchasing Contract 10-21, Federal Inspection Stations Customer Service and Support Staff Services, with Southeast Airport Services, Inc.; 2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$4,990,600; and 3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

K. New Business Item K is a Recommendation of the Procurement Committee to Approve a Contract Adjustment and a One-Year Extension to Purchasing Contract 15-19, Shuttle Bus Management Services at Orlando International Airport with SP Plus Corporation

Upon motion by Mr. Mateer, second by Mrs. Kirkegard, vote carried to accept the recommendation of the Procurement Committee and: 1) approve an adjustment to Purchasing Contract 15-19, Shuttle Bus Management Services in the not-to-exceed amount of \$2,990,500; 2) approve a one-year contract extension in the not-to-exceed amount of \$17,147,700; 3) authorize funding from the Operations and Maintenance Fund; and 4) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

L. New Business Item L is a Recommendation to Authorize Funding for Non-Bargaining Employee General Increases Adjustment

Discussion ensued regarding Mayor Demings questions about non-bargaining employees if they all make more than the minimum of \$15/hour and what the new minimum rate will be with this 5% increase.

Upon motion by Mayor Demings, second by Mr. Mateer, vote carried to accept the recommendation and: 1) Authorize expenditures of an estimated \$2,825,000 of the proposed Fiscal Year 2024 budget for general increase adjustments and associated payroll and benefit costs for non-bargaining personnel (includes Fire Department and Executive) effective October 1, 2023; 2) authorize the Chief Executive Officer to implement the general increase adjustments.

M. New Business Item M is a Recommendation to Approve Benefit Plan Renewals for Active and Retired Employees

Upon motion by Mayor Demings, second by Mrs. Kirkegard, vote carried to accept the recommendation and: 1) approve the proposed renewals with CIGNA for medical, dental, vision and FSA and the Mutual of Omaha for life, long term disability, short term disability advice to pay services, and voluntary life with the

enhancements referenced; 2) approve the continuation of the medical and/or dental opt-out program; 3) approve the CIGNA post-65 Medicare Supplemental and Part D Prescription Drug Plan with an optional offering of Cigna's group Medicare Advantage plan; 4) approve the continued employer contribution percentages for Wellness Program Participants; 5) approve the standard employer/employee contribution percentages for Non-Wellness Program Participants; 6) authorize funding from previously approved Operations and Maintenance Fund; and 7) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following review by legal counsel.

N. New Business Item N is a Recommendation to Approve a Fourth Amended and Restated Resolution Authorizing the Collection of a Customer Facility Charge at the Orlando International Airport

Discussion ensued regarding Chairman Good's question related to Tampa International Airport's CFC charge.

Upon motion by Mr. Mateer and Mayor Demings, second by Mr. Weisheyer, vote carried to accept the recommendation to adopt the attached Fourth Amended and Restated Resolution Authorizing the Collection of a Customer Facility Charge.

O. New Business Item O is a Recommendation for Final Adoption of the Aviation Authority's Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024

Mayor Demings commented on the budget presentation that occurred at Orlando City Council on September 11, 2023, a day in history, and hopes that this budget will help to prevent such another occurrence.

Upon motion by Mr. Weisheyer, second by Mayor Demings, vote carried to accept the recommendation to: 1) approve the Resolution to adopt the Aviation Authority's Budget for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024; and 2) authorize the Chairman and Assistant Secretary to execute the Resolution.

ADJOURNMENT

7. There being no further business to be considered, Chairman Good adjourned the meeting at 4:05 p.m.

(Digitally signed on , 2023)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer

DRAFT

On **WEDNESDAY, OCTOBER 18, 2023**, 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 2:02 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
Mayor Buddy Dyer (telephonically)
Mayor Jerry Demings
Tim Weisheyer
Craig Mateer

Also present,

Kevin J. Thibault, Chief Executive Officer
Kathleen Sharman, Chief Financial Officer
Yovannie Rodriguez, Chief Administrator Officer
Richard Clarke, Chief Creative Officer
Kenyatta Lee, Chief of External Affairs
Anthony Davit, Chief Operating Officer
Brad Friel, Senior Vice President, Multi-Modal Planning & Environmental
Tianna Dumond, Senior Vice President, Internal Audit
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. 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 Mr. Luis Alfonso Espejo to bring the invocation.

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

CONSENT AGENDA

1. Item L was considered separately. Upon motion by Mr. Weisheyer, 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: November 15, 2022 and August 14, 2023 Compensation Committee; August 22, 2023 Construction Committee; August 25, September 12 and September 19, 2023 Procurement 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 to: (1) approve the First Amendment to MRO Hangar Lease Agreement with Frontier Airlines, Inc., as presented; and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate documents following satisfactory review by legal counsel;

D. accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Program and Project Management (OAR Prime Entity) Services Agreement with The Roderick Group, Inc. dba Ardmore Roderick for Construction Phase OAR Services for BP No. 00049, ORL Taxiways A, B and E4 Rehabilitation, at the Orlando Executive Airport, for the total amount of \$299,966, which includes the not-to-exceed fee amount of \$269,200 and the not-to-exceed reimbursable expenses amount of \$30,766, with funding from FAA and FDOT Grants to the extent eligible, and previously-approved ORL Revenue Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

E. accept the recommendation of the Construction Committee and approve an Addendum to the Professional Services Agreement with C&S Engineers, Inc. for Construction Administration Services for BP No. 00049, ORL Taxiways F and G Rehabilitation, at the Orlando Executive Airport, for the total amount of \$129,581, which includes the not-to-exceed fee amount of \$124,326 and the not-to-exceed reimbursable expenses amount of \$5,255, with funding from FAA and FDOT Grants to the extent eligible, and previously-approved ORL Revenue Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

F. accept the recommendation of the Aviation Authority Board to ratify the Resolution accepting an Amendment to Public Transportation Grant Agreement FM 451261-2-94-1; and authorize the Chief Executive Officer and the Assistant Secretary to execute the necessary documents;

G. accept the recommendation of the Construction Committee and approve an Addendum to the Design Consultant Services for Taxiways G and H Rehabilitation – Phases 1 and 2, Agreement with AECOM Technical Services, Inc. for Construction Administration Services for BP No. 00497, MCO Taxiways G and H Rehabilitation – Phase 1, at the Orlando International Airport, for the total amount of \$632,984, which includes the not-to-exceed fee amount of \$630,884 and the not-to-exceed reimbursable expenses amount of \$2,100, with funding from FAA and FDOT Grants to the extent eligible, Capital Expenditure Funds, and Line of Credit to the 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;

H. accept the recommendation of the Construction Committee to (1) approve Change Order No. BP S00199-04 for \$0 and a 30 day time extension to Substantial Completion, with funding as outlined in Attachment A; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the change order(s) following satisfactory review by legal counsel;

I. accept the recommendation of the Procurement Committee's approval of Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: (1) Construction Committee for W-00489, Terminals A and B (North Terminal Complex) Baggage Handling System (BHS) Evaluation at MCO, for the total not-to-exceed fee amount of \$314,799, with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds; (2) Procurement Committee for: (a) Addendum for FY 2024 On-Call General Consulting Services at MCO, for the total not-to-exceed fee amount of \$50,000, with funding from previously-approved Operations and Maintenance Funds; (b) FY 2024 On-Call Signage Design and Consulting Services at MCO, for the total not-to-exceed fee amount of \$121,294, with funding from previously-approved Operations and Maintenance Funds; (c) FY 2024 On-Call Utility Consulting Services at MCO, for the total not-to-exceed fee amount of \$31,444, with funding from previously-approved Operations and Maintenance Funds; and, (d) FY 2024 Noise Office Support Services at MCO, for the total not-to-exceed fee amount of \$199,889, with funding from previously-approved Operations and Maintenance Funds;

J. accept the recommendation of the Procurement Committee to approve an Addendum to the IT Consulting Services Agreement with Barich, Inc. for FY 2024 Research and Concept Development, CBP Biometric Lab Program and Innovations Tracking Services at MCO, for the total not-to-exceed fee amount of \$150,000, with funding from previously-approved Operations and Maintenance Funds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

K. accept the recommendation of the Procurement Committee for approval of Addenda to the Continuing Program and Project Management Services Agreement with AECOM Technical Services, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: (1) FY 2024 Project Management Services for Specialty Systems at MCO, for the total not-to-exceed fee amount of \$249,860, with funding from previously-approved Operations and Maintenance Funds; and, (2) FY 2024 Project Management Services for Engineering and Construction Staff Extension Support Services at MCO, for the total not-to-exceed fee amount of \$199,826, with funding from previously-approved Operations and Maintenance Funds;

L. this item was considered separately;

M. accept the recommendation of the Procurement Committee to: 1) award Purchasing Contract No. 23-646-OEC, Intelligent Transportation System, to Passio Technologies, LLC, utilizing FDOT Contract No. APTS-21-S-CTS; 2) authorize funding from the Capital Expenditure Fund and the Operations and Maintenance Fund in the not-to-exceed amount of \$556,562.74; and 3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by Legal Counsel;

N. accept the recommendation of the Procurement Committee to 1) Reject all proposal responses for RFP-23-454: Insurance Broker Services for Risk Management Program, 2) Reject all proposal responses for RFP-23-564: Insurance Broker Services for Capital Programs, 3) Authorize staff to revise and reissue request for proposals for insurance broker services, 4) Approve the 12-month extension to PS-352, Insurance Broker Services for Multiple Lines of Insurance with funding from the Operations and Maintenance Fund; and 5) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

O. accept the recommendation of the Construction Committee and approve (1) a no cost Addendum to CAD, GIS and BIM Consulting Services Agreement with CAD Concepts, Inc. dba CCI Engineering Services to exercise the first one-year renewal option and extend the Agreement to February 26, 2025; (2) a no cost Addendum to CAD, GIS and BIM Consulting Services Agreement with DRMP-AVCON JV, LLC to exercise the first one-year renewal option and extend the Agreement to March 12, 2025; (3) a no cost Addendum to CAD, GIS and BIM Consulting Services Agreement with EPIC Engineering & Consulting Group, LLC to exercise the first one-year renewal option and extend the Agreement to February 16, 2025; (4) a no cost Addendum to CAD, GIS and BIM Consulting Services Agreement with Woolpert, Inc. to exercise the first one-year renewal option and extend the Agreement to February 23, 2025; and, (5) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel;

P. accept the recommendation to adopt the aforementioned performance-based and base compensation for the Chief Executive Officer, payable and effective at the next Aviation Authority pay period;

Q. accept the recommendation of the Procurement Committee for approval of Addenda to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel: (1) FY 2024 On-Call Horizontal Review Consulting Services at the Orlando International Airport, for the total not-to-exceed fee amount of \$20,000, with funding from previously-approved Operation and Maintenance Funds; and, (2) FY 2024 On-Call Transportation Planning Consulting Services at the Orlando International Airport, for the total not-to-exceed fee amount of \$75,000, with funding from previously-approved Operation and Maintenance Funds;

R. accept the recommendation to adopt its calendar for January - December 2024.

CA – L – RECOMMENDATION OF THE AD HOC COMMITTEE TO AWARD REQUEST FOR PROPOSALS 24-119-RFP LEGAL SERVICES FOR PROCUREMENT AND PURCHASING, AND 24-121-RFP LEGAL SERVICES FOR FINANCE

2. Mr. Thibault presented this item.

It was respectfully requested that the Aviation Authority Board resolve to approve the recommendation of the Ad Hoc Committee to: (1) award Request for Proposals 24-119-RFP Legal Services for Procurement and Purchasing, and 24-121-RFP Legal Services for Finance, to Nelson, Mullins, Riley & Scarborough, LLP; (2) approve the term of service for five years with initial service to commence on or about December 31, 2023; (3) authorize pre-determined hourly rate fees related to services described in the memorandum to be allocated from the Operations and Maintenance Fund as approved through the budget process, and when funds become available; and (4) authorize staff to take any and all actions and execute any and all documents deemed necessary to enter into one or more engagements for Purchase and Procurement legal services, and Finance legal services, following satisfactory review by General Counsel.

Discussion ensued on Mr. Mateer's comment that he would advise separate firms for each procurement rather than one firm for all three. As well as finding local entities for these items.

Upon motion by Mr. Mateer, second by Mayor Demings, vote carried to authorize staff to re-compete the three legal services contracts at issue and specifying that any firm can propose for all three legal services but a firm can be awarded only one.

PROCUREMENTS

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

- A. Invitation for Bid (IFB), Blank Proximity ID Cards
- B. Invitation for Bid (IFB), Fuel
- C. Invitation for Bid (IFB), Holiday Decoration Service
- D. Request for Statements of Qualifications, W-00486, Continuing On-Call Consulting Services
- E. Request for Statements of Qualifications, W-00491, Professional Design Services for Orlando Executive Airport (ORL) Runway 7-25 Rehabilitation
- F. Request for Statements of Qualifications, W-00492, Professional Design Services for Orlando International Airport (MCO) Taxiways E and F Rehabilitation
- G. Request for Statements of Qualifications, W-00493, Continuing Program and Project Management Services (OAR) for Airfield, Roadway and Horizontal Construction Projects

CHIEF EXECUTIVE OFFICER REPORT

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

- i. Traffic Numbers for Last Month
- ii. Terminal C Construction – Pedestrian Bridge
- iii. Chief Financial Officer, Kathleen M. Sharman Attended Build America Bureau & Presented our Ongoing Projects
- iv. Secretary Buttigieg and Brightline
- v. Re-Branding and Continuance of Strategic Plan

Dr. Evans commented positively on the work Mr. Thibault has accomplished and expressed how he would like to see him be more visionary on where the airport will be in the on-going years.

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 Capital Management Committee to Update the Fiscal Year 2021-2028 Capital Improvement Program for Orlando International Airport (MCO)

Upon motion by Mayor Demings, second by Mr. Mateer, vote carried to accept the recommendation of the Capital Management Committee to: (1) approve the update of the Orlando International Airport Fiscal Year 2021-2028 Capital Improvement Program as presented in the memorandum; and (2) authorize staff to update the Joint Annual Capital Improvement Program based on the update to the Fiscal Year 2021-2028 Capital Improvement Program.

B. New Business Item B is a Recommendation of the Capital Management Committee to Update the Fiscal Year 2022-2028 Capital Improvement Program for Orlando Executive Airport (ORL)

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation of the Capital Management Committee to: (1) approve the update of the Orlando Executive Airport Fiscal Year 2022-2028 Capital Improvement Program as presented in the memorandum; and (2) authorize staff to update the Joint Annual Capital Improvement Program based on the update to the Fiscal Year 2022-2028 Capital Improvement Program.

C. New Business Item C is a Recommendation of the Procurement Committee to Award Design/Build/Operate/Maintain (DBOM) Services for Bid Package (BP) No. 00477, Automated People Mover (APM) Operating System (OS) for Airsides 2 and 4 at the Orlando International Airport, to Mitsubishi Heavy Industries America, Inc.

Upon motion by Mayor Dyer, second by Mr. Weisheyer, vote carried to accept the recommendation of the Procurement Committee and (1) approve the award of Design/Build/Operate/Maintain (DBOM) Services for BP No. 00477, Automated People Mover (APM) Operating System (OS) for Airsides 2 and 4 at the Orlando International Airport, to Mitsubishi Heavy Industries America, Inc., for the total proposal price for all Phase 1 Work in the amount of \$177,808,570, with funding from FDOT Grants to the extent eligible, previously-approved Capital Expenditure Funds, General Airport Revenue Bonds, and Line of Credit to be reimbursed by future Passenger Facility Charges to the extent eligible, and an initial Phase 2 Contract in the amount of \$47,833,890 with Crystal Mover Services, Inc. for the initial 10-year term of O&M services, with funding from previously-approved Operation and Maintenance Funds; (2) approve the CIP Update; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel.

D. New Business Item D is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 3 to the Specialty Automated People Mover (APM) and Passenger Rail Systems Consulting Services Agreement with Lea + Elliott, Inc. for Construction Phase Design Criteria and Specialty APM Consulting Services for Airsides 2 and 4 APM System Improvement Programming and Procurement Program at the Orlando International Airport (MCO)

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept of the Construction Committee and approve an Amendment to Addendum No. 3 to the Specialty APM and Passenger Rail Systems Consulting Services Agreement with Lea + Elliott, Inc. for Construction Phase Design Criteria and Specialty APM Consulting Services for Airsides 2 and 4 APM System Improvement Programming and Procurement Program at MCO, for the total amount of \$11,918,356, which includes the not-to-exceed fee amount of \$11,571,219 and the not-to-exceed expense amount of \$347,137, with funding from Passenger Facility Charges to the extent eligible and General Airport Revenue Bonds; and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

E. New Business Item E is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 3 to the Continuing Program and Project Management Services Agreement with WSP USA, Inc. for Program Management and Oversight Owner's Authorized Representative (OAR) Services for W-00453, Airsides 2 and 4 Automated People Mover (APM) Program Oversight at the Orlando International Airport

Upon motion by Mr. Mateer, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 3 to the Continuing Program and Project Management Services Agreement with WSP USA, Inc. for Construction Phase Program Management and Oversight OAR Services for W-00453, Airsides 2 and 4 APM Program Oversight at the Orlando International Airport, for the total amount of \$9,635,022, which includes the not-to-exceed fee amount of \$9,585,022 and the not-to-exceed expense amount of \$50,000, with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds and Line of Credit to be reimbursed by future Passenger Facility Charges; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

F. New Business Item F is a Recommendation of the Construction Committee to Award Project Bid Package (BP) No. 00049, ORL Taxiways A, B and E4 Rehabilitation, at the Orlando Executive Airport (ORL), to The Middlesex Corporation

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and award BP No. 00049, ORL Taxiways A, B and E4 Rehabilitation, at the Orlando Executive Airport, to The Middlesex Corporation for the total bid amount of \$4,853,045.50, with funding from FAA and FDOT Grants to the extent eligible, and previously-approved ORL Revenue Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

G. New Business Item G is a Recommendation of the Construction Committee to Award Project Bid Package (BP) No. 00497, MCO Taxiways G and H Rehabilitation – Phase 1, at the Orlando International Airport (MCO), to Hubbard Construction Company

Discussion ensued pertaining to Mayor Demings question on the DBE percentage historically and what it compares to other airports.

Upon motion by Mayor Demings, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and award BP No. 00497, MCO Taxiways G and H Rehabilitation – Phase 1, at the Orlando International Airport, to Hubbard Construction Company, for the total bid amount of \$32,179,042.64 (Base Bid plus Add Alternate Nos. 1, 2 and 3), with funding from FAA and FDOT Grants to the extent eligible and General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

H. New Business Item H is a Recommendation of the Construction Committee to Approve an Addendum to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc. dba Ardmore Roderick for Construction Phase Owner's Authorized Representative (OAR) Services for Project Bid Package (BP) No. 00497, MCO Taxiways G and H Rehabilitation – Phase 1, at the Orlando International Airport (MCO)

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc. dba Ardmore Roderick for Construction Phase OAR Services for BP No. 00497, MCO Taxiways G and H Rehabilitation – Phase 1, at the Orlando International Airport, for the total amount of \$1,756,148, which includes the not-to-exceed fee amount of \$1,680,148 and the not-to-exceed reimbursable expenses amount of \$76,000, with funding from FAA and FDOT Grants to the extent eligible, Capital Expenditure Funds, and 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.

I. New Business Item I is a Recommendation of the Construction Committee to Approve an Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Co. for the Award of Project V-00992, Rehabilitation of Structural Steel Commercial Lanes Canopies, at the Orlando International Airport

Upon motion by Mr. Mateer, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Vertical Construction Services Agreement with Clancy & Theys Construction Co. for the Award of V-00992, Rehabilitation of Structural Steel Commercial Lanes Canopies, at the Orlando International Airport, for the total bid amount of \$1,980,592 (Base Bid plus Bid Alt. No. 1), with funding from previously-approved Capital Expenditure Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

J. New Business Item J is a Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 45 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Additional Design Services and Construction Phase Services for Bid Package (BP)

S00195, Terminal C, Phase 1 Expansion (P1X), Airside Concourse (Gates C250 – C253), at the Orlando International Airport (MCO)

Upon motion by Mr. Mateer, second by Dr. Evans, vote carried to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 45 to the Architect of Record for South Terminal C, Phase 1, Agreement with HNTB Corporation for Additional Design Services and Construction Phase Services for BP No. S00195, Terminal C, Phase 1 Expansion (P1X), Airside Concourse (Gates C250 – C253), at the Orlando International Airport, for the total amount of \$1,040,084, which includes the lump sum fee amount of \$407,302 and the not-to-exceed fee amount of \$632,782, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, and General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

K. New Business Item K is a Recommendation of the Construction Committee to Approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for W-00211, Development of the Program Definition Document (PDD) for the Terminal C, Phase 2, Program at the Orlando International Airport

Upon motion by Dr. Evans, second by Mr. Weisheyer, vote carried to accept the recommendation of the Construction Committee to approve an Addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for W-S00211, Development of the Program Definition Document (PDD) for the Terminal C, Phase 2, Program at the Orlando International Airport, for the total not-to-exceed amount of \$1,093,448, with funding from previously-approved Capital Expenditure Funds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

L. New Business Item L is a Recommendation of the Procurement Committee to Award Invitation for Bid 23-405-IFB, Parking Garage Janitorial Maintenance to Florida Cleaning Systems, Inc. dba FCS Facility Services

Discussion ensued pertaining to Mr. Mateer's question regarding the firms that were non-responsive and also disqualified.

Upon motion by Mayor Demings, second by Dr. Evans, vote carried to accept the recommendation of the Procurement Committee: (1) deem non-responsive the following Bidders: American Janitorial Maintenance & Services, Inc.; Owens Realty Services, Inc., Sunshine Enterprise USA LLC, and Z&CJS, Inc.; (2) award Invitation for Bid 23-405-IFB, Parking Garage Janitorial Maintenance to Florida Cleaning Systems, Inc. dba FCS Facility Services as the lowest responsible and responsive bidder, in the total not-exceed amount of \$13,080,731.42; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

M. New Business Item M is a Recommendation of the Procurement Committee to Approve a One-Year Single Source Contract with Baggage Airline Guest Services, Inc. (BAGS) for Baggage Transfer Services from Terminals A and B to the Remote Screening Facility (RSF)

Discussion ensued regarding Chairman Good's question to Mr. Mateer about this single source contract and not breaking it up as previously mentioned for the Consent Item L.

Upon motion by Mr. Weisheyer, second by Dr. Evans, vote carried to accept the recommendation of the Procurement Committee to: 1) approve a one year Single Source Contract for Baggage Transfer Services from Terminals A and B to the Remote Screening Facility to Baggage Airline Guest Services, Inc. for up to one year contingent on no objection to the Single Source procurement from an approved AOSSP company for multiple airlines; 2) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount

of \$3,744,000; 3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents in a form satisfactory to such officer, following satisfactory review by legal counsel.

N. New Business Item N is a Recommendation to Approve the Fifth Amended and Restated Resolution Authorizing Collection of a Customer Facility Charge (Fifth Resolution) at Orlando International Airport

Upon motion by Mr. Mateer, second by Dr. Evans, vote carried to accept the recommendation to adopt the aforementioned Fifth Resolution.

O. New Business Item O is a Recommendation to Authorize the Chief Executive Officer to Submit Documentation Demonstrating Compliance with section 332.0075, Florida Statutes

Upon motion by Mr. Weisheyer, second by Mayor Demings, vote carried to accept the recommendation to: (1) authorize the Chief Executive Officer to submit the information requested by FDOT on behalf of the Board; and (2) execute a statement that it has complied with part III of chapter 112, chapter 287, and section 332.0075, F.S.

ADJOURNMENT

7. There being no further business to be considered, Chairman Good adjourned the meeting at 3:04 p.m.

(Digitally signed on , 2023)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Aviation Authority
FROM: Anna Farmer, Manager, Board Services
DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Accept Aviation Authority Committee Minutes

BACKGROUND

The following Aviation Authority Committee meeting minutes are provided in conjunction with the agenda package for the board meeting:

1. September 25 and September 26, 2023 Ad-Hoc Committee
2. July 18, 2023 Capital Management Committee
3. October 20, 2021 Commercial Properties Development Committee
4. September 27 and October 18, 2023 Compensation Committee
5. August 22, August 29, September 12, September 19, September 26, October 3 and October 10, 2023 Construction Committee
6. August 3, September 7, September 19 and October 10, 2023 Construction Finance Oversight Committee
7. July 20, 2023 Finance Committee
8. September 5, September 12, September 26, October 5 and October 31, 2023 Procurement Committee

The minutes package is provided under separate cover on the website at: www.orlandoairports.net

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept these minutes for filing.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kelly Loll, Vice President of Purchasing and Procurement

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Dispose of Surplus Property

BACKGROUND

The Greater Orlando Aviation Authority is permitted to dispose of property that is no longer necessary, useful or profitable.

ISSUES

The Airport Facilities Bond Resolution and Aviation Authority Policies and Procedures Section 450.05, Disposal of Surplus Property, Scrap and Trash, and Section 450.11, Property Control, permit the Aviation Authority to dispose, for fair and reasonable value at any time, any property constituting part of the Airport System which the Aviation Authority and City of Orlando determine, by Resolution, not necessary, useful or profitable.

The Aviation Authority Staff recommends disposal of property items as summarized below, in accordance with Aviation Authority policies.

- Computers, monitors and related equipment
- Electronic equipment
- Miscellaneous equipment

ALTERNATIVES

The Aviation Authority could hold the property for future disposal.

FISCAL IMPACT

None.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve 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.

**ASSETS NEEDING BOARD APPROVAL
FOR DECEMBER 2023 MEETING**

<u>ASSET #</u>	<u>TAG #</u>	<u>GOAA GENERAL</u>
	55973	Computer, HP SFF Workstation, "Z230", #D1P35AV, Serial#: 2UA50727LQ; PO#: 1004071
104175	91391	Radio, Motorola, Portable, %1571
104232	91463	Radio, Motorola, Portable, %1573
104247	91478	Radio, Motorola, Portable, %1561
104333	91564	Radio, Motorola, Portable, %1542
	52302	Fujitsu Scanner fi-6670A; PO#: 1003204
		HP Color LaserJet Pro M452, Serial#: VNB3M71256
		ViewSonic Monitor, Serial#: TVT172482233
155448		Computer, HP "EliteDesk 800 G3", Hewlett Packard Base #1FY78UT#ABA
142847	56782	Computer, HP Mobile Workstation, "Zbook 15 G3 E3-1505M"
131526	55574	Computer, HP Notebook, "EliteBook" 840 G2
		HP Elitebook G3, Serial#: 5CG9194CT1
209721	65848	Computer, Tablet, "Surface Pro 7", i7/16/256
		Microsoft Surface Pro 7, Serial#: 036167593853
		Microsoft Surface Pro 4, Serial#: 019412461853
134085		Laptop, Microsoft Surface 3 64gb 2GB
134714		Computer, HP "EliteDesk 800 G2 SFF", Hewlett Packard Base #L1G76AV
138806		Desktop, Elitedesk 800 G2 SFF
188648	58634	Computer, HP Notebook, "EliteBook" 840 G3
188649	58636	Computer, HP Notebook, "EliteBook" 840 G3
		Sony PCG-384L Laptop, Serial#: C3LP7NYL
144897	56919	Computer, HP Notebook, "EliteBook" 840 G3
123905		HP Z220 SFF Workstations-6350
138808		Desktop, Elitedesk 800 G2 SFF
		HP OfficeJet Pro 8600, Serial#: CN27PBR26X
		Color LaserJet Pro MFP M283fdn, Serial#: VNBRQ5B5F0
		HP LaserJet 1022n, Serial#: CNBC646004
		HP EliteDesk 800 G3, Serial#: MXL8412CY3
131377		Computer, HP "EliteDesk 800 G1 SFF", Hewlett Packard Base #C8N26AV
153316		Computer, HP "EliteDesk 800 G3", Hewlett Packard Base Small Form Factor #Y2Z63AV
153342		Computer, HP "EliteDesk 800 G3", Hewlett Packard Base Small Form Factor #Y2Z63AV
		Compaq 6710b, Serial#: CNU83502LK
		Microsoft Surface Pro 3, Serial#: 004603151853
138690	56598	Computer, HP Notebook, "EliteBook" 840 G3, #T6F47UT#ABA
		ViewSonic Monitor VX2452MH, Serial#: TVT160500931
132615		Computer, HP Notebook, "EliteBook" 840 G2, Hewlett Packard Base #L3Z79UT#ABA
132616		Computer, HP Notebook, "EliteBook" 840 G2, Hewlett Packard Base #L3Z79UT#ABA
		Xerox DocuMate 152i, Serial#: 68CU770244
		ViewSonic Monitor VX2452MH, Serial#: TVT164400790

		HP LaserJet 2055dn, Serial#: CNB9345632
		HP LaserJet 2055dn, Serial#: CNBJ532425
		Microsoft Surface Pro 4, Serial#: 013733455053
		Microsoft Surface Pro 4, Serial#: 018600654653
		Microsoft Surface Pro 5, Serial#: 011423374553
		Microsoft Surface Pro 6, Serial#: 004315191553
169236	65703	Microsoft Surface Pro 6i7/8/256
		Microsoft Surface Pro 5, Serial#: 008958581553
209741	65868	Computer, Tablet, "Surface Pro 7", i7/16/256
150255		Computer, HP Notebook, "EliteBook" 840 G3, Hewlett Packard Base #T6F47UT#ABA
144949	56807	Computer, HP Notebook, "EliteBook" 840 G3, #Z2B09UT#ABA
		Microsoft Surface Go 3, Serial#: 0B33DQK213433F
		Microsoft Surface Go 3, Serial#: 019944190751
		Microsoft Surface Go 3, Serial#: 0B33DDP213433F
		Microsoft Surface Go 3, Serial#: 0B33DK9213433F
		Microsoft Surface Go 3, Serial#: 0B333H6213433F
144958	56819	Computer, HP Notebook, "EliteBook" 840 G3
		HP EliteBook 840 G3, Serial#: 5CG8492J9L
157400		Computer, HP Notebook, "EliteBook" 840 G3, Hewlett Packard Base #L3C67AV
		Dell Monitor, Serial#: CN-0XJ5TR-72872-668-APWU-A00
		ViewSonic VA2055SM, Serial#: UD2163060829
		ViewSonic VX2250WM-LED, Serial#: RWS112425311
	55091	HP Z220 SFF, Serial#: 2UA24315SX; PO#: 1003265
		HP Compaq Elite 8300, Serial#: 2UA3330KGJ
153380		Computer, HP "EliteDesk 800 G3", Hewlett Packard Base Small Form Factor #Y2Z63AV
153399		Computer, HP "EliteDesk 800 G3", Hewlett Packard Base Small Form Factor #Y2Z63AV
153355		Computer, HP "EliteDesk 800 G3", Hewlett Packard Base Small Form Factor #Y2Z63AV
134711		Computer, HP "EliteDesk 800 G2 SFF", Hewlett Packard Base #L1G76AV
138978		Computer, HP "EliteDesk 800 G2 SFF", Hewlett Packard Base #L1G76AV
138938		Computer, HP "EliteDesk 800 G2 SFF", Hewlett Packard Base #L1G76AV
209740	65867	Computer, Tablet, "Surface Pro 7", i7/16/256
		HP EliteBook 840 G3, Serial#: 5CG9291384
		HP LaserJet P2015, Serial#: CNBJM07597
		Microsoft Surface Go, 128 GB, Model#: 1824, Serial#: 012217182751
138934		Computer, HP "EliteDesk 800 G2 SFF", Hewlett Packard Base #L1G76AV
		APC, UPS Battery Backup, Model#: BR700G, Serial#: 3B1228X11172
		APC, UPS Battery Backup, Model#: BX1000G, Serial#: 3B1139X15622
	56306	APC, UPS Battery Backup, Model#: SURT10000RMXL6U, Serial#: SQS1450272739; PO#: 1004063
		Nortel Networks, MPS 500 Cabinet, NTV System No. NTPORTMPS5 01, SYS# 300613
		Nortel Networks, Media Processing Server, Model#: MPS 500, System No. NTV781AAAC
		Nortel Networks, Business Policy Switch 2000, Serial#: NNTM5391C632, System No. NTV720ABAA 02
		IBM 8676L1X Server, xSeries 335, Serial#: KPRFMC3, System No. NTV760ABAA 02
		IBM 8676L1X Server, xSeries 335, Serial#: KPRFMB9, System No. NTV760ABAA 02
		Conext UPS – APC, Model#: CNB950, Serial#: QC0341331988
		Netopia 3347WG Wireless ADSL Gateway, Serial#: 19027808
		MultiTech Systems, Multi Modem USB, Model#: MT5634ZBA-USB, Serial#: 10478793

		IBM, Power Distribution Unit, Model#: 9306-RTP, Serial#: 49J207, System No. A0538417 01
		IBM 23K4802 17-inch 1U Flat Panel Monitor Console Kit, Part#: 23K4802, Serial#: 17231UX23A9251, System No. NTV761AAAA 02
		Keyboard, Model#: SK-8840, Part#: 89P8500, Serial#: 12144956
119872	53967	Computer, Laptop, HP, NC6230 Intel Pentium M760
117056	52509	Computer, Dell Laptop, Inspiron 4000, P-III
		HP Deskjet F300 All-in-One Printer, Serial#: CN648BG05R
		Dell Latitude C640 Laptop, Serial#: 55LSB21
		Toshiba Satellite 1115-S103 Laptop, Serial#: Y2324031K
		Seiki 13" Monitor, Model#: SE131FS, Serial#: 130TOM8121000292
		NEC LCD Monitor, Model#: ASLCD52V-BK, Serial#: 7YT06238NA
		Bosch AutoDome VG4-MCAM-22 Camera, Serial#: 084039798100002635
		D-Link Switch, Model#: DSS-16+, Serial#: F30N487001915
		SMC Tiger Switch, Model#: SMC6110L2, Serial#: T181103080
		D-Link Switch, Model#: DSS-16+, Serial#: F30N4A2002824
		Dell Monitor, Model#: 1908FPc, Serial#: CN-OG438H-64180-88D-0WJL-A00
		Dell Monitor, Model#: 1908FPc, Serial#: CN-OG438H-64180-88D-0VSL-A00
		Dell Monitor, Model#: 1908FPc, Serial#: CN-OG438H-64180-88D-0WKL-A00
		Seiki 13" Monitor, Model#: SE131FS, Serial#: 130TOM8121000988
		Skyworth Monitor, Model#: SLC-2219A-3S, Serial#: STK12420448B
		Dell Optiplex 330, Serial#: 16K9QH1
		Dell Optiplex 330, Serial#: F5K9QH1
		Dell Optiplex 330, Serial#: G5K9QH1
		Dell Optiplex 330, Serial#: 5FK9QH1
		Dell Optiplex 330, Serial#: FNZBLH1
		Dell Optiplex 330, Serial#: H5K9QH1
		Dell Optiplex 330, Serial#: 9NZBLH1
		Sceptre LCD Monitor, Part#: X24WG-Naga, Serial#: 809A2EP1AA0856
		Dell Monitor, Model#: 1908FPc, Serial#: CN-OG438H-64180-88D-0WHL-A00
		Dell Monitor, Model#: 1908FPb, Serial#: CN-OG313H-74261-88Q-2D4A-A00
		Dell Monitor, Model#: 1908FPb, Serial#: CN-OG313H-74261-88Q-2CEA-A00
		Seiki 13" Monitor, Model#: SE131FS, Serial#: 1380M8121S003079
		HP 17" Monitor, Model#: L1710, Serial#: CNC901PN5P
		HP Compaq P17A Monitor, Serial#: 3CQ3511WHH
		HP Compaq LE1711 Monitor, Serial#: CNC028PC59
		HP P17A Monitor, Serial#: 3CQ62704MV
		HP Compaq LE1711 Monitor, Serial#: CNC044PHWX
		HP Compaq LE1711 Monitor, Serial#: CNC028PC7X
		HP Compaq P17A Monitor, Serial#: 3CQ3511TTC
		HP 17" Monitor, Model#: L1710, Serial#: CNC909PV3K
		HP Compaq P17A Monitor, Serial#: 3CQ3511VNL
		HP Compaq LE1711 Monitor, Serial#: CNC044PH9L
		HP Compaq LE1711 Monitor, Serial#: CNC028PC4N
		HP Compaq P17A Monitor, Serial#: 3CQ3511VQV
		HP Compaq P17A Monitor, Serial#: 3CQ3511TTZ
		HP 17" Monitor, Model#: L1710, Serial#: CNC901PMBV
		HP Compaq P17A Monitor, Serial#: 3CQ3511VNT

HP Compaq LE1711 Monitor, Serial#: CNC028PC2M
HP Compaq P17A Monitor, Serial#: 3CQ3511TSX
HP Compaq LE1711 Monitor, Serial#: CNC028PC43
HP Compaq LE1711 Monitor, Serial#: CNC028PC88
HP Compaq LE1711 Monitor, Serial#: CNC028PC7P
HP Compaq P17A Monitor, Serial#: 3CQ3511VP2
HP P17A Monitor, Serial#: 3CQ62704MG
HP 17" Monitor, Model#: L1710, Serial#: CNC901PM8Z
HP Compaq P17A Monitor, Serial#: 3CQ3511TV1
HP Compaq P17A Monitor, Serial#: 3CQ3511VQ4
HP Compaq P17A Monitor, Serial#: 3CQ3511TXK
HP 17" Monitor, Model#: L1710, Serial#: CNC901PN5H
HP P17A Monitor, Serial#: 3CQ6201PLG
HP Compaq LE1711 Monitor, Serial#: CNC028PC4F
HP Compaq P17A Monitor, Serial#: 3CQ3511TWS
HP 17" Monitor, Model#: L1710, Serial#: CNC901PM9J
HP Compaq LE1711 Monitor, Serial#: CNC044PHWT
HP 17" Monitor, Model#: L1710, Serial#: CNC901PN4L
HP P17A Monitor, Serial#: 3CQ6201PK7
HP Compaq LE1711 Monitor, Serial#: CNC028PC73
HP Compaq LE1711 Monitor, Serial#: CNC028PC3M
HP Compaq P17A Monitor, Serial#: 3CQ3511TVD
HP 17" Monitor, Model#: L1710, Serial#: CNC901PM95
HP Compaq P17A Monitor, Serial#: 3CQ3511VRV
HP Compaq LE1711 Monitor, Serial#: CNC028PC50
HP Compaq P17A Monitor, Serial#: 3CQ3511TV4
HP Compaq LE1711 Monitor, Serial#: CNC028PC2T
HP Compaq P17A Monitor, Serial#: 3CQ3511TX1
HP Compaq P17A Monitor, Serial#: 3CQ3511VQW
HP Compaq LE1711 Monitor, Serial#: CNC028PC54
HP Compaq P17A Monitor, Serial#: 3CQ3511TTM
HP P17A Monitor, Serial#: 3CQ6201PM3
HP 17" Monitor, Model#: L1710, Serial#: CNC901PM9V
HP Compaq LE1711 Monitor, Serial#: CNC028PC56
HP Compaq P17A Monitor, Serial#: 3CQ3511TVH
Acer LCD Monitor, Model#: V173, Serial#: 30101809385
Acer LCD Monitor, Model#: V173, Serial#: 30104757885
HP LA1956x Monitor, Serial#: CN434509BX
HP EliteDisplay E221 Monitor, Serial#: CNK449111P
HP E222 Monitor, Serial#: CNK709241N
Planar PXL2230MW Monitor, Serial#: PL424HT500426
Planar PXL2230MW Monitor, Serial#: PL424HT500390
Planar PXL2230MW Monitor, Serial#: PL424HT500413
Planar PXL2230MW Monitor, Serial#: PL424HT500398
Planar PXL2230MW Monitor, Serial#: PL424HT500414
HP 17" Monitor, Model#: L1710, Serial#: CNC909PTZR

	HP Compaq P17A Monitor, Serial#: 3CQ3511VQ1
	HP Compaq P17A Monitor, Serial#: 3CQ3511VQZ
	HP Compaq P17A Monitor, Serial#: 3CQ3511VP7
	HP Compaq P17A Monitor, Serial#: 3CQ3511VPY
	HP Compaq P17A Monitor, Serial#: 3CQ3511TVY
	HP 17" Monitor, Model#: L1710, Serial#: CNC901PNZ2
	HP P17A Monitor, Serial#: 3CQ62704MF
	HP P17A Monitor, Serial#: 3CQ173596
	HP P17A Monitor, Serial#: 3CQ62704KW
	HP P17A Monitor, Serial#: 3CQ62704M4
	HP P17A Monitor, Serial#: 3CQ62704L8
	HP Compaq P17A Monitor, Serial#: 3CQ3511TTX
	HP 17" Monitor, Model#: L1710, Serial#: CNC909PV2Q
	Acer LCD Monitor, Model#: V173, Serial#: 30104757385
	HP Compaq P17A Monitor, Serial#: 3CQ3511VPS
	HP 17" Monitor, Model#: L1710, Serial#: CNC901PP04
	HP 17" Monitor, Model#: L1710, Serial#: CNC915Q99J
	HP 17" Monitor, Model#: L1710, Serial#: CNC901PN3G
	HP Compaq LE1711 Monitor, Serial#: CNC044PHX6
	HP Compaq LE1711 Monitor, Serial#: CNC909PV1V
	HP Compaq P17A Monitor, Serial#: 3CQ3511VNH
	HP P17A Monitor, Serial#: 3CQ62704MW
	HP P17A Monitor, Serial#: 3CQ62704MT
	HP 17" Monitor, Model#: L1710, Serial#: CNC901PV26
	HP Compaq P17A Monitor, Serial#: 3CQ3511VNP
	Acer LCD Monitor, Model#: V173, Serial#: 30104844085
	HP 17" Monitor, Model#: L1710, Serial#: CNC901PN3C
	HP Compaq P17A Monitor, Serial#: 3CQ3511VPG
	HP P17A Monitor, Serial#: 3CQ6201PJJ
	HP Compaq P17A Monitor, Serial#: 3CQ3511TT4
	HP Compaq LE1711 Monitor, Serial#: CNC044PHSY
	HP 17" Monitor, Model#: L1710, Serial#: CNC901PP0N
	HP P17A Monitor, Serial#: 3CQ6201PLC
	HP Compaq P17A Monitor, Serial#: 3CQ3511TWT
	HP P17A Monitor, Serial#: 3CQ6201PKX
	Epson TM-L500A Printer, Model#: M254A, Serial#: QJ3F013319
	Epson TM-L500A Printer, Model#: M254A, Serial#: QJ3F012133
	Epson TM-L500A Printer, Model#: M254A, Serial#: QJ3F012442
	Epson TM-L500A Printer, Model#: M254A, Serial#: QJ3F010548
	Epson TM-L500A Printer, Model#: M254A, Serial#: QJ3F015215
	Epson TM-L500A Printer, Model#: M254A, Serial#: QJ3F012366
	Epson TM-L500A Printer, Model#: M254A, Serial#: UC3F001462
	Epson SU-RPL500B Spindle Core, Serial#: PRMF009453
54759	Switch, "Catalyst 3560-C", by Cisco #WS-C3560CG-8PC-S, Serial#: FOC1617Y1ED; PO#: 1003056
54755	Switch, "Catalyst 3560-C", by Cisco #WS-C3560CG-8PC-S, Serial#: FOC1617Y1DW; PO# 1003056
54763	Switch, "Catalyst 3560-C", by Cisco #WS-C3560CG-8PC-S, Serial#: FOC1617Y0UQ; PO# 1003056

	55169	Switch, Cisco# WS-C3750X-48PF-S, Serial#: FDO1549V0BE
	54753	Switch, "Catalyst 3560-C", by Cisco #WS-C3560CG-8PC-S, Serial#: FOC1617Y1CL; PO#: 1003056
	54735	Switch, Stackable 24 10/100/1000, Cisco #WS-C3750X-24P-L, Serial#: FDO1611V020; PO#: 1003056
123220	54703	Switch, Stackable, Ethernet PoE+ ports
123570	52282	Switch, Stackable 24 10/100/1000 Ethernet PoE+ ports, w/ 2 Trnsvr 1 NtwkMod 1 PS
	54747	Switch, Stackable 48 10/100/1000, Cisco #WS-C3750X-48PF-L, Serial#: FDO1612Z13S; PO#: 1003056
	54748	Switch, Stackable 48 10/100/1000, Cisco #WS-C3750X-48PF-L, Serial#: FDO1612R24S; PO#: 1003056
	54736	Switch, Stackable 48 10/100/1000, Cisco #WS-C3750X-48PF-L, Serial#: FDO1612V16W; PO#: 1003056
	54750	Switch, Stackable 24 10/100/1000, Cisco #WS-C3750X-24P-L, Serial#: FDO1611R03G; PO#: 1003056
	55828	Switch, "Catalyst 3850", w/ 24 Port, Cisco #WS-C3850-24P-L, Serial#: FCW1843C0W5; PO#: 1003997
	55830	Switch, "Catalyst 3850", w/ 48, by Cisco #WS-C3850-48P-L, Serial#: FCW1841C0Q1; PO#: 1003997
	55831	Switch, "Catalyst 3850", w/ 48, by Cisco #WS-C3850-48P-L, Serial#: FOC1841U0ML; PO#: 1003997
	54743	Switch, Stackable 48 10/100/1000, Cisco #WS-C3750X-48PF-L, Serial#: FDO1612P19G; PO#: 1003056
	54751	Switch, Stackable 24 10/100/1000, Cisco #WS-C3750X-24P-L, Serial#: FDO1611Z01D; PO#: 1003056
	54745	Switch, Stackable 48 10/100/1000, Cisco #WS-C3750X-48PF-L, Serial#: FDO1612P19B; PO#: 1003056
120454	51023	Printer, HP, 5550 DTN Laserjet
		HP Pavilion dv8000 Laptop, Serial#: CND6100K27
	55333	Recorder, Video, Digital, 16 Channel, 4TB DVR "truVision", Serial#: 090035846; PO#: 1003554
		HP 2140 Mini Laptop, Serial#: CNU9105WNNH
		IBM Thinkpad A22m Laptop, Serial#: 78-LGKCB
122648	54026	Baler, Vertical, 60", Bace Corporation, Model V63
		NEC MultiSync UN552S Monitor; Serial#: 19203383NA
		NEC MultiSync UN552S Monitor; Serial#: 16202651NA
		NEC MultiSync UN552S Monitor; Serial#: 1X203763NA
		NEC MultiSync UN552S Monitor; Serial#: 16202618NA

ASSET #

TAG #

HYATT REGENCY

		Fryer, Frymaster, Model#: GF40S, Serial#: 1702FJ0063
122863	54286	Washer, clothes, 4.3 cubic ft, front-load, white, Kenmore, Elite 41532
131432	55082	Oven, Convection, Standard Depth, Double Deck, w/Optional Low Profile Casters
146872	69246	Oven, Microwavel/Convection, Ventless, 208/240, 60Hz, 1 Ph, "eikon" by Merrychef
121420	54290	BAR, SOUP AND SALAD - HYATT CAFETERIA EQUIPMENT
120452	50133	CABINET, REFRIGERATED WINE DISPLAY, HOTEL
115517	54795	CABINET, COOLER, WINE BOTTLES, 2-DOOR (RESTAURANT)
120402	50140	Toaster, Conveyor, Horizontal Merco Savory Model # RT-2VSHO
118891	51779	Wet Upholstery Cleaning Machine, #XLT-60, US Products
112324	51932	Cart, Hot Food Transport Box
112327	51972	Cart, Hot Food Transport Box
121203	52611	Computer, Laptop, IBM ThinkPad, W/Docking Station
101843	53441	Steamer, Counter Top, Delfield
122757	54185	Printer, for ID cards, SMART-DUAL 3 SE
122867	54399	Switch, Ethernet, 24 pt, 10/100 Switch, Cisco
122967	54621	Encoder, Digital Signage, HD, Drake, LLC, DSE24
122968	54622	Modulator, Digital Signal, HD, Janus
123202	54769	Encoder, Type 7, w/Power Supply, Saflok Model #CE4020

123203	54770	Encoder, Type 7, w/Power Supply, Saflok Model #CE4020
123839	55268	Computer, "Latitude E5430", Windows 7 Pro, Base #225-2807 (REVENUE MANAGER)
124195	55372	Switch, Catalyst 3560X, 48 Port, Full PoE IP Base, PBX, Hotel (Server Rm)
124194	55431	Modular desk shell w/return left, pedestal 48" (Danielle S.)
124525	55566	Double pedestal desk 36Dx72Wx30H w/keyboard drawer 14x221/2x31/2 and installatio
134059	56371	Computer, "ThinkPad X250 20CL", 12.5", Core i7 5600U, 256 GB SSD/8GB/Windows 7 P
138680	56742	Device, Q-SYS Integrated Core, by QSC #Core 500i
146888	56987	Computer, "ThinkPad X260 20F6", 12.5", Core i7 6600U, 16 GB RAM/512GB SSD, Lenov
146890	56990	Computer, "ThinkPad X260 20F6", 12.5", Core i7 6600U, 16 GB RAM/512GB SSD, Lenov
131601	65011	Kronos Timekeeping Device InTouch 9000 w/battery backup
155437	65394	Computer, "ThinkPad X270 20K6", 12.5", Core i7 6600U,(ASST DIRECTOR OF EVENTS)
155432	65395	Computer, "ThinkPad X270 20K6", 12.5", Core i7 6600U.(DIRECTOR OF SALES)
162765	65585	Desktop, "ThinkCentre" M910s, SFF, Intel Core i7 6700T, 3.4GHz/8GB/512GB, Lenovo
162784	65595	Computer, "ThinkPad X270 20K6", 12.5", Core i7 7600U, 16 GB RAM/512GB SSD, Lenov
162780	65598	Desktop, "ThinkCentre" M910s, SFF, Intel Core i7 6700T, 3.4GHz/8GB/512GB, Lenovo
162773	65600	Desktop, "ThinkCentre" M910s, SFF, Intel Core i7 6700T, 3.4GHz/8GB/512GB, Lenovo
165159	65656	Cart, Platform, 60" L X 24" W X 42" H, Satin Finish, 2" Stainless Steel Tubing,
169205	65730	Switch Catalyst 3560-CX IP Base

ASSET #

110194
110338

TAG #

70877
71086

Sprinkler Trailer, Modified From Light Tower
Golf Cart, Cushman

Motor Pool

ASSET #

TAG #

HYATT REGENCY

ASSET #

TAG #

ORLANDO EXECUTIVE AIRPORT

ASSET #

TAG #

MOTOR POOL

c



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Brad Friel, Senior Vice President of Multi-Modal Planning and Environmental

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Approve the Non-Federal Reimbursable Agreement for the Airport Surveillance Radar Relocation Siting Study between the Greater Orlando Aviation Authority and the Department of Transportation Federal Aviation Administration

BACKGROUND

The Airport Surveillance Radar (ASR) is a critical piece of airport infrastructure used by the Federal Aviation Authority (FAA) to monitor air traffic around MCO. The existing ASR system has been in place at MCO since the late 1980s. The current ASR, an ASR-9, was the first system to implement radar technology that shows both air traffic and weather conditions simultaneously. In addition to providing aircraft separation services, it works in concert with the Terminal Doppler Radar and the Low Level Wind Shear Alert Systems (LLWAS) to provide critical weather data to the FAA and pilots during approach and departure from MCO. The ASR is owned and operated by the FAA.

The ASR site was selected long before the planning for Terminals C and D and the associated support areas, including the Train Station, were completed. Due to the on-going growth of the of the airport in and around Terminals C and D, there has been mutual interest between the Aviation Authority and the FAA to potentially relocate the ASR to a site that can better accommodate each party's needs. The relocation of the ASR-9 was anticipated for in the 2014 Master Plan Update as a long term goal for the airport in the years 2024-2031.

ISSUES

As contemplated by the 2014 Master Plan Update, the FAA and the Aviation Authority now desire to initiate the steps required to relocate the ASR to accommodate the current and future growth of MCO. First, the FAA must complete a siting study, followed by completion of a design, and ultimately construction of the replacement site and acquisition of the replacement radar system. Reimbursable agreements will be required at the outset of each step. As the equipment is owned and operated by the FAA, the FAA will complete the siting study, with input from the Aviation Authority.

The final location of the ASR is critical to the current efforts to update the Master Plan and ALP for MCO due to necessary clearances and visibility requirements for the ASR. The parties desire to locate the ASR in a location that provides the necessary radar services but minimizes impacts to planned and future development of MCO. The services to be provided by the FAA in the siting study will include, but are not limited to, site visits for potential relocation sites, project coordination, data collection, 3-D modeling, final report/documentation, cost estimates, and other similar items associated with relocating the ASR.

The FAA has estimated that the maximum cost of the siting study at \$285,384. At the conclusion of the project, the FAA will net the final actual costs against the estimated cost and either issue reimbursement for overpayment or bill the Aviation Authority for an underpayment. However, if the FAA determines that

the actual costs are expected to exceed the maximum estimated costs, the FAA is required to notify the Aviation Authority immediately and will provide an amendment to the agreement to cover the additional costs. Aviation Authority staff is recommending the Aviation Authority Board approve an amount in the sum of \$295,000 to address any minimal increases that may arise during the siting study. Any increases above \$295,000 will require an Amendment to the agreement with the FAA and Aviation Authority board approval.

SMALL BUSINESS

Not applicable.

ALTERNATIVES

There are no other alternatives under consideration.

FISCAL IMPACT

The fiscal impact is \$295,000. Funding is from previously approved Capital Expenditure Funding (CIR00393).

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board approve the Non-Federal Reimbursable Agreement for the Airport Surveillance Radar Relocation Siting Study between the Greater Orlando Aviation Authority and the Department of Transportation Federal Aviation Administration in the amount of \$295,000 and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Approve Multiple Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. at the Orlando International Airport (MCO)

BACKGROUND

On December 9, 2020, the Aviation Authority Board approved the General Consulting Services Agreement with Ricondo & Associates, Inc., following a competitive award process in compliance with state statutes and Aviation Authority policies.

The agreement is structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The scope of advertised services includes advising and supporting the Aviation Authority through assessments, studies, master planning, concept development, and preparation of design-build criteria packages, extension of staff, and other efforts as assigned for the development, management, and operation of the existing and future facilities. The services may also include interfacing with the Aviation Authority's committees and the Aviation Authority's departments, and coordinating and providing documentation required by federal, state, and local agencies, including the Federal Aviation Administration (FAA); the Transportation Security Administration (TSA); the Florida Department of Transportation (FDOT); the Orlando Utilities Commission (OUC); the Division of Strategic Business Development; City of Orlando; Orange County, Florida; and, other agencies as required.

Since December 2020, a total of 51 addenda, and applicable amendments, to the General Consulting Services Agreement with Ricondo & Associates, Inc. have been approved. A summary of these approvals can be provided upon request.

For Reference, the following addenda have been recently approved by the Construction Committee (CC) and the Procurement Committee (PC) in accordance with Aviation Authority policy:

- Addendum for bid and award consulting services for V-00995, Replacement of Elevator P58 on Airside 4 (Design/Build) at MCO, for the total not-to-exceed fee amount of \$16,730, with funding from Line of Credit to be reimbursed by future General Airport Revenue Bonds. Services will include, but are not limited to, finalizing the bid package to address the Aviation Authority final review comments; participating in the Pre-Bid release and the Pre-Bid Meeting with the Aviation Authority Continuing Vertical Contractors; assisting with the bidders' questions and answers; reviewing the bids, material delivery and construction schedule proposed; evaluating and providing recommendations of the submitted bids; and, assisting with any contractors' clarifications and bid negotiations, if applicable. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the required services to be provided. The Small Business Department certifies that Ricondo &

Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference CC Meeting held October 10, 2023, Agenda Item No. IV-I].*

- Amendment to Addendum No. 18 for additional support services in the initial implementation phase of the 2023 Strategic Plan at MCO, for the total not-to-exceed fee amount of \$91,852, with funding from previously-approved Capital Expenditure Funds. Additional services will include, but are not limited to, synthesizing and organizing inputs from the Aviation Authority departments, and assisting with the creation and testing of the 2023 Strategic Plan dashboard. The dashboard will be used to track the implementation of the strategic goals and initiatives. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. proposes 7% Minority and Women Business Enterprise (MWBE) participation for the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation. *[Reference CC Meeting held November 7, 2023, Agenda Item No. IV-F].*
- Addendum for FY 2024 On-Call General Consulting Support Services for the Commercial Properties Department at MCO, for the total not-to-exceed fee amount of \$31,260, with funding from previously-approved Operations and Maintenance Funds. Services will consist of assistance to the Aviation Authority on miscellaneous general consulting efforts or advisory services on an as-needed basis, as requested by the Aviation Authority. These services may relate to, but not necessarily be limited to, professional consulting services for review of tenant design concepts; development of concept plans for future commercial development; and assistance with tenant design standards as applied to airline, non-airline and non-terminal tenants, conceptual layouts and exhibits, and compliance verification of approved design documents. Services will be provided through September 30, 2024. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 7, 2023, Agenda Item No. CA-A].*
- Addendum for Terminal C, Phase 2, Written Re-evaluation for W-S00211, Terminal C, Phase 2, Program Definition Document Development at MCO, for the total not-to-exceed fee amount of \$71,219, with funding from previously-approved Capital Expenditure Funds. Services will provide environmental support services for the proposed Terminal C, Phase 2, expansion. Services will include a written re-evaluation to maintain compliance with the National Environmental Policy Act of 1969 (NEPA). The Federal Aviation Administration (FAA) has determined that the 1999 South Terminal Development Environmental Assessment is outdated and needs to be updated; thus, the need for a new written re-evaluation. The Ricondo Team will address additional documentation required for preparation of a new re-evaluation document and coordination efforts with the FAA. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference CC Meeting held November 14, 2023, Agenda Item No. IV-C].*

ISSUES

Per the Aviation Authority's Policy 450.04, the Aviation Authority Board must approve all contract addenda and applicable amendments that result in the value of any contract being increased, in the aggregate, by \$250,000 or more over the contract value. The Procurement Committee (PC) recommended approval of addenda to the above-referenced agreement, as follows:

- Addendum for the Interim Update of the MCO Airport Layout Plan (ALP), for the total not-to-exceed fee amount of \$13,840, with funding from previously-approved Operations and Maintenance Funds. Services will consist of the interim update of the MCO ALP to incorporate facilities that have been demolished or constructed since the last ALP update in July 2021, and

new proposed facilities that would support the operations of Electric Vertical Takeoff and Landing (EVTOL) aircraft. Services will also include, but are not limited to, preparation of an airspace drawing to depict the VFR vertiport approach and departure surfaces as described in the Federal Aviation Administration (FAA) Advisory Circular (AC) Engineering Brief No. 104, Vertiport Design, dated September 2022. Ricondo & Associates, Inc. will review, prepare, and complete, as needed, sections of the Standard Operating Procedures (SOP) 2.00, Standard Procedure for FAA Review and Approval of ALPs Checklist, and draft the checklist while simultaneously updating the ALP drawing sheet. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the limited and specialized nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-B].*

- Addendum for Parking Capacity Analysis Consulting Services at MCO, for the total not-to-exceed fee amount of \$83,504, with funding from previously-approved Operations and Maintenance Funds. Services will provide a parking capacity analysis that will quantify future public parking demands at MCO for Fiscal Year (FY) 2024. Services will consist of, but are not limited to, collecting, analyzing and consolidating historical ground transportation and parking transactions and revenues by month for FY 2019 through FY 2023, to derive estimates of transaction and revenue parking trends. This task will include analysis of changes in revenue per transaction, revenue and transactions on a per originating passenger basis and average duration, where applicable. The analysis will assess changes in overall volume of activity and revenue, considering the impact of Transaction Network Companies (TNC) and the anticipated emergence of autonomous vehicles. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the limited and specialized nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-C].*
- Addendum for Parking Pricing Study Consulting Services at MCO, for the total not-to-exceed fee amount of \$87,100, with funding from previously-approved Operations and Maintenance Funds. Services will consist of a parking pricing study that would complement the parking capacity assessment of parking demand at MCO, by analyzing how parking rates, changes in products, marketing and other factors may affect occupancy as parking capacity becomes more constrained over time. This study will evaluate whether parking demand could be better balanced between MCO parking products, if the need for the construction of additional parking facilities could be delayed by either rebalancing demand among the parking products or decreasing occupancy, and how parking revenues and transactions will be impacted by potential price changes. Services will include, but are not limited to, benchmarking pricing and product mix at up to fifteen other airports, evaluating the potential effects on demand of a modified product offering or additional amenities, and calculating the financial impacts of any forecasted changes from parking to the competitive modes, e.g., off-airport parking operators or TNCs, as a result of the pricing analysis, and developing alternate pricing strategy scenarios via an excel based model that forecasts pricing and industry impacts over the upcoming 10 years. The Aviation Authority has reviewed the proposal from Ricondo & Associates, Inc., and determined that Ricondo & Associates, Inc. does not propose any small business participation on this Addendum because of the limited and specialized nature of the required services to be provided. The Small Business Department certifies that Ricondo & Associates, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-D].*

As this addendum will result in an aggregate increase to the Aviation Authority's Agreement with Ricondo & Associates, Inc. exceeding \$250,000, Aviation Authority Board approval is required, as outlined in the memorandum.

SMALL BUSINESS

Individual small business participation is included for each of the addenda listed above.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$184,444. Funding is from previously-approved Operations and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee for the approval of Addenda to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel:

- (a) Interim Update of the MCO Airport Layout Plan (ALP), for the total not-to-exceed fee amount of \$13,840, with funding from previously-approved Operations and Maintenance Funds;
- (b) Parking Capacity Analysis Consulting Services at MCO, for the total not-to-exceed fee amount of \$83,504, with funding from previously-approved Operations and Maintenance Funds; and,
- (c) Parking Pricing Study Consulting Services at MCO, for the total not-to-exceed fee amount of \$87,100, with funding from previously-approved Operations and Maintenance Funds.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chair, Construction Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve an Addendum to the Continuing Vertical Construction Services Agreement with H.A. Contracting Corporation for the Award of Project V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport (MCO)

BACKGROUND

In 2021, the firms providing Continuing Vertical Construction Services were selected through a competitive award process. The continuing vertical construction services will be for projects with a contract amount that does not exceed \$4 million, in accordance with Aviation Authority policies.

On September 15, 2021, the Aviation Authority Board approved continuing vertical construction services agreements with the following firms:

- The Roderick Group, Inc. dba Ardmore Roderick (*DBE/MWBE*)
- Clancy & Theys Construction Co.
- Collage Design and Construction Group, Inc. dba The Collage Companies
- Gomez Construction Co. (*MWBE*)
- H.A. Contracting Corporation
- H. W. Davis Construction, Inc.
- Johnson-Laux Construction, LLC (*MWBE*)
- LEGO Construction Co. (*DBE/MWBE*)
- McCree Design Builders, Inc.
- Mejia International Group Corporation (*MWBE*)
- Ovation Construction Company
- R.L. Burns, Inc. (*MWBE/VBE*)
- RUSH Facilities, LLC
- T&G Corporation dba T&G Constructors (*MWBE*)
- Votum Construction, LLC (*DBE/MWBE/LDB*)

The scope of work to be performed under these continuing vertical construction services contracts includes, but is not limited to, general site construction, design-build, foundation, structural, masonry, electrical, plumbing, mechanical, interior and exterior finishes, painting, roofing, furnishings, and other work normally associated with vertical construction.

ISSUES

V-00982 will replace all of the existing locks and cores with owner-furnished Medeco cores throughout the MCO Campus. The Contractor will manage the installation, switch out the cores, and maintain the cores during production and installation. An allowance was established for the hardware repair/replacement.

The project is scheduled to start in December 2023 and complete in June 2024.

On September 11, 2023, the Aviation Authority solicited bids from its continuing vertical contractors for V-00982. By October 11, 2023, the Aviation Authority received five bids as follows:

Bidder	Base Bid	Allowance	Total Bid Amount
H.A. Contracting Corporation	\$399,900	\$20,000	\$419,900
Gomez Construction Company	\$649,240	\$20,000	\$669,240
H.W. Davis Construction, Inc.	\$673,855	\$20,000	\$693,855
Collage Design and Construction Group, Inc. dba The Collage Companies	\$750,000	\$20,000	\$770,000
Mejia International Group Corporation	\$953,300	\$20,000	\$973,300
Clancy & Theys Construction Co.		<i>Did not submit</i>	
Johnson-Laux Construction, LLC		<i>Did not submit</i>	
LEGO Construction Co.		<i>Did not submit</i>	
McCree Design Builders, Inc.		<i>Did not submit</i>	
Ovation Construction Company		<i>Did not submit</i>	
RUSH Facilities, Inc.		<i>Did not submit</i>	
The Roderick Group, Inc. dba Ardmore Roderick		<i>Did not submit</i>	
T&G Corporation dba T&G Constructors		<i>Did not submit</i>	
Votum Construction, LLC		<i>Did not submit</i>	
Latest Reconciled Estimate			\$1,107,040

The apparent low bidder, H.A. Contracting Corporation, has verified that its bid was prepared in accordance with all bid documents and addenda, and will be able to complete the project for the amount bid and within the Aviation Authority's schedule. Staff has reviewed the bid submitted by H.A. Contracting Corporation and determined that the total bid price is fair and reasonable.

On November 21, 2023, the Construction Committee recommended approval of an Addendum to the Continuing Vertical Construction Services Agreement with H.A. Contracting Corporation for the Award of V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport, as outlined in the memorandum.

SMALL BUSINESS

The Aviation Authority established a 4% Disadvantage Business Enterprise (DBE) participation goal for V-00982. The Aviation Authority has reviewed the bid submitted by H.A. Contracting Corporation, and determined that H.A. Contracting Corporation proposes 30% DBE participation on this addendum and certifies that H.A. Contracting Corporation is in good standing as it relates to its small business participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$419,900. Funding is from Florida Department of Transportation (FDOT) Grants to the extent eligible, and Line of Credit to be reimbursed by General Airport Revenue Bonds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Vertical Construction Services Agreement with H.A. Contracting Corporation for the Award of V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport, for the total bid amount of \$419,900, with funding from FDOT Grants 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.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chair, Construction Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve an Amendment to Addendum No. 7 to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management, Inc. for Construction Phase Owner's Authorized Representative (OAR) Services for Project V-00982, MCO Campus Key and Lock Replacement, at the Orlando International Airport (MCO)

BACKGROUND

On May 18, 2022, the Aviation Authority Board approved Continuing Program and Project Management Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- AECOM Technical Services, Inc.
- Cost Management, Inc. dba CMI (*MWBE*)
- Geotech Consultants International, Inc. dba GCI, Inc. (*MWBE*)
- PSA Constructors, Inc. dba PSA Management, Inc. (*MWBE/LDB*)
- The Roderick Group, Inc. dba Ardmore Roderick (*MWBE*)
- WSP USA, Inc.

The agreements are structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The terms of the agreements shall be for a period of three years with optional renewal periods of two additional one-year terms, to be exercised at the discretion of the Aviation Authority and accepted by both parties.

These services include all services necessary for the management of the design and construction of both individual projects and programs consisting of two or more individual projects, including the management of design from planning and conceptual design phase through detailed design, bidding and award of construction contracts; development of design criteria documents, and management of design/build contracts; management of the construction and commissioning of projects including performing as the Owner's Authorized Representative (OAR); providing material testing, quantity surveying, construction inspection, construction safety compliance inspection, and other services required to verify compliance of construction with contract documents; providing cost estimating, cost control, scheduling, progress reporting, and planning services to support both design and construction activities; negotiations of contracts for program and project related professional and construction services required from the Aviation Authority's other consultants and contractors; coordination of the activities of multiple consultants and contractors onsite; and all other related services, which may be required to accomplish the planning, funding, design, bidding and award, construction, commissioning and operation of projects and programs for the Aviation Authority's existing and future facilities.

On April 11, 2023, the Construction Committee approved Addendum No. 7 to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management, Inc. for Design Phase OAR Services for \$108,346. On October 3, 2023, the Construction Committee approved Amendment No. 1 to Addendum No. 7 to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management, Inc. for Additional Design Phase OAR Services for \$167,074.

ISSUES

V-00982 will replace all of the existing locks and cores with owner-furnished Medeco cores throughout the MCO Campus. The Contractor will manage the installation, switch out the cores, and maintain the cores during production and construction. The project is scheduled to start in December 2023 and complete in June 2024.

A fee has been negotiated with PSA Constructors, Inc. dba PSA Management, Inc. for the total amount of \$488,902 for Construction Phase OAR Services for V-00982. Services will include, but are not limited to, project management, coordination with Security, Lock Shop, and Information Technology (IT) regarding mapping of spaces and development of software/iPad implementation, oversight of locks and cores switch-out and installation coordination throughout the MCO Campus, inspection services, and testing and follow-up meetings with end-users for the above-referenced project. Additional assistance to the Aviation Authority in the areas of pre-construction, project controls, contract administration, and close-out services in support of the project are also included.

On November 21, 2023, the Construction Committee recommended approval of an Amendment to Addendum No. 7 to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management, Inc. for Construction Phase OAR Services for V-00982, MCO Campus Key and Lock Replacement, at MCO, as outlined in the memorandum.

SMALL BUSINESS

The Aviation Authority has reviewed the proposal and determined that PSA Constructors, Inc. dba PSA Management, Inc. proposes to achieve 28% Disadvantaged Business Enterprise (DBE) participation for this addendum, and certifies that PSA Constructors, Inc. dba PSA Management, Inc. is in good standing as it relates to the small business participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$488,902. Funding is from Florida Department of Transportation (FDOT) Grants to the extent eligible and Line of Credit to be reimbursed by General Airport Revenue Bonds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 7 to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management, Inc. for Construction Phase OAR Services for V-00982, MCO Campus Key and Lock Replacement, at MCO, for the total not-to-exceed fee amount of \$488,902, with funding from FDOT Grants 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.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chair, Construction Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve Change Order(s) to Various Contracts

BACKGROUND

At its meeting on November 21, 2023, the Construction Committee recommended approval of the change orders as outlined in Attachment A.

ISSUES

The description of change for each change order is outlined in Attachment A.

ALTERNATIVES

None.

FISCAL IMPACT

The funding source for each change order is outlined in Attachment A.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee to (1) approve Change Order No. Bid Package (BP) 00496-06 for (\$831,203.80) and a 42 calendar day time extension to Substantial Completion, with funding as outlined in Attachment A; (2) approve Change Order No. H-S00029-06 for (\$117) and a 150 calendar day time extension to Substantial Completion, with funding as outlined in Attachment A; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the change orders following satisfactory review by legal counsel.

Attachment A (Page 1 of 2)

Change Order No. Bid Package (BP) 00496-06

Construction Committee: November 21, 2023
Project: East Airfield Taxiways Rehabilitation – Phase 2
Contractor: Hubbard Construction Company

Amount This Change Order: (\$ **831,203.80**) (-4.72% of Original Contract Price)
Original Contract Amount: \$17,612,022.66
Previous Change Orders: \$ 249,196.01 (1.41% of Original Contract Price)
Revised Contract Amount: \$17,030,014.87

Time Extension: 42 calendar days to Substantial Completion.

Funding Source: FAA and Florida Department of Transportation (FDOT) Grants to the extent eligible, previously-approved Capital Expenditure Funds, and General Airport Revenue Bonds.

Description of Change: This is the final change order and includes the following: 1. Final Adjustment of Allowance Amounts. ADD: \$0; 2. Final Quantity Adjustments of various pay items for Schedule A. DEDUCT: (\$554,322.80); 3. Final Quantity Adjustments of various pay items for Schedule B. DEDUCT: (\$276,881); and, 4. Increase Contract Time for Substantial Completion by 42 calendar days, from 275 calendar days to 317 calendar days, resulting from unforeseen additional isolated panel replacement required at Taxiway K and the installation of methacrylate seal coat over the bridges. ADD: \$0. NET AMOUNT FOR CHANGE ORDER NO. 6: DEDUCT: (\$831,203.80).

Reason for Change: 1. Owner Requested Change: Allowance reconciliation for various pay items to actual quantities; 2. Owner Requested Change: Final Quantity Adjustment for Schedule A for adjustment of various pay items to actual installed quantities; 3. Owner Requested Change: Final Quantity Adjustment for Schedule B for adjustment of various pay items to actual installed quantities; and, 4. Unforeseen/Concealed Condition: Additional time of 42 calendar days added to Substantial Completion due to unforeseen additional isolated panel replacement at Taxiway K. The original documents anticipated the need for some amount of isolated concrete panel replacement as part of the project. However, the section of Taxiway K adjacent to the Taxiway K bridge of the B-8 Canal needed three cracked panels replaced. Due to the location, these panels had to be constructed in a separate phase of construction. After the concrete panels were replaced, the crack sealant methacrylate coating was applied first to the Taxiway K bridge, then to the Taxiway J bridge. This required an additional 42 calendar days to accommodate the removal and replacement of the concrete pavement.

Change Order No. H-S00029-06

Construction Committee: November 21, 2023
Project: Airfield Civil Restart Enabling Work
Contractor: The Middlesex Corporation

Amount This Change Order: (\$ **117.00**) (0.0% of Original Contract Price)
Original Contract Amount: \$3,164,794.83
Previous Change Orders: \$ 843,962.57 (26.67% of Original Contract Price)
Revised Contract Amount: \$4,008,640.40

Time Extension: 150 calendar days to Substantial Completion.

Funding Source: Previously-approved Capital Expenditure Funds and General Airport Revenue Bonds.

Description of Change: 1. Adjustment of Owner's Allowance for Existing Utilities Demolition. ADD: \$0; 2. Interim Quantity Adjustments of various pay items. DEDUCT: (\$117); and, 3. Increase Contract Time for Substantial Completion by 150 calendar days, from 281 calendar days to 431 calendar days, to accommodate the use of the current sanitary system until project completion. ADD: \$0. NET AMOUNT FOR CHANGE ORDER NO. 6: DEDUCT: (\$117).

Attachment A (Page 2 of 2)

Reason for Change: 1. Owner Requested Change: The purpose of this enabling project is to facilitate the construction of the BP-S00195, Terminal C Airside Concourse Gates C250-C253, project that is underway, and the proposed BP-S00196, Airfield Civil Phase 1 Expansion, projects including the Ground Support Equipment (GSE) facility. The existing utilities must be removed before the future improvements can be installed. Initially, this scope was to be included with the BP-S00196. The design team has worked to perform Subsurface Utility Exploration (SUE) to quantify and describe the utility removal. Despite this effort, the work still poses a high risk of unforeseen conditions, which could impact the project schedule and budget. By completing this change order work under the H-S00029 project on a time-and-materials basis, any potential delays can be mitigated. By removing this scope from the bid for BP-S00196, it is anticipated that the Aviation Authority should receive lower bid prices since the bidders will not need to include the risk premium costs of any unknown underground issues. This item is to utilize the previously established allowance to pursue utility demolition on a force account basis; 2. Unforeseen/Concealed Conditions: The quantities included in the bid documents were adjusted to actual amounts based on the reconciliation of the final measured quantities as agreed with the Contractor. No survey was available for this area after it was deferred from the previous projects, so the required lengths for items were different from what was estimated; and, 3. Owner Requested Change: No cost time extension to support coordination. The original project scope was abridged to make sure that it met the budget. However, favorable bid pricing created a large project contingency. The Aviation Authority has used the available contingency budget to add necessary scope to the H-S00029 project as needed to support BP-S00195 and the advance the BP-S00196 schedule. Time is now being extended to accommodate the current use of the sanitary system until such time as the H-S00029 project is complete.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Approve Multiple Addenda to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. at the Orlando International Airport (MCO), Orlando Executive Airport (ORL) and other facilities operated by the Aviation Authority

BACKGROUND

On April 21, 2021, the Aviation Authority Board approved Continuing Environmental Consulting Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies.

- Breedlove, Dennis and Associates, Inc. (*VBE*)
- Bio-Tech Consulting, Inc.
- DRMP, Inc.
- The Transit Group, Inc. d/b/a Ecological Associates, Inc.
- EXP U.S. Service, Inc.
- MSE Group, LLC
- Terracon Consultants, Inc.
- Vanasse Hangen Brustlin, Inc.

Services may include, but are not limited to, evaluation and assessment of wildlife issues, uplands and wetlands evaluation, habitat analysis, threatened and endangered species issues, jurisdictional wetland determinations, water quality analysis, land management, and monitoring of wetlands mitigation on facilities operated or purchased by the Aviation Authority and all other related services including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the facilities. The Services may also include preparation of required notices and reports, coordination and providing assistance with requirements of authorities having jurisdiction over various mitigation sites, documentation of existing environmental conditions, preparation of environmental studies, technical support, and assistance with permitting activities which may be required where the Aviation Authority elects not to solicit letters of interest by means of public advertisement.

Since April 2021, a total of 9 addenda, and applicable amendments, to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. have been approved. A summary of these approvals can be provided upon request.

ISSUES

Per the Aviation Authority's Policy 450.04, the Aviation Authority Board must approve all contract addenda and applicable amendments that result in the value of any contract being increased, in the

aggregate, by \$250,000 or more over the contract value. The Procurement Committee (PC) recommended approval of addenda to the above-referenced agreement, as follows:

- Addendum for Water Quality and Flow Monitoring for Fiscal Year (FY) 2024 at ORL, for the total amount of \$113,704.40, which includes the not-to-exceed fee amount of \$56,449 and the not-to-exceed expense amount of \$57,255.40, with funding from previously-approved ORL Revenue Funds. Services will consist of water quality monitoring associated with the Numeric Nutrient Rule for Florida's Lakes and Flowing Waters during FY 2024. Samples will be taken at different locations throughout ORL for quarterly and bi-annual parameters. Services will include, but are not limited to, water quality monitoring, discharge measurements, continuous stage/ discharge monitoring and data downloads, and preparation of associated annual reports. The Aviation Authority has reviewed the proposal from Vanasse Hangen Brustlin, Inc., and determined that Vanasse Hangen Brustlin, Inc. proposes 7% Minority and Women Business Enterprise (MWBE) participation on this Addendum and certifies that Vanasse Hangen Brustlin, Inc. is in good standing as it relates to its small business participation. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-E].*
- Addendum for FY 2024 On-Call Permitting Assistance at MCO, for the total not-to-exceed fee amount of \$40,000, which includes the not-to-exceed fee amount of \$39,733 and the not-to-exceed expense amount of \$267, with funding from previously-approved Operations and Maintenance Funds. Services will include, but are not limited to, on an as-needed basis, permitting assistance, including preparation, tracking, and compliance with federal, state and local permitting regulations and requirements at MCO. The Aviation Authority has reviewed the proposal from Vanasse Hangen Brustlin, Inc., and determined that Vanasse Hangen Brustlin, Inc. does not propose any small business participation on this Addendum because of the on-call nature of the required services to be provided. The Small Business Department certifies that Vanasse Hangen Brustlin, Inc. is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference PC Meeting held November 21, 2023, Agenda Item No. III-F].*

As this addendum will result in an aggregate increase to the Aviation Authority's Agreement with Ricondo & Associates, Inc. exceeding \$250,000, Aviation Authority Board approval is required, as outlined in the memorandum.

SMALL BUSINESS

Individual small business participation is included for each of the addenda listed above.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$153,704.40. Funding is from previously-approved ORL Revenue Funds and previously-approved Operations and Maintenance Funds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee for the approval of Addenda to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustlin, Inc. for the following services, and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel:

- (a) Water Quality and Flow Monitoring for FY 2024 at ORL, for the total amount of \$113,704.40, which includes the not-to-exceed fee amount of \$56,449 and the not-to-exceed expense amount of \$57,255.40, with funding from previously-approved ORL Revenue Funds; and,
- (b) FY 2024 On-Call Permitting Assistance at MCO, for the total not-to-exceed fee amount of \$40,000, which includes the not-to-exceed fee amount of \$39,733 and the not-to-exceed expense amount of \$267, with funding from previously-approved Operations and Maintenance Funds.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Rank Firms Shortlisted for Continuing Environmental Engineering Consulting Services at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Aviation Authority

BACKGROUND

On August 20 and 23, a notice was publicly advertised requesting Statements of Qualifications (SOQs) for Continuing Environmental Engineering Consulting Services at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Aviation Authority.

This procurement is to provide continuing environmental engineering services and related professional services, including but not limited to, environmental consulting services; conducting all phases of environmental contamination assessments for petroleum and hazardous materials; preparing reports and providing pertinent training as required by federal, State of Florida, and local agencies; storage tank management; coordination with regulatory agencies and remedial contractors; emergency response to fuel, petroleum and hazardous materials incidents, including immediate response to limit releases to the environment, performance of initial remedial actions and other related services including coordination with the Aviation Authority, its Consultants, the City and all agencies having jurisdiction over the Facilities.

The Services may also include studies and preparation of reports involving scope definition and validation of projects, analysis of environmental design parameters, budget development, evaluation and documentation of existing conditions; environmental design, bid/procurement and award, permitting, environmental construction administration, technical support and review of documents prepared by others, environmental management support on various Authority projects and all other environmental engineering and related professional services which may be required.

ISSUES

By October 4, 2023, five firms responded to the Aviation Authority's advertisement for the above-referenced services as follows, in alphabetical order:

- CDM Smith, Inc.
- Langan Engineering and Environmental Services, Inc.
- Montrose Environmental Solutions, Inc.
- PPM Consultants, Inc.
- Terracon Consultants, Inc.

On October 24, 2023, the Procurement Committee (PC) met to consider the responses. Based on the SOQs, staff's evaluations, and past performances on Aviation Authority or related projects, the PC shortlisted all five firms for further consideration as follows, in alphabetical order:

- CDM Smith, Inc.
- Langan Engineering and Environmental Services, Inc.
- Montrose Environmental Solutions, Inc.
- PPM Consultants, Inc.
- Terracon Consultants, Inc.

On November 15, 2023, the PC met to consider the shortlisted firms. Each firm was provided 30 minutes for the interview session, 10 minutes for an introduction followed by a 20-minute question/answer session conducted by the PC. Each of the shortlisted firms was interviewed and evaluated by the PC based on the following criteria:

- Qualifications of Proposed Individuals and Proposed Approach (Maximum Score: 50)
- Qualifying Programs/Projects of Proposer (Maximum Score: 30)
- Approach to Small Business Compliance (Maximum Score: 10)
- Other Consultants' Competitive Negotiation Act (CCNA) Factors (Maximum Score: 10)

At the conclusion of the interviews, the PC evaluated each Proposer, comparatively against each other, considering the SOQs, any additional documentation, the interviews and presentations, and selected, in order of ranking, the most highly qualified three top-ranked Proposers.

The weighted scores per category and Proposer are as follows:

W-00469 Procurement Committee Evaluation	Scoring Range	CDM Smith	Langan Engineering & Environmental	Montrose Environmental	PPM Consultants	Terracon Consultants
QUALIFICATIONS OF PROPOSED INDIVIDUALS AND PROPOSED APPROACH						
• Ability of the proposed individuals to furnish the required services	1-50	39	37	43	35	43
• Experience and qualifications of the proposed individuals						
• Proposed approach (in the Executive Brief section)						
• Preferred: Three similar projects within the last five years						
QUALIFYING PROGRAMS/PROJECTS OF PROPOSER						
• Past performance, including the similarity of the qualifying programs/projects	1-30	25	24	28	20	27
• Breadth and depth of experience on the qualifying programs/projects						
• Past performance with the Authority (if applicable)						
• Past performance with other entities, references						
• Preferred: 3 similar projects within the last five years						
APPROACH TO SMALL BUSINESS COMPLIANCE						
• Demonstrated understanding of the Authority's Programs	1-10	7	7	9	7	7
• Proposed approach for this contract						
OTHER CCNA FACTORS						
• Willingness to meet time and budget requirements (availability to start)	1-10	8	8	8	8	8
• Recent, current, and projected workload of the firm (commitment to completion)						
• Volume of work previously awarded to each firm (without violating the principle of selection of the most qualified)						
TOTAL	100	79	76	88	70	85

It was the consensus of the PC that the Proposers should be ranked as follows, and recommended award of no-cost agreement with the three top-ranked firms:

- First: Montrose Environmental Solutions, Inc.**
Second: Terracon Consultants, Inc.
Third: CDM Smith, Inc.
 Fourth: Langan Engineering and Environmental Services, Inc.
 Fifth: PPM Consultants, Inc.

SMALL BUSINESS

Proposers were required to (1) prepare a written action plan that demonstrates the Proposer's understanding of the Aviation Authority's Small Business Participation Program, and how the Proposer will achieve the participation goals for these types of services; and (2) submit proposed small business participation schedules showing where proposed participation could be achieved. All five proposers submitted thorough written actions plans and proposed participation schedules detailing where participation could be achieved. The Aviation Authority will establish Small Business Participation goals for each negotiated project or scope.

ALTERNATIVES

The Aviation Authority Board may send the matter back to committee for further consideration or reject all submittals.

FISCAL IMPACT

There is no fiscal impact for the base agreement. Future addenda will be based on specific tasks of work as assigned.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee and (1) approve the ranking of the shortlisted firms for Continuing Environmental Engineering Consulting Services at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Aviation Authority as follows: First – Montrose Environmental Solutions, Inc.; Second – Terracon Consultants, Inc.; Third – CDM Smith, Inc.; Fourth – Langan Engineering and Environmental Services, Inc.; and Fifth: PPM Consultants, Inc.; (2) authorize hourly rate negotiations with the three top-ranked firms in accordance with the Aviation Authority's policy; and, (3) subject to successful negotiations with the three top-ranked firms: (a) approve a no cost Continuing Environmental Engineering Consulting Services Agreement at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Aviation Authority, with the three top-ranked firms for its negotiated hourly rates; and, (b) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Jay Cassens, Vice President of Real Estate and Commercial Properties

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Approve First Amendment to Foreign-Trade Subzone Operations Agreement for Mitsubishi Power Americas, Inc.

BACKGROUND

The Greater Orlando Aviation Authority (Aviation Authority) is the grantee of Foreign-Trade Zone (FTZ) 42. FTZ 42 was approved by the FTZ Board on September 29, 1978, granting the Aviation Authority the ability to designate FTZ sites at Orlando International Airport and throughout Orange County. On June 26, 2015, the FTZ Board approved the Aviation Authority to reorganize FTZ No. 42 under the Alternative Site Framework (ASF) for the purpose of streamlining the administration and process for adding new sites to the FTZ 42.

The Aviation Authority and Mitsubishi Power Americas, Inc. (Mitsubishi) are parties to the Foreign-Trade Subzone Operations Agreement, effective January 4, 2002 (the Sub-Zone Agreement) for a Subzone site located at 2279 Premier Row Orlando, FL 32809. The agreement permits Mitsubishi to conduct the following activities in the activated areas: receipt, FTZ admission, warehousing, handling, manipulation, testing, inspecting, calibration, measurement, sampling, scrap, display, photography, sorting, unpacking, repacking, destruction, storing, cleaning, distributing, zone to zone transfers and other activities necessary to transfer, kit, warehouse and ship parts to domestic and international customers and vendors in the power generation industry.

ISSUES

Mitsubishi desires to expand their subzone by adding a warehouse site located at 8679 Transport Drive Orlando, FL 32832. This First Amendment will incorporate the new location into the current agreement which is set to expire on September 27, 2026. This site will be utilized as an extension to their existing site with the same approved activities as previously listed above.

ALTERNATIVES

There are no alternatives under consideration.

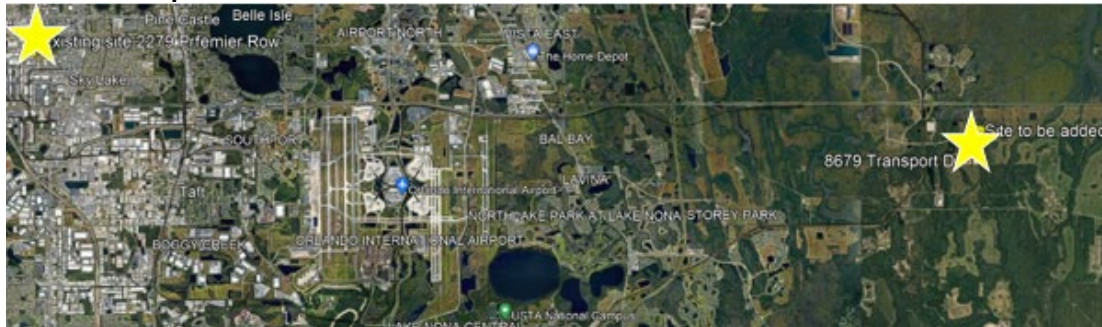
FISCAL IMPACT

The Aviation Authority received a \$1,500 processing fee for administering the application.

RECOMMENDED ACTION

Recommendation of the Aviation Authority Board to (1) approve the First Amendment to Foreign-Trade Subzone Operations Agreement for Mitsubishi Power Systems, Inc., as presented; and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate documents following satisfactory review by legal counsel.

Overview map:



Existing Location 2279 Premier Row, Orlando, FL 32809:



New Location 8679 Transport Drive Orlando, FL 32832:





GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kelly Loll, Vice President of Purchasing and Procurement

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Accept Corrections and Updates for Procurement Policies 450.01, 450.02, 450.03 and 450.04

BACKGROUND

The Aviation Authority approved policy revisions to Aviation Authority Organizational Policies Section 450.01, Procurement Introduction and Definitions; Section 450.02, Competitive Procurements, 450.03, Non-Competitive Procurements, and 450.04, General Procedures and Approval Authorizations on April 19, 2023, Consent Agenda Item M. These revised policies became effective on June 1, 2023.

ISSUES

Since the effective date of the above referenced policies, based on feedback from Procurement Services Staff and name changes, we are recommending the following revisions in order to correct and further refine these policies.

- 1) Throughout the above referenced policies:
 - a) "Purchasing Department" was changed to "Procurement Services"
 - b) "Purchasing Agent" was changed to "Procurement Agent"
 - c) "Vice President of Purchasing and Procurement" was changed to "Vice President of Procurement Services"
 - d) "Assistant Vice President of Purchasing and Procurement" was changed to "Assistant Vice President of Procurement Services"
- 2) 450.01 Procurement Introduction and Definitions:
 - a) The original title of this policy was "Purchasing Introduction and Definitions", which is now changed to "Procurement Introduction and Definitions"
 - b) Adjusted the Definitions section in accordance with Purchasing vs. Procurement name/title changes
 - c) Procurement Initiation Form was changed to Procurement Intake Form to conform to the nomenclature of our E-Procurement Platform
- 3) 450.02 Competitive Procurements
 - a) Added verbiage for "Other Entity Contracts (OEC) or Piggybacking. (This section was under Policy 450.03 in the April 19, 2023 version.)"
- 4) 450.03 Non-Competitive Procurements
 - a) Removed verbiage regarding policy being applied to procurements valued over \$65,000
 - b) Refined policy for Emergency Procurements

- c) Removed verbiage for “Other Entity Contracts (OEC) or Piggybacking
 - d) Added verbiage for Binding Insurance. This is a correction due to a Scrivener’s Error. This paragraph was omitted in the April 19, 2023 version.
- 5) 450.04 Approval Authorizations and Documentation
- a) Adjusted titles under the Purchase Agreement / Release Execution section.

ALTERNATIVES

None

FISCAL IMPACT

None

RECOMMENDED ACTION

It is respectfully recommended that the Aviation Authority approve the proposed changes to Procurement Policies 450.01, 450.02, 450.03 and 450.04.

ORGANIZATION	Aviation Authority Policy and Procedures Series 450 is organized as follows: 450.01 Purchasing <u>Procurement</u> Introduction and Definitions 450.02 Competitive Procurements 450.03 Non-Competitive Procurements 450.04 Approval Authorizations and Documentation 450.041 Contract Documentation and Contract Changes 450.05 Disposal of Surplus Property, Scrap and Trash 450.08 Procurement/Bid at Public Auction 450.09 Warehousing and Material Control 450.10 Procurement Card 450.11 Property Control
OBJECTIVE	Aviation Authority Policy Section 450 establishes policies and procedures for the purchase, storage, distribution and disposal of Goods and Services required by the Aviation Authority to meet the following goals: (i) Maintain at all times and under all conditions a continuous supply of Goods and Services necessary for the operation of the airports operated by the Aviation Authority; (ii) Encourage and promote fair and equal opportunity for all persons doing, or seeking to do, business with the Aviation Authority; (iii) Safeguard the quality and integrity of the Aviation Authority's procurement process; (iv) Ensure compliance with laws and regulations pertaining to the procurement of Goods and Services; (v) Manage procurement and inventories of purchased Goods to meet the use requirements of Aviation Authority departments at the most advantageous cost to the Aviation Authority; (vi) Incorporate environmental considerations into purchasing and procurement practices; (vii) Timely administration of procurement contracts and contract amendments; and (viii) Properly dispose of all material and equipment declared to be surplus or obsolete.
POLICY	The Aviation Authority's Purchasing <u>Procurement</u> Introduction and Definitions are included herein, in Policy 450.01.

DEFINITIONS	The following definitions apply to Aviation Authority Policy Section 450: AAR: Authority's Authorized Representative. Addendum (to Solicitation): A change, clarification or correction to the Solicitation Documents, prior to the Solicitation due date. Agreement: An understanding, in writing, between two competent parties, under which one party agrees to certain performances defined in the agreement and the second party agrees to compensation for the performance rendered in accordance with the conditions of the agreement. Used synonymously with Contract. Amendment: An agreed upon addition to, deletion from, correction or modification of a Contract or Agreement. Annual Agreement or Annual Contract: An agreement or contract, for a specified duration, between a supplier and the Aviation Authority or other governmental agency, to furnish Goods or Services usually of an indefinite quantity and delivery schedule, for repetitive purchases at unit prices provided for under the terms of the Contract. Appeal: A specific written objection by an Offeror to a solicitation or Notice of Intent as to or regarding an award or recommended award, with the intention of receiving a remedial result. Approval Authority: Approval Authority is the final authority, which approves the commitment to purchase goods and / or services, or authorizes a method of procurement. Aviation Authority: Greater Orlando Aviation Authority (GOAA) and, as the context warrants, those persons or bodies authorized to act on its behalf, including but not limited to the Aviation Authority Board, Committees, and Staff. Award: The acceptance of a bid or proposal; the presentation of a purchase agreement or a contract to the Offeror. BAFO – Best and Final Offer: The final proposal submitted after negotiations are completed that contains the vendor's most favorable terms, including price, for Goods and Services to be delivered. Best Value Procurement: A procurement method in which the Authority reserves the right to select the most advantageous offer by evaluating and comparing factors in addition to cost. The best value might not be the lowest cost. Generally achieved through the Request For Proposal process. Evaluation factors may include, but are not limited to, technical design, technical approach, length
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	of delivery schedules, quality of proposed personnel, past performance, and management plan. Bidder: An Offeror responding to an Invitation For Bid (IFB). Bid: A response to an Invitation For Bid (IFB). Blanket Purchase Agreement: Internal control mechanism within the ERP System to track Blanket Releases. Blanket Release: A type of Purchase Order issued by the using department against an approved Blanket Purchase Agreement for certain goods and services. The Blanket Release may be used internally to pay invoices against an approved contract; or may be sent to the supplier to initiate the order of goods or services. Business Entity: Any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture or other private incorporated or unincorporated legal entity. Categories (for thresholds): Threshold Categories referenced throughout the 450 Policy Series refer to the category amounts established in State of Florida Statute 287.017. Commodity Code: A set of alpha-numeric numbers assigned to clarify goods and services in similar categories for the purpose of tracking purchase details. Competitive Procurement or Competitive Award: Any procurement made using the formal competitive solicitation process or an informal request for quote(s). Confirming Purchase Order: A Purchase Order issued as confirmation of an order previously placed with a vendor. Conflict of Interest: Conflict or Conflict of Interest means a situation in which regard for private interest tends to lead to disregard of a public duty or interest (per Florida Statute 112.312). Consultant: Business Entity performing any narrow discipline wherein a known practitioner has, through education and experience, developed expert advisory and performance skills as a vocation; any service performed primarily by vocational personnel which requires the analysis or certification of a professional before the services are acceptable to the user of the service or any other advisory, study or programming activity. For the purposes of the 450 Policy Series, the term Consultant does not include those Consultants defined and prescribed under Florida Statute 287.055 (CCNA).
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	Contract: Used synonymously with Agreement. Contract Extension: An Amendment to a Contract that includes an increase in the term of a Contract, for which no options to renew the Contract beyond the current expiration date exist. Contractor: Party contracted with the Aviation Authority to furnish Goods and/or Services for an agreed upon price. Contract Renewal: Exercise of an approved, existing option to extend the term of a Contract. Options to renew a Contract are often in annual increments. Cooperative Procurement: A group of public entity purchasers organized for the purpose of creating contracts or pricing agreements in order to take advantage of group or quantity buying discounts or special pricing from which members of the group can benefit. This includes, but is not limited to, national co-operatives and other entities' contracts, where quotes can be obtained from authorized re-sellers in order to obtain the best price, for the requested goods and/or services. Days: Calendar days, unless otherwise specified. Emergency Procurement: The acquisition of goods and services made with or without competition based on the determination of the User Department's Vice President. Such acquisition is necessary to remedy or lessen the harmful effects of any actual or threatened occurrence, which may interfere with the conduct of normal business operations, or remedy conditions, which may pose an imminent or existing threat to the health, safety or welfare of persons or property, or poses a threat of substantial financial loss, within Aviation Authority operations. Emergency Situation: A condition, malfunction, or occurrence in which the immediate procurement of an item (i.e. Good, Services, or Professional Service) is essential to comply with regulatory requirements, or prevent injury to the life, health, or safety of passengers, employees, contractors or the public; or to the operations of Aviation Authority airports. Employee: A person employed by the Aviation Authority, who is drawing a salary or wages directly from the Aviation Authority. Throughout the 450 Policy Series multiple Employee titles are referenced. In each instance, the reference is applicable to the holder of the title and his/her designee. Exempt Purchase: Any purchase of commodities or contractual services exempted by law or rule from the requirements for competitive solicitation, including, but not limited to, purchases from a single source; purchases upon receipt of less than two responsive bids, proposals, or replies; purchases made by an agency after receiving approval from the department, from a contract procured,
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	pursuant to s. 287.057(1), or by another agency; and purchases made without advertisement in the manner required under s. 287.042(3)(b). Formal Solicitation: A formal solicitation process utilized for soliciting Bids, Proposals or Statement of Qualifications in which the responses are sealed (electronically or physically) until a specific due date and time. Goods: Any supply, material, equipment, product, article, or commodity that is furnished to or used by an Aviation Authority department in the accomplishment of its responsibilities. Informal Solicitation: An informal solicitation process utilized for soliciting quotes in which the responses are not sealed; neither electronically nor physically. Invitation for Bids (IFB): A formal solicitation process for soliciting competitive bids for goods or services in which the responses are sealed (electronically or physically) until a specific due date and time. The IFB process is utilized when requirements are clearly defined, and price is the determining factor for award. Invitation to Negotiate (ITN): A formal solicitation process utilized for soliciting competitive Proposals in which negotiation of price and other factors is to commence after receipt of Proposals and prior to recommendation of award. This process may be used when the scope of work is complex or difficult to define, if strict comparison of Goods and Services required may be difficult because components are likely to vary among Offerors or in any situation when it is in the Aviation Authority's best interest to negotiate prior to recommendation of award to obtain the Services or Goods that best meet the Aviation Authority's needs, price and other factors being considered. Invoice: Document that itemizes charges for the purchase of goods and services which have been confirmed to be received. It is the document by which the Vendor informs the Aviation Authority of its obligations. Late Submittal (Bid, Proposal, or Response): Any response submitted in answer to a Solicitation, either informal or formal, received at the specified location after the time or date such solicitation was due, as stated in the Solicitation Documents. For electronic submittals: the official clock is hosted in the e-procurement platform. For physical submittals: should the e-procurement system be unavailable, the official clock for responses is located at the reception of the Aviation Authority's Purchasing Office. License: A legal instrument granting permission to do a particular thing, exercise a certain privilege, carry on a particular business, or pursue a certain occupation. Market Research: Refers to the process of collecting and analyzing information about capabilities within the market for a good or service to satisfy the Aviation
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	Authority's needs. The results of market research are used to determine the most suitable approach to acquiring, distributing, and supporting goods and/or services or to identify possible suppliers. Minor Irregularity: A variation from the solicitation that does not affect the price or other material term of the contract or does not give a vendor an advantage or benefit not enjoyed by other vendors, or does not adversely impact the interest of the Aviation Authority. Minority and Women Owned Business Enterprise (MWBE): Minority and Women Business Enterprise as defined in Operational Procedure 1200.02, Minority and Women Business Enterprise (MWBE) Program. Negotiation: A procedure that includes the receipt of proposals, and permits discussion and bargaining between two or more parties seeking to reach a mutually satisfactory agreement among all. Non-Competitive Procurement: Any procurement made without using the competitive solicitation process. This occurs when competition is not available, is not practicable, or when it is determined to be in the best interest of the Aviation Authority. Notice: A public announcement made by the Aviation Authority concerning a solicitation or other information of general public interest. OEM Part: Part manufactured or authorized by the Original Equipment Manufacturer (OEM). Online Reverse Auction: A purchasing method wherein Bidders enter prices for items electronically, and their prices are displayed for other Bidders to see with all Bidders given the opportunity to continually bid a lower price until the time period of the bid expires. Offeror: Respondent to a solicitation. Performance Bond: An instrument executed, subsequent to award, by the awarded Offeror that protects the Aviation Authority from loss due to the Offeror's inability to complete the contract as agreed. Piggyback: A form of intergovernmental cooperative purchasing method in which an entity extends the pricing and other terms of a contract entered into with another entity. Generally, an entity will competitively award a solicitation that will include language allowing other entities to utilize the contract, which may be to their advantage in terms of pricing, thereby gaining economies of scale that they normally would not receive if they competed on their own.
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Procurement: The organized acquisition of goods and services on behalf of the Aviation Authority.

Procurement Agent: One who acquires goods and services on behalf of the Aviation Authority.

Procurement-Card or P-Card: A bankcard issued to Employees to purchase goods or services in accordance with established procedures.

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Procurement Committee: The objective of the Procurement Committee is to evaluate, recommend, and award agreements that exceed the dollar value established in Operational Policy 450.04 Approval Authorizations and Documentation.

Procurement ~~Initiation~~Intake Form (PIF): An internal document used to initiate the procurement of Goods and Services by the User Department.

Product Evaluation: Evaluation of a product to help determine its usefulness in meeting the Aviation Authority requirement or specification.

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~~**Procurement Card or P-Card:** A bankcard issued to Employees to purchase goods or services in accordance with established procedures.~~

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Professional Services: Services rendered by an independent contracting individual or firm having expertise in a particular industry or subject matter due to specialized education, training, licensure or skill, and consisting primarily of advice reports, conclusions, recommendations or other outputs resulting from the time and effort of the service provider, as opposed to the acquisition of specific commodities, or of services not requiring any specialized education, licensing, training or skill (e.g. janitorial services). Professional Services include but are not limited to evaluations, consultations, management systems, management consulting, IT consulting services and other related IT services, compiling statistical data, support of planning and operating airport activities, appraisal services, and research and development studies or reports. Professional Services defined within the Consultants Competitive Negotiation Act, Florida Statutes 287.055 are excluded from this definition and are governed by the Construction Policies.

Project: A project is a series of tasks that need to be completed in order to reach a specific outcome.

Proposer: An Offeror Responding to a Request for Proposal (RFP), Statement of Qualifications (SOQ), Invitation to Negotiate (ITN), or Request For Information (RFI).

Public Private Partnership (P3): An arrangement, whereby government and private enterprise pool their skills and resources to meet a particular objective, as per Florida Statute 255.065.

~~**Purchasing Agent:** One who acquires goods and services on behalf of an organization.~~

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~~**Purchasing and Procurement:** The organized acquisition of goods and services on behalf of the Aviation Authority.~~

Purchase Order (PO): A written document to a vendor formalizing all terms and conditions of a proposed transaction, such as description of items, delivery schedule, and payment terms.

Request for Information (RFI): This formal solicitation is only used to gather information from Offerors who provide certain goods or services.

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Request for Proposals (RFP): A formal solicitation process utilized for soliciting Proposals for Goods, Services, or Professional Services, including those attached or incorporated by reference. These include a scope of work and all contractual terms and conditions applicable to the procurement. This method is used when factors in addition to price are considered for award.

Request for Quotations (RFQ): An informal solicitation process for the purchase of goods or one-time services in which the responses can be submitted electronically, via email, or physically delivered, unsealed, by a specific due date and time.

Requirements Contract: Used synonymously with Annual Agreement.

Requesting Department: The Department paying for the Goods or Services. Usually the same as the Using Department.

Requisition: An internal request by which the Using Department sends details of goods and services required to the Purchasing Department.

Responsible Offeror, Bidder or Proposer: A business entity that has submitted a Quotation, Bid, Proposal or response, which has the capability, as determined by the Aviation Authority, in all respects, to perform fully the solicitation requirements with the integrity and reliability that give reasonable assurance of good faith and performance.

Responsive Offeror, Bidder or Proposer: A business entity that has submitted a Quotation, Bid, Proposal or response that conforms to all material aspects of the solicitation, as determined by the Authority.

	Revision (to a PO): A recorded change of a PO after its issuance. Scope of Work (SOW): Any description of the physical or functional characteristics, or of the nature of Goods, Services, or Professional Services. Specifications or Scope of Work may include any function and other criteria that will be required to perform the work and a description of any requirement for inspection, testing, or delivery. Services: Any performance of effort or labor, for which the Aviation Authority has contracted other than Professional Services as prescribed under CCNA (Florida Statute 287.057) or services classified as construction and governed by construction policies. A small example of Services include, but are not limited to, janitorial, landscaping, and operation of the parking facilities. Shortlisting: Part of a competitive procurement process in which the Aviation Authority determines, based on criteria developed for a specified Good, Service, or Professional Service of which the interested Offerors are the best qualified to be eligible for further consideration in the purchasing process. Solicitation Documents: An Invitation for Bids, Request for Proposals, Request for Qualifications, Request for Quotations, or an Invitation to Negotiate including all of the associated forms and documents of each solicitation, or any other types of documents used by the Aviation Authority to procure Goods, Services, or Professional Services. Solicitation Opening (Formal Bid / Proposal Opening): A publically noticed meeting where sealed physical responses to a formal solicitation are opened and recorded. In case of electronic responses, the responses are stored in the e-procurement platform's locked virtual vault; this vault is automatically opened at the time of the solicitation deadline. Specifications: Used synonymously with Scope of Work. Standardization: Identifying one product or manufacturer as the source for Goods or Services among others in a competitive marketplace, which, for justifiable reasons, is found to be most advantageous for the purpose of maintenance efficiency, spare parts consolidation, interchangeability in order to capitalize on purchasing or economies of scale for a given purchasing need of the Aviation Authority. Standardization may be awarded for multiple years. Examples of Standardization include, but are not limited to, information technology equipment, vehicles, copiers, firefighting equipment, and airfield electric equipment. Statement of Qualifications (SOQ): A formal solicitation process in which the Offeror demonstrates its qualification to perform the Scope of Work. Pricing is not considered with a Statement of Qualifications.
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	Supplier: A business entity supplying or in the business of supplying Goods, Services, or Professional Services. Surety: An organization who, for a consideration, promises in writing to make good the debt or default of another organization. The Surety must be satisfactory to the Aviation Authority and licensed to do business in Florida. Term Contract: Used synonymously with Annual Agreement. Vendor: An actual or potential Supplier. Veteran Business Enterprise (VBE): Veteran Business Enterprise as defined in Operational Policy 1200.04, Veteran Business Enterprise (VBE). Workflow: An internal web based routing system for documentation review and approvals.
APPLICABILITY	The provisions of Policy Section 450 shall apply to every purchase of Goods, Services, and Professional Services made by the Aviation Authority and the departments which are under the control of the Aviation Authority, irrespective of their funding source, including state and federal assistance funds, except as otherwise specified by law or as stated below: (i) Procurement of Contracts related to Construction, which are governed by Organizational Policy 130.01, Construction Contracts and Changes, unless otherwise specified; (ii) Procurement of items or services for resale or to generate revenue, other than those covered by Operational Procedure 450.05, Disposal of Surplus Property, Scrap, and Trash; (iii) Travel Expenses governed by Operational Policy 430.02, Authorized Travel Expense and Subsistence; (iv) Concessions/Lease Management governed by Operational Policy 130.071 Lease Management
VIOLATIONS	A violation of any Procurement Policy may be grounds for disciplinary action. Notices regarding Procurement Policy violations will be issued by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> and will be sent, at a minimum to the Employee and to his/her Vice President for corrective action.
E-PROCUREMENT PLATFORM /	The Aviation Authority utilizes a third party website provider to post its solicitations, notices and all related documents (such as addenda, tabulations, etc.), which are governed under Policy Series 450.

VENDOR DATABASE	The e-procurement platform's vendor database is managed by the third-party website provider. In order to receive notices of solicitations, vendors must register and maintain their own data on the platform. The Aviation Authority is not responsible for the electronic transmission of notices. Vendors are encouraged to visit the website to view posted solicitations and notices. For solicitations where electronic responses are requested: The official time clock for solicitations is hosted in the e-procurement platform. Offerors bear the responsibility to ensure their solicitation response is received by the e-procurement platform before the deadline.
DOCUMENTATION	For record keeping purposes, documents may be stored in electronic format only.
References	Policy 130.01, Construction Contracts and Changes Policy 130.071, Lease Management Policy 430.02, Authorized Travel Expense and Subsistence 450.05, Disposal of Surplus Property, Scrap, and Trash Policy 1200.04, Veteran Business Enterprise (VBE)
APPROVAL AND UPDATE HISTORY	
Format and Re-numbering Approval	
Last Approval	Aviation Authority Board: April 19, 2023 Chief Executive Officer: April 6, 2023
SUPERSEDES	All Previous

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OBJECTIVE	Establish policies for the competitive procurement of Goods and Services, required by the Aviation Authority.
POLICY	The Aviation Authority's policies regarding Competitive Procurements are included herein, in Policy 450.02.
DEFINITIONS	See definitions as described in 450.01, PurchasingProcurement Introduction and Definitions
SCOPE	Except as described in Policy Section 450.03, Non-Competitive Procurements, awards for Goods and Services shall be through a Competitive Solicitation process. PurchasingProcurement Services management shall select one of the following methods of procurement, or such other method permitted by Florida law: (i) Informal Solicitation Methods: • Request for Quotations (RFQ) • Online Reverse Auction (ii) Formal Competitive Solicitation Methods: • Invitation for Bids (IFB) • Requests for Proposals (RFP) • Statement of Qualifications (SOQ) • Invitation to Negotiate (ITN) • Multi-Step Solicitation
THRESHOLD AMOUNTS	Unless a purchase is made using a non-competitive method, the following thresholds apply: • The Formal Competitive Solicitation Threshold is \$250,000 or the competitive threshold specified in F.S. 332, whichever is less. • Below the Formal Competitive Solicitation Threshold, informal quote request method may be utilized. Amounts to be considered when estimating the value of a procurement: • Executed Contracts: the value of the entire contract term, including options for extension, if any. • Purchase Orders without a separate Contract: the value of the PO. • Blanket Purchase Agreements: the value of the full term of the Blanket Purchase Agreement. This policy does not prohibit the use of a formal competitive solicitation method for purchases with an estimated value below the formal competitive threshold.
NOTICE OF SOLICITATIONS	All informal solicitations may be advertised at the PurchasingProcurement Agent's discretion. All formal competitive solicitations, at a minimum, shall be advertised on the Aviation Authority's webpage via the E-Procurement System. The PurchasingProcurement Agent and the User Department should engage in

	additional forms of notice when the importance of the procurement is such that expanded notice would be beneficial to attract greater competition.
SPECIFICATIONS AND SCOPE OF WORK	All solicitations requests shall be accompanied by sufficient project documentation. The preparation of specifications/scope of services/scope of work is the responsibility of the User Department. This documentation shall permit to the greatest extent possible competition, except on proprietary materials or services, at the sole discretion of the <u>Purchasing/Procurement</u> Agent. Specifications should define the level of performance required rather than a specific design or brand name. Specifications shall be clear, concise, and complete, providing the salient characteristics required by the User Department.
SOLICITATION RESPONSES	Solicitation responses are accepted in electronic format via the e-procurement platform; however, in case of a confirmed system outage of the e-procurement platform, physical responses may be accepted at the <u>Purchasing/Procurement</u> Agent's discretion.
TIE BREAKING	Occasionally solicitations end in a tie. When this occurs, the <u>Purchasing/Procurement</u> Agent will consider following, in an attempt to break the tie in the order listed below: 1. Drug-Free Workplace 2. Certified MWBE Companies. 3. Request Offerors to submit best and final pricing. 4. Offeror whose principal place of business is located in Orange, Lake, Osceola, Polk, and Seminole Counties. 5. Game of chance – Coin toss.
MULTIPLE SCHEDULE AWARD	The Aviation Authority reserves the right to award bids and proposals to some or all Offerors if it's deemed to be in the best interest of the Aviation Authority.
PERFORMANCE GUARANTEE	A performance guarantee, such as a Performance Bond or letter of credit, may be required for solicitations that include services to be performed in which the estimated annual amount of the award, based on the budget developed by the Aviation Authority for the solicitation, equals or exceeds \$300,000 per annum. The amount of the performance guarantee shall be established for each solicitation by the Vice President of <u>Purchasing and Procurement Services</u> .
REJECTION OR CANCELLATION OF BIDS AND PROPOSALS	The Aviation Authority reserves the right to cancel a formal solicitation or reject the responses received. • Prior to the solicitation due date, the solicitation may be cancelled at the discretion of the Vice President of <u>Purchasing and Procurement Services</u> • After the solicitation due date, based on the anticipated value of the procurement, the corresponding final approving authority listed in Operational Policy 450.04 Approval Authorizations and Documentation may cancel the solicitation or reject the responses.

UNREASONABLY LOW QUOTES, BIDS OR PROPOSALS	The Aviation Authority reserves the right to reject a solicitation response that is unreasonably low. “Unreasonably low” means that requiring the Offeror to perform at that price would reasonably be expected to result in unacceptable quality of performance or abandonment of the project. In order for a Bid or Proposal to be considered unreasonably low, it must be at least twenty five (25) percent lower than the next lowest Bid or Proposal. When the Aviation Authority suspects that a responsive Bid or Proposal is unreasonably low, the Aviation Authority may request the Offeror to reconsider the response. The Offeror can either confirm its price or withdraw its bid or proposal. Within ten (10) business days from the date of the Aviation Authority’s request for reconsideration (three (3) business days for quotes), the Offeror shall inform the Aviation Authority of its position and provides supporting documentation. Proceeding with such procurement shall be at the discretion of the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. If the Offeror does not provide its position as requested, it may be considered non-responsive.
REQUEST FOR QUOTATIONS (RFQ)	Utilizing professional discretion, a ~~Purchasing~~<u>Procurement</u> Agent may request, through an informal process, one (1) or more quotes up to \$65,000 purchase value for each resulting Purchase Order. For procurements in excess of \$65,000 but below the Formal Competitive Threshold, the ~~Purchasing~~<u>Procurement</u> Agent shall request two (2) or more quotes through an informal process for each resulting Purchase Order. If two (2) quotes cannot be obtained, good faith effort shall be documented. Purchases shall not be split in order to circumvent policy.
INVITATION FOR BIDS (IFB)	For purchases in excess of the formal competitive threshold, an IFB may be prepared and issued to prospective Bidders, with the goal of awarding the lowest bid that meets the specification provided by the Aviation Authority. <i>Correction or Withdrawal of Bids:</i> Correction or withdrawal of inadvertently erroneous bids is permitted up to the time of bid opening. After bid opening, no change in bid prices or other provisions is permitted; however, minor irregularities may be waived by the Aviation Authority. No bid may be withdrawn for a period of ninety (90) days after the time scheduled for bid opening, or as otherwise stated in the IFB. <i>Bid Verification:</i> The ~~Purchasing~~<u>Procurement</u> Agent shall verify that the bid response fulfills the specifications and requirements set forth in the IFB. Bidders shall be both responsive and responsible. <i>Bid Award:</i> The bid will be awarded, if an award is made, to the responsible and responsive Bidder offering the lowest price whose bid meets the requirements and criteria set forth in the IFB. The bid may require a Contract. If only one (1) response is

	received, the Aviation Authority may re-solicit or may procure such Goods and Services by Direct Negotiation as indicated in Policy 450.03, Non-Competitive Procurements. If no responsive and responsible bids are received or all bids are rejected, the Aviation Authority may re-solicit, or may procure such Goods and Services by direct negotiation as indicated in Policy 450.03, Non-Competitive Procurements. <i>Split or Partial Bid Award:</i> GOAA reserves the right to make awards by individual item, groups of items, all or none, or a combination thereof, with one or more Bidders. Recommendation for award, if made, will be to the responsive and responsible Bidder, who provides the lowest overall or line by line at the discretion of the <u>Purchasing Procurement</u> Agent.
REQUEST FOR PROPOSALS (RFP)	When the Aviation Authority determines, after coordination with the User Department's Vice President that the use of an IFB is not practical or not advantageous, the Aviation Authority may procure Goods, Services, or Professional Services through receipt of competitive sealed proposals. Competitive sealed proposals are solicited through the use of an RFP, with the goal of obtaining competitive responses. <i>Correction or Withdrawal of Proposals:</i> Correction or withdrawal of inadvertently erroneous proposals is permitted up to the time of the opening of proposals. After opening, no change in proposed amount or other provisions is permitted; however, minor irregularities may be waived by the Aviation Authority. No proposal may be withdrawn for a period of ninety (90) days after the time scheduled for proposal opening, or as otherwise stated in the RFP. <i>Proposal Criteria:</i> The RFP will identify the criteria to be considered and evaluated as the basis of award. <i>Evaluation Factors:</i> Proposals submitted by Responsible and Responsive Proposers are evaluated by Aviation Authority staff based upon the criteria applicable to the RFP. All proposals (or the most acceptable Proposals in the discretion of the committee evaluating Proposals) will be ranked in order of their acceptability to the Aviation Authority, giving consideration to the criteria. The Aviation Authority has no obligation to award the Contract to the Proposer who proposes the lowest price. The Aviation Authority reserves the right to further negotiate with a Responsive and Responsible Proposer who has been selected for award or to reject any or all proposals for any reason whatsoever. <i>Contract Award:</i> The Contract will be awarded, if award is made, by the Aviation Authority to the Responsive and Responsible Proposer whose proposal is determined, in the Aviation Authority's exclusive discretion, to be the most advantageous to the

	Aviation Authority, taking into consideration price, qualifications, and other factors as indicated in the RFP. The RFP will contain the basis on which the award is to be made. If only one (1) response is received, the Aviation Authority may re-solicit or may procure such Goods and Services by Direct Negotiation as indicated in Policy 450.03, Non-Competitive Procurements. If no responsive and responsible proposals are received or all proposals are rejected, the Aviation Authority may re-solicit or may procure such Goods, Services, and Professional Services by direct negotiation as indicated in Policy 450.03, Non-Competitive Procurements.
INVITATION TO NEGOTIATE (ITN)	An ITN may be used when the Aviation Authority determines it is in its best interest to commence negotiation of price and other factors prior to recommendation of award. An ITN may be used for Goods or Services when the scope of work is complex or difficult to define, if strict comparison of Goods and Services required may be difficult because components are likely to vary among Proposers, or in any situation in which it is in the Aviation Authority's best interest to negotiate prior to recommendation of award to obtain the Goods or Services that best meets the Aviation Authority's needs, price and other factors being considered. <i>Procedural Requirements:</i> The procedure for soliciting and opening initial responses to an ITN shall be the same as described herein for competitive sealed proposals. <i>ITN Criteria:</i> The ITN will identify the criteria to be considered during the evaluation of proposals. <i>Evaluation Factors:</i> All responsive and responsible proposals submitted are evaluated based upon the criteria applicable to the ITN. Clarification of information submitted in the proposal may be requested. The Aviation Authority reserves the right to waive any informalities or irregularities of proposals, to request additional information from any Proposer, or to reject any or all responses for any reason whatsoever. <i>Negotiations:</i> The Aviation Authority may, at its sole discretion, shortlist qualified firms that are deemed to best meet the Aviation Authority's requirements, taking into consideration all criteria listed in the ITN, which may include price. The Aviation Authority may, at its sole discretion, ask for formal presentations from all of the Responsive and Responsible Proposers, or only from those firms that are short-listed, if short-listing is determined to be in the best interest of the Aviation Authority. Negotiations will be conducted with all of the Proposers or, if short-listing occurs, with one or more of the short-listed Proposers. Proposers that participate in the negotiations may be given an opportunity to submit their Best and Final Offers. <i>Contract Award:</i>

	The Contract will be awarded, if an award is made, by the Aviation Authority to the Responsive and Responsible Proposer whose proposal is determined to be the most advantageous to the Aviation Authority, taking into consideration price and other factors as indicated in the ITN. The Aviation Authority has no obligation to award the Contract to the proposer that submits the lowest price.
STATEMENT OF QUALIFICATIONS (SOQ)	When it is determined to be in the Aviation Authority's best interest to evaluate the experience and qualifications of a Service provider, without regard to price or prior to considering price, an SOQ may be used. Opening and evaluating statements of qualifications shall be the same as described herein for competitive sealed proposals. Service providers whose qualifications meet the criteria established in the SOQ, at the sole discretion of the Aviation Authority, may be considered for Contract award by participation in the completion of a multi-step solicitation, as described below.
MULTI-STEP SOLICITATION	The Aviation Authority may initiate one of the multi-step solicitation processes described below when in the Vice President of ~~Purchasing and Procurement's~~ <u>Procurement Services's</u> discretion, in concurrence with the User Department's Vice President, it is: a) impractical to prepare an adequate or complete description of the Goods or Services desired (due to insufficient data, uncertain requirements, unfamiliar market options, etc.), (b) the Aviation Authority desires to identify a field of qualified Proposers, out of a broader field of Proposers, or (c) the Aviation Authority believes a multi-step process would best serve its purposes. <i>Consecutive Multi-Step Process</i> The Aviation Authority may request unpriced proposals or statements of qualifications to be evaluated based on the criteria in the RFP or the SOQ for purposes of identifying qualified providers of goods and/or services (shortlisting). The Aviation Authority may request demonstrations, samples, or may conduct interviews with Proposers. After identifying a field of most qualified Proposers, the Aviation Authority may, at the discretion of the Vice President of ~~Purchasing and Procurement~~ <u>Services</u> in concurrence with the User Department's Vice President, either (a) follow an IFB or RFP solicitation process among the field of vendors identified; or (b) procure such Goods, Services, or Professional Services through one of the exceptions to the Competitive Award process described in Policy 450.03, Non-Competitive Procurements. <i>Simultaneous Multi-Step Process</i> The Aviation Authority may request that proposals be submitted at the same time but in two separate envelopes, with pricing information contained in the "Price Proposal Envelope" and all other requested information contained in the other "Qualifications Envelope". The proposals from the "Qualifications Envelope" will be evaluated in accordance with the requirements set forth in the RFP, initially without regard to price and without opening the envelope containing pricing

	information. The Aviation Authority may conduct interviews with Proposers to aid in the identification of qualified or most qualified Proposers. Based on such evaluation, the Aviation Authority will establish a field of qualified or most qualified Proposers (Shortlist). After establishing a field of qualified or most qualified Proposers, the Aviation Authority will open the pricing envelopes of only the qualified or most qualified Proposers, and evaluate such pricing information in the manner described in the RFP for purposes of recommending/making an award (e.g. most advantageous proposal, price and other factors considered or low price submitted by qualified Proposers). In the absence of specific instructions to the contrary in the RFP, pricing information will be evaluated together with all other information required by the RFP for purposes of selecting among the qualified field of Proposers the most advantageous Proposal, price and other factors considered.
CONTINUING CONTRACTS	When it is in the best interest of the Aviation Authority to have pre-qualified, Continuing Contracts because of the need to provide quick-response, repetitive Services or a range of Services or Professional Services within a specific field of expertise, the Aviation Authority may use any appropriate procurement method, at the discretion of the Vice President of ~~Purchasing and~~ Procurement ~~Services~~, to identify one or more continuing contractors. The purpose is to identify one or more continuing contractors that demonstrate the ability to perform a particular type of Service during a specified Contract period. When there is more than one continuing contractor available to perform the specific scope of work defined, the process for award of the work is set forth below: a) Work may be rotated during the Contract period between the continuing contractor(s) that were selected to perform the general type of Services required; or, b) Award may be made to the continuing contractor that is deemed, based on its original Proposal, to be most advantageous to the Aviation Authority for the specific scope of work required, price and other factors being considered and without regard to rotation among selected contractors; or, c) Quotations, Bids or Proposals may be requested from the pre-qualified continuing contractor(s) that were selected to perform the general type of Services or Professional Services required. The Aviation Authority may select the continuing contractor whose quotation, bid, or proposal is deemed to be most advantageous to the Aviation Authority to perform the specific scope of work required.
<u>OTHER ENTITY CONTRACTS (OEC) OR PIGGYBACKING</u>	<u>The Aviation Authority may acquire Goods, Services, and Professional Services from a Supplier having a requirements contract, annual agreement, or multi-year contract with any public entity (e.g., federal, state, county, city, authority, school board, buying cooperative, etc.) for Goods, Services, or Professional Services described in such contract and at prices or discounts equal to or more favorable than any set forth in such Contracts. This provision only applies to OECs that have been publicly advertised and competed.</u> <u>If a quote or proposal, based on an OEC, contains some (but not all) open market items, the entire resulting purchase is considered an OEC purchase.</u>

PUBLIC PRIVATE PARTNERSHIPS (P3)	The Aviation Authority may use P3 procurement methods in accordance with F.S. 255.065.
ONLINE REVERSE AUCTION	The Aviation Authority reserves the right to utilize this procurement method when advantageous. The process will be specified in the Solicitation Documents.
References	450.01, Purchasing Procurement Introduction and Definitions 450.03, Non-Competitive Procurements 450.04 Approval Authorizations and Documentation
APPROVAL AND UPDATE HISTORY	
Format and Re-numbering Approval	
Last Approval	Aviation Authority Board: April 19, 2023 Chief Executive Officer: April 6, 2023
SUPERSEDES	All Previous

OBJECTIVE	Establish policies for the procurement of Goods, Services, and non-construction related Professional Services with limited or no competition under Aviation Authority Policy 450 Series. This policy does not prohibit competition if determined to be in the best interest of the Aviation Authority.
POLICY	The Aviation Authority's policies regarding Non-Competitive Procurements are included herein, in Policy 450.03.
DEFINITIONS	See definitions as described in 450.01, Purchasing Introduction and Definitions.
SCOPE	The provisions of this policy section shall apply to the procurement of Goods and Services ~~valued over \$65,000~~, when competition is not practical, feasible, possible or desirable. Amounts to be considered when estimating the value of a procurement: • Executed Contracts: the value of the entire contract term, including options for extension, if any. • Purchase Orders without a separate Contract: the value of the PO. • Blanket Purchase Agreements: the value of the full term of the Blanket Purchase Agreement.
SINGLE OR SOLE SOURCE PURCHASES (SGS/ SSP)	The Aviation Authority may acquire Goods and Services, or Professional Services pursuant to a Single or Sole Source process. The Requesting Department must complete a Single or Sole Source Request electronically through a Workflow, stating in detail the justification for purchases in excess of \$65,000. The Vice President of ~~Purchasing and~~ Procurement <u>Services</u> has the authority to approve this procurement method for purchases up to \$250,000. Approval by the Chief Executive Officer is required if the purchase value is in excess of \$250,000. The Aviation Authority shall electronically post to the Aviation Authority's website, for a minimum of fifteen (15) business days prior to award, a Notice of Intent to Award, which contains the specifications or scope of work for the Goods or Services to be procured. If an objection is received to a Notice of Intent for a purchase valued less than \$250,000, the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> has the authority to proceed with or cancel the Single or Sole Source procurement, or, for purchases valued over \$250,000, the Chief Executive Officer shall make the determination to proceed with this method or to cancel.
DIRECT NEGOTIATIONS FOLLOWING A SOLICITATION	If the completion of a Competitive Award solicitation process under Operational Policy 450.02, Competitive Procurements, either: • produces one responsive and responsible Offeror, or • fails to produce a responsible or responsive Offeror, or

	• fails to produce a qualified Offeror, or • for which all submissions were rejected for any reason, the Aviation Authority may procure the Goods, Services, or Professional Services that were the subject of such solicitation by Direct Negotiation with any provider of such Goods, Services, or Professional Services. Direct Negotiation Following a Solicitation method requires approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> in any amount.
DIRECT NEGOTIATIONS WITHOUT SOLICITATION	The Chief Executive Officer may purchase Professional Services, not to exceed \$250,000 per award, by directly negotiating or through other non-competitive methods pursuant to the procedures and guidelines set forth in Organizational Policy 110.01, Chief Executive Officer.
EMERGENCY PROCUREMENT (EP)	The Aviation Authority may acquire Goods, Services, or Professional Services without issuing a competitive solicitation pursuant to an Emergency Situation as described in Operational Policy 450.01, <u>Purchasing</u>~~Procurement~~ Introduction and Definitions. An Emergency Situation is defined in Operational Policy 450.01 as a condition, malfunction, or occurrence in which the immediate procurement of an item (i.e. Good, Services, or Professional Service) is essential to comply with regulatory requirements, or prevent injury to the life, health, or safety of passengers, employees, contractors or the public; or to the operations of Aviation Authority airports. The acquisition of goods and services <u>may be</u> made ~~with or without competition~~ based on the determination of the Vice President <u>or above</u> of the User Department, with prompt, <u>written</u> notification to the Chief Executive Officer <u>and Vice President of Procurement Services</u> by the Vice President of the User Department. Such acquisition is necessary to remedy or lessen the harmful effects of any actual or threatened occurrence, which may interfere with the conduct of normal business operations, or remedy conditions, which may pose an imminent or existing threat to the health, safety or welfare of persons or property, or poses a threat of substantial financial loss, within Aviation Authority operations. Ratification of ~~the all~~ emergency ~~purchase valued over the threshold amount established in Category Three procurements~~ shall be through a Workflow, initiated by the User Department, and, at a minimum, includes <u>ratification approval</u> by <u>the</u> Vice President of ~~Purchasing and Procurement, the User Department, the~~ Vice President of ~~Finance~~ <u>Procurement Services</u>, and the Chief <u>Financial Officer</u>. <u>In addition, Emergency Procurements in excess of \$65,000 require Workflow approval by the Chief</u> Executive Officer. If the total value of the <u>Request emergency procurement</u> exceeds \$250,000, ratification by the Aviation Authority Board is required following the Workflow process.

PROCUREMENT CARD	Procurement card purchases are addressed in Operational Policy 450.10, Procurement Card.
PROCUREMENT FOR AVIATION AUTHORITY OWNED HOTEL FACILITY	Due to the nature of the goods and services provided by the Aviation Authority owned hotel, the hotel management may designate items of specific brand and model for purchase, and the Aviation Authority shall use whatever process it deems appropriate to best procure such designated items, even if this results in limited or no competition.
USE OF AVIATION AUTHORITY OWNED HOTEL AND OTHER ON-SITE FACILITIES	Aviation Authority events involving lodging, catering, or use of meeting rooms may be conducted in the Aviation Authority owned on-site hotel, or other on-site facilities without seeking competitive bids or proposals.
STANDARDIZATION (STN)	In order to achieve a more efficient and economical operation or due to safety considerations, consistency or uniformity of certain goods and services is advantageous, and the Authority may adopt a single product or a group of products or services to be utilized throughout the Aviation Authority facilities. This policy in no way prohibits the use of goods or the utilization of services, which adhere to the same specification, serve the same purpose as a previously standardized good or service, if it is in the best interest of the Aviation Authority. Approval of Standardization does not involve approval of expenditure. Each procurement made under an approved Standardization is subject to individual approval of the expenditure. To establish standards, the End User Department's Vice President requests approval by the Procurement Committee.
OTHER ENTITY CONTRACTS (OEC) OR PIGGYBACKING	~~The Aviation Authority may acquire Goods, Services, and Professional Services by Direct Negotiation or other method from a Supplier having a requirements contract, annual agreement, or multi-year contract with any public entity (e.g., federal, state, county, city, authority, school board, Buying Cooperative, etc.) for Goods, Services, or Professional Services described in such contract and at prices or discounts no less favorable than any set forth in such Contracts.~~ ~~If a quote, based on an OEC, contains some (but not all) open market items, the entire resulting purchase is considered an OEC purchase.~~
OWNER DIRECT PURCHASES (ODP)	The Aviation Authority may purchase materials and supplies to be used on behalf of the Aviation Authority directly from a supplier of a contractor to whom the Aviation Authority has awarded a contract. The Aviation Authority may determine that it is in its best interest to purchase materials or supplies directly from suppliers or subcontractors designated by the contractor which was

	competitively awarded work, rather than to reimburse the contractor for the costs of those materials or supplies, which would include sales tax. The awarded contract amount is reduced by the amount of the Purchase Order(s) issued, plus the applicable sales tax. The Aviation Authority shall consider eligibility for grants and Passenger Facility Charge (PFC) funding in determining the extent to which direct procurement from the supplier is in the Aviation Authority's best interest and whether inclusion of the item in the base Contract or as an alternative is required.
EXEMPT PURCHASES (EX)	It is the policy of the Aviation Authority that the competitive procurement process is waived for certain purchases due to the nature of the goods and/or services. The exemptions are as follows: • Art, Artistic and Related Services (including Photography, Videography, Art cleaning, relocation, repair and handling) • Contracts, where exceptions are provided by State or Local Law • Dues, Memberships and Subscriptions • Education and Professional Training • Employee Benefits and health related services procured through a quotation and negotiating process conducted by an expert in the field or to maintain continuity of employee-health records; • Government regulated telecommunication services • Insurance procured through a negotiating process. • Items or services for resale or to generate revenue, other than those covered by Policy 450.05, Disposal of Surplus Property, Scrap, and Trash • Legal Services • Local Public Transportation Tickets and Passes • Medical Services • OEM Items for an established system or equipment • Periodicals • Performance and Entertainment Services • Procurements from and agreements with non-profit organizations and government entities • Procurements of supplies or services for maintenance, when the service originally was estimated to be below the competitive threshold, however, during the performance of service, it was discovered that additional repair is needed, and the need for this additional repair could have not been reasonably foreseen (A justification memo by the Vice President of the User Department is required) • Postage • Professional Training to maintain certifications included in an Aviation Authority job description or to enhance job performance • Repair services for wrecked or damaged equipment and vehicles which have been designated for repair by the Vice President of Risk Management, and insurance restrictions apply

	• Storage • Travel Expenses, as governed by Organizational Policy 430.02, Authorized Travel Expense and Subsistence • Utilities, including related goods and services
BRAND SELECTION	The Aviation Authority reserves the right to select certain Manufacturers / Brands. Manufacturer / Brand selection will be determined based on market research, GOAA's own experience, other Airport's experience, Consultant's recommendations, and specifications by other governmental entities operating at GOAA, etc. While this selection is not a form of non-competitive procurement, it may reduce the number or sources to procure from.
CONFIRMING PURCHASE ORDERS	Confirming Purchase Orders are a violation of this Policy, except for Emergency Procurements. If a requisition is submitted for a Confirming Purchase Order, outside the EP Workflow process, the Requisition must have supporting documentation attached from the Vice President of the User Department.
BUYING USED OR FROM AUCTION	Procurement of used equipment or vehicles is permissible when it is in the best interest of the Aviation Authority, as determined by the Vice President of the User Department after a thorough inspection and evaluation of the subject equipment or vehicle, and the Vice President of ~~Purchasing and~~ Procurement ~~Services~~ concludes that the price of such equipment of vehicle is fair and reasonable. No vehicle or equipment shall be purchased at auction unless the auction is generally and widely advertised in advance to the public, and open to all appropriate Bidders. The User Department shall request pre-approval by the Aviation Authority Board over \$250,000.
<u>BINDING INSURANCE</u>	<u>In order to reduce exposure to any adverse event that could negatively affect insurance quotes or terms, the Chief Executive Officer may bind insurance upon concurrence of the Aviation Authority Board Chairman and receipt of the written recommendation of the Aviation Authority's insurance consultant to bind insurance based on current market conditions. The insurance program shall be presented to the Aviation Authority Board for ratification at the next regularly scheduled meeting following the binding.</u>
ONLINE REVERSE AUCTION	The Aviation Authority reserves the right to utilize this procurement method when advantageous. The process will be specified in the Solicitation Documents.
References	110.01, Chief Executive Officer 430.02, Authorized Travel Expense and Subsistence 450.01, ~~Purchasing~~Procurement Introduction and Definitions 450.02, Competitive Procurements 450.05, Disposal of Surplus Property, Scrap, and Trash

APPROVAL AND UPDATE HISTORY	
Format and Re-numbering Approval	
Last Approval	Aviation Authority Board: April 19, 2023 Chief Executive Officer: April 6, 2023
SUPERSEDES	All Previous

OBJECTIVE	Establish limits of authority for the approval of purchases and the award of Contracts for Goods and Services. Additionally, this policy addresses the documentation of procurements in the Aviation Authority's ERP System.
POLICY	For Policy: The Aviation Authority's policies regarding Approval Authorizations and Documentation are included herein, in Policy 450.04.
DEFINITIONS	See definitions as described in 450.01, ~~Purchasing~~ <u>Procurement</u> Introduction and Definitions
GENERAL RULES	All purchases require a Contract executed by both parties, and/or a Purchase Order or a Blanket Purchase Release to be issued prior to commencement of delivering goods or rendering services by any Vendor, except P-Card purchases, and emergency purchases. Amounts to be considered toward the thresholds: - Executed Contracts: the value of the entire contract, including Amendments. Purchase Orders without a separate Contract: the value of the PO. - Blanket Purchase Agreements: the value of the full term of the Blanket Purchase Agreement. Purchases shall not be split in order to circumvent policy. Consecutive contract amendments, when the services or goods covered by the amendments were reasonably known before the amendment was proposed, will not be approved. Vendors should reasonably anticipate the total value of the amendments for multiple months and request those increased contract values in a single amendment.
APPROVAL OF PROCUREMENT METHODS	At the time of procurement initiation, the method of procurement will be established as follows: - Single/Sole Source procurement method: - Purchases between \$65,000 and \$250,000 require approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. - Purchases over \$250,000 require approval by the Chief Executive Officer. - Direct Negotiation Following a Solicitation method requires approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> in any amount. - Direct Negotiation with or without Solicitation methods require approval by the Chief Executive Officer in any amount. - Emergency Purchases do not require approval of the method prior to the purchase due to the urgent nature of such purchases.

	- Owner Direct Purchase method requires approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> once, at the beginning of each project, in any amount. - Buying Used or from Auction method requires approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> in any amount. - Invitation For Bids, Invitation to Negotiate, Request For Proposals, Statement of Qualifications, Multi-Step Process methods require approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> in any amount. - Request for Quotes, Other Entity Contracts / Piggybacks, Exempt Purchases: - Purchases between \$65,000 and \$250,000 do not require approval. - Purchases in excess of \$250,000 require approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. The CEO reserves the right to make final approval for any procurement method.
FINAL APPROVAL AUTHORITY	Final approval authority of purchases is delegated as follows: - For new procurements up to \$250,000: - For purchases based on Request for Quotes, Invitation For Bids or Non-Competitive procurements the final approval authority is designated by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. - For purchases based on Request for Proposals, Invitation For Negotiations, and Statement of Qualifications approval by the Procurement Committee is required. - For new procurements in excess of \$250,000: - For purchases based on Invitation For Bids and Non-Competitive procurements, approval by the Aviation Authority Board is required based on a recommendation from the Vice President of the User Department with concurrence by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. - For purchases based on Request for Proposals, Invitation For Negotiations, and Statement of Qualifications approval by the Aviation Authority Board is required based on a recommendation from the Procurement Committee. - Contract Amendments:

	- When a single Amendment value is less than \$250,000 and the cumulative value of Amendments since the last Aviation Authority Board approval is less than \$250,000, approval by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u> is required. - When a single Amendment value is less than \$250,000 and the cumulative value of Amendments since the last Aviation Authority Board approval is in excess of \$250,000, approval by the Aviation Authority Board is required based on a recommendation from the Procurement Committee. - When a single Amendment value exceeds \$250,000, approval by the Aviation Authority Board is required based on a recommendation from the Procurement Committee. 4. For new procurements and contract amendments of \$1,000,000 or more: - For new procurements and contract amendment of \$1,000,000 or more, the item shall be place on the Aviation Authority Board Agenda as a separate line item in the New Business Section. For example: <table><tr><th>Event</th><th>Amount</th><th>Cumulative Amount to determine approval</th><th>Approval</th></tr><tr><td>Amendment One</td><td>\$50,000</td><td>\$50,000</td><td>~~VPPP~~VPPS</td></tr><tr><td>Amendment Two</td><td>\$60,000</td><td>\$110,000</td><td>~~VPPP~~VPPS</td></tr><tr><td>Amendment Three</td><td>\$150,000</td><td>\$260,000</td><td>Committee then Board</td></tr><tr><td>Amendment Four</td><td>\$50,000</td><td>\$50,000</td><td>~~VPPP~~VPPS</td></tr><tr><td>Amendment Five</td><td>\$400,000</td><td>\$450,000</td><td>Committee then Board</td></tr></table>	Event	Amount	Cumulative Amount to determine approval	Approval	Amendment One	\$50,000	\$50,000	~~VPPP~~ VPPS	Amendment Two	\$60,000	\$110,000	~~VPPP~~ VPPS	Amendment Three	\$150,000	\$260,000	Committee then Board	Amendment Four	\$50,000	\$50,000	~~VPPP~~ VPPS	Amendment Five	\$400,000	\$450,000	Committee then Board
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REQUISITIONS	Departments shall enter Requisitions into the ERP System to initiate the procurement process. A Project ~~Initiation~~ Intake Form (PIF) or additional back-up documentation may be required by the ~~Purchasing~~ Procurement Agent based on complexity. If the value of the procurement cannot be reasonably known, a Requisition may be entered at \$0.01 to initiate the process. Requisition approval authority is designated by the Chief Executive Officer.																								
PURCHASE ORDER / CONTRACT PURCHASE AGREEMENT / BLANKET	Following the final approval, the proper procurement document is generated in the Aviation Authority’s ERP System. Authority to execute Purchase Orders, Blanket Purchase Agreements/Releases and Contract Purchase Agreements is delegated <u>to Procurement Services Staff</u> as follows:																								

PURCHASE AGREEMENT / RELEASE EXECUTION	- For procurements up to \$250,000: <u>Assistant Managers</u> <u>Senior Managers</u> ~~the Assistant Manager, Purchasing, or Vice President of Procurement Services~~ ~~the Manager of Purchasing, or~~ ~~the Senior Manager, Purchasing, or~~ - the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. - For procurements in excess of \$250,000: ~~the Manager of Purchasing, or~~ ~~the Senior Manager, Purchasing, or Managers~~ <u>The Assistant Vice President of Procurement Services</u> - the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. Blanket Purchase Agreement terms may be extended at the ~~Purchasing~~<u>Procurement</u> Agent's discretion, if the vendor is honoring the pricing originally provided, as long as approved funds are available. Additionally, the value of Blanket Purchase Agreements which were based on one (1) quote may be increased up to \$65,000, and Blanket Purchase Agreements which were based on at least two (2) quotes may be increased up to the formal competitive threshold at the ~~Purchasing~~<u>Procurement</u> Agent's discretion.
BLANKET PURCHASE RELEASES	Blanket Agreement Release approval authority is designated by the Chief Executive Officer.
CONTRACTS, AMENDMENTS AND RELATED DOCUMENTS	<i>Original Contract:</i> The original of all Contracts signed by two parties (other than Purchase Orders and Blanket Purchase Agreements and Releases) procured through the Purchasing Department and entered into by the Aviation Authority shall be stored and maintained in electronic format by the Purchasing Department; however, the User Department is the owner of the contract. <i>Changes to Contracts:</i> The User Department shall initiate any change needed to its contacts. The Purchasing Department shall record any changes that occur to its Contracts. Those changes shall include, but are not limited to, Contract Amendments, Contract Renewals, Contract Extensions, Contract Assignments, Contract increase of funds, use of Contracts by multiple Aviation Authority Departments, and Contract termination. <i>Contact / Contract Amendment Execution:</i> Contracts / Amendments procured under Policy Series 450 shall only be executed by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>, or the

	Chief Executive Officer for purchases up to \$250,000 (per document, not cumulative). In excess of \$250,000 the Chief Executive Officer shall execute. Execution of any contract documentation must occur following final approval and satisfactory legal review. Execution of documents generated in the ERP system is addressed above; see section “PURCHASE ORDER / CONTRACT PURCHASE AGREEMENT / BLANKET PURCHASE AGREEMENT / RELEASE EXECUTION” above. A non-binding Letter of Intent may be executed by the Vice President of ~~Purchasing and~~ Procurement <u>Services</u>. <i>Insurance Certificate Tracking:</i> The Purchasing Department, in conjunction with the Risk Management Department, will oversee Insurance Certificate Renewal Notices, prior to the ending term of the Insurance Certificate for each year that the applicable Contract is in effect. <i>Surety Bonds or Letters of Credit:</i> During the initial term of a Contract and prior to renewing or amending any Contract which includes a surety bond / letter of credit, the Purchasing Department must receive updated Surety Bond or letter of credit information from the Contractor’s Surety Agent or bank verifying that the Bond(s) or Letter(s) of Credit are valid and will, in association with the renewal or amendment, be updated to reflect the correct term of the Contract. Per Operational Policy 450.01, for record keeping purposes, documents may be stored in electronic format only.
References	Policy 450.01, ~~Purchasing~~ <u>Procurement</u> Introduction and Definitions
APPROVAL AND UPDATE HISTORY	
Format and re-Numbering Approval	
LAST APPROVAL	Aviation Authority Board: April 19, 2023 Chief Executive Officer: April 6, 2023
SUPERSEDES	All previous



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Iranetta Dennis, Vice President of Small Business

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation for Approval of Airport Concession Disadvantaged Business Enterprise (ACDBE) Goal and Methodology for Non-Car Rental and Car Rental Concessions for the Three-Year period beginning October 1, 2023, through September 30, 2026 for the Greater Orlando Aviation Authority

BACKGROUND

In accordance with 49 CFR Part 23, the Aviation Authority, as recipient of federal funds with non-car rental and car rental revenue each exceeding \$200,000.00 on average over the preceding three years, is required to update its ACDBE goal for Fiscal Years 2024–2026. The approval of the updated ACDBE goals by the Federal Aviation Administration is required for the continued receipt of Airport Improvement Program funding.

The tables below illustrates the history of Non-Car Rental and Car Rental Goals:

ACDBE Goals Non-Car Rental			
Fiscal Year	Race-Neutral	Race-Conscious	Overall Goal
FY18-20	1%	25%	26%
FY21-23*	1%	19%	20%
FY24-26	7%	19%	26%
*FY21-23 reflect the impact of COVID-19 on gross receipts for previous years			

ACDBE Goals Car Rental			
Fiscal Year	Race-Neutral	Race-Conscious	Overall Goal
FY18-20	0%	7%	7%
FY21-23	2%	8%	10%
FY24-26	0%	8%	8%

ISSUES

Aviation Authority staff has prepared the triennial ACDBE goal in accordance with 49 CFR Part 23. In accordance with the regulations, on November 10, 2023, a public meeting was held in the Community Room of the Orlando Executive Airport. During this meeting, the business community and the public were given an opportunity to comment on the methodology and the recommended goals. The participants included small, women, minority, and majority businesses that are either currently under contract or have an interest in working with the Aviation Authority. The presentation from the consultation is available on the Aviation Authority website, and a response period until November 24, 2023 was provided to allow continued opportunity to review and comment on the proposed goals.

The proposed overall ACDBE Non-Car Rental Concessions goal for Fiscal Years 2024-2026 is 26%, with 19% being race and gender conscious, and 7% being race and gender neutral. The proposed overall

ACDBE Car Rental Concessions goal for Fiscal Years 2024-2026 is 8%, with 8% being race and gender conscious, and 0% being race and gender neutral. The Race Neutral goal is based on availability of minority car rental firms. Federal regulations recognize that Car Rental Concession goals are more difficult to achieve than other ACDBE goals. The Aviation Authority is a leader in setting and achieving Car Rental Concessions ACDBE goals and has a large ready, willing and able pool of ACDBE goods and services providers to meet those goals.

SMALL BUSINESS

If approved, the race conscious portions of the proposed ACDBE goals will be considered as part of the procurement and award process when preparing concession opportunities for fiscal years 2024-2026.

ALTERNATIVES

No reasonable alternatives are being considered.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board approve the ACDBE Goal and Methodology for Fiscal Years 2024-2026 resulting in goals of 26% for Non-Car Rental Concessions and 8% for Car Rental Concessions.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Randolph Hudgins, Chair, Retirement Benefits Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Retirement Benefits Committee to Terminate Frontier Asset Management (Frontier) within the Defined Benefit Plan (DB Plan) Investment Portfolio. In Addition, the Mid Cap Allocation will be Removed from the DB Plan Asset allocation in Favor of Additional Dollars Invested in US Core Fixed Income and US Small Cap Equities

BACKGROUND

The Aviation Authority Board established the RBC to formalize the efforts of administering the retirement benefits for employees including the DB Plan, Defined Contribution Plan, and the Other Post-Employment Benefits Trust. Our investment consultant, AndCo, advises the RBC regarding investment activities related to the Plans, including fund fees.

As of June 30, 2023 the asset allocation of the DB Plan investment portfolio was as follows:

- 30% US Large Cap Equity
- 7.5% US Mid Cap Equity
- 7.5% US Small Cap Equity
- 15% Non-US Equity
- 25% US Core Fixed Income
- 10% Non-Core Fixed Income
- 5% Multi Asset Investments

Given the market events that took place in 2022 (significant selloffs in equities and fixed income), the RBC took time at their February and May meetings to review the overall asset allocation of the DB plan. In addition, Frontier had become a part of ongoing performance discussions because their recent persistent underperformance which had them falling below the level of their target index. Over the past two fiscal years, they have continued to lag their benchmark significantly.

The allocation work done by the RBC concluded that the overall risk/return relationship of the DB Plan asset allocation could be improved by increasing the allocation to US core fixed income, increasing the allocation to US small cap equities, and eliminating the US Mid Cap allocation. AndCo's allocation modeling indicated that the portfolio would see a modest reduction in expected return along with a significant reduction in overall portfolio volatility. Given the closed nature of the DB Plan and its mature age, AndCo recommended moving forward with the allocation changes to reduce volatility and maintain

an expected return above the actuarial discount rate. Eliminating the Mid Cap allocation in the DB Plan also leads to terminating the investment management relationship with Frontier.

AndCo has recommended to the RBC the following asset allocation structure for the DB Plan moving forward:

- 30% US Large Cap Equity
- 10% US Small Cap Equity (increased 2.5%)
- 15% Non-US Equity
- 30% US Core Fixed Income (increased 5.0%)
- 10% Non-Core Fixed Income
- 5% Multi Asset Investments

ISSUES

To execute the recommendation, a termination letter to Frontier, signed by the RBC Chair is required. Cash from the liquidation will then be transferred by Comerica, the DB Plan's custodian, to the existing small cap and US core fixed income managed accounts.

SMALL BUSINESS

There is no Small Business participation with this item.

ALTERNATIVES

The DB Plan could retain Frontier as its active Mid Cap manager or could move the funds to a Mid Cap index fund to maintain the allocation. However, AndCo's research does not indicate that either option is in the best interest of the DB Plan.

FISCAL IMPACT

If the DB plan terminates Frontier and redistributes the assets to its existing small cap core manager and US core fixed income manager, AndCo estimates the average annual fee for investment management within the DB Plan will fall from 0.54% to 0.52%. Based on June 30, 2023 values this would equate to roughly \$30,000 per year in management fee savings.

RECOMMENDED ACTION

It is respectfully requested the Aviation Authority Board resolve to accept the recommendation of the Retirement Benefits Committee to (1) remove Frontier Asset Management from the DB Plan and (2) remove the Mid Cap asset allocation from the DB Plan.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kevin J. Thibault, P.E., Chief Executive Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Authorize Funding for Bargaining Employees' Compensation Adjustment

BACKGROUND

The last compensation adjustment for non-bargaining employees was effective October 1, 2023.

At the September 27, 2023 Aviation Authority Board meeting, Staff mentioned that compensation adjustments for bargaining unit employees will be addressed in accordance with the collective bargaining process.

ISSUES

Normally, compensation matters for bargaining unit employees, represented by the Laborers' International Union of North America (LIUNA), would be negotiated through the collective bargaining process, ratified by the bargaining unit employees and brought to the Aviation Authority Board for approval. Meeting dates to negotiate through the collective bargaining process have not been established. To provide a compensation adjustment for bargaining employees as soon as possible, Staff is recommending the Aviation Authority Board approve a Memorandum of Understanding (MOU) with LIUNA agreeing to issue bargaining unit employees the same across the board percentage pay raise of five percent (5%) that was issued to non-bargaining employees on October 1, 2023. It is also requested this compensation adjustment be retroactive to October 1, 2023.

ALTERNATIVES

The Aviation Authority Board may choose to not authorize the MOU for compensation adjustments for bargaining unit employees.

FISCAL IMPACT

The proposed compensation adjustments and associated payroll and benefit costs for bargaining unit employees for Fiscal Year 2024 is estimated to be \$410,000. The estimated amount is based on current employment levels. Funding for the proposed compensation adjustments is available in the Aviation Authority's approved O&M Fiscal Year 2024 budget.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to: (1) Authorize the proposed compensation adjustment to bargaining unit employees retroactive to October 1, 2023; (2) authorize the Chief Executive Officer to execute the MOU with LIUNA.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority Board

FROM: Randolph Hudgins, Vice President of Human Resources

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Approve Revisions to Organizational Policies: 120.81 Investment Policy for the Defined Benefit Retirement Plan and 120.083 Investment Policy for the Other Post-Employment Benefits Trust

BACKGROUND

In accordance with Aviation Authority Policy 140.04, Policies are periodically reviewed for compliance with current statutes and internal practices, and revised accordingly.

ISSUES

In the most recent legislative session, the Florida legislature passed a bill which governs Boards of Trustees of Florida governmental pension plans in their decisions regarding investments and their exercise of shareholder rights, including proxy voting. This legislation requires the Board and its Investment Managers comply with the applicable requirements of Chapter 2023-28, Laws of Florida, including Section 112.662, along with regulations adopted by the Department of Management Services.

As part of requirement, the Investment Policies for the Defined Benefit Plan and the Other Post-Employment Benefits Trust are required to be updated as specified. As used in the law, the term "pecuniary factor" is defined as a factor that a named fiduciary "prudently determines is expected to have a material effect on the risk or returns of an investment based on appropriate investment horizons consistent with the investment objectives and funding policy of the investment program. The term does not include the consideration of the furtherance of any social, political, or ideological interests." In selecting Investment Managers, only pecuniary factors may be considered and the interests of the participants and beneficiaries of the system may not be subordinated to other objectives, including sacrificing investment return or undertaking additional investment risk to promote any nonpecuniary factor. The weight given to any pecuniary factor must appropriately reflect a prudent assessment of its impact on risk or returns. Only pecuniary factors may be considered when voting proxies. Lastly, there is a new reporting procedure.

SMALL BUSINESS

There is no Small Business participation with this item.

ALTERNATIVES

There are no alternative revisions under consideration.

FISCAL IMPACT

No fiscal impact.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board accept the recommended revisions to the Organizational Policies, 120.81 Investment Policy for the Defined Benefit Retirement Plan and 120.083 Investment Policy for the Other Post-Employment Benefits Trust as prescribed in Chapter 2023-28, Section 112.662 of the Florida Statute.

**Organizational Policy: Investment Policy for
the Defined Benefit Retirement Plan**

**Section 120.081
Administration**

SCOPE	This investment policy applies to the investment activities of the Defined Benefit Retirement Plan ("DB Plan") for employees of the Greater Orlando Aviation Authority ("Aviation Authority") as restated and amended. The Greater Orlando Aviation Authority Board ("Aviation Authority Board") has established the Retirement Benefits Committee ("RBC") to formalize the efforts of administering the retirement benefits. The purpose of this policy is to provide the RBC with guidance for the administration of the DB Plan.
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OBJECTIVES	The long-term investment objective of the DB Plan is to meet the actuarial return assumptions with special consideration to safety, liquidity, and yield. The RBC shall review and monitor the actuarial assumptions to provide for participant benefits' needs and make changes as necessary upon receipt of the actuarial report.
Safety	While the long-term investment objective of the DB Plan is to achieve growth to meet investment objectives, the preservation of principal is equally important. Each investment transaction shall seek to avoid capital losses from securities defaults or erosion of market value. The objective will be to mitigate credit risk and interest rate risk.
Liquidity	The DB Plan investment portfolio shall remain sufficiently liquid to meet all cash requirements that may be reasonably anticipated. This may be accomplished by structuring the portfolio to match investment maturities with known cash needs and anticipated cash flow requirements. The monthly amount of known DB Plan retirement distribution payments shall be deposited to a liquid investment instrument such as a money market fund held by a third party custodian.
Yield	The DB Plan investment portfolio shall be designed to attain the assumed rate of return taking into account the DB Plan's investment risk and liquidity needs. The RBC recognizes that in a diversified portfolio, occasional measured losses because of market volatility are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been achieved. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. Fixed Income securities shall not be sold prior to maturity except in the following circumstances: 1. A security with declining credit may be sold early to minimize loss of principal. 2. A security exchange would improve the quality, yield, or investment maturity in the portfolio. 3. Liquidity needs of the portfolio require that the security be sold.

DEFINITIONS	Actuary – The actuary assembles and analyzes facts and estimates risks and returns to make financial planning decisions relating to the funding requirements of the DB Plan. The actuary will act as a fiduciary with regard to the performance of its responsibilities for the Plan. Annualized Returns – Annualized returns are a statistical measure in which returns covering periods greater than a year are converted to cover the most recent preceding twelve, thirty-six, sixty months, etc. Asset Allocation – The division of the total portfolio into different percentages for each asset is called its asset allocation. Benchmark – A designated pool of representative securities against which an investment product is measured. Cash-Equivalents – Short-term, high quality securities that typically mature within one year and produce a rate of return reflective of money market interest rates. Examples include U.S. Treasury bills, commercial paper, and repurchase agreements. Custodian – A financial institution that provides safekeeping of securities, transaction processing, and/or portfolio reporting services. Duration – A measure of interest-rate risk and price sensitivity for a fixed income portfolio. Fixed Income Securities – Investment instruments that promise to pay a future return to the investor which is set in advance, including bonds (which usually pay a fixed coupon interest rate every six months), mortgage securities, and guaranteed investment contracts (GICs). Index Fund – A mutual or trust fund with a portfolio consisting of securities that are held in direct proportion to a given market index. In the stock market, many index funds seek to replicate the performance of the Standard & Poor's 500 index, for example, by purchasing stocks in the exact ratio used by Standard & Poor's in its index. In the bond market, various index funds seek to hold different fixed-income securities in proportions that reflect the universe of outstanding securities. Initial Public Offering (IPO) – An initial public offering (IPO) refers to the process of offering shares in a private corporation to the public in a new stock issuance. Shares may only be purchased from companies which meet Securities and Exchange Commission (SEC) requirements for the IPO process. Investment Consultant – The Consultant assists in developing an investment policy, asset allocation strategy, and Manager structure. The
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**Organizational Policy: Investment Policy for
the Defined Benefit Retirement Plan**

**Section 120.081
Administration**

	Consultant will act as a fiduciary with regard to the oversight of the Plan assets. Investment Manager – Buys and sells securities or other assets for the Plan. Also known as a Money Manager or Portfolio Manager. Peer Rank Evaluation – Indicates a fund’s ranking within its category. Prudent Investor Clause – A policy that requires that investments be made by persons with care, skill, prudence, and diligence under the circumstances then prevailing that a prudent investor acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character with like aims. Total Return – Calculates the actual performance of a fund over a specific period and includes the reinvestment of all income and capital gains distributions over that time period.
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PERFORMANCE MEASUREMENTS

	The RBC, with the guidance of the Investment Consultant (“Consultant”) will establish performance measures that may be used to benchmark the investment classes and individual Investment Managers (“Managers”). The RBC shall review the specific benchmarks relative to the asset classes at least annually and with the guidance of the Consultant revise the benchmarks if necessary. The fund’s annualized returns will be reviewed quarterly and compared to established and appropriate benchmarks. With the exception of short term market fluctuations and in consideration of overall long term goals, any significant variances between benchmarks and actual rate of return will be considered by the RBC and investments will be modified as necessary to the extent reasonably possible.
Total Fund Performance	Performance of the total portfolio will be measured for rolling three (3) and five (5) year periods. The performance of the portfolio will be compared to the return of the policy indexes comprised of 50% Russell 3000 Index, 15% MSCI-All Country World x U.S. Index, and 35% Barclays Capital U.S. Aggregate Bond Index. Total portfolio performance will be compared to an appropriate peer universe over three (3) and five (5) year time periods.
Equity Performance	The Combined equity portion of the portfolio, defined as common stocks and convertible bonds, will be compared to a blended benchmark consisting of 75% Russell 3000 Index / 25% MSCI-All Country World x U.S. Index. Individual components of the equity portfolio will be compared to the specific benchmarks defined in each Investment Manager addendum. Equity Investments will be compared to an appropriate peer universe over three (3) and five (5) year time periods.

**Organizational Policy: Investment Policy for
the Defined Benefit Retirement Plan**

**Section 120.081
Administration**

Fixed Income Performance	The overall objective of the fixed income portion of the portfolio is to add stability and liquidity to the total portfolio. The fixed income portion of the portfolio will be compared to the performance of the Barclays Capital U.S. Aggregate Bond Index. Fixed Income Investments will be compared to an appropriate peer universe over three (3) and five (5) year time periods.
Real Estate Performance	The overall objective of the real estate portion of the portfolio, if utilized, is to add diversification and another stable income stream to the total fund. The performance of the real estate portion of the portfolio will be compared to the NCREIF ODCE* Index and an appropriate peer universe over three (3) and five (5) year time periods.
Alternative and Other Asset Class Performance	The overall objective of the alternative and/or “other asset” portion of the portfolio, if utilized, is to reduce the overall volatility of the portfolio and enhance returns. This portion of the portfolio will be measured against an appropriate benchmark, which shall be identified by the investment consultant and investment manager to the RBC at the time of investment.
Specific investment manager assignments and additional guidelines for each investment manager will be provided to each separate account manager.	
<i>*NCREIF is the National Council of Real Estate Fiduciaries, the ODCE index is their Open End Diversified Core Equity Index.</i>	

INVESTMENT AND FIDUCIARY STANDARDS

Prudence	The standard of prudence to be used by the RBC members and its Investment Consultant and Managers shall be a prudent investor standard (as set forth in Section 112.661, Fla Statute) and shall be applied in the context of administering an overall portfolio. The RBC members, the Investment Consultant and Managers shall act with the care, skill, prudence and diligence under the same circumstances then prevailing that a prudent investor acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. The RBC and its members designated pursuant to this investment policy shall be relieved of personal liability in accordance with the Florida Statutes.
Ethics and Conflicts of Interest	The RBC members designated pursuant to this investment policy shall refrain from personal business activities, other than routine banking relations, that conflict with proper execution of the investment program or impair their ability to make impartial investment decisions. RBC members should disclose all conflicts of interest regarding any and all actions to be taken by the RBC. Refer to guidance in Policy and Procedures 204.01, Code of Ethics and Business Conduct.
Legality	The DB Plan shall invest its funds as authorized by this Policy.

Proxy Voting	Delegation – The Aviation Authority Board entrusts to the RBC the responsibility to vote, in accordance with this guidance, proxies related to securities held in the portfolio. The RBC may utilize an advisor to assist in voting proxies. The RBC may delegate voting of its proxies to its Managers. Objective – The RBC and its Managers are to vote proxies in the best interest of the participants in the DB Plan and in accordance with the Policy. The RBC may also elect to abstain from a particular proxy vote. Corporate boards – With respect to corporate governance, proxy votes should be against proposals to (a) limit/eliminate liability for violation of duty of care and (b) proposals to indemnify directors in instances of gross negligence.
Delegation and Authority	The Aviation Authority Board has designated the RBC to formalize the efforts of administering the Retirement Plans, per Policy and Procedures 120.08, Retirement Benefits Committee.
Use of Investment Consultant	The RBC shall utilize a Consultant to assist in strategic investment planning of the Plan. This includes providing assistance in developing an investment policy, asset allocation strategy and Manager structure. The Consultant will act as a fiduciary with regard to the oversight of the plan assets.
Use of Investment Managers	The RBC shall utilize Investment Managers to invest the assets of the Plan. The Managers are given full discretion to act in accordance with this investment policy. The Managers should feel free to recommend appropriate changes to the investment policy to the RBC for further consideration. The Managers will act as fiduciaries with regard to the management of the plan assets. To the extent reasonably feasible, the following are general guidelines the RBC will follow for the selection of a Manager: 1. Utilize a competitive process for selection. 2. State the expected responsibilities of the Manager in writing. 3. Determine the criteria to be used by the RBC for the selection process. Termination of Investment Manager – The RBC may terminate an Investment Manager at any time for any reason, including, but not limited to, the following: 1. Qualitative changes – personnel changes or other organizational issues of the firm; 2. Quantitative changes – underperformance relative to investment objectives and style deviations;

**Organizational Policy: Investment Policy for
the Defined Benefit Retirement Plan**

**Section 120.081
Administration**

	3. Policy issues – violation of investment policies or legal issues; and 4. Communication – failure to adhere to reporting requirements.
Fiduciary Standards	The RBC members and its Consultant and Managers, in performing its investment duties, shall comply with the fiduciary standards as adopted by Section 112.661, Florida Statute. In case of conflict with other law authorizing investments, investment and fiduciary standards set forth in this policy shall prevail. The RBC members and its Consultant and Managers shall discharge its duties with respect to the DB Plan solely in the interests of the participants and beneficiaries and (A) For the exclusive purpose of: (i) Providing benefits to participants and beneficiaries and (ii) Defraying reasonable expenses of administering the DB Plan; (B) With the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent investor acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims; (C) By diversifying the investments of the DB Plan so as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.
AUTHORIZED INVESTMENTS	
	The RBC shall be authorized to invest and reinvest DB Plan assets in any lawful investment provided by Florida Statute Section 215.47. If the DB Plan has investments that either exceed the applicable limit or do not satisfy the applicable investment standard, such excess or investment not in compliance with the policy may be continued until such time as it is economically feasible to dispose of such investment. However, no additional investment may be made in the investment category which exceeds the applicable limit, unless authorized by law or ordinance. Listed below are investments authorized by the RBC:
	1. Cash Equivalents: Cash equivalents include all money market instruments with a maturity of one year or less. Cash equivalents may be used to meet liquidity requirements or to serve as a temporary investment when other asset classes appear unattractive. The asset allocation guidelines do not include a separate target because cash held by a particular Manager will be viewed as belonging to the asset class in

	which the Manager primarily invests. In the event a balanced Manager is retained, cash equivalents will be considered a part of the overall fixed income category. 2. Negotiable direct obligations, or obligations, the principal and interest of which are unconditionally guaranteed by the United States Government. Such securities will include, but not be limited to, the following: A. Cash Management Bills B. Treasury Securities – State and local Government Series (SLGS) C. Treasury Bills D. Treasury Notes E. Treasury Bonds F. Treasury Strips 3. Obligations issued or guaranteed by United States Government, federal agencies, and government-sponsored corporations. 4. Non-negotiable interest bearing time certificates of deposit or savings accounts in banks organized under the laws of this State and/or in national banks organized under the laws of the United States and doing business and situated in this state, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida Statutes and provided that the bank is not listed with any recognized credit watch information service. 5. Mutual Funds: Domestic and International Stock Portfolios including marketable mutual funds, common stocks, preferred stocks convertible into common stocks, and fixed income securities convertible into common stocks are the only permissible equity investments. Where common trust funds or mutual funds are used, appropriate guidelines as stated in the prospectus or governing document will apply. The Consultant shall assist the RBC in determining the compliance of underlying investments of mutual funds, with the investment policy. Fixed Income Portfolios: Acceptable asset categories include money market securities, US Governments, its agencies and governmental sponsored entities, mortgage backed and asset-backed securities “Yankee” bonds, any foreign denominated bonds and corporate securities. A minority portion of a fixed income portfolio may be invested in below investment grade securities. All securities may be purchased without regard to the stated final maturity date or average life of the security. The duration is the measure of the price
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	sensitivity of the portfolio and the interest rate risk control. The Consultant shall assist the RBC in determining the compliance of underlying investments of mutual funds, with the investment policy. 6. Equity investments shall be limited to no more than 75% of the total fund. The fund shall not invest more than 10% of the equity assets in common stock of any one issuing company. Equity investments may include shares acquired in an initial public offering (IPO) provided that the investment manager has determined that the IPO complies with all requirements as determined by the SEC. The portion of the overall equity portfolio comprised of IPO acquired stocks shall not exceed 5% and shall otherwise comply with all other limits in the IPS. 7. No more than 25% of assets shall be invested in corporate obligations and securities of a foreign corporation or a foreign commercial entity having its principal office located in any country other than the United States of America or its possessions or territories, not including United States dollar-dominated securities listed and traded on a United States exchange which are part of the ordinary investment strategy of the RBC. 8. A majority of fixed income investments should be limited to investment grade securities. Unrated securities of the US Treasury, government agencies and government-sponsored entities are permissible investments. A minority portion of assets of funds may be invested in no more than 10% of below investment grade securities at any specific time. 9. Fixed income purchases should be limited to readily marketable securities. 10. Group annuity contracts of the pension investment type with insurers licensed to do business in the State of Florida and are rated "A IX" by A.M. Best rating service. 11. Repurchase agreements with major banks otherwise eligible for investment and "primary" government securities firms, fully secured by U.S. government or federal agency collateral provided a Master Repurchase Agreement is executed. <u>12.</u> Investments made by the RBC may include pooled funds. For purposes of this policy, pooled funds may include, but are not limited to, mutual funds, commingled funds, exchange-traded funds, limited partnerships, and private equity. Pooled funds may be governed by separate documents which may include investments not expressly
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	permitted in this Investment Policy Statement. In the event of investment by the Plan into a pooled fund, the Aviation Authority Board will adopt the prospectus or governing policy of that fund as the stated addendum to this Investment Policy Statement. 13. <u>The Board and its Investment Managers shall comply with the applicable requirements of Chapter 2023-28, Laws of Florida, including Section 112.662, along with regulations adopted by the Department of Management Services. The term “pecuniary factor” is defined as a factor that a named fiduciary “prudently determines is expected to have a material effect on the risk or returns of an investment based on appropriate investment horizons consistent with the investment objectives and funding policy of the investment program. The term does not include the consideration of the furtherance of any social, political, or ideological interests.” [112.662(1)]. In selecting Investment Managers, only pecuniary factors may be considered and the interests of the participants and beneficiaries of the system may not be subordinated to other objectives, including sacrificing investment return or undertaking additional investment risk to promote any nonpecuniary factor. The weight given to any pecuniary factor must appropriately reflect a prudent assessment of its impact on risk or returns. [112.662(2)]. Only pecuniary factors may be considered when voting proxies. [112.662(3)]</u> ~~12.~~
MATURITY AND LIQUIDITY	
	The investment portfolio must be constructed in such a manner as to provide sufficient liquidity to pay obligations as they come due. To the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash-flow requirements. The anticipated cash flow requirements should utilize the projected benefit payment amounts as shown in the actuarial valuation report.
PORTFOLIO COMPOSITION	
	This policy establishes guidelines for investments and limits on security issues, issuers, and maturities. Such guidelines shall be commensurate with the nature of the funds with the administration of the RBC. The purpose of strategic asset allocation is to provide an optimal mix of investments that has the potential to produce the desired returns and meet current and future liabilities. The RBC shall establish percentage ranges for each class of investment with the advice of the Consultant. Within sixty days of receipt of the annual actuarial report, but no later than March 31st of each year, the

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	RBC will review the target asset allocations with the guidance of the Consultant and will revise the allocations if necessary.
	The RBC will review the portfolio's asset allocations at least annually to ensure the average asset allocation over time is within the target allocation limits established. Should any portion of the portfolio asset allocation exceed the limits established, the RBC under the advice of the Consultant will rebalance assets back to the target mix over a reasonable period of time. The Consultant shall assist the RBC in balancing the assets with the objective of avoiding losses when selling investments.

RISK AND DIVERSIFICATION

	A. Risk Assessment Acceptable risk determination shall be consistent with funding objectives and requirements of the DB Plan. The RBC has determined that risk tolerance shall be based on long-term horizons and commensurate funding obligations. The RBC understands prevailing theory and historical data regarding capital market relationship between the level of risk assumed and the level of return that can be expected in an investment program. The RBC recognizes that risk/return variables also apply to pension costs and funded status. Higher returns and volatility are generally associated with lower long-term pension costs and improved funded status. The RBC has evaluated current investment and actuarial plan data to determine acceptable risk: 1. Historic capital market risk/return relationship 2. Tolerance for risk 3. Time horizon 4. Business and financial fundamentals 5. Funding status
	B. Investment guidelines and monitoring will provide controls for identifying and limiting risk of loss from over concentration of assets invested in a specific maturity, with a single issuer, in like instruments, or dealers or through utilization of intermediaries for purchase and sale of investments.
	C. Risk and diversification strategies shall be reviewed and revised, if necessary, on a regular periodic basis in light of the current and projected market condition and the DB Plan needs.
	D. Assets in the DB Plan shall be diversified among equities, fixed income, and other securities to minimize overall portfolio risk consistent with the level of expected return and thereby improve

	the long-term return potential of the Plan's assets. Additional diversification shall also be achieved by retaining multiple Managers within each broad asset category to further minimize portfolio risk.
SECURITY TURNOVER	
	While the RBC is sensitive to excessive turnover, there shall be no specific limitation in this regard, recognizing the importance of providing flexibility to the Managers to adjust the asset mix in changing market conditions. The following reporting requirements are therefore for control purposes and are not necessarily intended to limit portfolio turnover to the state limits. 1. The definition of turnover shall be considered the lesser of total purchase or sales. Convertible bonds are considered equity surrogates and are subject to the discussion for common stocks. Preferred stocks are considered perpetual bond surrogates and are subject to the discussions for corporate bonds. 2. Equity Turnover: Within five business days of the time in any calendar quarter in which the cumulative equity turnover during the quarter exceeds 30% or within any calendar year in which the cumulative equity turnover exceeds 150%, the Manager must submit a report stating the reason(s) for the turnover as well as a list of any brokerage firms whose fees during that quarter or year exceeded \$10,000. 3. Fixed Income Turnover: Within five business days of the time in any calendar quarter in which the cumulative fixed income turnover during that quarter exceeds 100% or within any calendar year in which the cumulative fixed income turnover exceeds 200%, the Manager must submit a report stating the reason(s) for the turnover as well as a list of any brokerage firms handling over 20% of the subject trades. U.S. government securities, used as collateral as part of repurchase agreements are exempt for this requirement.
EXPECTED ANNUAL RATE OF RETURN	
	The long-term investment objective of the DB Plan is to the preservation of principal and to meet the actuarial return assumption as revised with each annual actuarial report. The RBC shall review and monitor this rate upon receipt of the annual actuarial report. On an annual basis, the RBC shall determine the total expected annual rate of return for the current year. This determination must be filed promptly with the Department of Management Services and with the DB Plan's sponsor and the consulting actuary. The RBC shall use this determination only to notify the Aviation Authority Board, the plan's

	sponsor, and consulting actuary of material differences between the total expected annual rate of return and the actuarial assumed rate of return.
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SAFEKEEPING AND CUSTODY (THIRD PARTY CUSTODIAL AGREEMENT)

	All fixed income securities owned by the DB Plan shall be held in safekeeping by a third party as agent for the DB Plan under the terms of a custodian agreement or Bond Market association Master Repurchase Agreement. All securities purchased and/or collateral obtained shall be properly designated as an asset of the DB Plan and held in an account separate and apart from other assets held by the third party and no withdrawal of such securities, in whole or in part, shall be made from safekeeping except by the RBC. All securities transactions must be made on a “delivery versus payment” basis, if applicable, to ensure that the third party acting as agent for the Aviation Authority will have the security or money, as appropriate, in hand at the conclusion of the transaction.
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MASTER REPURCHASE AGREEMENT

	The RBC will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Purchase Agreement.
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INTERNAL CONTROLS

	The RBC is responsible for supervising and reviewing the performance of asset managers with the assistance of the investment consultant. Internal controls, designed to help ensure accurate accounting and reporting of the securities transactions, shall be reviewed periodically by independent Certified Public Accountants as part of the Authority’s financial audit. The internal controls should be designed to minimize opportunity for unintentional errors, intentional fraud, prevent losses of funds which might arise from fraud, error, misrepresentation by third parties or imprudent actions by the RBC or Aviation Authority employees.
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CONTINUING EDUCATION

	All RBC members should complete, on an annual basis, training consisting of investment and legal educational topics.
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REPORTING

	1. The RBC shall receive monthly statements from the custodian that include a detailed description of:
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- a. Holdings in each asset class, valued at cost and market;
- b. Individual asset holdings, valued at cost and market;
- c. Asset purchases and sales;
- d. Investment income;
- e. Deposits and withdrawals;
- f. Expenses paid on behalf of the DB Plan and
- g. Commission expenses incurred, listed by broker.

2. Upon reasonable notice to the custodian by the RBC, statements shall include such additional specific information as may be specified.

3. The Consultant will provide a performance review quarterly that will include aggregate holdings in each asset class, time-weighted returns and investment performance compared to appropriate benchmarks. The RBC shall meet at least quarterly with the Consultant to review the performance of the DB Plan.

4. The Managers will keep the RBC and the Consultant apprised of any material changes including, but not limited to, the following areas: ownership, organizational structure, financial condition, senior staffing changes, investment outlook, investment strategy, and asset allocation. On a quarterly basis, the Managers will provide a brief letter or report detailing the proxy voting for the portfolio.

5. The RBC shall meet at least annually with its Actuary to review the annual actuarial report.

Annually, the RBC will report financial performance of the DB Plan to the Finance Committee. The report shall contain information, including but not limited to investment performance, significant changes in allocation of assets, listing of assets by class, book and market value, and income earned. The RBC will also review the target allocation percentage ranges and benchmarks and submit recommendations for both to the Finance Committee. As required, the RBC will engage an independent Certified Public Accountant to perform a financial audit of the DB Plan including a review of the internal controls.

6. The Board shall timely comply with the reporting requirement of Section 112.662 by filing a comprehensive report by December 15 of each odd-numbered year. [112.662(4)]. Investment managers and the Board's Investment Consultant shall assist in the preparation of required reports and shall annually confirm to the Board their compliance with Chapter 2023-28.

**FILING OF INVESTMENT POLICY FOR THE DB PLAN FOR THE EMPLOYEES
OF THE GREATER ORLANDO AVIATION AUTHORITY**

	Upon adoption by the RBC, the investment policy shall be promptly filed with the Department of Management Services, the Aviation Authority Board, Consultant and Actuary. The effective date of any investment policy and any amendment thereto, shall be at least the 31 st calendar day following the approval by the Aviation Authority Board.
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VALUATION OF ILLIQUID INVESTMENTS

	Any investment for which the fair market value is not provided requires disclosure to the RBC and the Finance Committee. The RBC will report a valuation for the illiquid investments at each periodic actuarial valuation performed for the DB Plan.
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**APPROVAL AND
UPDATE HISTORY**

Last Approval	Aviation Authority Board: July 21, 2021 Chief Executive Officer: February 11, 2014
Supersedes	All Previous

SCOPE	This investment policy applies to the investment activities of the Other Post-Employment Benefits Trust ("OPEB Trust") for employees of the Greater Orlando Aviation Authority ("Aviation Authority") as restated and amended. The Aviation Authority Board has established the Retirement Benefits Committee ("RBC") to formalize the efforts of administering the retirement benefits. The purpose of this policy is to provide the RBC with guidance for the administration of the OPEB Trust.
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OBJECTIVES	The long-term investment objective of the OPEB Trust is to meet the actuarial return assumptions with special consideration to safety, liquidity and yield. The RBC shall review and monitor the actuarial assumptions to provide for participant benefits' needs and make changes as necessary upon receipt of the actuarial report.
Safety	While the long-term investment objective of the OPEB Trust is to achieve growth to meet investment objectives, the preservation of principal is equally important. Each investment transaction shall seek to avoid capital losses from securities defaults or erosion of market value. The objective will be to mitigate credit risk and interest rate risk.

Liquidity	The OPEB Trust investment portfolio shall remain sufficiently liquid to meet all cash requirements that may be reasonably anticipated. This may be accomplished by structuring the portfolio to match investment maturities with known cash needs and anticipated cash flow requirements. The monthly amount of known OPEB Trust Benefit shall be deposited to a liquid investment instrument such as a money market fund held by a third party custodian.
Yield	The OPEB Trust investment portfolio shall be designed to attain the assumed rate of return taking into account the OPEB Trust's investment risk and liquidity needs. The RBC recognizes that in a diversified portfolio, occasional measured losses because of market volatility are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been achieved. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. Fixed Income securities shall not be sold prior to maturity except in the following circumstances: 1. A security with declining credit may be sold early to minimize loss of principal. 2. A security exchange would improve the quality, yield, or investment maturity in the portfolio. 3. Liquidity needs of the portfolio require that the security be sold.

DEFINITIONS

Actuary – The actuary assembles and analyzes facts and estimates risks and returns to make financial planning decisions relating to the funding requirements of the OPEB Trust. The actuary will act as a fiduciary with regard to the performance of its responsibilities for the Plan.

Annualized Returns – Annualized returns are a statistical measure in which returns covering periods greater than a year are converted to cover the most recent preceding 12, 36, 60 months, etc.

Asset Allocation – The division of the total portfolio into different percentages for each asset is called its asset allocation.

Benchmark – A designated pool of representative securities against which an investment product is measured.

Benefit – Any post-employment benefit other than pension plan benefits, including but not limited to medical, prescription drug, dental, vision, and life insurance.

Cash-Equivalents – Short-term, high quality securities that typically mature within one year and produce a rate of return reflective of money market interest rates. Examples include U.S. Treasury bills, commercial paper, and repurchase agreements.

Custodian – A financial institution that provides safekeeping of securities, transaction processing, and/or portfolio reporting services.

Duration – A measure of interest-rate risk and price sensitivity for a fixed income portfolio.

Fixed Income Securities – Investment instruments that promise to pay a future return to the investor which is set in advance, including bonds (which usually pay a fixed coupon interest rate every six months), mortgage securities, and guaranteed investment contracts (GICs).

Index Fund – A mutual or trust fund with a portfolio consisting of securities that are held in direct proportion to a given market index. In the stock market, many index funds seek to replicate the performance of the Standard & Poor's 500 index, for example, by purchasing stocks in the exact ratio used by Standard & Poor's in its index. In the bond market, various index funds seek to hold different fixed-income securities in proportions that reflect the universe of outstanding securities.

	Initial Public Offering (IPO) – An IPO refers to the process of offering shares in a private corporation to the public in a new stock issuance. Shares may only be purchased from companies which meet Securities and Exchange Commission (SEC) requirements for the IPO process. Investment Consultant – The Consultant assists in developing an investment policy, asset allocation strategy and Manager structure. The Consultant will act as a fiduciary with regard to the oversight of the OPEB Trust assets. Investment Manager – Buys and sells securities or other assets for the Plan. Also known as a Money Manager or Portfolio Manager. Peer Rank Evaluation – Indicates a fund’s ranking within its category. Prudent Investor Clause – A policy that requires that investments be made by persons with care, skill, prudence and diligence under the circumstances then prevailing that a prudent investor acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character with like aims. Total Return – Calculates the actual performance of a fund over a specific period and includes the reinvestment of all income and capital gains distributions over that time period.
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PERFORMANCE MEASUREMENTS

	The RBC, with the guidance of the Investment Consultant (“Consultant”) will establish performance measures that may be used to benchmark the investment classes and individual Investment Managers (“Managers”). The RBC shall review the specific benchmarks relative to the asset classes at least annually and with the guidance of the Consultant revise the benchmarks if necessary. The fund’s annualized returns will be reviewed quarterly and compared to established and appropriate benchmarks. With the exception of short term market fluctuations and in consideration of overall long term goals, any significant variances between benchmarks and actual rate of return will be considered by the RBC and investments will be modified as necessary to the extent reasonably possible.
Total Fund Performance	Performance of the total portfolio will be measured for rolling three (3) and five (5) year periods. The performance of the portfolio will be compared to the return of the policy indexes comprised of 50% Russell 3000 Index, 15% MSCI-All Country World x U.S. Index, and 35% Barclays Capital U.S. Aggregate Bond Index. Total portfolio performance will be compared to an appropriate peer universe over three (3) and five (5) year time periods.

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Equity Performance	The Combined equity portion of the portfolio, defined as common stocks and convertible bonds, will be compared to a blended benchmark consisting of 75% Russell 3000 Index / 25% MSCI-All Country World x U.S. Index. Individual components of the equity portfolio will be compared to the specific benchmarks defined in each Investment Manager addendum. Equity Investments will be compared to an appropriate peer universe over three (3) and five (5) year time periods.
Fixed Income Performance	The overall objective of the fixed income portion of the portfolio is to add stability and liquidity to the total portfolio. The fixed income portion of the portfolio will be compared to the performance of the Barclays Capital U.S. Aggregate Bond Index. Fixed Income Investments will be compared to an appropriate peer universe over three (3) and five (5) year time periods.
Real Estate Performance	The overall objective of the real estate portion of the portfolio, if utilized, is to add diversification and another stable income stream to the total fund. The performance of the real estate portion of the portfolio will be compared to the NCREIF ODCE* Index and an appropriate peer universe over three (3) and five (5) year time periods.
Alternative and Other Asset Class Performance	The overall objective of the alternative and/or "other asset" portion of the portfolio, if utilized, is to reduce the overall volatility of the portfolio and enhance returns. This portion of the portfolio will be measured against an appropriate benchmark, which shall be identified by the investment consultant and investment manager to the RBC at the time of investment.
Specific investment manager assignments and additional guidelines for each investment manager will be provided to each separate account manager.	
<i>*NCREIF is the National Council of Real Estate Fiduciaries, the ODCE index is their Open End Diversified Core Equity Index.</i>	

INVESTMENT AND FIDUCIARY STANDARDS

Prudence	The standard of prudence to be used by the RBC members and its Investment Consultant and Managers shall be a prudent investor standard and shall be applied in the context of administering an overall portfolio. The RBC members, the Investment Consultant and Managers shall act with the care, skill, prudence and diligence under the same circumstances then prevailing that a prudent investor acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. The RBC and its members designated pursuant to this investment policy shall be relieved of personal liability in accordance with the Florida Statutes.
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Ethics and Conflicts of Interest	The RBC members designated pursuant to this investment policy shall refrain from personal business activities, other than routine banking relations, that conflict with proper execution of the investment program or impair their ability to make impartial investment decisions. RBC members should disclose all conflicts of interest regarding any and all actions to be taken by the RBC. Refer to guidance in Policy and Procedures 204.01, Code of Ethics and Business Conduct Policy.
Legality	The OPEB Trust shall invest its funds as authorized by this Policy.
Proxy Voting	Delegation – The Aviation Authority Board entrusts to the RBC the responsibility to vote, in accordance with this guidance, proxies related to securities held in the portfolio. The RBC may utilize an advisor to assist in voting proxies. The RBC may delegate voting of its proxies to its Managers. Objective – The RBC and its Managers are to vote proxies in the best interest of the OPEB Trust and in accordance with the Policy. The RBC may also elect to abstain from a particular proxy vote. Corporate boards – With respect to corporate governance, proxy votes should be against proposals to (a) limit/eliminate liability for violation of duty of care and (b) proposals to indemnify directors in instances of gross negligence.
Delegation and Authority	The Aviation Authority Board has designated the RBC to formalize the efforts of administering the OPEB Trust, per Policy and Procedure 120.08, Retirement Benefits Committee.
Use of Investment Consultant	The RBC shall utilize a Consultant to assist in strategic investment planning of the OPEB Trust. This includes providing assistance in developing an investment policy, asset allocation strategy and Manager structure. The Consultant will act as a fiduciary with regard to the oversight of the OPEB Trust assets.
Use of Investment Managers	The RBC shall utilize Investment Managers to invest the assets of the OPEB Trust. The Managers are given full discretion to act in accordance with this investment policy. The Managers should feel free to recommend appropriate changes to the investment policy to the RBC for further consideration. The Managers will act as fiduciaries with regard to the management of the OPEB Trust assets. To the extent reasonably feasible, the following are general guidelines the RBC will follow for the selection of a Manager: 1. Utilize a competitive process for selection. 2. State the expected responsibilities of the Manager in writing.

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	3. Determine the criteria to be used by the RBC for the selection process. Termination of Investment Manager – The RBC may terminate an Investment Manager at any time for any reason, including, but not limited to, the following: 1. Qualitative changes – personnel changes or other organizational issues of the firm; 2. Quantitative changes – underperformance relative to investment objectives and style deviations; 3. Policy issues – violation of investment policies or legal issues; and 4. Communication – failure to adhere to reporting requirements.
Fiduciary Standards	The RBC members and its Consultant and Managers, in performing its investment duties, shall comply with the fiduciary standards as adopted by Section 112.661, Florida Statute. In case of conflict with other law authorizing investments, investment and fiduciary standards set forth in this policy shall prevail. The RBC members and its Consultant and Managers shall discharge its duties with respect to the OPEB Trust solely in the interests of the participants and beneficiaries and (A) For the exclusive purpose of: (i) Providing benefits to participants and beneficiaries and (ii) Defraying reasonable expenses of administering the OPEB Trust; (B) With the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent investor acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims; (C) By diversifying the investments of the OPEB Trust so as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.
AUTHORIZED INVESTMENTS	
	The RBC shall be authorized to invest and reinvest OPEB Trust assets in any lawful investment provided by Florida Statute Section 215.47. If the OPEB Trust has investments that either exceed the applicable limit or do not satisfy the applicable investment standard, such excess or investment not in compliance with the policy may be continued until such time as it is economically feasible to dispose of such investment. However, no

	additional investment may be made in the investment category which exceeds the applicable limit, unless authorized by law or ordinance. Listed below are investments authorized by the RBC:
	1. Cash Equivalents: Cash equivalents include all money market instruments with a maturity of one year or less. Cash equivalents may be used to meet liquidity requirements or to serve as a temporary investment when other asset classes appear unattractive. The asset allocation guidelines do not include a separate target because cash held by a particular Manager will be viewed as belonging to the asset class in which the Manager primarily invests. In the event a balanced Manager is retained, cash equivalents will be considered a part of the overall fixed income category. 2. Negotiable direct obligations, or obligations, the principal and interest of which are unconditionally guaranteed by the United States Government. Such securities will include, but not be limited to, the following: A. Cash Management Bills B. Treasury Securities – State and local Government Series (SLGS) C. Treasury Bills D. Treasury Notes E. Treasury Bonds F. Treasury Strips 3. Obligations issued or guaranteed by United States Government, federal agencies, and government-sponsored corporations. 4. Non-negotiable interest bearing time certificates of deposit or savings accounts in banks organized under the laws of this State and/or in national banks organized under the laws of the United States and doing business and situated in this state, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida Statutes and provided that the bank is not listed with any recognized credit watch information service. 5. Mutual Funds: Domestic and International Stock Portfolios including marketable mutual funds, common stocks, preferred stocks convertible into common stocks, and fixed income securities convertible into common stocks are the only permissible equity investments. Where common trust funds or mutual funds are used, appropriate guidelines as stated in the prospectus or governing document will apply. The

	Consultant shall assist the RBC in determining the compliance of underlying investments of mutual funds, with the investment policy. Fixed Income Portfolios: Acceptable asset categories include money market securities, US Governments, its agencies and governmental sponsored entities, mortgage backed and asset-backed securities “Yankee” bonds, any foreign denominated bonds and corporate securities. A minority portion of a fixed income portfolio may be invested in below investment grade securities. All securities may be purchased without regard to the stated final maturity date or average life of the security. The duration is the measure of the price sensitivity of the portfolio and the interest rate risk control. The Consultant shall assist the RBC in determining the compliance of underlying investments of mutual funds, with the investment policy. 6. Equity investments shall be limited to no more than 75% of the total fund. The fund shall not invest more than 10% of the equity assets in common stock of any one issuing company. Equity investments may include shares acquired in an initial public offering (IPO) provided that the investment manager has determined that the IPO complies with all requirements as determined by the SEC. The portion of the overall equity portfolio comprised of IPO acquired stocks shall not exceed 5% and shall otherwise comply with all other limits in the IPS. 7. No more than 25% of assets shall be invested in corporate obligations and securities of a foreign corporation or a foreign commercial entity having its principal office located in any country other than the United States of America or its possessions or territories, not including United States dollar-dominated securities listed and traded on a United States exchange which are part of the ordinary investment strategy of the RBC. 8. A majority of fixed income investments should be limited to investment grade securities. Unrated securities of the US Treasury, government agencies and government-sponsored entities are permissible investments. A minority portion of assets of funds may be invested in no more than 10% of below investment grade securities at any specific time. 9. Fixed income purchases should be limited to readily marketable securities. 10. Group annuity contracts of the pension investment type with insurers licensed to do business in the State of Florida and are rated “A IX” by A.M. Best rating service.
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	11. Repurchase agreements with major banks otherwise eligible for investment and “primary” government securities firms, fully secured by U.S. government or federal agency collateral provided a Master Repurchase Agreement is executed. <u>12.</u> Investments made by the RBC may include pooled funds. For purposes of this policy, pooled funds may include but are not limited to, mutual funds, commingled funds, exchange-traded funds, limited partnerships, and private equity. Pooled funds may be governed by separate documents which may include investments not expressly permitted in this Investment Policy Statement. In the event of investment by the Plan into a pooled fund, the Aviation Authority Board will adopt the prospectus or governing policy of that fund as the stated addendum to this Investment Policy Statement. <u>13. The Board and its Investment Managers shall comply with the applicable requirements of Chapter 2023-28, Laws of Florida, including Section 112.662, along with regulations adopted by the Department of Management Services. The term “pecuniary factor” is defined as a factor that a named fiduciary “prudently determines is expected to have a material effect on the risk or returns of an investment based on appropriate investment horizons consistent with the investment objectives and funding policy of the investment program. The term does not include the consideration of the furtherance of any social, political, or ideological interests.” [112.662(1)]. In selecting Investment Managers, only pecuniary factors may be considered and the interests of the participants and beneficiaries of the system may not be subordinated to other objectives, including sacrificing investment return or undertaking additional investment risk to promote any nonpecuniary factor. The weight given to any pecuniary factor must appropriately reflect a prudent assessment of its impact on risk or returns. [112.662(2)]. Only pecuniary factors may be considered when voting proxies. [112.662(3)]</u> <u>12.</u>
MATURITY AND LIQUIDITY	
	The investment portfolio must be constructed in such a manner as to provide sufficient liquidity to pay obligations as they come due. To the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash-flow requirements. The anticipated cash flow requirements should utilize the projected benefit payment amounts as shown in the actuarial valuation report.

PORTFOLIO COMPOSITION

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	This policy establishes guidelines for investments and limits on security issues, issuers, and maturities. Such guidelines shall be commensurate with the nature of the funds with the administration of the RBC. The purpose of strategic asset allocation is to provide an optimal mix of investments that has the potential to produce the desired returns and meet current and future liabilities. The RBC shall establish percentage ranges for each class of investment with the advice of the Consultant. Within 60 days of receipt of the annual actuarial report, but no later than March 31st of each year, the RBC will review the target asset allocations with the guidance of the Consultant and will revise the allocations if necessary.
	The RBC will review the portfolio's asset allocations at least annually to ensure the average asset allocation over time is within the target allocation limits established. Should any portion of the portfolio asset allocation exceed the limits established, the RBC under the advice of the Consultant will rebalance assets back to the target mix over a reasonable period of time. The Consultant shall assist the RBC in balancing the assets with the objective of avoiding losses when selling investments.

RISK AND DIVERSIFICATION

	A. Risk Assessment Acceptable risk determination shall be consistent with funding objectives and requirements of the OPEB Trust. The RBC has determined that risk tolerance shall be based on long-term horizons and commensurate funding obligations. The RBC understands prevailing theory and historical data regarding capital market relationship between the level of risk assumed and the level of return that can be expected in an investment program. The RBC recognizes that risk/return variables also apply to Benefit costs and funded status. Higher returns and volatility are generally associated with lower long-term Benefit costs and improved funded status. The RBC has evaluated current investment and actuarial plan data to determine acceptable risk: 1. Historic capital market risk/return relationship 2. Tolerance for risk 3. Time horizon 4. Business and financial fundamentals 5. Funding status
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	B. Investment guidelines and monitoring will provide controls for identifying and limiting risk of loss from over concentration of assets invested in a specific maturity, with a single issuer, in like instruments, or dealers or through utilization of intermediaries for purchase and sale of investments.
	C. Risk and diversification strategies shall be reviewed and revised, if necessary, on a regular periodic basis in light of the current and projected market condition and the OPEB Trust needs.

	D. Assets in the OPEB Trust shall be diversified among equities, fixed income, and other securities to minimize overall portfolio risk consistent with the level of expected return and thereby improve the long-term return potential of the OPEB Trust's assets. Additional diversification shall also be achieved by retaining multiple Managers within each broad asset category to further minimize portfolio risk.
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SECURITY TURNOVER

	While the RBC is sensitive to excessive turnover, there shall be no specific limitation in this regard, recognizing the importance of providing flexibility to the Managers to adjust the asset mix in changing market conditions. The following reporting requirements are therefore for control purposes and are not necessarily intended to limit portfolio turnover to the state limits. 1. The definition of turnover shall be considered the lesser of total purchase or sales. Convertible bonds are considered equity surrogates and are subject to the discussion for common stocks. Preferred stocks are considered perpetual bond surrogates and are subject to the discussions for corporate bonds. 2. Equity Turnover: Within five business days of the time in any calendar quarter in which the cumulative equity turnover during the quarter exceeds 30% or within any calendar year in which the cumulative equity turnover exceeds 150%, the Manager must submit a report stating the reason(s) for the turnover as well as a list of any brokerage firms whose fees during that quarter or year exceeded \$10,000. 3. Fixed Income Turnover: Within five business days of the time in any calendar quarter in which the cumulative fixed income turnover during that quarter exceeds 100% or within any calendar year in which the cumulative fixed income turnover exceeds 200%, the Manager must submit a report stating the reason(s) for the turnover as well as a list of any brokerage firms handling over 20% of the subject trades. U.S. government securities, used as
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	collateral as part of repurchase agreements are exempt for this requirement.
EXPECTED ANNUAL RATE OF RETURN	
	The long-term investment objective of the OPEB Trust is to the preservation of principal and to meet the actuarial return assumption as revised with each annual actuarial report. The RBC shall review and monitor this rate upon receipt of the annual actuarial report. On an annual basis, the RBC shall determine the total expected annual rate of return for the current year. The RBC shall use this determination only to notify the Aviation Authority Board, the plan's sponsor, and consulting actuary of material differences between the total expected annual rate of return and the actuarial assumed rate of return.
SAFEKEEPING AND CUSTODY (THIRD PARTY CUSTODIAL AGREEMENT)	
	All fixed income securities owned by the OPEB Trust shall be held in safekeeping by a third party as agent for the OPEB Trust under the terms of a custodian agreement or Bond Market association Master Repurchase Agreement. All securities purchased and/or collateral obtained shall be properly designated as an asset of the OPEB Trust and held in an account separate and apart from other assets held by the third party and no withdrawal of such securities, in whole or in part, shall be made from safekeeping except by the RBC. All securities transactions must be made on a "delivery versus payment" basis, if applicable, to ensure that the third party acting as agent for the Aviation Authority will have the security or money, as appropriate, in hand at the conclusion of the transaction.

MASTER REPURCHASE AGREEMENT

	The RBC will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Purchase Agreement.
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INTERNAL CONTROLS

	The RBC is responsible for supervising and reviewing the performance of asset managers with the assistance of the investment consultant. Internal controls, designed to help ensure accurate accounting and reporting of the securities transactions, shall be reviewed periodically by independent Certified Public Accountants as part of the Aviation Authority's financial audit. The internal controls should be designed to minimize opportunity for unintentional errors, intentional fraud, prevent losses of funds which might
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	arise from fraud, error, misrepresentation by third parties or imprudent actions by the RBC or Aviation Authority employees.
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CONTINUING EDUCATION

	All RBC members should complete, on an annual basis, training consisting of investment and legal educational topics.
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REPORTING

	1. The RBC shall receive monthly statements from the custodian that include a detailed description of: a. Holdings in each asset class, valued at cost and market; b. Individual asset holdings, valued at cost and market; c. Asset purchases and sales; d. Investment income; e. Deposits and withdrawals; f. Expenses paid on behalf of the OPEB Trust; and g. Commission expenses incurred, listed by broker. 2. Upon reasonable notice to the custodian by the RBC, statements shall include such additional specific information as may be specified. 3. The Consultant will provide a performance review quarterly that will include aggregate holdings in each asset class, time-weighted returns and investment performance compared to appropriate benchmarks. The RBC shall meet at least quarterly with the Consultant to review the performance of the OPEB Trust. 4. The Managers will keep the RBC and the Consultant apprised of any material changes including, but not limited to, the following areas: ownership, organizational structure, financial condition, senior staffing changes, investment outlook, investment strategy, and asset allocation. On a quarterly basis, the Managers will provide a brief letter or report detailing the proxy voting for the portfolio. 5. The RBC shall meet at least annually with its Actuary to review the annual actuarial report. Annually, the RBC will report financial performance of the OPEB Trust to the Finance Committee. The report shall contain information, including but not limited to investment performance, significant changes in allocation of assets, listing of assets by class, book and market value, and income earned. The RBC will also review the target allocation percentage ranges and benchmarks and submit recommendations for both to the Finance Committee. As required, the RBC will engage an
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	independent Certified Public Accountant to perform a financial audit of the OPEB Trust including a review of the internal controls. <u>6. The Board shall timely comply with the reporting requirement of Section 112.662 by filing a comprehensive report by December 15 of each odd-numbered year. [112.662(4)]. Investment managers and the Board's Investment Consultant shall assist in the preparation of required reports and shall annually confirm to the Board their compliance with Chapter 2023-28.</u>
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**FILING OF INVESTMENT POLICY FOR THE OPEB TRUST FOR THE
EMPLOYEES OF THE GREATER ORLANDO AVIATION AUTHORITY**

	Upon adoption by the RBC, the investment policy shall be promptly filed with the Department of Management Services, the Aviation Authority Board, Consultant and Actuary. The effective date of any investment policy and any amendment thereto, shall be at least the 31st calendar day following the approval by the Aviation Authority Board.
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VALUATION OF ILLIQUID INVESTMENTS

	Any investment for which the fair market value is not provided requires disclosure to the RBC and the Finance Committee. The RBC will report a valuation for the illiquid investments at each periodic actuarial valuation performed for the OPEB Trust.
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APPROVAL AND UPDATE HISTORY

Last Approval	Aviation Authority Board: July 21, 2021 Chief Executive Officer: February 11, 2014
Supersedes	All Previous



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Marquez Griffin, Senior Vice President of Operations

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Approve Amendment No. 1 to Single Source Contract 23-126-SGS, Security Checkpoint Passenger Reservation System with Alclear, LLC

BACKGROUND

Alclear LLC has been providing web-based software, hardware and personnel to operate a reservation system at both the East and West security checkpoints.

On October 20, 2021, the Aviation Authority Board approved a one-year pilot program for a security checkpoint passenger reservation system with Alclear, LLC (Alclear) through September 30, 2022 at no cost to the Aviation Authority or the traveling public. The pilot program was extended for up to four additional months through January 31, 2023.

On December 14, 2022, the Aviation Authority Board approved a one-year Single Source Contract 23-126-SGS at a cost of \$508,050 which began on February 1, 2023. The one year contract also included staff for dedicated reservation lanes, extended hours of operation and additional reservation lanes at Terminal C.

ISSUES

Implementation of the reservation system at Orlando International Airport has been successful. Surveyed customers who used the reservation lanes stated that they had more time to shop or dine and also stated that they are satisfied with the service.

In order to allow sufficient time to negotiate new terms and to maintain the passenger reservation experience for the traveling public, and determine what competitive procurement is in the best interest of the Aviation Authority, Aviation Authority staff recommends an extension to the existing contract for a period up to two months through March 31, 2024. Alclear has agreed to extend the contract for this additional term at no cost to the Aviation Authority.

SMALL BUSINESS

This Contract does not include a Minority and Woman Business Enterprise (MWBE) or Local Developing Business (LDB) participation requirement due to the specialized scope.

ALTERNATIVES

There are no reasonable alternatives under consideration.

FISCAL IMPACT

There is no fiscal impact for the two month extension.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to: 1) approve an extension of Single Source Contract 23-126-SGS, Security Checkpoint Passenger Reservation System with Alclear, LLC for a period of two months through March 31, 2024; 2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Award Concierge Services Concession to Air General, Inc., Baggage Airline Guest Services, Inc., IW Group, LLC d/b/a Perq Soleil, SkySquad, Inc., and Trip Hospitality Orlando, LLC

BACKGROUND

On May 15, 2023, the Aviation Authority issued a Request for Qualifications (RFQ) for Concierge Services in Terminals A, B, and C for the non-exclusive right and privilege to operate and maintain a pre-arranged concierge service concession in Terminals A, B, and C at Orlando International Airport. The services will include, at a minimum, meet and greet services from arrival to departure, including assistance for connecting flights for passengers. Services may also include the coordination of luggage and mobility assistance, business center and/or lounge access, shopping services, etc. The concessionaires will provide services via permit agreement with a term of one year. The agreement can be renewed annually, at the Aviation Authority's discretion, based upon performance.

On June 30, 2023, the Aviation Authority received the following responses to the RFQ, listed in alphabetical order:

- Air General, Inc.
- Baggage Airline Guest Services, Inc. (BAGS)
- IW Group, LLC d/b/a Perq Soleil
- SkySquad, Inc.
- Smarte Carte, Inc.
- Trip Hospitality Orlando, LLC

The respondents were required to demonstrate at least 2 years of experience within the last 5 years in the direct management and operation of concierge services at airports with at least thirty million passengers. The respondents were required to submit the concierge services they intend to provide if selected as one of the successful respondents to benefit MCO passengers.

ISSUES

On October 10, 2023, the Procurement Committee evaluated the submittals received. The Committee deemed the submittals from Air General, Inc., Baggage Airline Guest Services, Inc., IW Group, LLC d/b/a Perq Soleil, SkySquad, Inc., and Trip Hospitality Orlando, LLC to have met the minimum qualifications.

The Procurement Committee deemed Smarte Carte, Inc. non-responsive because Smarte Carte operated in only one airport with more than 30 million passengers since 2022.

SMALL BUSINESS

As this is the first year of a new program, there is no Airport Concession Disadvantaged Business Enterprise ("ACDBE") goal established for the first year of the concessions. Small Business and Concessions staff will monitor the demand, frequency, and types of services utilized by our customers to determine future ACDBE goals for the second year of the program and into the future.

ALTERNATIVES

No reasonable alternatives are under consideration at this time.

FISCAL IMPACT

The Aviation Authority will receive twelve percent of gross revenue from each respondent awarded a concession.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee to 1) award the Concierge Services Concession to Air General, Inc., Baggage Airline Guest Services, Inc., IW Group, LLC d/b/a Perq Soleil, SkySquad, Inc., and Trip Hospitality Orlando; and 2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: M. Carson Good, Chairman

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Ratify Appointment of an Auditor Selection Committee for Request for Proposals 24-106-RFP External Auditing Services

BACKGROUND

A Request for Proposals (RFP) for Auditing Services is scheduled to be released in March 2024. The Aviation Authority intends to select a single Proposer that is deemed to be the most highly qualified to perform the required services after considering the evaluation criteria set forth in the RFP documentation. The selected Proposer shall perform, for and on behalf of the Aviation Authority, auditing and related services requested, including without limitation the following:

- Annual audit of the Aviation Authority's financial statements
- Quarterly reviews of the Aviation Authority's financial statements
- Annual audit of the special-purpose financial statements of the accounts maintained by Hyatt Corporation (Hotel Audit); and
- Audits of the Aviation Authority's Defined Benefit and Defined Contribution Retirement Plans and Other Post Employment Benefit Plan (Plan Audits)

The term of the Agreement will be for five (5) years beginning on or about September 1, 2024.

ISSUES

Florida Statutes Section 218.391 requires the Aviation Authority to appoint an Auditor Selection Committee to approve the selection method for an annual auditor and to select an annual auditor. Organizational Policy, Greater Orlando Aviation Authority By-Laws, Section 101.01, prescribe that the Board Chairman has the authority to appoint regular members to committees, subject to ratification by the Board.

The objective of the Aviation Authority Finance Committee is to advise and make recommendations to the Aviation Authority Board on all financial matters. Specific to the release of this RFP, Organizational Policy 120.09, Finance Committee, states that the Finance Committee shall "advise and make recommendations . . . for external auditors."

Consistent with the policy, I have appointed the current members of the Finance Committee to serve on the Auditor Selection Committee. The members are myself (Chairman), Mayor Dyer, and Mr. Weisheyer. I recognize that certain appointees to the Auditor Selection Committee may be term-limited before the selection process is concluded in the summer. If the current appointees are no longer on the Board, the Chairman shall appoint new board members to the Committee. The Auditor Selection Committee's first consideration is to approve the draft of the RFP for release and approve the selection method for an annual auditor.

SMALL BUSINESS

Small Business participation will be recommended by the Aviation Authority's department of Small Business Development, and approved by the Auditor Selection Committee upon approval of the draft RFP.

ALTERNATIVES

There are no alternatives under consideration.

FISCAL IMPACT

None.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to ratify my appointment of the current members of the Finance Committee to the Auditor Selection Committee.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: M. Carson Good, Chairman, Finance Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Finance Committee to Select Firms for 24-110-RFP Bond, Tax and Disclosure Counsel Services

BACKGROUND

On August 1, 2023, the Aviation Authority released a Request for Proposals (RFP) 24-110 Bond, Tax and Disclosure Counsel Services. On August 31, 2023, the Aviation Authority received proposals from the following Proposers:

Bond/Tax Counsel Services

Bryant Miller Olive, P.A.
Butler Snow LLP
D. Seaton and Associates, P.A.
Greenberg Traurig P.A.
Holland & Knight, LLP
Nabors, Giblin & Nickerson, PA
Squire Patton Boggs (US) LLP

Disclosure Counsel Services

Bryant Miller Olive, P.A.
D. Seaton and Associates, P.A.
Foley & Lardner LLP
George A. Smith PLLC
Greenberg Traurig P.A.
Kutak Rock LLP
Nabors, Giblin & Nickerson, PA
Squire Patton Boggs (US) LLP

The term of service will be for thirty-six months with the initial service to commence on or about January 1, 2024, and with the Aviation Authority having an option to renew the term of services for one additional period of twenty-four months, upon mutual agreement.

ISSUES

On September 26, 2023, an Ad Hoc Committee met to review and evaluate proposals with the goal to select one or more Proposer(s) that are most advantageous to the Aviation Authority to provide (a) Bond, Tax and (b) Disclosure Counsel Services. Each of the Proposers were evaluated and scored based on the following criteria:

- Experience and Qualifications of Proposer; Successful Completion of Similar Engagements, based on Proposals and References
- Knowledge and Experience of Key Individuals and Team
- Minority and Women Business Enterprise (MWBE) Action Plan and Proposed Participation Level
- Additional Requirements of the Proposal (Prior or Pending Convictions, Indictments, Investigations, Regulatory Investigations, Claims Information, Conflict of Interest, and Proof of Insurance)
- Professional Fees

Upon careful consideration of all proposals submitted for both (a) Bond and Tax Counsel and (b) Disclosure Counsel Services, based on an evaluation of the Proposer's responses in light of the criteria above, the Committee deemed that Bryant Miller Olive, P.A., Greenberg Traurig P.A., and Squire Patton Boggs (US) LLP submitted the most advantageous proposals for both Bond and Tax Counsel and Disclosure Counsel.

As a result of the evaluation of responses to the RFP, on September 26, 2023, the Ad Hoc Committee voted to recommend to the Finance Committee the selection of the following firms, in no particular order, to serve as Bond and Tax Counsel for the Aviation Authority:

Bryant Miller Olive, P.A.
Greenberg Traurig P.A.
Squire Patton Boggs (US) LLP

As a result of the evaluation of responses to the RFP, on September 26, 2023, the Ad Hoc Committee voted to recommend to the Finance Committee the selection of the following firms, in no particular order, to serve as Disclosure Counsel for the Aviation Authority:

Bryant Miller Olive, P.A.
Greenberg Traurig P.A.
Squire Patton Boggs (US) LLP

At its meeting on October 18, 2023, the Finance Committee accepted the recommendation of the Ad Hoc Committee to select Bryant Miller Olive, P.A., Greenberg Traurig P.A., and Squire Patton Boggs (US) LLP to serve as both Bond and Tax Counsel, and Disclosure Counsel, for the Aviation Authority.

SMALL BUSINESS

Proposers were asked to provide a detailed (MWBE) action plan that the Proposer will commit to implementing in order to promote MWBE participation and development in a robust, meaningful matter, reduce barriers of entry for MWBEs, and develop MWBE skills and experience. Bryant Miller Olive, P.A. submitted an action plan with a commitment of 20% MWBE participation; Greenberg Traurig P.A. submitted an action plan with a commitment of 17% MWBE participation; and Squire Patton Boggs (US) LLP submitted an action plan with a commitment of 30% MWBE participation.

ALTERNATIVES

The Aviation Authority may accept, reject, or amend the proposed recommendation of the Finance Committee.

FISCAL IMPACT

The fees to be paid for Bond, Tax and Disclosure Counsel Services as they relate to debt issuance will be negotiated in advance of each transaction, with a negotiated fee cap, to be paid from proceeds of the financing transaction. Hourly rate fees related to advice and other services not provided in connection with a financing transaction will be allocated from the Operations and Maintenance Fund as approved through the budget process, and when funds become available.

RECOMMENDED ACTION

I It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Finance Committee to: (1) award to the following firms, in no particular order, to serve as Bond and Tax Counsel for the Aviation Authority: Bryant Miller Olive, P.A., Greenberg Traurig P.A., and Squire Patton Boggs (US) LLP; (2) award to the following firms, in no particular order, to serve as Disclosure Counsel for the Aviation Authority: Bryant Miller Olive, P.A., Greenberg Traurig P.A., and Squire Patton Boggs (US) LLP; (3) approve the term of service for each award for thirty-six months, with initial service to commence on or about January 1, 2024, and with the Aviation Authority having an option to renew the term of services for one additional period of twenty-four months, upon mutual agreement; (4) authorize fees related to debt issuance to be negotiated in advance of each transaction, with a negotiated fee cap, to be paid from proceeds of the financing transaction; (5) authorize fees related to advice and other services not provided in connection with a financing transaction to be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available; and (6) authorize staff to take any and all actions and execute any and all documents deemed necessary to enter into one or more engagements for Bond, Tax and/or Disclosure Counsel Services following satisfactory legal review.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: M. Carson Good, Chairman, Finance Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Finance Committee to Extend Purchasing Agreement PS-608 Airport Consulting Services with LeighFisher, Inc. and Ricondo & Associates, Inc.

BACKGROUND

On May 15, 2023, the Aviation Authority Board approved the recommendation to exercise the final one-year renewal option for Purchasing Agreement PS-608 Airport Consulting Services with LeighFisher, Inc. (LeighFisher) and Ricondo & Associates, Inc. (Ricondo). The scope of services include, but are not limited to, the following:

- Prepare a Report of the Airport Consultant to be included in the Aviation Authority's Official Statements in connection with the issuance of bonds;
- Provide a report of estimates and financial projections pursuant to the Aviation Authority's Airport Facilities Revenue Bond Resolution, prior to the issuance of additional bonds;
- In conjunction with issuance of revenue bonds and the publication of Official Statements relating to those bonds, provide aviation market and traffic studies;
- Assist in negotiations with airlines, projecting rates by resolution, or providing information on current airport industry practices;
- Advise the Aviation Authority on how to view or evaluate the Airport's competitive position with other airports, both in this region and elsewhere, and how to consider or influence the relative competitive positions of tenants at the Airport's terminal;
- Aid the Aviation Authority in interpreting the Federal Aviation Administration's (FAA) policy on Rates and Charges in analyzing or defining the Airport's Rates and Charges policy;
- Provide support for the Aviation Authority's rates and charges forecasting model;
- Develop rate structures for airport service facilities that include capital recovery;
- Analyze and advise on financial impacts of proposed capital projects; develop capital project financing strategies, including cash flow analysis and preparation of rates and charges scenarios as needed to help make capital financing decisions; participate in planning and development of capital projects with other Aviation Authority consultants, including but not limited to Proposers providing master plan, engineering, architectural, and environmental services;

- Provide feasibility studies and or business marketing planning and analysis of existing and potential retail and or concession programs for the Aviation Authority and participate in the development and establishment of Airport retail and or concessions programs; and
- Assist with FAA and Passenger Facility Charges applications and eligibility issues.

The current agreement expires on June 30, 2024.

ISSUES

During 2024, the Aviation Authority will be actively engaged on two essential initiatives that require Airport Consulting Services:

- 1) Airline negotiations to amend the Resolution relating to Airline Rates and Charges and Airline Operating Terms and Conditions for the Use of Facilities and Services at Orlando International Airport, which expires on September 30, 2024.
- 2) Series 2024 Airport Facilities Revenue Bonds in support of the Aviation Authority's Capital Improvement Plan

Staff has begun preliminary work on the Airline Rates and Charges and Rate Methodology. LeighFisher will assist in negotiations with airlines, projecting rates by resolution, providing information on current airport industry practices, as well as provide key support for the Aviation Authority's rates and charges forecasting model.

Preliminary estimates, financial projections, and aviation market and traffic studies in support of the Series 2024 Airport Facilities Revenue Bonds will begin in the spring of 2024 with an anticipated closing later in the year.

In an effort to safeguard business continuity and maintain the seamless operation of these critical business functions, on October 18, 2023, the Finance Committee accepted staff's recommendation to extend the Airport Consulting Agreement with LeighFisher and Ricondo for six months, beginning July 1, 2024, and expiring on December 31, 2024. A new procurement for Airport Consulting Services will be issued prior to the expiration of the six month extension period.

SMALL BUSINESS

Not Applicable.

ALTERNATIVES

No alternatives are recommended at this time.

FISCAL IMPACT

Fees for services, other than financing transactions, shall be invoiced in detail based on the hourly rates agreed upon in Exhibit B of the Professional Services Agreement for Airport Consulting Services with LeighFisher and Ricondo. The fiscal impact anticipated for the six month extension of Airport Consulting Services, other than financing transactions, shall be allocated from the Operations and Maintenance Fund in an amount not-to-exceed \$175,000. Required funding will be approved through the budget process and when funds become available.

A negotiated fee cap will be set for all Aviation Authority bond transactions or other significant financing transactions and projects, which will be paid from the proceeds of the transaction, and will be presented to the Board for approval separately with each transaction.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Finance Committee to: (1) extend the term of Purchasing Agreement PS-608 Airport Consulting Services

with LeighFisher, Inc., and Ricondo & Associates, Inc., for six months beginning July 1, 2024, and expiring on December 31, 2024; (2) approve fees for consulting services, exclusive of fees for bond transactions or other significant financing transactions, to be allocated from the Operations and Maintenance Fund for an aggregate not-to-exceed amount of \$175,000; and (3) authorize staff to take any and all actions and execute any and all documents deemed necessary to extend PS-608 Airport Consulting Services with LeighFisher, Inc., subject to satisfactory legal review.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority
FROM: Kathleen M. Sharman, Chief Financial Officer
DATE: December 13, 2023

TYPE OF RELEASE

Request for Proposals

SERVICE /TYPE

24-107-RFP Investment Advisory Services

RELEASE DATE

February 2024

COMMITTEE AND DATE

Responses to this RFP will be evaluated by an Ad Hoc Committee in April 2024, with recommendation going to the Finance Committee in May 2024 and Aviation Authority Board in June 2024.

AWARD DATE

Anticipated date of award is July 2024 with a contract start date on or about October 1, 2024

SCOPE / SERVICES

The scope of services provided include, but are not limited to the following:

- Management of the Aviation Authority's investment portfolios pursuant to specific, stated investment objectives and in accordance with the Aviation Authority's Investment Policy;
- Obtain bids and place orders for the purchase and sale of securities;
- Provide advice and information regarding fixed income securities, investments and treasury management operations;
- Work with the Aviation Authority's staff to develop cash flow projections;
- Perform due diligence reviews of current and proposed broker/dealers and Local Government Investment Pools; execute investment trades on behalf of the Aviation Authority in accordance with the Investment Policy and all applicable Statutes;
- Provide credit analysis of investment instruments purchased and held in the portfolios;
- Provide input regarding an appropriate measurement of portfolio performance and benchmark to asset performance;
- Review and evaluate the investment policy and provide written comments and recommend changes as appropriate; and
- Provide an online reporting platform as well as other Investment Advisory and related services as requested.

SMALL BUSINESS PARTICIPATION

Due to limited and specialized scope of the required services, and available certified small businesses, this procurement does not lend itself to MWBE/LDB/VBE participation.

VALUE / TERM

The term of the agreement is for 5 years with an estimated not to exceed value of \$875,000.

INCUMBENT

Public Trust Advisors LLC



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority
FROM: Kathleen M. Sharman, Chief Financial Officer
DATE: December 13, 2023

TYPE OF RELEASE

Request for Proposals

SERVICE /TYPE

24-113-RFP Banking Services

RELEASE DATE

February 2024

COMMITTEE AND DATE

Responses to this RFP will be evaluated by an Ad Hoc Committee in April 2024, with recommendation going to the Finance Committee in May 2024 and Aviation Authority Board in June 2024.

AWARD DATE

Anticipated date of award is July 2024.

SCOPE / SERVICES

Provide the Aviation Authority with general banking services for up to two main accounts, eight zero-balance sub-accounts and four stand-alone accounts. The various types of accounts consist of lockbox deposit, accounts payable and payroll positive payment disbursement, grant receipt, and electronic payment receipt accounts.

SMALL BUSINESS PARTICIPATION

Due to limited and specialized scope of the required services, and available certified small businesses, this procurement does not lend itself to MWBE/LDB/VBE participation.

VALUE / TERM

The term of the agreement is for 5 years. The fees for banking services fluctuate based on actual services provided and balances on deposit. Fees may be offset by the compensating balance on deposit at the financial institution. Should any monthly fees be assessed during the current and subsequent fiscal years, required funding will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

INCUMBENT

Wells Fargo Bank, N.A.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Gary Hunt, Vice President of Facilities

DATE: December 13, 2023

TYPE OF RELEASE

Request for Proposal

SERVICE / TYPE

Vehicle and Equipment Maintenance Services

RELEASE DATE

January 2024

COMMITTEE AND DATE

April 2024

AWARD DATE

June/July 2024

SCOPE/SERVICES

The Contractor shall provide all fleet maintenance and repair services for the Aviation Authority's Vehicle and Equipment Fleet at the Orlando International Airport (OIA), which includes but is not limited to, preventive maintenance, corrective maintenance and repairs, mobile repair and fueling services, tire repair services, towing, and parts procurement and management.

SMALL BUSINESS PARTICIPATION

13% MWBE and 15% LDB

VALUE/TERM

\$17,500,000.00/5 years with 1 - 5 year renewal term

INCUMBENT

First Vehicle



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Aviation Authority
FROM: Marquez A. Griffin, Senior Vice President of Operations
DATE: December 13, 2023

TYPE OF RELEASE

Invitation for Bid

SERVICE / TYPE

55" LCD Monitors

RELEASE DATE

December 2023

COMMITTEE AND DATE

Procurement Committee - January 2024

AWARD DATE

February 2024

SCOPE/SERVICES

This IFB is for the purchase of two hundred (200) 55" LCD display monitors, NEC Model UN552S, to replace existing monitors at Terminal A & B ticket counters video wall that are nearing their life cycle. This NEC model has been previously awarded through a competitive process for Terminal C video wall and flight information displays project and it proven to meet the Aviation Authority requirements. Furthermore it will fit into the existing structures with minor modifications.

SMALL BUSINESS PARTICIPATION

No Small Business participation goal due to the specialized nature of the item provided.

VALUE/TERM

This is a one-time procurement. The value of this procurement is estimated at \$670,000.

INCUMBENT

Not applicable



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Gary Hunt, Vice President of Facilities

DATE: December 13, 2023

TYPE OF RELEASE

Invitation for Bid

SERVICE / TYPE

Fire Sprinkler Systems Maintenance Services

RELEASE DATE

January 2024

COMMITTEE AND DATE

April 2024

AWARD DATE

May 2024

SCOPE/SERVICES

The Contractor shall furnish all labor, supervision, equipment, tools, materials, supplies, and all procedures necessary for inspection, testing, certification, maintenance, and modifications of all water-based sprinkler systems located throughout the Orlando International Airport in accordance with all Federal, State, and local currently adopted and applicable codes.

SMALL BUSINESS PARTICIPATION

Due to the specialized nature of the scope of services a small business participation goal was not established.

VALUE/TERM

\$3,000,000.00

INCUMBENT

Convergint



GREATER ORLANDO AVIATION AUTHORITY

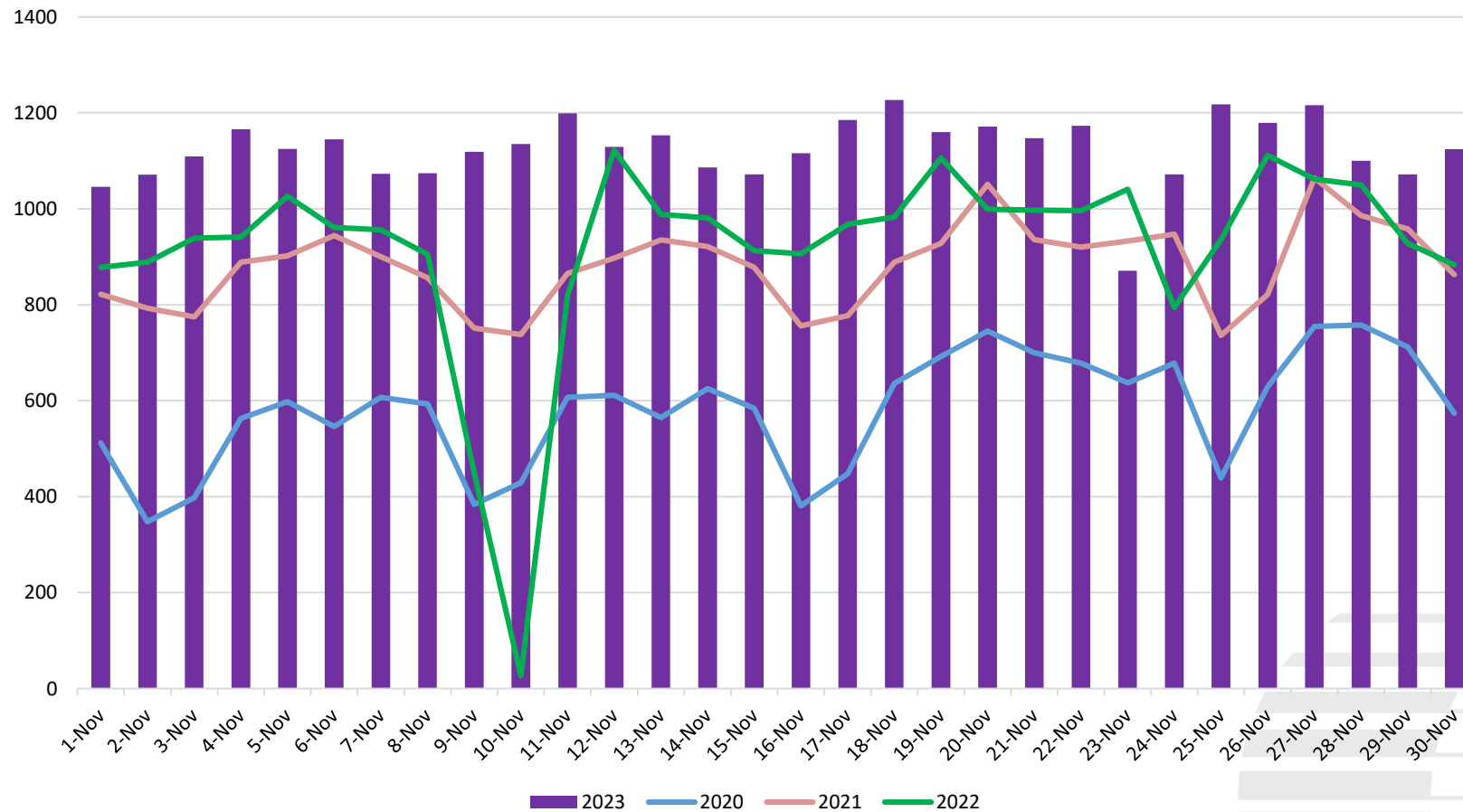
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CEO REPORT



DAILY FLIGHT ACTIVITY

MCO Operations – November 2023



BUSIEST DAYS:

11/18 - 1227

11/25 - 1218

11/27 - 1216

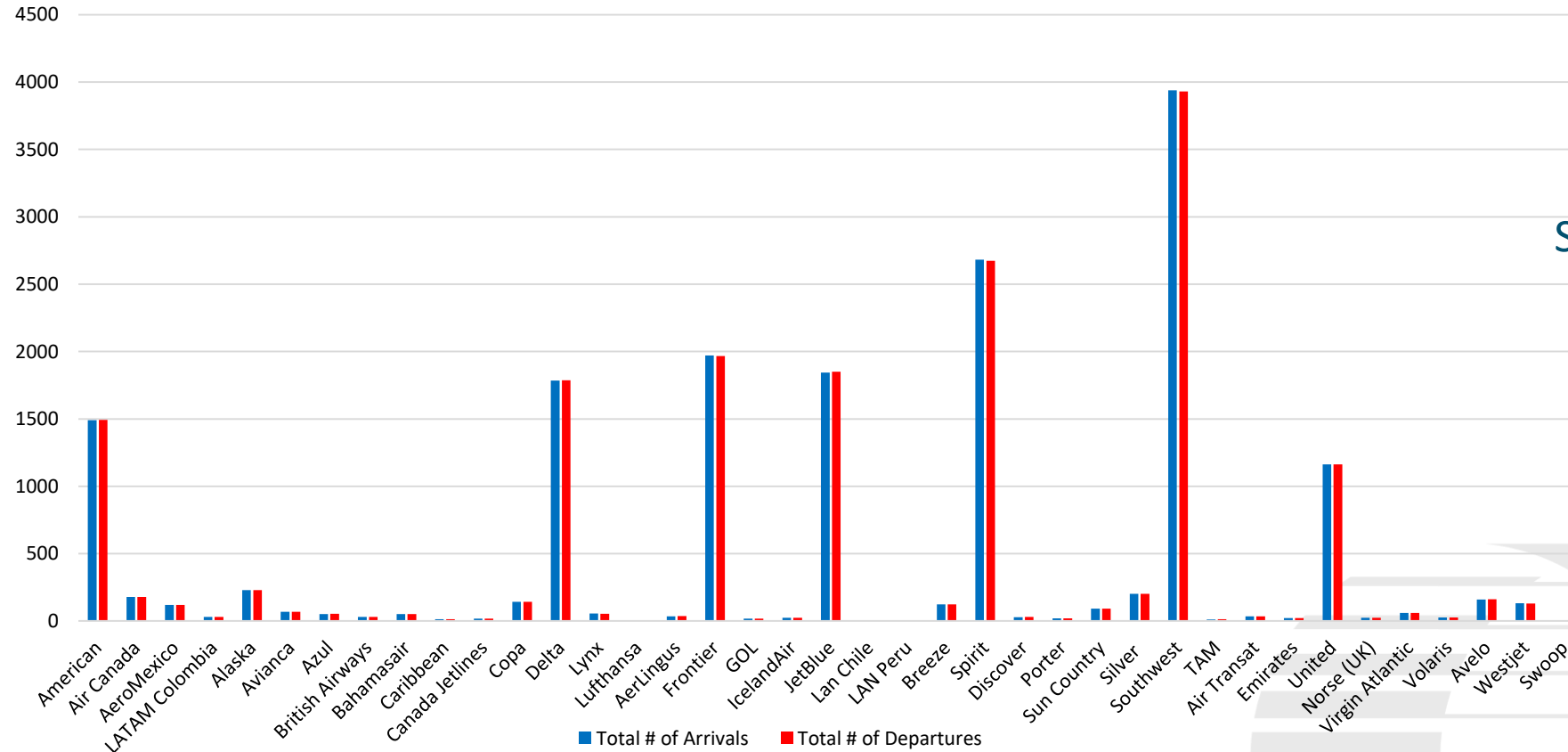


GREATER ORLANDO AVIATION AUTHORITY

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FLIGHT ACTIVITY BY AIRLINE

November 2023



TOP 5:

Southwest – 3930

Spirit – 2674

Frontier – 1967

Delta – 1786

JetBlue – 1851

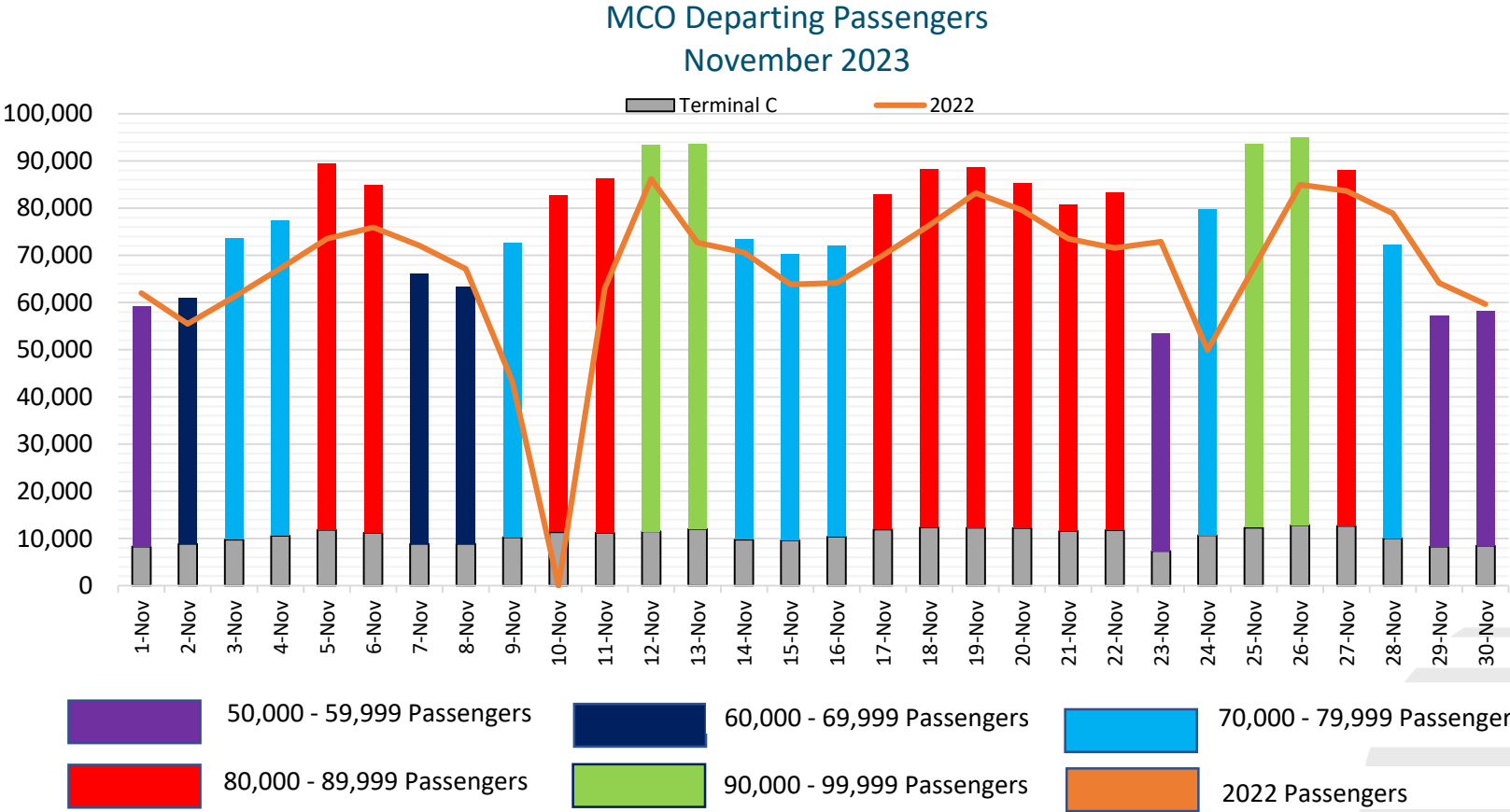


GREATER ORLANDO AVIATION AUTHORITY

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DAILY DEPARTING PASSENGERS

November 2023



PASSENGER COUNTS:

4 DAYS – 90,000-99,999

11 DAYS - 80,000-89,999

8 DAYS – 70,000-79,999

DAILY DEPARTING PASSENGERS – THANKSGIVING

NOVEMBER 17 – NOVEMBER 28

Thanksgiving - November 17th - November 28th								
2022	2022 Actual Departures A/B/C	2023	2023 Estimated Departures	2023 Estimated Arrivals	2023 Estimate Total	2023 Actual Departures	2023 vs. 2022 (estimate)	2023 vs. 2022 (actual)
Friday, November 18, 2022	76,353	Friday, November 17, 2023	88,213	88,264	176,477	82,866	16%	9%
Saturday, November 19, 2022	83,209	Saturday, November 18, 2023	93,345	93,203	186,548	88,328	12%	6%
Sunday, November 20, 2022	79,604	Sunday, November 19, 2023	91,264	90,836	182,100	88,762	15%	12%
Monday, November 21, 2022	73,521	Monday, November 20, 2023	86,953	87,765	174,718	85,361	18%	16%
Tuesday, November 22, 2022	71,561	Tuesday, November 21, 2023	85,692	85,253	170,945	80,784	20%	13%
Wednesday, November 23, 2022	72,893	Wednesday, November 22, 2023	88,203	86,956	175,159	83,363	21%	14%
Thursday, November 24, 2022	49,886	Thursday, November 23, 2023	59,166	65,463	124,629	53,471	19%	7%
Friday, November 25, 2022	67,441	Friday, November 24, 2023	82,139	78,445	160,584	79,886	22%	18%
Saturday, November 26, 2022	84,981	Saturday, November 25, 2023	94,553	92,115	186,668	93,577	11%	10%
Sunday, November 27, 2022	83,652	Sunday, November 26, 2023	92,941	91,924	184,865	95,128	11%	14%
Monday, November 28, 2022	78,904	Monday, November 27, 2023	89,027	90,186	179,213	88,156	13%	12%
Tuesday, November 29, 2022	64,122	Tuesday, November 28, 2023	78,952	81,835	160,787	72,363	23%	13%
TOTAL	886,127	TOTALS	1,030,448	1,032,245	2,062,693	992,045	17%	12%

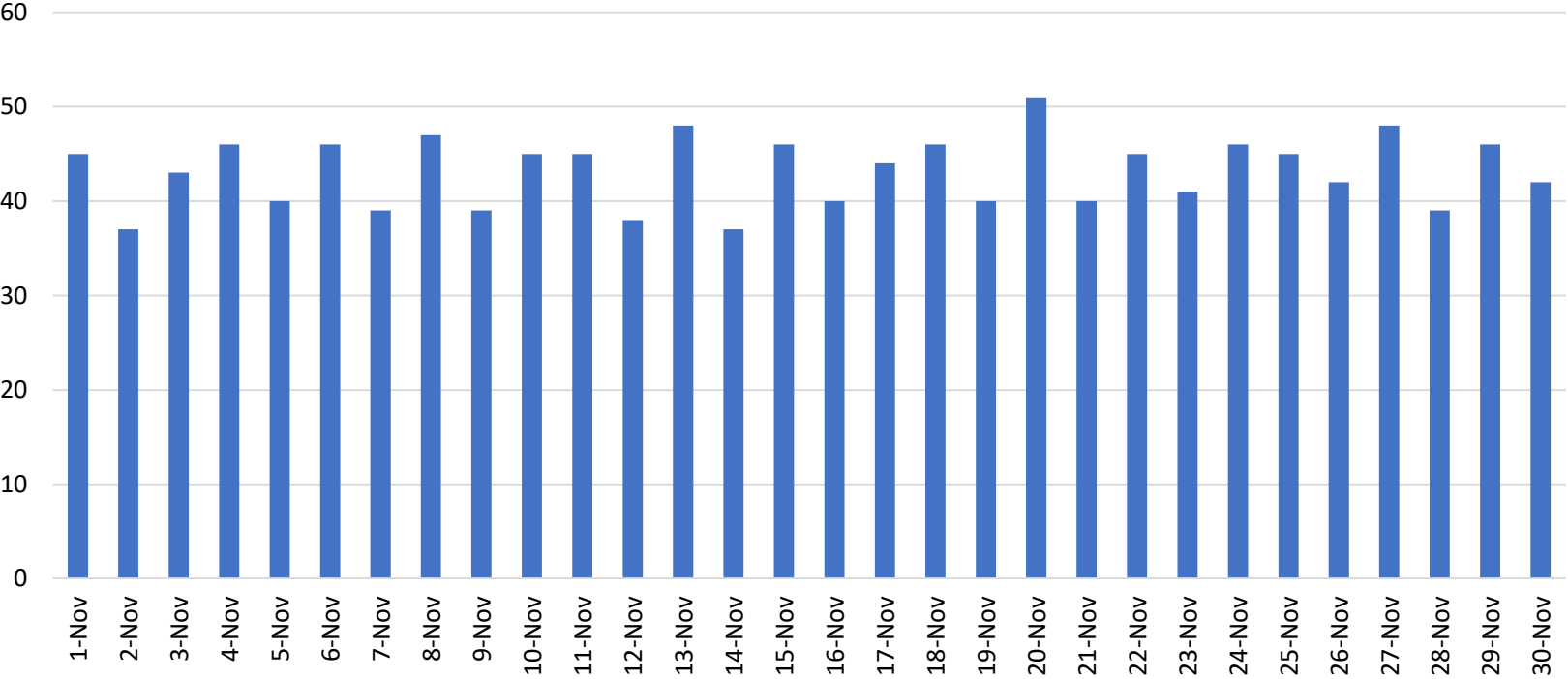


GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

INTERNATIONAL ACTIVITY - FLIGHTS

November 2023



NUMBER OF DAILY FLIGHTS:

HIGHEST – 11/20 – 51
FLIGHTS

LOWEST – 11/2 & 11/14 - 37
FLIGHTS

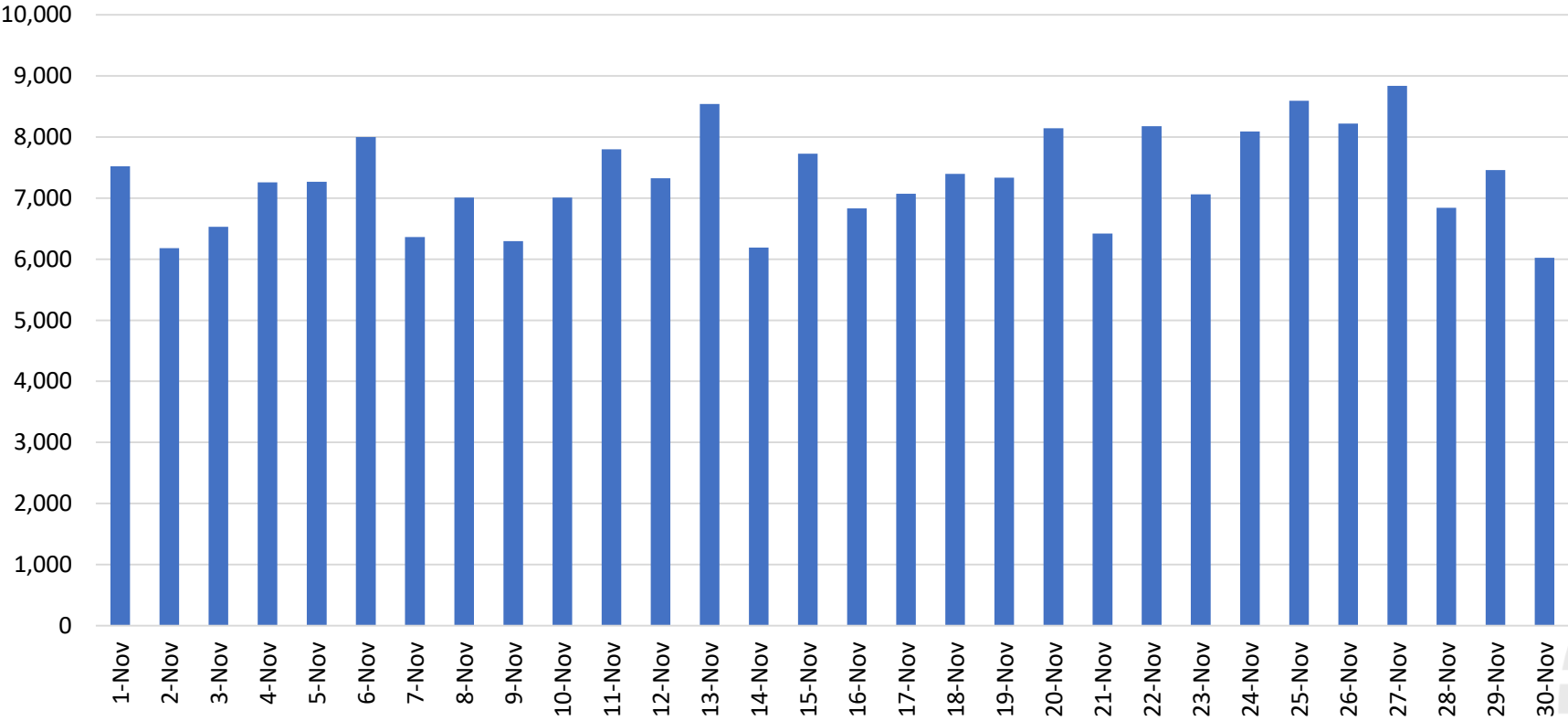


GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

INTERNATIONAL ACTIVITY - PASSENGERS

November 2023



PASSENGER COUNTS:

HEAVIEST DAYS -

11/27 – 8836

11/25 – 8594

11/13 – 8541

LIGHTEST DAYS -

11/14 – 6192

11/02 – 6181

11/30 - 6020



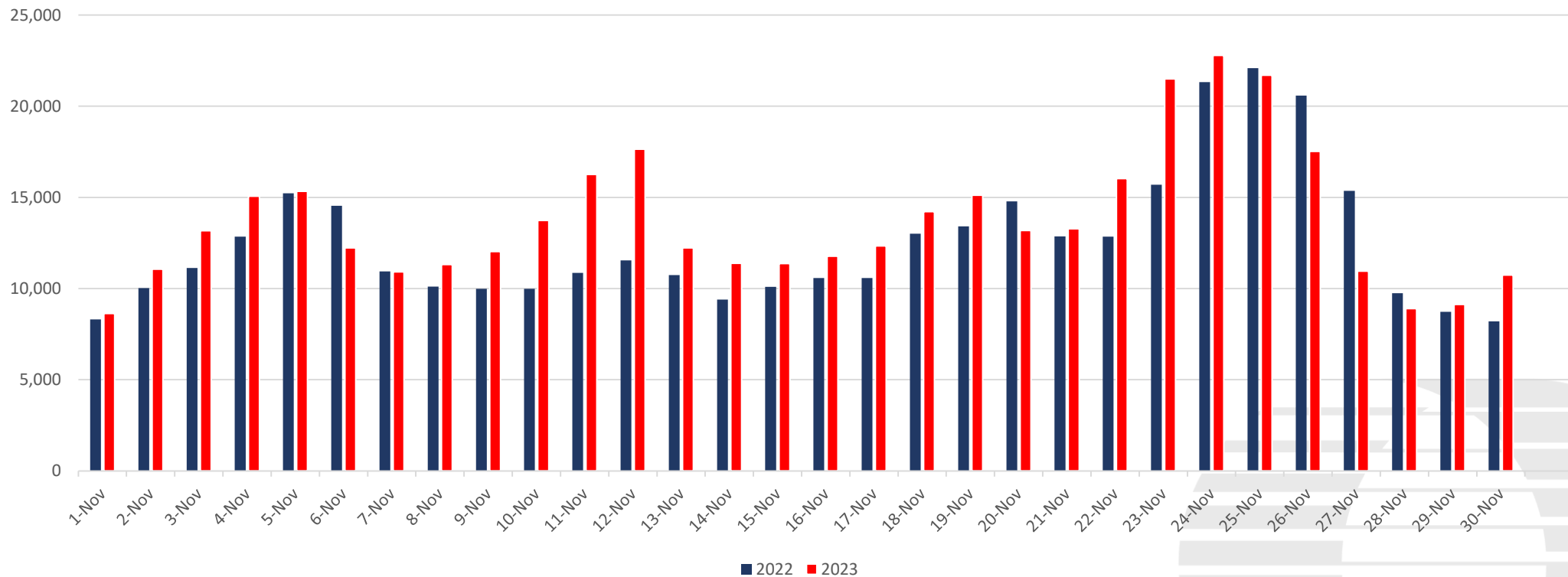
GREATER ORLANDO AVIATION AUTHORITY

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DAILY PARKING

MCO DAILY VEHICLE COUNT

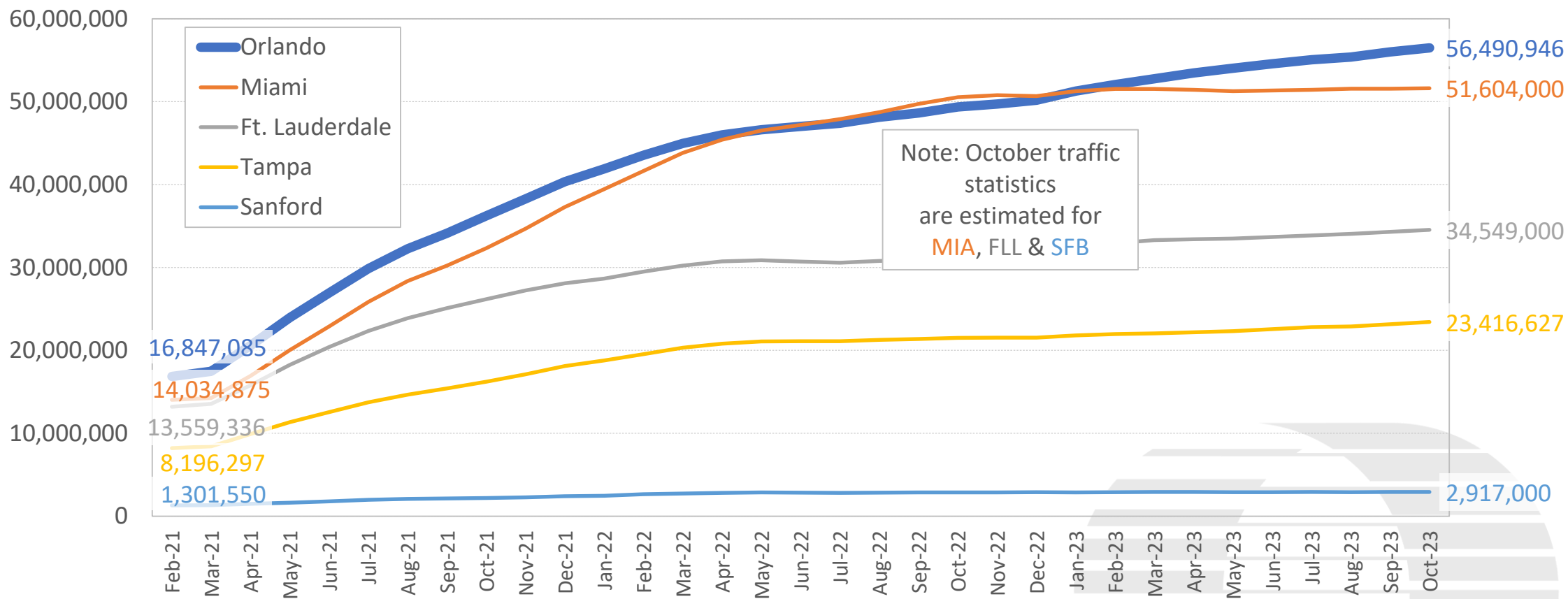
NOVEMBER 2023



GREATER ORLANDO AVIATION AUTHORITY

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FLORIDA AIRPORTS ROLLING 12-MONTH PASSENGER TRAFFIC



Source: Airport web sites for select Florida airports.

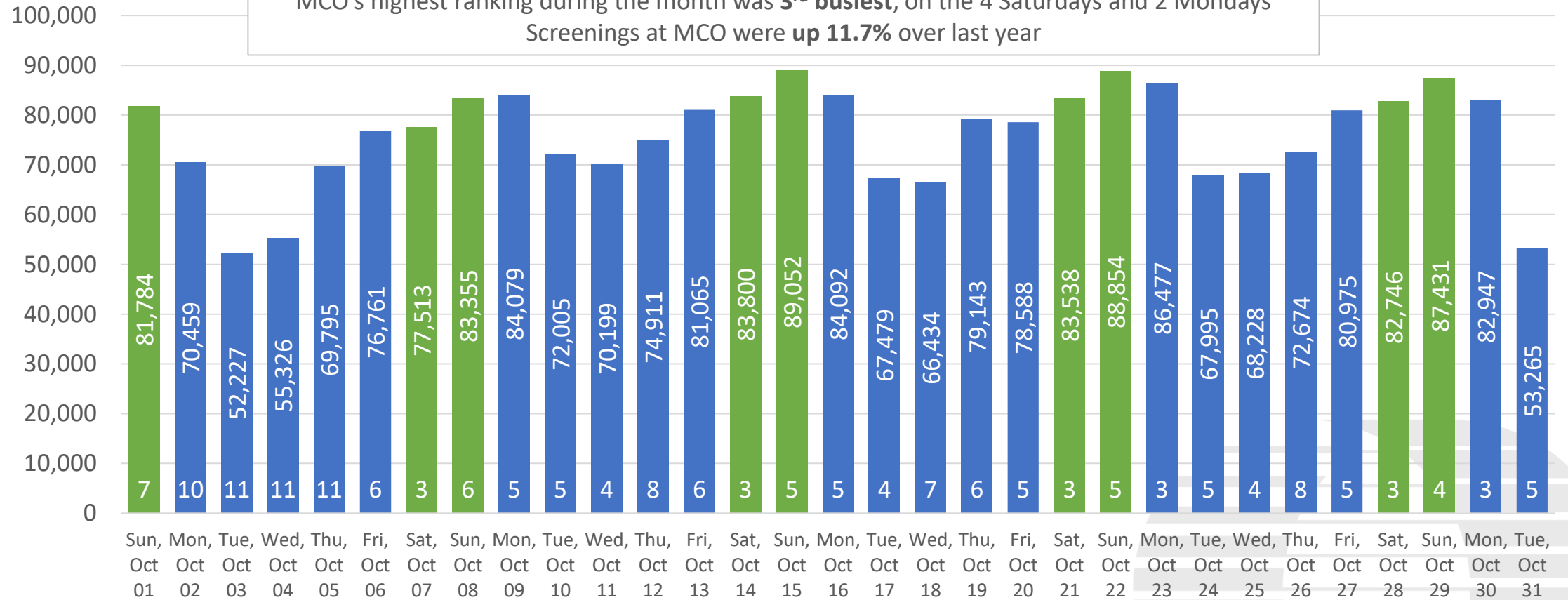


GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

TSA SECURITY CHECKPOINT THROUGHOUT

MCO was the **6th busiest U.S. airport** for TSA screenings in **October**
MCO's highest ranking during the month was **3rd busiest**, on the 4 Saturdays and 2 Mondays
Screenings at MCO were **up 11.7%** over last year



Source: Airline Data, Inc. (TSA Security Checkpoint Volume).

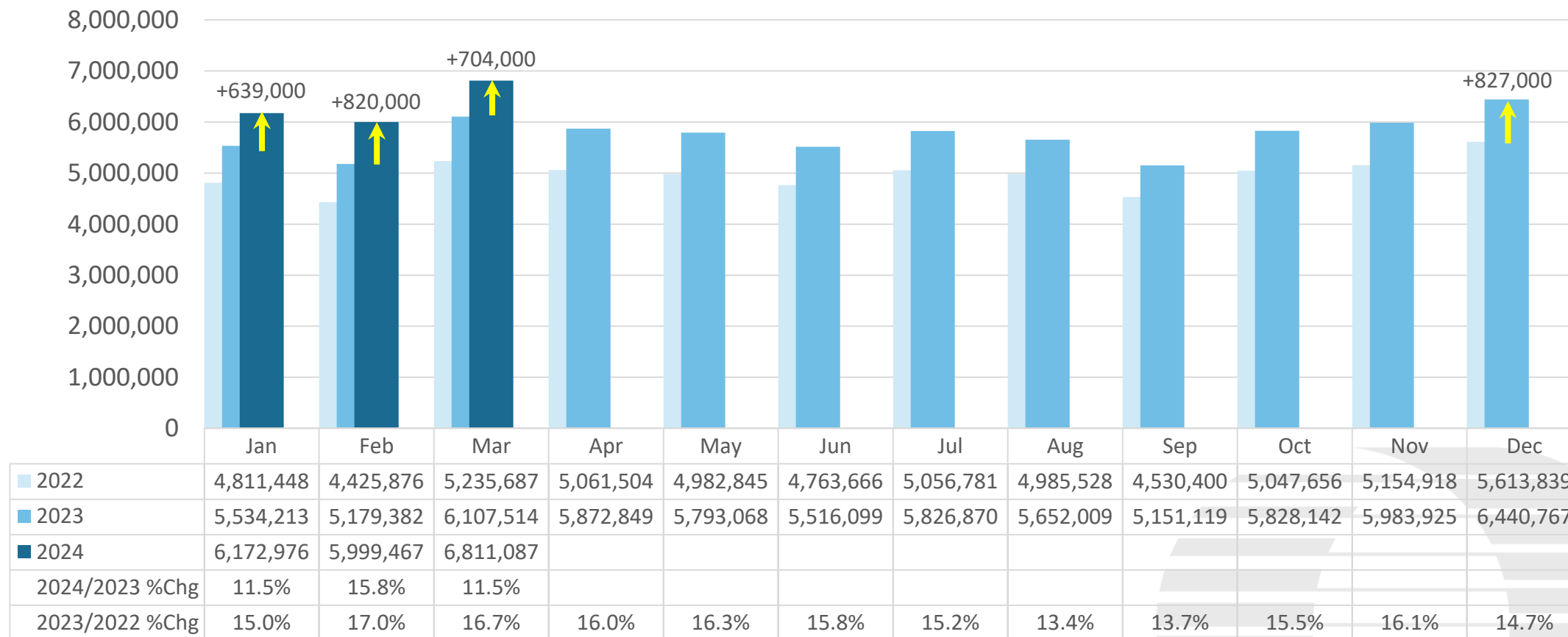


GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

MONTHLY SEAT CAPACITY

19 Consecutive Months of Double-Digit Growth Rates



Source: Airline Data Inc. (Flight Schedules).

NOTE: Future schedules may be subject to change.



GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

UPCOMING SERVICE STARTS/RESUMPTIONS

Destination	Airline	Date
Medellin, Colombia	Avianca	Dec 1
Springfield, IL (n, u)	Breeze	Dec 1
Regina, Saskatchewan (u)	WESTJET	Dec 8
Winnipeg, Manitoba (n)	sunwing	Dec 9
San Salvador, El Salvador	Avianca	Dec 11
Milwaukee, WI (n)	sun country airlines	Dec 14
Saskatoon, Saskatchewan (u)	WESTJET	Dec 15
Halifax, Nova Scotia	AIR CANADA	Dec 19
Marsh Harbour, Bahamas (u)	Silver	Dec 23
Green Bay, WI (u)	FRONTIER AIRLINES	Jan 6
Minneapolis, MN	Southwest	Jan 8
Cincinnati, OH	Southwest	Jan 13
Detroit, MI	Southwest	Jan 13

Destination	Airline	Date
Wilkes-Barre, PA (n, u)	Breeze	Jan 30
Halifax, Nova Scotia	sunwing	Feb 9
Burlington, VT (n, u)	Breeze	Feb 14
Hartford, CT	spirit	Feb 14
Madison, WI (n)	Breeze	Feb 14
Moncton, New Brunswick (u)	Air transat	Feb 14
Orange County, CA (u)	Breeze	Feb 14
Phoenix, AZ	spirit	Feb 14
Raleigh/Durham, NC	spirit	Feb 14
Fargo, ND (u)	FRONTIER AIRLINES	Feb 15
New Orleans, LA	Breeze	Feb 15
New York/Stewart, NY (n, u)	Breeze	Nov 4
San Salvador, El Salvador	spirit	Feb 15



GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

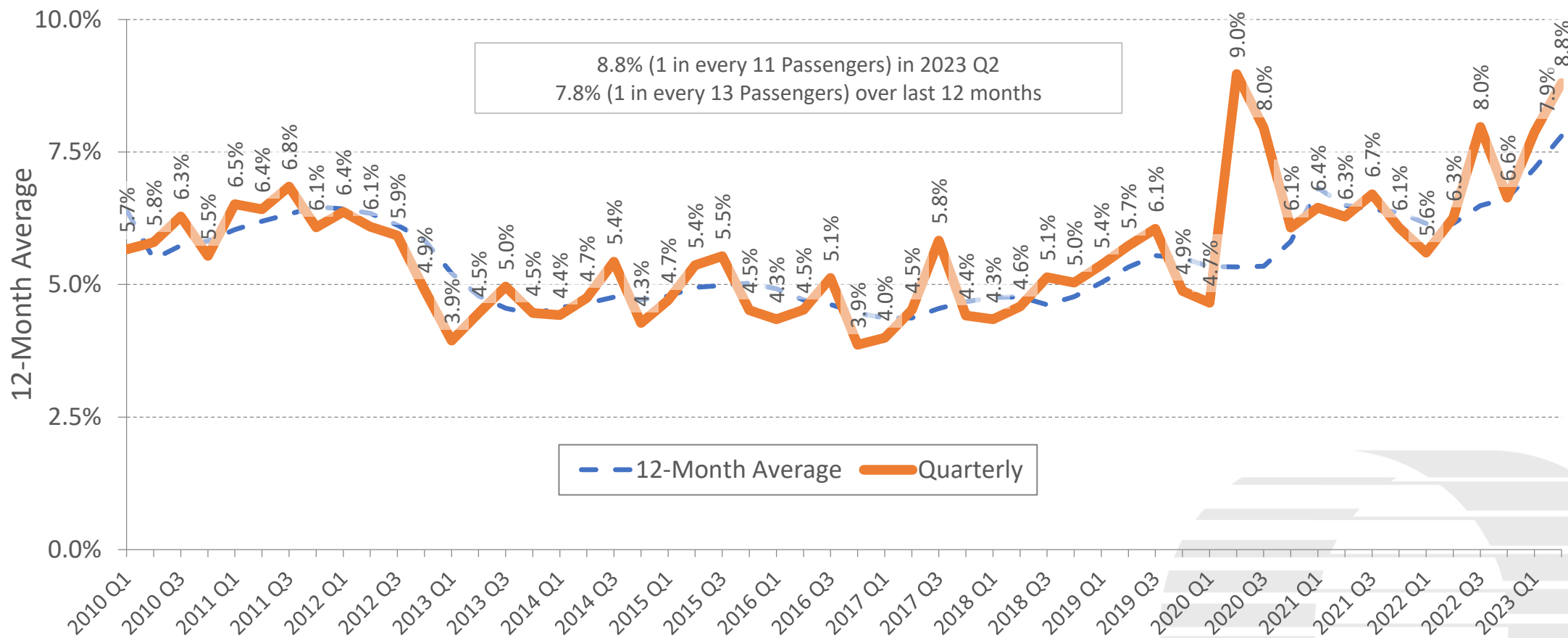
Source: Airline Data Inc.

NOTE: Future schedules may be subject to change.

u: Unserved (non-stop) from MCO at time of start/resumption

n: New market for airline shown

CONNECTING TRAFFIC IS INCREASING SIGNIFICANTLY



Source: U.S. DOT O&D and T100 databases (Airline Data Inc.)



GREATER ORLANDO AVIATION AUTHORITY

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NOVEMBER 2023 – OPERATIONS VOLUMES MCO

41.4M Gallons
(27% FTZ)

2.4M Departing Passengers
16.4K Departing Flights



Received
1,519 Trucks
12M Gallons



Daily Avg: 1,38,245 gallons
Peak Day: 11/21 – 1,571,708
Low Day: 11/23 – 984,792 Nov.
Forecast: 48.1M Gallons

1.5M Daily Avg.

CFPL
Received 31.7M Gallons
(Includes other supplier shipments)



GREATER ORLANDO AVIATION AUTHORITY

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ORL OCTOBER OPERATIONS

FAA Operations Count (Source: The Operations Network (OPSNET))													
	January	February	March	April	May	June	July	August	September	October	November	December	Ops YTD (current month)
2019	10,341	9,325	10,877	10,780	11,342	10,658	10,737	10,372	9,106	11,242	11,134	9,100	104,780
2020	11,649	10,055	10,985	5,778	9,125	10,381	10,868	10,326	9,885	11,702	10,489	11,596	100,754
2021	11,257	9,982	12,741	12,451	13,320	12,270	11,732	11,977	12,215	13,914	13,157	12,878	121,859
2022	11,880	13,846	14,936	15,277	14,443	11,240	11,423	11,677	9,677	13,408	13,086	13,900	127,807
2023	15,745	13,566	16,034	14,115	16,154	15,116	15,304	15,476	14,772	16,834			153,116
%D '22	32.5%	-2.0%	7.4%	-7.6%	11.8%	34.5%	34.0%	32.5%	52.7%	25.6%	-100.0%	-100.0%	19.8%

Key Notes -

- Operations up 26% YOY from November 2022
- Up 20% vs 2022 YTD
- Best October Since 2002

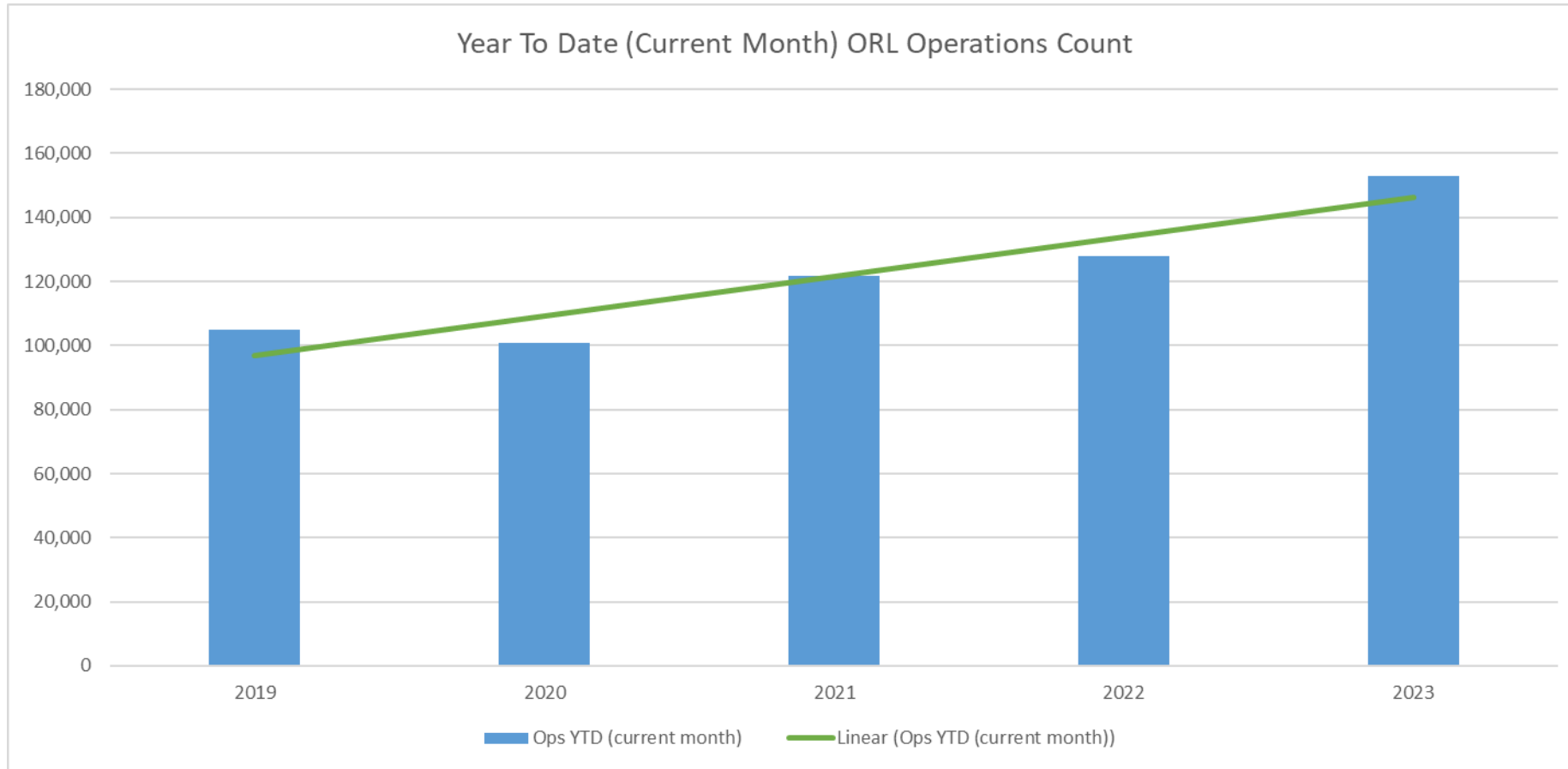


GREATER ORLANDO AVIATION AUTHORITY

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ORL OCTOBER OPERATIONS

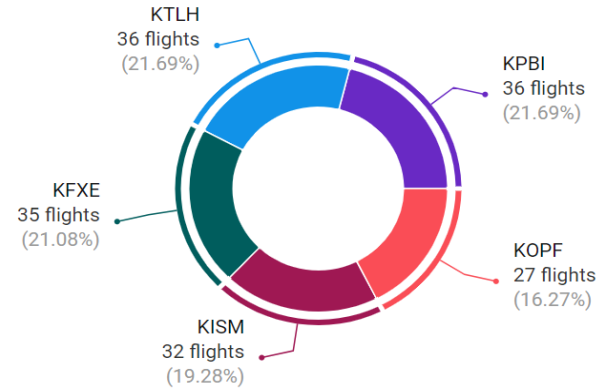


GREATER ORLANDO AVIATION AUTHORITY

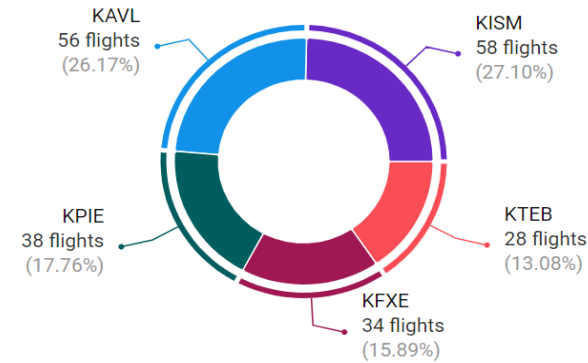
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ORL OCTOBER OPERATIONS

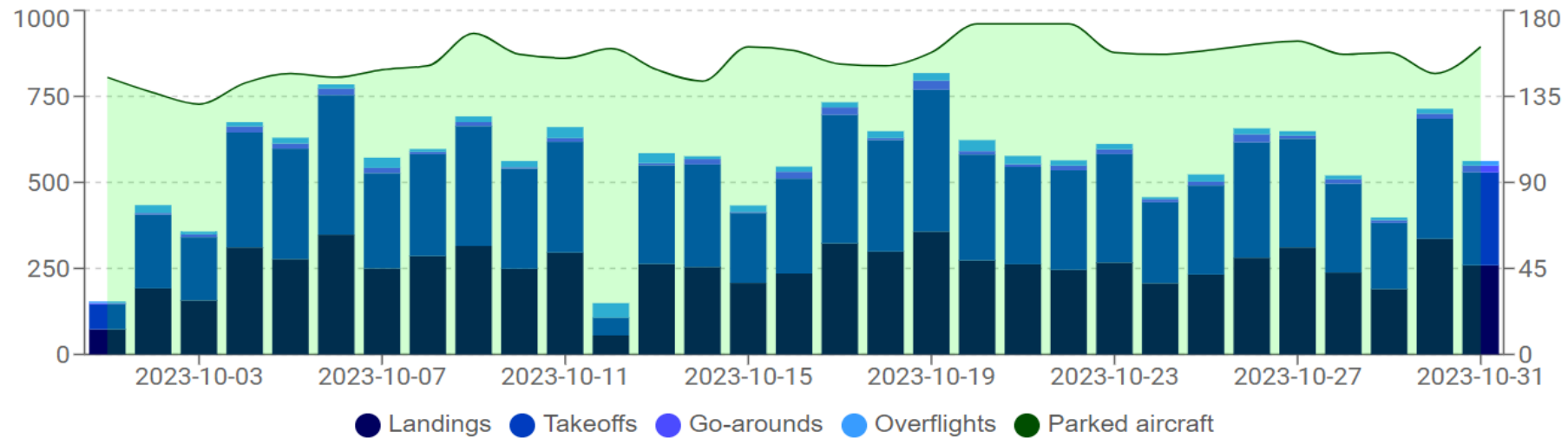
Top Origin Airports



Top Destination Airports



OPERATIONS BY DAY ⓘ

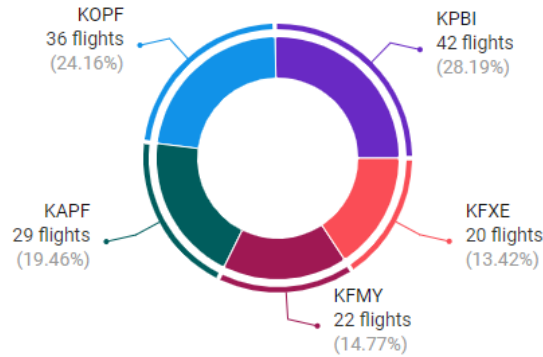


GREATER ORLANDO AVIATION AUTHORITY

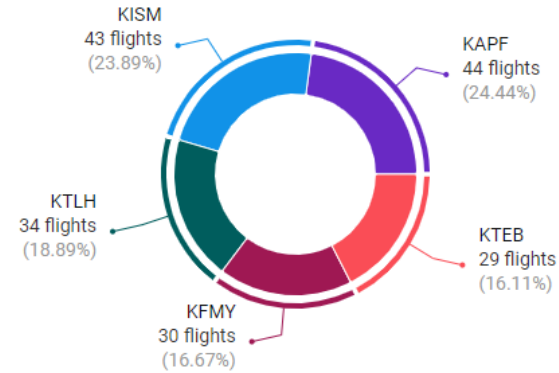
Innovation Connecting the World

ORL NOVEMBER OPERATIONS

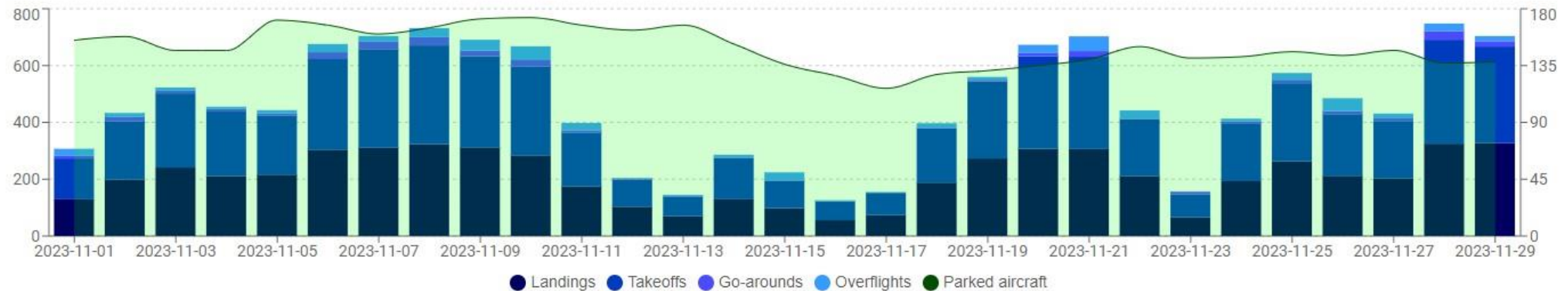
Top Origin Airports



Top Destination Airports



OPERATIONS BY DAY



GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chair, Construction Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee for Approval of Negotiated Terms and Rates for the 2023 Rolling Master Builders Risk insurance

BACKGROUND

On September 21, 2022, at the recommendation of the Construction Committee, the Aviation Authority approved the procurement of and authorized payment of premiums for the Rolling Master Builders Risk insurance to be effective November 1, 2022. This insurance provides builders risk coverage for major construction projects added within the 12-month period of the effective date and will provide coverage up to 48 months or the construction completion date, whichever comes first. This insurance is subject to quarterly updates and final audit.

The first iteration of this Rolling Master Builders Risk insurance program provides coverage for the following projects: Bid Package (BP) No. S00195, Terminal C Airside Concourse Gates C250-C253, and BP No. S00198, Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build).

ISSUES

The second iteration of this insurance will apply to any new construction projects added within the 12-month period beginning November 1, 2023, and shall apply to the duration of the project up to 48 months. This insurance is subject to quarterly updates and final audit.

Staff and Siver Insurance Consultants (Siver), the Aviation Authority's insurance consultant, recommend accepting the proposed 2023 terms and rates for the \$350,000,000 occurrence limit per project as reflected in Siver's recommendation letter.

Insurance Premium costs for this type of insurance coverage is included within the approved budget for each construction project in the Aviation Authority's Capital Improvement Program (CIP), as approved by the Aviation Authority Board and amended from time to time. When the Aviation Authority Board approves a construction contract award for a specific project that is intended to be covered by the Rolling Master Builders Risk insurance program, specific authorization will be requested from the Construction Committee seeking approval of the insurance premium expenditure. Adjustments to premium will correlate with actual construction costs, project completion timeline, and negotiated coverage and policy terms, as reported on a quarterly basis. Final Premium for each covered project is subject to audit, which will take place after the completed construction date.

For example, BP No. S00196, Terminal C Airfield Civil, Apron and Taxiway Paving and Ground Support Equipment Facility, is anticipated to be presented to the Aviation Authority Board for contract award in the near future and intended to be covered under the Rolling Master Builders Risk insurance under this 2023

terms and rates. Estimated project premium is \$1,175,100 for the term of the project, subject to final audit. Approval of the insurance premium for this project and any other project to be added during this 2023-2024 term will be submitted to the Aviation Authority Board along with the contract award of each project.

SMALL BUSINESS

Not Applicable.

ALTERNATIVES

None.

FISCAL IMPACT

Deposit Premium is \$1; however, upon each new project added to this second iteration of the Rolling Master Builders Risk insurance, approved and ratified terms and rate will be used to calculate the premium for the term of the project.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee, insurance consultant, and staff to (1) approve and ratify of the 2023 terms and rates for the second iteration of the Rolling Master Builders Risk insurance; and, (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.



Post Office Box 21343
St. Petersburg, Florida 33742-1343
Telephone: (727) 577-2780

Email: kgordon@siver.com

October 23, 2023

Ms. Tricia Cottman
Director, Risk Management & Safety
Greater Orlando Aviation Authority
5585 Cargo Road
Orlando, FL 32827

Subject: Master Builders' Risk Insurance Program
Year Two of Program - Renewal
Project Initiation Dates of November 1, 2023 to November 1, 2024

Dear Ms. Cottman:

This letter is in response to your request for us to provide our recommendations regarding renewal of the Master Builders' Risk Insurance Program for the period of November 1, 2023 to November 1, 2024 (Year Two of Program).

This renewal does not impact the projects that initiated during the 2022/2023 term (Year One of Program). Those projects will continue to be covered under the program in effect when the projects initiated and were first reported.

RECOMMENDATION

We recommend GOAA elect Option #2 for the renewal of the Master Builders' Risk Program. Both the rates and the coverage will be the same as Year One of the program with the following changes:

- Maximum per project limit will be \$350,000,000.
- The Flood and Named Storm rate is increased \$0.005 per \$100 of values.

No premium will be paid until a new project is reported and added to the program.

BACKGROUND

Year One of the Program covers projects which initiated between 11/1/2022 and 11/1/2023. The duration of coverage for each project is the actual construction period up to a maximum of 48 months following initiation. Two projects were reported during Year One:

Ms. Tricia Cottman
October 23, 2023
Page 2

Airsides Concourse

S195 Phase 1X Airsides Concourse: reporter shows dates of 11/1/22 to 12/11/25 and values of \$342,787,276 for HC (Hard Costs) and \$29,003,181 for TE.

GTF/Pedestrian Bridge/RAC

S198 Phase 1.a Ground Transportation Facility (including Pedestrian Bridge): reporter shows dates of 11/1/22 to 6/11/24 and values of \$10,000,000 (for pre-built pillars, etc.).

GOAA is obligated to provide quarterly reports via an excel workbook referred to as the "Reporter" to update the covered projects, terms and values. The Reporter also calculates premium for each new project.

The program has a lead policy insured by Liberty Mutual. Liberty is providing 20% of the coverage on a quota share basis with five (5) other insurers. Liberty has an A.M. Best Rating of A+ Superior and a financial size category of XV.

RENEWAL PROPOSAL

GOAA's construction insurance broker, Arthur J. Gallagher Risk Management Services (AJG) provided two options for Year Two of the Master Builders' Risk Program. The first option had maximum per project limits of \$450,000,000 and included increased premium rates. The second option, which is recommended by Siver, does include a reduction in the maximum per project limit to \$350,000,000 and includes only a minor rate increase to the Flood and Named Windstorm rates. Based upon information provided by GOAA, currently no projects are expected to initiate during the next annual period with values over \$350,000,000.

The recommended Master Builders' Risk Program for Year Two includes the following:

- Limits of up to \$350,000,000 per project. Limit for each project will be the amount of the construction budget for the project. (If a project initiates with contract values exceeding \$350,000,000, additional coverage limits can be negotiated.)
- Various sublimits will apply, including \$25,000,000 per project for Named Windstorm, \$100,000,000 per project for Windstorm, and \$25,000,000 for Flood.
- Flexibility to add/enroll additional projects at pre-established rates.
- Deductibles vary depending upon project size.
 - For projects over \$100,000,000, the deductible will be \$250,000 with higher deductibles for water damage (\$500,000), and Named Windstorm or Flood (Minimum of \$250,000, 5% of values at time of loss).

Ms. Tricia Cottman
October 23, 2023
Page 3

- For projects under \$100,000,000 deductibles will be \$100,000 with higher deductibles for water damage (\$250,000) and Named Windstorm or Flood (Minimum of \$250,000, 5% of values at time of loss).

No other coverage or limit changes were included in the Year Two renewal proposal. It is our opinion that the proposed limits of coverage, terms and premium rates are competitive in the current insurance market.

CLOSING

If you would like us to provide further detail regarding our recommendations, please let us know.

Respectfully,

SIVER INSURANCE CONSULTANTS

A handwritten signature in blue ink, reading "Kathy Gordon", followed by a long, horizontal, wavy line.

Kathy Gordon, ARM, AAI
Vice President
Reviewed by George Erickson, JD, LLM, CPCU



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chair, Construction Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve an Addendum and Associated Amendments to the Professional Services Agreement for Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); and Audit and Advisory Services at Orlando International and Executive Airports with Carr, Riggs & Ingram, LLC

BACKGROUND

On August 17, 2022, the Aviation Authority Board approved an Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the CIP and CIR; Grant and PFC Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports Agreement with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- Anser Advisory Consulting, LLC dba Anser Advisory (*Categories 1, 2, 3, 4, 5 and 6*)
- Carr, Riggs & Ingram, LLC (*Categories 2, 3, and 6*)
- CohnReznick, LLP (*Categories 1, 2, 5 and 6*)
- R.M. Chin & Associates, Inc. (*Categories 1, 3, 4, and 6*)
- Talson International, LLC (*Categories 2 and 6*)

The agreements are structured as a no-cost base agreement with negotiated hourly rates. Services that are within the advertised scope are negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The terms of the agreements shall be for a period of five years.

The Services were procured utilizing Categories of Services as follows:

Category 1: Financial Consulting for Construction, Maintenance, Environmental and Other Projects: Services may include but are not limited to:

- Assist with the development of project control budgets and funding plans for construction projects;
- Review construction contract awards, change orders and professional services fee proposals for contract compliance and funding eligibility for federal, state and other funding sources, including, but not limited to, Bipartisan Infrastructure law (BIL) grants, Airport Improvement Program (AIP) grants, Florida Department of Transportation (FDOT) grants, Passenger Facility Charges (PFC) funding,

Operations and Maintenance funding, Capital Expenditure funding, General Airport Revenue bond funding, Customer Facility Charge (CFC) funding, and other funding sources, as applicable;

- Perform independent, third party reviews of change orders prior to submission to the Authority's Construction Committee; verify that change orders adequately describe the contract change and include plan revisions where applicable; verify independent cost estimates and cost recapitulation worksheets to ensure that change order pricing is aligned with the scope of work; verify funding source and availability of funds for change orders; review change order pricing for supporting documentation and appropriate mark-ups; perform labor burden analysis for change order labor rates, as needed;
- Review scope description, verify availability of funds, review supporting documentation and independent estimates for job order contracts; perform independent estimates; collect, maintain, analyze, and publish change order, professional fees, and labor rate databases; perform reviews for Davis-Bacon wage compliance on Airport Improvement Program (AIP) and other federal funded projects as applicable; and all other services as requested to support the Authority's departments and public committees that are responsible for oversight of construction projects from inception through final close-out; and,
- Executive Reporting, which may include, but is not limited to cost reports, Key Performance Indicator reports for projects, construction project statistics, cash flow projections, and Estimates at Completion (EACs).

Category 2: Construction Payment Application and Invoice Review: Services may include, but are not limited to:

- Review construction project payment applications, professional services fee invoices, and other project related invoices for contract compliance, including but not limited to verification of approved billing rates, allowable costs, and supporting documentation, such as certified payrolls, construction change order approvals;
- Review construction project payment applications, professional services fee invoices, and other project related invoices for funding compliance including, but not limited to availability of funding, alignment of scope, verification that costs are eligible, allowable, reasonable and allocable and comply with specific grant agreement terms and federal, state, PFC, and local funding requirements, including compliance with procurement, reporting, Buy American, and prevailing wage requirements, as applicable;
- Prepare payment and funding forms for timely entry into the Authority's accounting system to ensure payment in accordance with Florida prompt payment statutes; and,
- Invoice and payment application tracking reports; and other analysis required for various funding sources.

Category 3: Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR): Services may include but are not limited to:

- Assist with the development of project control budgets and funding plans for construction projects;
- Assist in the development and updates of the Capital Improvement Program and Capital Initiation Request budgets;
- Maintain CIP/CIR data, analysis of price escalation and cost estimate validation;
- Evaluation of financing alternatives as it relates to eligibility for Airport Improvement Program (AIP), Florida Department of Transportation (FDOT), Passenger Facility Charges (PFC), Bipartisan Infrastructure law (BIL) and other funding sources;
- Financial analysis, such as cash flow projections for capital projects based on funding sources, financial commitments;
- Financial support activities for bond issuances and other strategic initiatives;
- Financial support services for the annual budget process; and,

- Executive Reporting, which may include, but is not limited to cost reports, Key Performance Indicator reports, construction project statistics, cash flow projections and Estimates at Completion (EACs).

Category 4: Grant and Passenger Facility Charge (PFC) Application Services: Services may include, but are not limited to:

- Assist in preparation of applications for federal, state, and PFC funding;
- Assist with requests for federal agency approvals for procurement and contract compliance as needed; and,
- Assist with grant and PFC application close-out.

Category 5: Extension of Staff Services: Services may include, but are not limited to:

- Assist the Engineering, Construction, and Finance Departments in preparation for Construction Finance Oversight Committee, Construction Committee, Professional Services Committee, and other meetings upon request;
- Assist with agenda and minutes;
- Assist with contract, purchase order and invoice processing using specified software programs; and,
- Assist with budget planning and tracking, creation of projects and completion of project control forms.

Category 6: Audit and Advisory Services:

- Perform audits of engineering and construction contracts, upon request; and,
- Provide advisory services regarding best practices and process improvements.

Under any category, the Services may also include financial, audit, accounting, and other oversight services in support of emergency or disaster recovery efforts, assisting the construction department and legal counsel on construction claims reviews, dispute review board proceedings, legal proceedings, advisory services regarding best practices and process improvements, and any other extension of staff duties as requested to support the Authority.

Procurement services may be awarded to any of the five selected firms; however, the specific services must be awarded per category to the firm(s) that proposed under the specific category.

ISSUES

On November 21, 2023, the Construction Committee has recommended approval of the following addenda and associated amendments on the above-referenced agreement with Carr, Riggs & Ingram, LLC, as outlined in the memorandum:

- Addendum for Audit and Advisory Services related to MCO and ORL (Category 6), for the total not-to-exceed fee amount of \$322,500, with funding from Operations and Maintenance Funds. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Funds, as approved through the budget process and when funds become available. Services will include, but are not limited to, review of vendor submissions to the Procurement Committee to verify that submissions are accurate, complete and properly supported in compliance with the Procurement Committee Item Review Checklist for Professional Services, in support of the Engineering and Construction Department, and other related services included in Category 6. Services will be provided from January 1, 2024, through December 31, 2024. The Aviation Authority has reviewed the proposal from Carr, Riggs & Ingram, LLC, and determined that, due to the specific nature of the services to be provided, Carr, Riggs & Ingram, LLC did not propose any small business participation on this Addendum. The Small Business Department certifies that Carr, Riggs & Ingram, LLC is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference CC Meeting held November 21, 2023, Agenda Item No. IV-H].*

- Amendment to Addendum No. 3 for Additional Construction Payment Application and Invoice Review Services at the Orlando International and Executive Airports (Category 2), for the total not-to-exceed fee amount of \$465,000, with funding from Operations and Maintenance Funds. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Funds, as approved through the budget process and when funds become available. Services will provide contract, cost and funding compliance reviews of design and construction related billings in support of the Engineering and Construction Department; and other related services included in Category 2. Services will be provided from January 1, 2024, through December 31, 2024. The Aviation Authority has reviewed the proposal from Carr, Riggs & Ingram, LLC, and determined that, due to the specific nature of the services to be provided, Carr, Riggs & Ingram, LLC did not propose any small business participation on this Addendum. The Small Business Department certifies that Carr, Riggs & Ingram, LLC is in good standing as it relates to its small business participation on those addenda on which small business participation is required in its professional services agreement. *[Reference CC Meeting held November 21, 2023, Agenda Item No. IV-I].*
- Amendment to Addendum No. 4 for Additional CIP and CIR Support Services to the Finance Department at the Orlando International and Executive Airports (Category 3), for the total not-to-exceed fee amount of \$479,250, with funding from Operations and Maintenance Funds. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Funds, as approved through the budget process and when funds become available. Services will assist with the development of project control budgets and funding plans for construction projects; assist in the development and updates of the CIP and CIR budgets; evaluation of financing alternatives as it relates to eligibility for AIP, FDOT, PFC, BIL and other funding sources; and other support services included in Category 3, as directed by the Finance Department. Services will be provided from January 1, 2024, through December 31, 2024. The Aviation Authority has reviewed the proposal from Carr, Riggs & Ingram, LLC, and determined that Carr, Riggs & Ingram, LLC proposes 26% Minority and Women Business Enterprise (MWBE) participation on this addendum, and certifies that Carr, Riggs & Ingram, LLC is in good standing as it relates to its small business participation.

SMALL BUSINESS

Individual small business participation is included for each of the addenda listed above.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$1,266,750. Funding is from Operations and Maintenance Funds. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Funds, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee for the approval of an Addendum and Associated Amendments to the Professional Services Agreement for Construction Payment Application and Invoice Review; Financial Consulting for the CIP and CIR; and Audit and Advisory Services at Orlando International and Executive Airports with Carr, Riggs & Ingram, LLC, for the following services, and authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel:

- (a) Addendum for Audit and Advisory Services related to MCO and ORL (Category 6), for the total not-to-exceed fee amount of \$322,500, with funding from Operations and Maintenance Funds. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Funds, as approved through the budget process and when funds become available.;

- (b) Amendment to Addendum No. 3 for Additional Construction Payment Application and Invoice Review Services at the Orlando International and Executive Airports (Category 2), for the total not-to-exceed fee amount of \$465,000, with funding from Operations and Maintenance Funds. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Funds, as approved through the budget process and when funds become available; and,
- (c) Amendment to Addendum No. 4 for Additional CIP and CIR Support Services to the Finance Department at the Orlando International and Executive Airports (Category 3), for the total not-to-exceed fee amount of \$479,250, with funding from Operations and Maintenance Funds. Funding required in current and subsequent fiscal years will be allocated from the Operations and Maintenance Funds, as approved through the budget process and when funds become available.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chair, Construction Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee to Award Project H-00361, Jeff Fuqua Boulevard (Loop Road) Terminal B Entrance Reconfiguration (Design/Build) at the Orlando International Airport, to The Middlesex Corporation

BACKGROUND

H-00361 consist of the design and reconfiguration of the roadway system that enters Terminal B, to include the entrances to the Arrivals curb, Departures curb, Ground Transportation curb, Terminal B Parking Garage and Rental Car Return at the Orlando International Airport. Scope also includes any related roadway, building improvement and related services. The improvements to this area will simplify the traffic movements, reduce congestion and improve overall traffic safety.

In 2018, the firms providing Continuing Horizontal Construction Services were selected through a competitive award process. The continuing vertical construction services will be for projects with an estimated construction amount that does not exceed \$4 million, in accordance with Aviation Authority policies.

On February 15, 2023, the Aviation Authority Board approved continuing horizontal construction services agreements with the following firms:

- Carr & Collier, Inc.
- Hormac Construction
- Kiewit Infrastructure South Co.
- Prime Construction Group, Inc.
- The Middlesex Corporation
- Valencia Construction Group, Inc.

ISSUES

On August 10, 2023, an Invitation to Bid for H-00361 was issued to the Aviation Authority's six Continuing Horizontal Contractors (Contractors).

On August 11, 2023, the Design Criteria Package (DCP) was made available to the Contractors. The DCP described the Work to be performed under this Project, and includes the performance and scope drawings, the Owner's Standards and Master Design Guidelines, the quantity and quality requirements of the Work, the sample forms, the Conditions of the Contract, the location of the Work, the time in which the Work must be completed, and the date, time, place and procedures of the receipt and opening of the Proposals. Since then, three bid addenda were issued which addressed questions and requested clarifications of the DCP.

The Project Description as provided in the Proposal Content Requirements (Section 00 24 16) of the RFP includes the following Submittal Parts:

- Part I: Qualifications and Approach
- Part II: MWBE/LDB/VBE Approach
- Part III: Project Schedule
- Part IV: Additional Documentation Required - Licenses

The DCP instructed the Contractors to submit its Technical Proposal (Envelope A) by September 15, 2023, and its Price Proposal (Envelope B) and Small Business Participation (Envelope C) by September 26, 2023.

On September 15, 2023, one Technical Proposal (Envelope A) was timely submitted by The Middlesex Corporation. Staff reviewed the proposal for compliance with the DCP and other RFP requirements.

On September 26, 2023, The Middlesex Corporation timely submitted its Price Proposal (Envelope B) and Small Business Participation (Envelope C) in accordance with the DCP and other RFP requirements.

On September 26, 2023, the Procurement Committee (PC) met to consider the one proposal submitted by The Middlesex Corporation. As set forth in the Proposal Content Requirements (Section 00 24 16) of the RFP, when there is only one proposer, there is no need to score the proposal. The PC determined that The Middlesex Corporation submitted a responsive proposal in accordance with the DCP and other RFP requirements.

The sealed Price Proposal (Envelope B) submitted by The Middlesex Corporation was publicly opened during the PC meeting. The Total Proposal Price submitted by The Middlesex Corporation is as follows:

Proposer	Total Proposal Price
The Middlesex Corporation	\$7,285,840.87

The original budget for H-00361 was approved by the Construction Finance Oversight Committee for \$2,700,000. The PC rejected the one proposal from The Middlesex Corporation because it was over budget, and authorized staff to negotiate the proposal design/build project with The Middlesex Corporation and evaluate the scope and budget for the project. A post-bid analysis was conducted with all continuing horizontal contractors, resulting in a determination that re-bidding amongst the continuing contractors was unlikely to generate additional competition. The Middlesex Corporation and Staff negotiated a scope of that fully satisfies the needs of the Aviation Authority while satisfying the intent of the project to reduce congestion at the Terminal B entrance. On November 20, 2023, the Construction Finance Oversight Committee increased the project budget to \$4,579,044 to include contingency and soft costs.

On November 21, 2023, the Construction Committee recommended the award of H-00361, Jeff Fuqua Boulevard (JFB) (Loop Road) Terminal B Entrance Reconfiguration (Design/Build) at the Orlando International Airport, to The Middlesex Corporation for the total direct-negotiated amount of \$3,490,000, as outlined in the memorandum.

SMALL BUSINESS

The Aviation Authority has reviewed of the proposal from The Middlesex Corporation, and determined that The Middlesex Corporation proposes 9% Minority and Women Business Enterprise (MWBE)/Local Developing Business (LDB). The Small Business Department certifies that The Middlesex Corporation is in good standing as it relates to its small business participation.

ALTERNATIVES

The Aviation Authority Board may send the matter back to committee for further consideration or reject all proposals.

FISCAL IMPACT

The fiscal impact is \$3,490,000. Funding is from General Airport Revenue Bonds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve the award of H-00361, Jeff Fuqua Boulevard (JFB) (Loop Road) Terminal B Entrance Reconfiguration (Design/Build) at the Orlando International Airport, to The Middlesex Corporation for the total direct-negotiated amount of \$3,490,000, with funding from General Airport Revenue Bonds; and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Max E. Marble, Chair, Construction Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Construction Committee to Approve an Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc. for the Award of Project E-00281, Airside 4 Public Address (PA) System Upgrade, at the Orlando International Airport

BACKGROUND

Firms providing Continuing Electrical Construction Services and Continuing Low Voltage Construction Services were selected through a competitive award process. The agreements are structured as a no-cost base agreement, with services that are within the advertised scope negotiated on an as-needed or annual basis, and awarded as addenda to the base agreement. The continuing construction services will be for projects with an estimated construction value that does not exceed \$4 million, in accordance with Aviation Authority policies.

On August 15, 2018, the Aviation Authority Board approved continuing electrical construction services agreements with the following firms:

- Bergelectric Corp. dba Bergelectric Corp. Contractors and Engineering (*DBE/MWBE*)
- Electric Services, Inc.
- H.L. Pruitt Corporation
- M&M Electric of Central Florida (*MWBE*)
- Power Engineering Group, Inc.
- Stryker Electrical Contracting, Inc.
- Transportation Systems, Inc. (*DBE/MWBE/LDB*)

The scope of work to be performed under these continuing electrical construction contracts includes, but is not limited to, interior and exterior power, lighting, controls, signalization, communications, airfield lighting, and other electrical systems normally associated with buildings and utilities and electrical construction.

On July 17, 2019, the Aviation Authority Board approved Continuing Low Voltage Construction Services Agreements with the following firms, following a competitive award process in compliance with state statutes and Aviation Authority policies:

- Advanced Cable Connection, Inc.
- Archis Inc. dba Archis Technologies (*MWBE/LDB*)
- Certified Network Professionals, Inc.
- Mountchor Technologies, Inc. (*formerly known as Orion Management Services, LLC*) (*VBE*)
- Orlando Business Telephone Systems, Inc. (*MWBE*)
- Precision Contracting Services, Inc.

- Quality Cable Contractors, Inc. (DBE/MWBE/LDB)

The scope of work to be performed under these continuing low voltage construction contracts includes, but is not limited to, furnishing all labor, supervision, tools, fiber and copper circuit test equipment and other equipment, parts, materials and all other items necessary or proper for, or incidental to, installing low voltage voice and data wiring, conduit and rack pathways, related electrical power distribution to IT equipment, and any other necessary components for a complete Premise Distribution System (PDS), and Outside Plant (OSP) backbone cabling and pathways system serving complete voice, video and data, wireless and cellular and security cabling subsystems.

ISSUES

E-00281 will upgrade the components of the Innovative Electronic Designs (IED) PA system at Airside 4 at MCO, which have reached the end of service life.

The project is scheduled to start in December 2023 and complete in June 2024.

On August 16, 2023, the Aviation Authority solicited bids from its continuing electrical and low voltage contractors for E-00281. On September 14, 2023, the Aviation Authority received one bid as follows:

Bidder	Total Bid Amount
Quality Cable Contractors, Inc.	\$4,792,896
Latest Reconciled Estimate	\$3,720,773

The single bid was rejected as it exceeded the construction budget, and failed to achieve the Minority and Women Business Enterprise (MWBE) participation goal of 3% with no evidence of good faith effort submitted with the bid or subsequently received. A post-bid analysis was conducted with all continuing electrical and low voltage contractors, resulting in a determination that re-bidding amongst the continuing contractors was unlikely to generate additional competition and, given the highly specialized and critical nature of the PA system, which requires access throughout the airside, and the urgent need to update the system, the Aviation Authority entered into negotiations with the sole bidder, Quality Cable Contractors, Inc. During these negotiations, the Aviation Authority obtained an independent cost estimate which confirmed the current project budget.

Quality Cable Contractors, Inc. has experience with this PA system and has successfully performed similar projects for the Aviation Authority. Direct negotiations with Quality Cable Contractors, Inc. were conducted, resulting in a reduction of contract required onsite engineering support from the PA system vendor (redundant effort) and a reduction of the quantity of spare parts while still fulfilling the original design intent of the project; is within budget; and, can meet the Aviation Authority's scheduling needs.

On November 21, 2023, the Construction Committee recommended approval of an Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc. for the Award of E-00281, Airside 4 Public Address (PA) System Upgrade, at the Orlando International Airport, as outlined in the memorandum.

SMALL BUSINESS

The Aviation Authority has reviewed the proposal submitted by Quality Cable Contractors, Inc., and determined that Quality Cable Contractors, Inc. proposes 2.5% MWBE participation on this addendum and certifies that Quality Cable Contractors, Inc. is in good standing as it relates to its small business participation.

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$3,692,147. Funding is from General Airport Revenue Bonds.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Low Voltage Construction Services Agreement with Quality Cable Contractors, Inc. for the Award of E-00281, Airside 4 PA System Upgrade, at the Orlando International Airport, for the total direct negotiated amount of \$3,692,147, with funding from 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.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Award Invitation for Bid 23-387-IFB, Data Center HVAC Services to Innovative Support Systems, Inc.

BACKGROUND

On May 15, 2023, the Aviation Authority issued Invitation for Bid 23-387-IFB for Data Center HVAC Services. The term of the Contract will be for five years with initial service to commence on or about January 1, 2024.

The Contract is to provide all labor, supervision, parts and components, tools, equipment, consumables and all other items necessary or proper for, or incidental to, performing Data Center HVAC Preventative Maintenance and Repairs, at the Orlando International Airport.

This Solicitation requires each HVAC technician shall have factory certification for Liebert Equipment and have extensive knowledge of the operation and maintenance of precision data center cooling support services. Contractor shall provide training documentation for certification to work and service Liebert equipment.

ISSUES

On May 15, 2023, the Aviation Authority issued Invitation for Bid 23-387-IFB for Data Center HVAC Services. Three responses of "No Bid" were submitted on Jul 5, 2023 due to the Liebert Factory Certification requirements.

On July 5, 2023, One (1) Bid was received:

<u>Name of Respondent</u>	<u>Total Five Year Bid Price</u>
Innovative Support Systems Inc.	\$4,650,760

The Solicitation document was reviewed for compliance with the submission requirements and it was determined that Innovative Support Systems Inc. was deemed responsive.

References for Innovative Support Systems Inc. were checked and based thereon were determined to be responsible. Innovative Support Systems is the Liebert local manufacturer's representative. The actual amount paid is based on actual work requested by the Aviation Authority and satisfactorily provided by the Contractor.

SMALL BUSINESS

The Small Business Development Department (SBDD) has reviewed the bid submitted for Purchasing Bid 23-387-IFB Data Center HVAC Services. The Aviation Authority set a participation goal of 15% MWBE. Innovative Support Systems, Inc. proposed 15.87% MWBE.

ALTERNATIVES

None.

FISCAL IMPACT

The value of this procurement is a not-to-exceed amount of \$4,650,760 for the five year period. 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, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee: (1) award Invitation for Bid 23-387-IFB for Data Center HVAC Services with Innovative Support Systems, Inc. as the responsible and responsive bidder for the total not-exceed amount of \$4,650,760 (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kathleen M. Sharman, Interim Chair, Procurement Committee/Chief Financial Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Procurement Committee to Award Request for Proposals 23-533-RFP, Passenger Boarding Bridges and Related Equipment to JBT Aerotech Corporation

BACKGROUND

On July 9, 2023, the Aviation Authority issued Request for Proposals 23-533-RFP, Passenger Boarding Bridges and Related Equipment. The RFP is for the Purchase of:

- Ten (10) Passenger Boarding Bridges for Terminal A and B gates to replace existing units that are nearing the end of their life cycle.
- Eight (8) Passenger Boarding Bridges for Terminal C gate expansion and affiliated equipment: aircraft cooling units, ground power units, rooftop air conditioning, potable water cabinets, eye wash stations, bridge belt loaders and hose baskets.

The RFP also includes freight, installation, commissioning, training and disposal of the old bridges.

Prices are firm for the base period from award date through January 31, 2025, with the Aviation Authority having the ability to make additional purchases for the following five (5) years through January 31, 2030. Pricing for the five (5) years may be adjusted annually based on and up to the Producer Price Index (PPI).

ISSUES

On August 22, 2023, the Aviation Authority received the following responses, listed in alphabetical order:

<u>Company</u>	<u>Terminal A and B</u>	<u>Terminal C</u>	<u>Total Bid Price</u>
JBT AeroTech Corporation	\$9,047,148	\$11,301,404	\$20,348,552
TK Airport Solutions, Inc.	\$9,356,708	\$10,383,261	\$19,739,969

On October 30, 2023, the Procurement Committee evaluated and scored the received proposals as follows:

Criteria	Max Points	JBT Aerotech Corporation	TK Airport Solutions, Inc.
Experience and Background of Manufacturer	25.00	21.88	12.50
Passenger Boarding Bridge and Equipment Specifications and Proposed Schedule for Delivery and Installation.	35.00	30.63	17.50
Disadvantaged Business Enterprise (DBE) Approach	5.00	3.75	5.00
Claims Information	5.00	5.00	5.00
Financial Background	5.00	2.50	2.50
Pricing	25.00	24.23	25.00
Total Score	100.00	87.98	67.50

Based thereon, the Procurement Committee recommended the overall ranking of the proposals as follows:

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

SMALL BUSINESS

The RFP includes a 5% Disadvantaged Business Enterprise (DBE) participation goal for the installation services portion of the award. JBT Aerotech Corporation proposed a DBE participation goal of 10.4%.

ALTERNATIVES

There are no reasonable alternatives under consideration.

FISCAL IMPACT

Funding for Terminal A & B bridges in the not-to-exceed amount of \$9,047,148 is from the previously approved Capital Expenditure Fund. Funding for Terminal C bridges and affiliated equipment in the not-to-exceed amount of \$11,301,404 is from a Line of Credit to be reimbursed by future General Airport Revenue Bonds and Future Passenger Facility Charges.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Procurement Committee to: 1) award Request for Proposals 23-533-RFP, Passenger Boarding Bridges and Related Equipment to JBT Aerotech Corporation; 2) authorize funding from the previously approved Capital Expenditure Fund in the not-to-exceed amount of \$9,047,148 and from a Line of Credit to be reimbursed by future General Airport Revenue Bonds and Future Passenger Facility Charges in the not-to-exceed amount of \$11,301,404; and 3) authorize the Purchasing Office to issue the necessary purchase orders.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kevin J. Thibault, P.E., Chief Executive Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation to Amend the Fiscal Year 2024 budget and Approve the Authorizing Resolution for the Redemption of Outstanding Series 2010A Bonds

BACKGROUND

The Authorizing Resolution authorizes the redemption of outstanding Greater Orlando Aviation Authority Airport Facilities Revenue Bonds, Series 2010A (Non-AMT) of the City of Orlando, Florida originally issued on April 15, 2010 (the "Series 2010A Bonds"), authorizes the Chairman to identify the particular Series 2010A Bonds to be redeemed (the "Redeemed Bonds"), and authorizes Aviation Authority officers to approve, modify, execute and deliver the final form of all documents required in connection with the redemption of such bonds, among other matters. The Authorizing Resolution is available in the office of the Board Secretary for review by the Members of the Board.

ISSUES

Management is evaluating various strategic options to accelerate principal repayment for multiple series of outstanding General Airport Revenue Bonds (GARB) and Passenger Facility Bonds (PFC). The utilization of existing (previously collected) PFC funds to immediately redeem the Redeemed Bonds would:

- Generate substantial debt service and interest savings of approximately \$22 million;
- Improve debt service coverage and debt per enplanement metrics; and
- Place the Aviation Authority in a more favorable position to access the capital markets in the future.

The Redeemed Bonds recommended for redemption total \$45,695,000 and are currently callable.

The Redeemed Bonds are PFC-supported debt. The Aviation Authority intends to file an amendment to its PFC approval in connection with this transaction, as is required by 14 CFR § 158.37.

To use Passenger Facility Charges for this purpose, the Aviation Authority is required to amend the FY24 Debt Service Budget by the amount equal to the additional Redeemed Bonds debt service payments currently calculated to be \$42,241,625.69 million.

ALTERNATIVES

The Aviation Authority Board could choose not to approve the Authorizing Resolution and continue to fund the debt service of this bond annually through Passenger Facility Charges.

FISCAL IMPACT

The redemption payments of \$46,196,375.69 utilizing existing (previously collected) Passenger Facility Charges funds will result in a net decrease in remaining Passenger Facility Charge fund balance of \$42,241,625.69 in Fiscal Year 2024, with no net effect to the remaining revenue. The redemption is expected to result in a reduction of approximately \$22 million in future debt service payments.

The costs related to the execution of the redemption is estimated not to exceed \$100,000 to be funded from the Operations and Maintenance Fund.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation to: (1) adopt the Authorizing Resolution providing for the redemption of particular Series 2010A Bonds; (2) authorize amendments to the FY24 Debt Service Budget to reflect an amount equal to the additional debt service payments necessary to complete the redemption, currently estimated to be \$42.2 million but, in any event, not exceed \$42.5million; (3) approve the costs related to the execution of the redemption not to exceed \$100,000 to be funded from the Operations and Maintenance Fund; and (4) authorize the Chairman, Vice Chairman or other Authorized Officer of the Aviation Authority and the Secretary or Assistant Secretary of the Aviation Authority to approve, modify, execute and deliver the final form of all documents required in connection with the redemption of such bonds, subject to satisfactory review by legal counsel, and to take other such actions as may be necessary or helpful for the redemption.

RESOLUTION NO. _____

RESOLUTION OF THE GREATER ORLANDO AVIATION
AUTHORITY AUTHORIZING AMENDMENTS TO THE FY 2024
AVIATION AUTHORITY BUDGET; AUTHORIZING THE
REDEMPTION OF CERTAIN OUTSTANDING BONDS OF THE
AUTHORITY; PROVIDING FOR GENERAL AUTHORITY; AND
PROVIDING FOR AN EFFECTIVE DATE FOR THIS
RESOLUTION.

WHEREAS, the Authority determines it is in its best interest and those of the users and customers of MCO to redeem certain of the outstanding Greater Orlando Aviation Authority Airport Facilities Revenue Bonds, Series 2010A (Non-AMT) of the City of Orlando, Florida (the "Series 2010A Bonds") (the Series 2010A Bonds which are redeemed are referred to herein as "Redeemed Senior Bonds"); and

WHEREAS, the redemption of the Redeemed Senior Bonds shall be done in accordance with the Amended and Restated Airport Facilities Revenue Bond Resolution Authorizing Airport Facilities Revenue Bonds of the City of Orlando, Florida, adopted on September 16, 2015, having an effective date of May 1, 2017, as amended, restated and supplemented (the "Senior Bond Resolution"); and

NOW, THEREFORE, BE IT RESOLVED BY THE GREATER ORLANDO AVIATION AUTHORITY, as follows:

SECTION 1. DEFINITIONS. When used in this Resolution, the terms defined in the Senior Bond Resolution shall have the meanings therein stated, except as such definitions may be hereinafter amended or defined.

SECTION 2. AUTHORITY FOR THIS RESOLUTION. This Resolution is adopted in accordance with the provisions of the Act and the Senior Bond Resolution.

SECTION 3. AUTHORIZATION TO AMEND THE 2024 AVIATION AUTHORITY BUDGET. The Authority hereby approves amendments to the Fiscal Year 2024 Aviation Authority budget for expenses, in the form of redemption payments, resulting from the implementation of this Resolution in amounts not to exceed \$42.5 million, to be paid from existing (previously collected) Passenger Facility Charges.

SECTION 4. AUTHORIZATION TO REDEEM THE REDEEMED SENIOR BONDS. The Authority hereby approves the redemption of the Redeemed Senior Bonds. The Chairman shall determine, upon advice of the Financial Advisor, which Series 2010A Bonds shall constitute Redeemed Senior Bonds. In addition, the Chairman shall determine, upon the advice of the Financial Advisor, which redemption dates, if any, shall be applicable to the Redeemed Senior Bonds.

SECTION 5. GENERAL AUTHORITY. The members of the governing body, the Chairman, the Secretary and the officers, attorneys and other agents or employees of the Authority are hereby authorized to do all acts and things required of them by this Resolution in connection with the Redeemed Senior Bonds. If the Chairman is unavailable or unable at any time to perform any duties or functions hereunder, the Vice-Chairman or other authorized officer are hereby authorized to act on his behalf.

SECTION 6. SEVERABILITY AND INVALID PROVISIONS. If any one or more of the covenants, agreements or provisions herein contained shall be held contrary to any express provision of law or contrary to the policy of express law, even though not expressly prohibited, or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be deemed separable from the remaining covenants, agreements or provisions and shall in no way affect the validity of any of the other covenants, agreements or provisions hereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall become effective upon approval thereof by the City Council of the City of Orlando, Florida by proper resolution.

DULY ADOPTED this 13th day of December, 2023.

**GREATER ORLANDO AVIATION
AUTHORITY**

By: _____
M. Carson Good, Chairman

ATTEST:

By: _____
Anna Farmer,
Assistant Secretary



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: M. Carson Good, Chair, Compensation Committee

DATE: December 13, 2023

ITEM DESCRIPTION

Recommendation of the Compensation Committee to Adopt Performance-based Goals and a Contract Amendment for the Chief Executive Officer for Fiscal Year 2024

BACKGROUND

The Chief Executive Officer's Employment Agreement includes a term that provides base compensation and performance-based compensation based on a percentage of base compensation. Adjustments to base compensation are reviewed annually and may be adjusted as determined by the Authority at its sole discretion based on the Chief Executive Officer's performance, economic conditions, or other factors as may be determined by the Authority. Performance-based compensation is also within the Aviation Authority Board's sole discretion, based upon an evaluation of the CEO's achievement or lack of achievement of goals set forth by the Board.

ISSUES

The Compensation Committee (Committee) held meetings on August 14, September 27, October 18, November 10 and November 28 to discuss CEO compensation and FY24 goals.

The Committee discussed many options for CEO objectives which translate to short term needs and interim steps for long lead-time objectives for the entire organization. After thorough discussions among the Committee members and the CEO, the Committee aligned the FY24 goals with the recently adopted Strategic Plan. Therefore, each objective is tied, by category and goal number, to the Strategic Plan.

PEOPLE

1. Develop and implement an organizational succession and leadership development plan to identify and retain top talent in leadership positions. (Goal 1/Goal 2)
2. Analyze and develop enhanced employee wellness/benefits while leveraging innovative solutions to improve overall employee wellbeing. (Goal 4)
3. Develop a Strategic Communications Plan to ensure enhanced communications with internal and external stakeholders to enhance overall sentiment of GOAA. (Goal 3)
4. Evaluate and implement an employee compensation program that reinforces the priority of retaining and recruiting the best talent. (Goal 1/Goal 2)
5. Begin implementation of an educational master plan, consistent with the overall MCO Master Plan update, which identifies locations for an onsite daycare facility for all airport employees, as well as a future location of an aviation-centric magnet career or technical program or high school. (Goal 4)

CONNECTION

1. Initiate Master Plan Development for all assets (MCO/ORL), with focus on the development of sub-analyzes that support these plans (i.e., North Terminal Redevelopment, CONRAC, real estate best use, etc.). (Goal 2)
2. Recruit a leader to oversee GOAA cargo efforts and finalize the MCO Cargo Plan and initiate next stage implementation. (Goal 4)
3. Secure at least one new long-haul international carrier from Europe or Asia and two new international routes (outside of Canada). (Goal 2)
4. Successful adoption of a Rate and Revenue structure for implementation on or before October 1, 2024, that has broad support with airline partners. (Goal 1)
5. Gain legislative support and necessary governmental agency approvals to have Orlando International Airport designated as a U.S. Customs Port of Entry. (Goal 2)
6. Implement operational improvements that enhance customer experience, including:
 - a. Adding over 1,000 parking spaces
 - b. Implement a parking reservation system.
 - c. Begin deployment of a parking guidance system (Goal 3)

COMMUNITY

1. Align ORL Real Estate assets with overall airport mission and community development opportunities that includes additional hangar space through either an additional Fixed Based Operator or marketing available space for hangar investment/development. (Goal 1)
2. Implement an improved approach to overall outreach programs for small business engagement that fosters the key objectives of GOAA to network, mentor and grow small businesses. (Goal 3)
3. Sponsor, promote, and initiate meetings of a Multi-Modal Connectivity Council consisting of leaders from UCF, local state colleges, regional industries, and local governments to discuss how MCO and ORL can contribute to the region's success and leverage the expertise of those stakeholders to develop, improve and innovate service at our airports. (Goal 4)
4. Further enhance the procurement processes to increase overall vendor participation, while expanding outreach opportunities through innovative techniques. (Goal 1)

INNOVATION

1. Implement an aerospace innovation center on the MCO campus that incorporates evolving technologies including advanced air mobility. (Goal 1)
2. Redesign the MCO website and app to foster a seamless experience for all customers and guests. (Goal 2)
3. Execute at least one pilot program to customize an experience for one type of passenger group. (Goal 4)
4. Benchmark aviation/mobility best practices through active leadership engagement and follow-up evaluation for implementation. (Goal 3)

The Committee further discussed adjustments to the CEO compensation plan. During several meetings, the Committee discussed whether the CEO's possible performance-based compensation should be increased while mandating that only the most extraordinary performance would warrant earning the full performance-based compensation opportunity. Upon motion by Mr. Mateer and seconded by Chairman Good, the Committee proposed offering the CEO up to forty-percent (40%) performance-based compensation by an amendment to the CEO's contract. Further discussions to finalize any proposed recommendations to the performance-based compensation percentage will be held before the December Board meeting.

ALTERNATIVES

The Board could consider amending these goals and proposed amendment.

FISCAL IMPACT

There is no immediate fiscal impact associated with the adoption of these recommendations.

RECOMMENDED ACTION

It is respectfully requested that the Aviation Authority Board resolve to adopt the aforementioned goals as the Chief Executive Officer's performance-based objectives for Fiscal Year 2024.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kevin J. Thibault, P.E., Chief Executive Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Notification of Release of RFP/RFB/RFQ/IFB

BACKGROUND

The list below represents the release of documents for different services at the Aviation Authority under \$500,000.00

TYPE OF RELEASE	SERVICE/TYPE	ESTIMATED RELEASE DATE	ESTIMATED AWARD DATE	SCOPE/SERVICE	VALUE/TERM
IFB	Suppression System Testing Certificate And Maintenance	01/06/2024	May 2024	Contractor to provide Fire Suppression System Testing Certification and Maintenance for all Inspections, Testing, Maintenance, Repairs, Modifications and Certification Recertification located throughout the Orlando International Airport	\$500K/60 Months



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392

MEMORANDUM

TO: Members of the Aviation Authority

FROM: Kevin J. Thibault, P.E., Chief Executive Officer

DATE: December 13, 2023

ITEM DESCRIPTION

Notification of Chief Executive Officer Approvals for December 2023 Board Meeting

BACKGROUND

The attached list represents contracts executed by the Chief Executive Officer requiring notification to the Board.

PURCHASING SUBMITTALS FOR BOARD NOTIFICATION - October and November 2023

Action	Competition	Vendor	Committee Approval	Cost	Funding	Description of Goods or Service	Term	Date Signed
Award	GOAA PS-00046	EPIC Engineering & Consulting Group, LLC	N/A	\$73,160.00	O&M Funds	Provide onsite support services to GOAA SBD management and staff	06/01/2023-08/31/2023	10/13/2023
Renewal Option	GOAA 03B-21	L F Harris & Associates CPA PA	VPPS	\$35,000.00	O&M Funds	Supplemental Auditing & Attestation Engagement Services - Renewal Option #1	10/1/23 - 9/30/24	9/21/2023
Renewal Option	GOAA PS-620	Arthur J. Gallagher Risk Management Services Inc	PM	\$41,800.00	O&M Funds	Insurance Broker Svcs. For Airport Owners & Operators Gen. Liab. Insurance - Renewal Opt. #1	5/1/23 - 4/30/24	3/9/2023
Renewal Option	GOAA PS-548	Klausner Kaufman Jensen & Levinson	VPPS	\$0.00	O&M Funds	Pension Attorney Services	8/15/23 - 8/14/24	6/10/2023
Contract Adjustment	GOAA 09-21	Sterling Building Services, Inc	PM	\$39,210.20	O&M Funds	Satellite Buildings Janitorial Maintenance - Increase the scope of services to include 2 checkpoints (Alpha and Delta) beginning 9/1/23.	9/1/2023 - 8/31/24	7/3/2023
2 Month Extension	GOAA 06-19	FCS Facility Services	VPPS	\$249,431.87	O&M Funds	Parking Garage Janitorial Maintenance - to allow time to complete the awarding process for new Contract 23-405-IFB	10/1/23 - 11/30/23	9/28/2023
Renewal Option	GOAA PS-536	ANDCO CONSULTING, LLC	CEO	\$82,500.00	O&M Funds	Investment Consultant Services - Renewal Opt 1	7/4/2023 - 7/3/24	10/11/2023
Renewal Option	GOAA PS-365	Aetna Behavioral Health, LLC	VPPS	\$15,000.00	O&M Funds	Employee Assistance Program Services - Renewal Opt 1	11/18/23 - 11/18/24	10/17/2023
Renewal Option	GOAA PS-613	Public Trust Advisors, LLC	VPPS	\$250,000.00	O&M Funds	Investment Advisory Services - Renewal Opt #2	10/01/23 - 09/30/24	10/17/2023
Renewal Option	GOAA 03A-21	Covington & Associates CPA, Inc.	VPPS	\$35,000.00	O&M Funds	Supplemental Auditing & Attestation Engagement Services - Renewal Option #1	10/01/23 - 09/30/24	10/20/2023
Renewal Option	GOAA PS-576	A Going Concern Inc	VPPS	\$247,500.00	O&M Funds	Business Continuity Program (BCP) Consulting Services- Renewal Opt #1	12/01/23 - 11/30/24	11/7/2023
Service Order	GOAA 24-190-UTL	Brighthouse Networks, LLC	VPPS	\$64,788.00	O&M Funds	1 Year Fiber Internet Subscripion Service Order	10/1/23 - 9/30/28	11/14/2023
New Contract	GOAA 24-144-SGS	Rhonda Ulmer - Procurement Consultant	VPPS	\$100,000.00	O&M Funds	Procurement Consultant Services	12 Months	11/17/2023

Olivera 11/28/23



GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

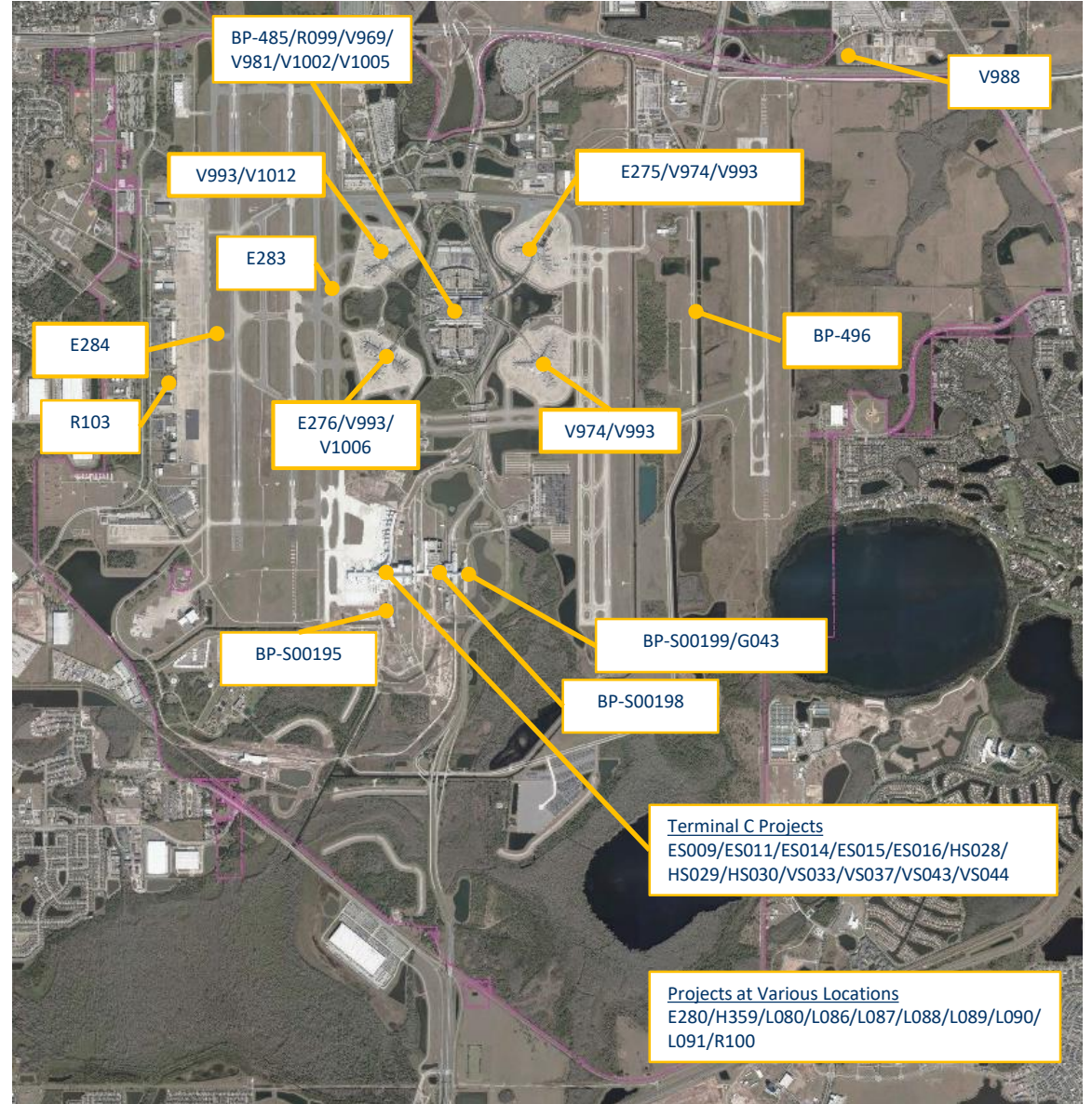
CONSTRUCTION PROGRESS REPORT

For Board Meeting of December 13, 2023



MCO Location Map for Active Construction Projects

Project No	Project Name	Contractor
BP-00485	HYATT LOBBY RENOVATION (DESIGN/BUILD)	The Weitz Company LLC
BP-00496	EAST AIRFIELD TAXIWAYS REHABILITATION-PHASE 2	Hubbard Construction Company
BP-S00195	TERM C, PH 1X - AIRSIDE CONCOURSE	Hensel Phelps Construction
BP-S00198	TERMINAL C MULTI-MODAL CONNECTOR PEDESTRIAN BRIDGE & RENTAL CAR LOBBY (D/B)	The Weitz Company LLC
BP-S00199	TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B)	The Middlesex Corporation
E-00275	COMMON USE AND BIOMETRIC EXPANSION - A/S 2 (D/B)	Electric Services, Inc.
E-00276	COMMON USE AND BIOMETRIC EXPANSION - A/S 3 (D/B)	Electric Services, Inc.
E-00280	WEST AIRFIELD ELECTRICAL UPGRADES	H. L. Pruitt Corporation
E-00283	RUNWAY 18L VAULT WORK	Gomez Construction Company
E-00284	MANHOLE 504 CONVERSION TO JUNCTION CAN PLAZA	H. L. Pruitt Corporation
E-S00009	RUNWAY 17L FAA ALSF-2 MODIFICATIONS	H. L. Pruitt Corporation
E-S00011	PARKING GARAGE C LEVEL 4 RESERVED PARKING CONFIGURATION	Power Engineering Group, Inc.
E-S00014	TERMINAL C REPLACEMENT OF DEPARTURE BRIDGE AND GROUND TRANSPORTATION LED STRIP LIGHTS	Electric Services, Inc.
E-S00015	TERMINAL C KVAR PILOT PROGRAM	Electric Services, Inc.
E-S00016	TERMINAL C MISC. ELECTRICAL CONSTRUCTION	Electric Services, Inc.
E-S00019	TERMINAL C EXIT SIGNAGE IN LANDSIDE AND AIRSIDE	Electric Services, Inc.
G-00043	SIGNAGE FOR TRAIN STATION PDL SURFACE LOTS	AC Signs, LLC
H-00359	POND DREDGING PROGRAM (FY2023)	Carr & Collier Inc.
H-S00028	TERMINAL C INTERIM GSE D/B	The Middlesex Corporation
H-S00029	AIRFIELD CIVIL RESTART ENABLING WORK	The Middlesex Corporation
H-S00030	TERMINAL C MISC. HORIZONTAL CONSTRUCTION	Prime Construction Group, Inc.
L-00080	ACS/REX BUTTONS REPLACEMENT	Prime Construction Group, Inc.
L-00086	ON-CALL LOW VOLTAGE SERVICES (FY24-MOUNTCHOR)	Mountchor Technologies, Inc.
L-00087	ON-CALL LOW VOLTAGE SERVICES (FY24-QCC)	Quality Cable Contractors, Inc.
L-00088	ON-CALL LOW VOLTAGE SERVICES (FY24-OBTS)	OBTS
L-00089	ON-CALL LOW VOLTAGE SERVICES (FY24-CNET)	Certified Network Professionals, Inc.
L-00090	ON-CALL LOW VOLTAGE SERVICES (FY24-ARCHIS)	Archis Technologies, Inc.
L-00091	ON-CALL LOW VOLTAGE SERVICES (FY24-PCS)	Precision Contracting Services, Inc.
R-00099	TERMINALS A & B RENTAL CAR QTA CANOPY LEAKS	RUSH Facilities, LLC
R-00100	2022-2023 EMERGENCY ROOF REPAIRS AND WATERPROOFING MAINTENANCE	P&A Roofing and Sheet Metal, Inc.
R-00103	WEST ARFF SECTOR B ROOF REPLACEMENT	P&A Roofing and Sheet Metal, Inc.
V-00969	MCCOY'S KITCHEN LINE RENOVATION D/B	Gomez Construction Company
V-00974	AIRSIDES 2 & 4 CONTINUITY OF OPERATIONS PLAN (COOP) D/B	Gomez Construction Company
V-00981	HYATT 4TH FLOOR WATER HEATER PIPING REPAIR	Gomez Construction Company
V-00988	BEACHLINE WAREHOUSE ROOF REPLACEMENT	H.A. Contracting Corporation
V-00992	REHABILITATION OF STRUCTURAL STEEL COMMERCIAL LANES CANOPIES	Clancy & Theys Construction Co.
V-00993	AIRSIDES 1-4 SERVICE AREAS TRITURATOR CANOPIES (D/B)	Clancy & Theys Construction Co.
V-01002	TERMINALS A AND B CENTER CORE CCTV INSTALLATION	Clancy & Theys Construction Co.
V-01005	CARL T. LANGFORD BOARD ROOM IMPROVEMENTS	The Collage Companies
V-01006	AIRSIDE 3 WING 1 RAMP LEVEL UPGRADES	H.A. Contracting Corporation
V-01009	GOAA PURCHASING BUILDING RENOVATIONS (D/B)	The Collage Companies
V-01012	AIRSIDE 1 WING 4 RAMP LEVEL RESTROOM REFURBISHMENTS	H. W. Davis Construction, Inc.
V-S00033	TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B)	Clancy & Theys Construction Co.
V-S00037	TERMINAL C MISC. VERTICAL CONSTRUCTION	Johnson-Laux Construction, LLC
V-S00043	TERMINAL C EGRESS STAIR VISION SCREENS	The Collage Companies
V-S00044	TERMINAL C TENANT BUILDOUT (COMPLETION OF BP-S187)	The Collage Companies



ORL Location Map - No Active Construction Projects



GREATER ORLANDO AVIATION AUTHORITY

Innovation Connecting the World

PROJECTS IN CONSTRUCTION

BP-00485-MCO HYATT LOBBY RENOVATION (DESIGN/BUILD)

CONTRACTOR: The Weitz Company LLC A/E: NONE OAR: NONE FUNDING: Cap. Ex. (Capital Expenditure Fund)	GOAA CONTACTS: Sponsor: Hyatt Regency Hotel Construction: Arlene Grant PROJECT COST: \$7,948,620.00
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SCOPE: Lobby renovations of the Hyatt Regency Hotel at the Orlando International Airport will include new carpeting and hard flooring/floor tiles; wayfinding signage; new millwork and equipment; replace interior landscaping and planters; new access lighting; light fixtures and ceiling fans; painting and new wall coverings; and, new soft seating/area rugs/televisions.

STATUS: Project is in the Design Pre-Construction Phase. Additional scopes of work, requested by the Hyatt Team for feasibility while refreshing the 30% design effort, are being evaluated.

NOTICE TO PROCEED: 11/19/19

CONSTRUCTION COST:				TIME(DAYS)	COMPLETION
Original Contract		\$882,060.35		365	11/17/20
Thru Change Order #	1	\$138,624.00	15.7%	<u>0</u>	
Current Contract		\$1,020,684.35		365	11/17/20
Paid To Date Thru PA #	4	\$343,348.10	33.6%	Time: 53.7%	

**ANTICIPATED
COMPLETION:
Early 2025**

PROJECTS IN CONSTRUCTION

BP-00496-MCO EAST AIRFIELD TAXIWAYS REHABILITATION-PHASE 2

CONTRACTOR:	Hubbard Construction Company	GOAA CONTACTS:	
A/E:	AECOM Technical Services, Inc.	Sponsor:	Engineering & Construction
OAR:	WSP USA Inc.	Construction:	Scott Shedek
FUNDING:	Cap. Ex. (Capital Expenditure Fund),FAA AIP,FDOT	PROJECT COST:	\$21,308,372.66

SCOPE: Rehabilitation of Taxiway J (Schedule A) located in the East Airfield between Taxiway L and Taxiway N at the Orlando International Airport. Construction work includes improvements to the taxiway pavement geometry and taxiway safety areas for compliance with FAA current standards, mill & overlay for the existing asphalt pavement, applying surface treatment to the existing taxiway asphalt shoulders, and related improvements for the taxiway markings, lighting and signage; and Rehabilitation of Taxiways L, N, and Taxiway Connectors N1 through N6 (Schedule B) located in the East Airfield between Runway 17L-35R and Runway 17R-35L at the Orlando International Airport. Construction work includes improvements to the taxiway pavement geometry and taxiway safety areas for compliance with FAA current standards, mill and overlay for the existing asphalt pavement, resealing joints and replacing cracked slabs for the concrete pavement, applying surface treatment to the existing taxiway asphalt shoulders, and related improvements for the taxiway markings, lighting and signage.

STATUS: Runway 17L/35R was returned to service on July 20, 2023. Taxiway J between Taxiways L and N has now been returned to service. Project has achieved Substantial Completion.

NOTICE TO PROCEED: 11/24/22

CONSTRUCTION COST:				TIME(DAYS)	COMPLETION
Original Contract		\$17,612,022.66		275	08/25/23
Thru Change Order #	5	\$249,196.01	1.4%	0	
Current Contract		\$17,861,218.67		275	08/25/23
Paid To Date Thru PA #	8	\$15,204,418.27	85.1%	Time: 119.6%	

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

BP-S00195-MCO TERM C, PH 1X - AIRSIDE CONCOURSE

CONTRACTOR:	Hensel Phelps Construction Co. dba Hensel Phelps Construction	GOAA CONTACTS:	
A/E:	HNTB Corporation	Sponsor:	Engineering & Construction
OAR:	AECOM Technical Services, Inc.	Construction:	Scott Shedek
FUNDING:	GARBS (General Account Revenue Bonds),PFCs (Passenger Facility Charges)	PROJECT COST:	\$279,912,000.00

SCOPE: Concrete, masonry, waterproofing, fireproofing, doors, frames and hardware, tile, resilient tile and carpet, fire suppression, plumbing and Heating, Ventilation, Air Conditioning (HVAC), electrical and low voltage work, elevators and an escalator for four aircraft gates as part of the expansion of Terminal C at the Orlando International Airport.

STATUS: The Airside Concourse (ASC) Building is multi-faceted across its various levels. One the Ramp Level, ongoing efforts include the advancement of interior fireproofing and the initiation of masonry dowels. Simultaneously, on the upper floors, the framing for exterior pre-fireproofing and preparations for the Sterile Corridor slab are actively underway. Masonry work is in-progress on the Ramp Level, which on the upper floors, activities encompass exterior insulation, ongoing exterior framing at the East elevation, and interior wall layout for the top track. The completion of the Transfer Level Slab-on-Metal Deck (SOMD) is a milestone achievement, and the building is undergoing simultaneous interior and exterior fireproofing. Notably, Gates C251 and C252 in the ASC Building are on-schedule, with deck and detail work planned for completion by mid-December, and steel erection slated to conclude early December. Turning to the site scope, progress with P501 Panels featuring clean-outs is ongoing. RFI 286 emphasizes the completion of lightning protection per Specifications, Work is actively engaged in sidewalk subgrade preparation, following CMU walls which are in-progress. Preparation for the placement of a P501 Panel with a clean-outs is underway.

				NOTICE TO PROCEED: 12/06/22	
CONSTRUCTION COST:				TIME(DAYS)	COMPLETION
Original Contract		\$277,006,000.00		1095	12/04/25
Thru Change Order #	22	\$2,905,378.00	1.0%	0	
Current Contract		\$279,911,378.00		1095	12/04/25
Paid To Date Thru PA #	10	\$47,822,109.78	17.1%	Time: 33.2%	

ANTICIPATED COMPLETION: On Schedule
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PROJECTS IN CONSTRUCTION

BP-S00198-MCO TERMINAL C MULTI-MODAL CONNECTOR PEDESTRIAN BRIDGE & RENTAL CAR LOBBY (D/B)

CONTRACTOR: The Weitz Company LLC

A/E: HNTB - Airport Office

OAR: Jacobs Project Management Co.

FUNDING: CFCs (Customer Facility Charges), FDOT, GARBS (General Account Revenue Bonds)

GOAA CONTACTS:

Sponsor: Engineering & Construction

Construction: Torie Brooks

PROJECT COST: \$113,293,387.00

SCOPE: Demolition, masonry, waterproofing and caulking, roofing, fireproofing, fire stopping, skylights, interior glass and glazing, curtain wall, doors, frames and hardware, drywall, framing, finishes, fire protection, mechanical, and plumbing work to expand the Ground Transportation Facility Boulevard with conditioned air connection between the Landside Terminal C and the Train Station Complex at the Orlando International Airport. This scope also includes moving walkways and a rental car lobby.

STATUS: Concrete columns and elevated concrete deck are being poured for the pedestrian bridge. Temporary construction measures and selective demolition in the existing train station are ongoing. Material procurement is ongoing. Garage C fire sprinkler design has been submitted for permit. RAC lobby design is at 60%, with 95% documents to be submitted in mid-December.

				NOTICE TO PROCEED: 07/27/23	
CONSTRUCTION COST:				TIME(DAYS)	COMPLETION
Original Contract		\$113,293,387.00		686	06/11/25
Thru Change Order #	0	\$0.00	0.0%	0	
Current Contract		\$113,293,387.00		686	06/11/25
Paid To Date Thru PA #	1	\$2,525,058.39	2.2%	Time: 14.1%	

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

BP-S00199-MCO TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOTS (D/B)

CONTRACTOR:	The Middlesex Corporation	GOAA CONTACTS:	
A/E:	NONE	Sponsor:	Engineering & Construction
OAR:	Geotech Consultants International, Inc., dba GCI, Inc.	Construction:	Scott Shedek
FUNDING:	Cap. Ex. (Capital Expenditure Fund), Aviation Authority Funds	PROJECT COST:	\$14,050,000.00

SCOPE: Design and build two surface parking lots, and all associated infrastructure, amenities, and required equipment for a fully functioning parking lot in the area of the Train Station PDL Loop.

STATUS: Surface Lots 2 and 3 were turned over to GOAA for use on 11/15/2023, opened for employee use on 11/21/2023, and opened for public parking on 12/04/2023. Surface Lot 3 is anticipated to be turned over to GOAA for use by 12/15/2023. Share-use path between Train Station PDL and Surface Lot 3 is targeted for completion in January 2024.

NOTICE TO PROCEED: 05/01/23

CONSTRUCTION COST:

				TIME(DAYS)	COMPLETION
Original Contract		\$10,407,340.84		170	10/17/23
Thru Change Order #	7	\$1,488,214.62	14.3%	<u>60</u>	
Current Contract		\$11,895,555.46		230	12/16/23
Paid To Date Thru PA #	5	\$7,477,868.04	62.9%	Time: 77.4%	

**ANTICIPATED
COMPLETION:
01/31/2024**

PROJECTS IN CONSTRUCTION

E-00275-MCO COMMON USE AND BIOMETRIC EXPANSION - A/S 2 (D/B)

CONTRACTOR:	Electric Services, Inc.	GOAA CONTACTS:	
A/E:	NONE	Sponsor:	Operations
OAR:	Geotech Consultants International, Inc., dba GCI, Inc.	Construction:	Scott Shedek
FUNDING:	GARBS (General Account Revenue Bonds)	PROJECT COST:	\$525,000.00

SCOPE: Project will (1) remove and dispose of existing counter inserts and install new owner-furnished counter inserts at all ticket counters; and, (2) remove and deliver to HBJ Warehouse existing lift podiums and install new owner-furnished podiums at twenty gates with the exception of Gates 111 and 112, at the Orlando International Airport. Project will also (a) provide and install two 1.5" conduits for data from twenty existing gate ticket counters to nearest communications room, and one 1.5" conduit from Gates 111 and 112; (b) provide and install pull box below all ticket counter locations as junction for all new conduits; and, (c) provide and install one 1.5" conduits from new pull box to all gate podiums and provide and install two 1.5" conduits from new pull box to ticket counter.; remove electrical at existing gate podium and ticket counter inserts and re-install in new millwork.

STATUS: Both electrical and low voltage permits have been received. Installation of conduit from the communication rooms to the gates is on hold, awaiting arrival of owner-furnished material (OFM). All ticket counter millwork has been delivered to the HBJ Warehouse. Installation from the Hub and Wings 7 and 9 are complete to the junction boxes under the ticket counters. Installation is underway, additional coordination efforts are required with work postponed during the holiday period. A change order to resolve schedule slippage due to late delivery of OFM will be addressed during closeout of the project.

NOTICE TO PROCEED: 04/11/22

CONSTRUCTION COST:

				TIME(DAYS)	COMPLETION
Original Contract		\$433,000.00		180	10/07/22
Thru Change Order #	0	\$0.00	0.0%	0	
Current Contract		\$433,000.00		180	10/07/22
Paid To Date Thru PA #	6	\$299,428.60	69.2%	Time: 105.0%	

**ANTICIPATED
COMPLETION:
01/31/2024**

PROJECTS IN CONSTRUCTION

E-00276-MCO COMMON USE AND BIOMETRIC EXPANSION - A/S 3 (D/B)

CONTRACTOR: Electric Services, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Operations

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Scott Shedek

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$460,000.00

SCOPE: Remove and dispose the existing counter inserts and install new owner-furnished counter inserts at twelve ticket counters at Airside 3 at the Orlando International Airport. Work will include (1) removal and delivery to HBJ Warehouse fifteen existing lift podiums and installation of new owner-furnished dual lift podiums at twelve gates, and single-ticket lift podiums at three gates; (2) installation of two 1.5" conduits, for data, from eighteen existing gate ticket counters to nearest communications room and one 1.5" conduit from Gates 30, 33 and 34; (3) installation of pull box below all ticket counter locations, except for Gates 31 and 32, as junction for all new conduits; (4) installation of one 1.5" conduit from new pull box to gate podiums, and installation of two 1.5" conduits from new pull box to ticket counter; and, (5) removal of electrical at existing gate podium and ticket counter inserts, and reinstallation in new millwork.

STATUS: Both electrical and low voltage permits have been received. Installation of conduit from the communication rooms to the gates is on hold, awaiting arrival of owner-furnished material (OFM). All ticket counter millwork has been delivered to the HBJ Warehouse. Installation from Wings 1, 2 and 3 is complete to the junction boxes under the ticket counters. Core drilling and installation of data cables in the ticket counters, and installation of single-station lift podia are in-progress, with additional coordination efforts required while work is postponed during the holiday period. A change order to resolve schedule slippage due to late delivery of OFM will be addressed during closeout of the project.

NOTICE TO PROCEED: 04/11/22

CONSTRUCTION COST:

Original Contract		\$379,500.00	
Thru Change Order #	1	(\$3.93)	0.0%
Current Contract		\$379,496.07	
Paid To Date Thru PA #	7	\$291,232.47	76.7%

TIME(DAYS)

COMPLETION

180	10/07/22
<u>0</u>	
180	10/07/22
Time: 334.4%	

**ANTICIPATED
COMPLETION:
01/31/2024**

PROJECTS IN CONSTRUCTION

E-00280-MCO WEST AIRFIELD ELECTRICAL UPGRADES

CONTRACTOR:	H. L. Pruitt Corporation	GOAA CONTACTS:	
A/E:	Avcon, Inc.	Sponsor:	Maintenance
OAR:	PSA Constructors Inc. dba PSA Management Inc.	Construction:	Tuan Nguyen (SS)
FUNDING:	Cap. Ex. (Capital Expenditure Fund)	PROJECT COST:	\$3,003,334.00

SCOPE: Provide electrical upgrades to the west airfield electrical system at the Orlando International Airport.

STATUS: Installation of fiber optic cables is complete. Airfield lighting installation is underway as coordinated with Airfield Operations.

NOTICE TO PROCEED: 06/12/23

CONSTRUCTION COST:				TIME(DAYS)	COMPLETION
Original Contract		\$3,003,334.00		365	06/10/24
Thru Change Order #	0	\$0.00	0.0%	<u>0</u>	
Current Contract		\$3,003,334.00		365	06/10/24
Paid To Date Thru PA #	2	\$361,833.62	12.0%	Time: 47.9%	

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

E-00283-MCO RUNWAY 18L VAULT WORK

CONTRACTOR: Gomez Construction Company

GOAA CONTACTS:

A/E: Avcon, Inc.

Sponsor: Maintenance

OAR: PSA Constructors Inc. dba PSA Management Inc.

Construction: Christina Taylor

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$322,000.00

SCOPE: Work includes finishing the remainder of the interior vault spaces at the Orlando International Airport. Scope includes blocking up two exterior louvers, disconnecting motorized dampers from FA system, HVAC for the switch gear room and electrical control room, possible removal of the CO2 system (since generator has been removed), replacement of all existing light fixtures with new LED fixtures, patch and paint interior walls, and pressure wash/clean exterior of building.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 06/14/23

CONSTRUCTION COST:

Original Contract		\$322,000.00	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$322,000.00	
Paid To Date Thru PA #	3	\$305,900.00	95.0%

TIME(DAYS)

150
0
150
Time: 99.3%

COMPLETION

11/10/23
11/10/23

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

E-00284-MCO MANHOLE 504 CONVERSION TO JUNCTION CAN PLAZA

CONTRACTOR: H. L. Pruitt Corporation

GOAA CONTACTS:

A/E: Avcon, Inc.

Sponsor: Facilities

OAR: Cost Management, Inc., dba CMI

Construction: Scott Shedek

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$1,234,235.00

SCOPE: Replace Manhole 504 with a junction can plaza at the Orlando International Airport.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 06/12/23

CONSTRUCTION COST:

Original Contract		\$1,234,235.00	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$1,234,235.00	
Paid To Date Thru PA #	1	\$111,083.50	9.0%

TIME(DAYS)

COMPLETION

90	09/09/23
<u>0</u>	
90	09/09/23
Time: 171.1%	

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

E-S00009-MCO RUNWAY 17L FAA ALSF-2 MODIFICATIONS

CONTRACTOR:	H. L. Pruitt Corporation	GOAA CONTACTS:	
A/E:	NONE	Sponsor:	Engineering & Construction
OAR:	WSP USA Inc.	Construction:	Scott Shedek
FUNDING:	Direct funding from Virgin Trains US (fka Brightline/AAF)	PROJECT COST:	\$1,287,954.00

SCOPE: Modify the Approach Lighting System with Sequence Flashing Lights (ALSF-2) at Runway 17L to accommodate the Virgin Trains rail easement by adjusting the light fixture heights and light lane slope as well as shifting Stations 15 and 16, at the Orlando International Airport. The project includes approximately 15,000 LF wire and cabling, grounding, replacement of duct between Stations 15 and Station 16 and removal and replacement of all lighting masts from Station 3 through Station 24. Construction will be according to the project plans documents, the GOAA continuing contract, and the project specific technical specifications. All work must be built to current FAA requirements and be accepted by FAA who will provide a Resident Engineer for the project. The Contractor will coordinate the flight check with FAA and make any required adjustments to the system to satisfy FAA. The Contractor will provide the MOT requirements for Cargo Road and for SR 528 and all measures required to keep the airfield free from debris including but not limited to low profile barricades, operational lights, and sweeping of all work areas and haul routes. All runway work within the Runway Safety Area will be completed during the 45 days that Runway 17L-35R will be closed. Any additional work in the safety area after the closure will have to be coordinated with GOAA Airfield Operations during routine maintenance closures or nighttime closures.

STATUS: Runway 17L/35R was returned to service on July 20, 2023. Taxiway J between Taxiways L and N has also been returned to service. All work for this project has been completed and turned over to the FAA. This project only a modification of the existing facility to accommodate the train height. Upon final testing, the FAA determined that some of the existing hardware no longer meets current FAA testing criteria. The Contractor, OAR and FAA project team have collaborated to identify potential resources to replace the existing transformers, which is outside of this E-S00009 project scope. The FAA recently decided to bring in a specialty team at FAA cost to conduct a complete review of the system to better narrow down what could be causing the troublesome test results. FAA flight check is scheduled for mid-December 2023. Closeout of this project will occur after the FAA flight check is complete.

NOTICE TO PROCEED: 06/10/19

CONSTRUCTION COST:				TIME(DAYS)	COMPLETION
Original Contract		\$768,000.00		180	12/06/19
Thru Change Order #	2	\$519,953.71	67.7%	<u>551</u>	
Current Contract		\$1,287,953.71		731	06/09/21
Paid To Date Thru PA #	7	\$1,223,556.02	95.0%	Time: 207.3%	

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

E-S00011-MCO PARKING GARAGE C LEVEL 4 RESERVED PARKING CONFIGURATION

CONTRACTOR: Power Engineering Group, Inc.

GOAA CONTACTS:

A/E: Avcon, Inc.

Sponsor: Operations

OAR: PSA Constructors Inc. dba PSA Management Inc.

Construction: Scott Shedek

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$158,000.00

SCOPE: Install a revenue control and access control system to convert Level 4 of Parking Garage C from general parking to reserved parking at the Orlando International Airport. Design was completed under W-00386.

STATUS: Field work is complete, with turn-over to GOAA Parking by 12/08/2023. Installation of equipment is awaiting delivery of the gate equipment.

NOTICE TO PROCEED: 06/12/23

CONSTRUCTION COST:

Original Contract		\$137,938.15	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$137,938.15	
Paid To Date Thru PA #	0	\$0.00	0.0%

TIME(DAYS)

COMPLETION

90	09/09/23
<u>0</u>	
90	09/09/23
Time: 0.00%	

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

E-S00014-MCO TERMINAL C REPLACEMENT OF DEPARTURE BRIDGE AND GROUND TRANSPORTATION LED STRIP LIGHTS

CONTRACTOR:	Electric Services, Inc.	GOAA CONTACTS:	
A/E:	NONE	Sponsor:	Engineering & Construction
OAR:	PSA Constructors Inc. dba PSA Management Inc.	Construction:	Scott Shedek
FUNDING:	GARBS (General Account Revenue Bonds)	PROJECT COST:	\$245,000.00

SCOPE: Replace existing LED strip lighting on the Landside Departures and Ground Transportation levels at Terminal C at the Orlando International Airport. Scope includes removal of existing temporary LED lights and all remaining LED strip lights and replacement with 150 pendant-style LED lights to match those already replaced from previous storm damage.

STATUS: Project has achieved Substantial Completion.

CONSTRUCTION COST:

Original Contract		\$214,981.00			
Thru Change Order #	0	\$0.00	0.0%		
Current Contract		\$214,981.00			
Paid To Date Thru PA #	3	\$184,283.75	85.7%		

NOTICE TO PROCEED: 08/08/23

	TIME(DAYS)	COMPLETION
	90	11/05/23
	<u>0</u>	
	90	11/05/23
	Time: 131.1%	

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

E-S00015-MCO TERMINAL C KVAR PILOT PROGRAM

CONTRACTOR: Electric Services, Inc. **GOAA CONTACTS:**
A/E: Matern Professional Engineering, Inc. **Sponsor:** Engineering & Construction
OAR: PSA Constructors Inc. dba PSA Management **Construction:** Scott Shedek
FUNDING: GARBS (General Account Revenue Bonds) **PROJECT COST:** \$500,000.00

SCOPE: Install new units, breakers and feeders at the Terminal C Airside at the Orlando International Airport. Scope includes verifying field dimensions of existing equipment in electrical rooms (as-builts); reviewing as-built panel schedules; metering and obtaining power data from panels; designing KiloVolt Amperes Reactive (KVAR) corrections to include detailing unit, sizing breakers and feeders and relocating existing items to make room for new units; and testing, metering, recording, making adjustments, and analyzing for total solution.

STATUS: Installation activities are underway.

NOTICE TO PROCEED: 11/28/23

CONSTRUCTION COST:

				TIME(DAYS)	COMPLETION
Original Contract		\$135,218.71		120	03/26/24
Thru Change Order #	0	\$0.00	0.0%	0	
Current Contract		\$135,218.71		120	03/26/24
Paid To Date Thru PA #	0	\$0.00	0.0%	Time: 0.00%	

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

E-S00016-MCO TERMINAL C MISC. ELECTRICAL CONSTRUCTION

CONTRACTOR: Electric Services, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Engineering & Construction

OAR: PSA Constructors Inc. dba PSA Management Inc.

Construction: Scott Shedek

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$245,000.00

SCOPE: Miscellaneous electrical construction work at Terminal C Airside and Landside at the Orlando International Airport. Scope includes providing power to SmartCarte carts at Landside; providing power to ATM machine; adding visual notification lights for AED cabinets; adding power outlets in outbound bag room; adding power and data for curbside valet/taxi starter podiums; and adding/changing power connections for changing tables in eleven restrooms.

STATUS: Change Order No. 1 for an electrical permit and PCA Mod BUS interface work has been approved. Construction activities are underway.

NOTICE TO PROCEED: 09/05/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$208,689.54

120

01/02/24

Thru Change Order # 1 \$9,359.68 4.5%

0

Current Contract

\$218,049.22

120

01/02/24

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

E-S00019-MCO TERMINAL C EXIT SIGNAGE IN LANDSIDE AND AIRSIDE

CONTRACTOR: Electric Services, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Multi-Modal Planning & Environmental

OAR: Geotech Consultants International, Inc., dba GCI, Inc.

Construction: Karla Carman

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$70,000.00

SCOPE: Install conduit, wire and exit signs at 17 locations in the Terminal C Landside and Airside Concourse at the Orlando International Airport. Signage required for City of Orlando compliance to achieve certificate of completion.

STATUS: Project is in procurement / submittal phase.

NOTICE TO PROCEED: 10/30/23

CONSTRUCTION COST:

Original Contract		\$35,650.00	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$35,650.00	
Paid To Date Thru PA #	1	\$1,615.00	4.5%

TIME(DAYS)

COMPLETION

60	12/28/23
<u>0</u>	
60	12/28/23
Time: 50.0%	

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

G-00043-MCO SIGNAGE FOR TRAIN STATION PDL SURFACE LOTS

CONTRACTOR: AC Signs, LLC

GOAA CONTACTS:

A/E: NONE

Sponsor: Engineering & Construction

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Scott Shedek

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$200,000.00

SCOPE: Fabricate and install various signs with parking information for the Terminal C Train Station Passenger Drop-Off Lobby (PDL) Surface Parking Lots (BP-S00199) at the Orlando International Airport.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 06/16/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$179,835.57

60

08/14/23

Thru Change Order # 1 \$6,822.00 3.8%

0

Current Contract **\$186,657.57**

60

08/14/23

Paid To Date Thru PA # 2 \$166,372.33 89.1%

Time: 243.3%

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

H-00359-MCO POND DREDGING PROGRAM (FY2023)

CONTRACTOR:	Carr & Collier Inc.	GOAA CONTACTS:	
A/E:	Kimley-Horn and Associates, Inc.	Sponsor:	Facilities
OAR:	PSA Constructors Inc. dba PSA Management Inc.	Construction:	Scott Shedek
FUNDING:	Cap. Ex. (Capital Expenditure Fund), O&M (Operations & Maintenance Fund)	PROJECT COST:	\$2,403,030.75
SCOPE:	Dredge various ponds located on the MCO campus to ensure proper volume and efficiency at the Orlando International Airport.		
STATUS:	Project has achieved Substantial Completion.		

CONSTRUCTION COST:

Original Contract		\$2,168,100.00			
Thru Change Order #	3	\$27,999.50	1.3%		
Current Contract		\$2,196,099.50			
Paid To Date Thru PA #	5	\$2,174,138.50	99.0%		

NOTICE TO PROCEED: 06/12/23

TIME(DAYS)

COMPLETION

120	10/09/23
<u>0</u>	
120	10/09/23
Time: 140.0%	

**ANTICIPATED
COMPLETION:
Subst Compl**

PROJECTS IN CONSTRUCTION

H-S00028-MCO TERMINAL C INTERIM GSE D/B

CONTRACTOR: The Middlesex Corporation

GOAA CONTACTS:

A/E: NONE

Sponsor: Facilities

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Scott Shedek

FUNDING: Cap. Ex. (Capital Expenditure Fund),FDOT

PROJECT COST: \$800,000.00

SCOPE: Provides limited facilities for Ground Support Equipment (GSE) functions at Terminal C at the Orlando International Airport. These functions will include septic trituration, fueling for diesel, fueling for unleaded, domestic solid waste container staging, parking, and equipment storage. The project will require construction of new power service to support triturator, lighting, and fueling operations. The project location will be stabilized with 6" of compacted asphalt millings which are owner-furnished to support vehicle operations. The triturator will need to be permitted with the City of Orlando to tie into the existing sanitary system. The Contractor will be responsible for all design and permitting required to complete the project.

STATUS: Fuel tank installation is complete and fueling activities are operational. OUC has installed the transformer and meter, and the temporary generator power has been removed. The City of Orlando has permitted the work, and continued coordination to incorporate the electrical requirements into the permit package are ongoing. Sanitary connection at the existing Sanitary Structure S-13 from Terminal C has been installed and completed. The temporary triturator remains operational for Terminal C while the new facility is constructed. The interim triturator has been cleared by the City of Orlando and is in construction. After this interim system is operational, the temporary triturator will be removed.

NOTICE TO PROCEED: 07/29/22

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$797,985.00

180

01/24/23

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract

\$797,985.00

180

01/24/23

Paid To Date Thru PA # 3 \$514,909.76 64.5%

Time: 240.0%

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

H-S00029-MCO AIRFIELD CIVIL RESTART ENABLING WORK

CONTRACTOR: The Middlesex Corporation

GOAA CONTACTS:

A/E: HNTB Corporation

Sponsor: Engineering & Construction

OAR: AECOM Technical Services, Inc.

Construction: Scott Shedek

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$5,000,000.00

SCOPE: Furnish and install airfield site civil, fencing, electrical, utilities, and related scope for initial enabling work associated with the Terminal C Airfield Restart at the Orlando International Airport.

STATUS: All original scope activities are complete. Close coordination with the BP-S00195 construction team is ongoing as additional changes are identified. Additional work to stabilize the BP-S00195/BP-S00196 project entrance is in-progress. This additional scope will remove existing utilities that would be in conflict with the construction of BP-S00196.

NOTICE TO PROCEED: 02/09/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$3,164,794.83

105

05/24/23

Thru Change Order # 5 \$843,962.57 26.7%

176

Current Contract

\$4,008,757.40

281

11/16/23

Paid To Date Thru PA # 7 \$3,597,472.51 89.7%

Time: 106.0%

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

H-S00030-MCO TERMINAL C MISC. HORIZONTAL CONSTRUCTION

CONTRACTOR: Prime Construction Group, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Engineering & Construction

OAR: PSA Constructors Inc. dba PSA Management Inc.

Construction: Scott Shedek

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$225,000.00

SCOPE: Miscellaneous horizontal construction at the Terminal C Airside at the Orlando International Airport. Scope includes resurfacing pavement at bag drops on the Airside to provide a non-stick surface via shot-blasting, sealing of the resurfaced concrete and new traffic markings.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 07/12/23

CONSTRUCTION COST:

Original Contract \$134,827.00

Thru Change Order # 0 \$0.00 0.0%

Current Contract **\$134,827.00**

Paid To Date Thru PA # 0 \$0.00 0.0%

TIME(DAYS)

COMPLETION

90 10/09/23

0

90 10/09/23

Time: 0.00%

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

L-00080-MCO ACS/REX BUTTONS REPLACEMENT

CONTRACTOR: Quality Cable Contractors, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Security

OAR: PSA Constructors Inc. dba PSA Management Inc.

Construction: Scott Shedek

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$173,000.00

SCOPE: Remove Request to Exit (REX) buttons and replace with Access Control System (ACS) card readers at approximately 22 locations at all four airside at the Orlando International Airport. There are for emergency access points from the Ramp Level to the Transfer Level of the airside. The door number listing can provide separated correspondence.

STATUS: ACS card reader replacement is underway. Additional design requested by GOAA Electronics is being priced by the Contractor and will be added via a future change order.

NOTICE TO PROCEED: 09/25/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$77,527.00

90

12/23/23

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$77,527.00**

90

12/23/23

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
01/31/2024**

PROJECTS IN CONSTRUCTION

L-00086-MCO ON-CALL LOW VOLTAGE SERVICES (FY24-MOUNTCHOR)

CONTRACTOR: Mountchor Technologies, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Information Technology

OAR: NONE

Construction: Paul Haust

FUNDING: O&M (Operations & Maintenance Fund)

PROJECT COST: \$200,000.00

SCOPE: Provide on-call low voltage cabling installation and repair services for all Aviation Authority facilities at the Orlando International Airport.

STATUS: Project is in on-call status.

NOTICE TO PROCEED: 10/25/23

CONSTRUCTION COST:

Original Contract		\$200,000.00	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$200,000.00	
Paid To Date Thru PA #	0	\$0.00	0.0%

TIME(DAYS)

COMPLETION

342	09/30/24
<u>0</u>	
342	09/30/24
Time: 0.00%	

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

L-00087-MCO ON-CALL LOW VOLTAGE SERVICES (FY24-QCC)

CONTRACTOR: Quality Cable Contractors, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Information Technology

OAR: NONE

Construction: Paul Haust

FUNDING: O&M (Operations & Maintenance Fund)

PROJECT COST: \$300,000.00

SCOPE: Provide on-call low voltage cabling installation and repair services for all Aviation Authority facilities at the Orlando International Airport.

STATUS: Project is in on-call status.

NOTICE TO PROCEED: 10/01/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$300,000.00

365

09/29/24

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$300,000.00**

365

09/29/24

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

L-00088-MCO ON-CALL LOW VOLTAGE SERVICES (FY24-OBTS)

CONTRACTOR: Orlando Business Telephone Systems, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Information Technology

OAR: NONE

Construction: Paul Haust

FUNDING: O&M (Operations & Maintenance Fund)

PROJECT COST: \$300,000.00

SCOPE: Provide on-call low voltage cabling installation and repair services for all Aviation Authority facilities at the Orlando International Airport.

STATUS: On-call services project.

NOTICE TO PROCEED: 10/01/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$300,000.00

366

09/30/24

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$300,000.00**

366

09/30/24

Paid To Date Thru PA # 1 \$9,701.95 3.2%

Time: 17.8%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

L-00089-MCO ON-CALL LOW VOLTAGE SERVICES (FY24-CNET)

CONTRACTOR: Certified Network Professionals, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Information Technology

OAR: NONE

Construction: Paul Haust

FUNDING: O&M (Operations & Maintenance Fund)

PROJECT COST: \$50,000.00

SCOPE: Provide on-call low voltage cabling installation and repair services for all Aviation Authority facilities at the Orlando International Airport.

STATUS: Project is in on-call status.

NOTICE TO PROCEED: 10/01/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$50,000.00

365

09/29/24

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$50,000.00**

365

09/29/24

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

L-00090-MCO ON-CALL LOW VOLTAGE SERVICES (FY24-ARCHIS)

CONTRACTOR: Archis Technologies, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Information Technology

OAR: NONE

Construction: Paul Haust

FUNDING: O&M (Operations & Maintenance Fund)

PROJECT COST: \$75,000.00

SCOPE: Provide on-call low voltage cabling installation and repair services for all Aviation Authority facilities at the Orlando International Airport.

STATUS: Project is in on-call status.

NOTICE TO PROCEED: 10/25/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$75,000.00

342

09/30/24

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$75,000.00**

342

09/30/24

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

L-00091-MCO ON-CALL LOW VOLTAGE SERVICES (FY24-PCS)

CONTRACTOR: Precision Contracting Services, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Information Technology

OAR: NONE

Construction: Paul Haust

FUNDING: O&M (Operations & Maintenance Fund)

PROJECT COST: \$100,000.00

SCOPE: Provide on-call low voltage cabling installation and repair services for all Aviation Authority facilities at the Orlando International Airport.

STATUS: Project is in on-call status.

NOTICE TO PROCEED: 10/25/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$100,000.00

342

09/30/24

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$100,000.00**

342

09/30/24

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

R-00099-MCO TERMINALS A & B RENTAL CAR QTA CANOPY LEAKS

CONTRACTOR:	RUSH Facilities, LLC	GOAA CONTACTS:	
A/E:	CMC Design Group, Inc.	Sponsor:	Facilities
OAR:	Geotech Consultants International, Inc., dba GCI, Inc.	Construction:	Scott Shedek
FUNDING:	O&M (Operations & Maintenance Fund)	PROJECT COST:	\$315,200.00

SCOPE: Canopy leak repairs to the Terminals A and B RAC QTA at the Orlando International Airport will include, but are not limited to, vacuuming debris from all perimeter and center gutters; power washing/sewer jetting perimeter and center gutters, including column drains; patching holes in perimeter and center gutters, as required; coating inside bottom of perimeter and center gutters with acrylic-based elastomeric coating; replacing any damaged or missing deck clips; and, checking and re-sealing structural column penetrations.

STATUS: Building Canopy A-1 and A-2 repairs are complete. Building Canopy B-2 repairs are on-hold while optional canopy roof system repairs in conjunction with the gutter repairs are researched.

NOTICE TO PROCEED: 06/05/23

CONSTRUCTION COST:				TIME(DAYS)	COMPLETION
Original Contract		\$265,448.77		30	07/04/23
Thru Change Order #	0	\$0.00	0.0%	<u>0</u>	
Current Contract		\$265,448.77		30	07/04/23
Paid To Date Thru PA #	1	\$69,910.50	26.3%	Time: 423.3%	

**ANTICIPATED
COMPLETION:
01/31/2024**

PROJECTS IN CONSTRUCTION

R-00100-MCO 2022-2023 EMERGENCY ROOF REPAIRS AND WATERPROOFING MAINTENANCE

CONTRACTOR: P&A Roofing and Sheet Metal, Inc.

A/E: NONE

OAR: NONE

FUNDING: Cap. Ex. (Capital Expenditure Fund)

GOAA CONTACTS:

Sponsor: Facilities

Construction: Scott Shedek

PROJECT COST: \$200,000.00

SCOPE: Provide emergency response for GOAA building envelope repairs and waterproofing at the Orlando International Airport, and perform scheduled maintenance as directed by the Aviation Authority.

STATUS: Project is in on-call status.

NOTICE TO PROCEED: 11/01/22

CONSTRUCTION COST:

Original Contract		\$200,000.00	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$200,000.00	
Paid To Date Thru PA #	7	\$105,277.37	52.6%

TIME(DAYS)

COMPLETION

435 01/09/24

0

435 01/09/24

Time: 85.7%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

R-00103-MCO WEST ARFF SECTOR B ROOF REPLACEMENT

CONTRACTOR: P&A Roofing and Sheet Metal, Inc.

GOAA CONTACTS:

A/E: NONE

Sponsor: Facilities

OAR: The Roderick Group, Inc. dba Ardmore
Roderick

Construction: Scott Shedek

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$211,536.00

SCOPE: Replace Sector B roof on the West ARFF Building at the Orlando International Airport.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 05/02/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$178,800.00

60

06/30/23

Thru Change Order # 1 \$3,402.02 1.9%

0

Current Contract **\$182,202.02**

60

06/30/23

Paid To Date Thru PA # 3 \$145,414.60 79.8%

Time: 320.0%

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

V-00969-MCO MCCOY'S KITCHEN LINE RENOVATION D/B

CONTRACTOR: Gomez Construction Company

GOAA CONTACTS:

A/E: NONE

Sponsor: Engineering & Construction

OAR: NONE

Construction: Arlene Grant

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$416,299.00

SCOPE: McCoy's Kitchen Expansion at the Orlando International Airport will increase the kitchen line to accommodate a full-time 3-meal service by adding a griddle and the associated MEP and FP; reconfigure the "community table" area to accommodate the buffet in the morning and transition to community tables in the afternoon and evening; and, modify the utility design to support new kitchen equipment design and guest service functions.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 01/26/22

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$334,836.72

189

08/02/22

Thru Change Order # 1 \$174,098.72 52.0%

0

Current Contract

\$508,935.44

189

08/02/22

Paid To Date Thru PA # 3 \$214,833.46 42.2%

Time: 314.8%

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

V-00974-MCO AIRSIDES 2 & 4 CONTINUITY OF OPERATIONS PLAN (COOP) D/B

CONTRACTOR:	Gomez Construction Company	GOAA CONTACTS:	
A/E:	NONE	Sponsor:	Engineering & Construction
OAR:	Geotech Consultants International, Inc., dba GCI, Inc.	Construction:	Scott Shedek
FUNDING:	GARBS (General Account Revenue Bonds)	PROJECT COST:	\$1,783,294.00

SCOPE:

Fabricate and install new canopies at Airsides 2 and 4 for the emergency egress of passengers from the APM platforms as a Continuity of Operations Plan (COOP) at the Orlando International Airport. Design and installation shall include an ADA ramp at Airside 2. Allowances shall be included for the installation of steel bollards at existing columns, interior renovations at Airside 4, and for canopy lighting.

STATUS: Project has achieved Substantial Completion.

CONSTRUCTION COST:

Original Contract		\$571,790.33			
Thru Change Order #	0	\$0.00	0.0%		
Current Contract		\$571,790.33			
Paid To Date Thru PA #	2	\$140,011.24	24.5%		

NOTICE TO PROCEED: 05/23/22

TIME(DAYS)	COMPLETION
120	09/19/22
0	
120	09/19/22
Time: 433.3%	

ANTICIPATED COMPLETION: SubstCompl

PROJECTS IN CONSTRUCTION

V-00981-MCO HYATT 4TH FLOOR WATER HEATER PIPING REPAIR

CONTRACTOR: Gomez Construction Company

GOAA CONTACTS:

A/E: NONE

Sponsor: Hyatt Regency Hotel

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Arlene Grant

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$593,757.00

SCOPE: Repair and replace the hot water lines and associated infrastructure for the Hyatt Hotel at the Orlando International Airport.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 05/15/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$593,757.00

180

11/10/23

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$593,757.00**

180

11/10/23

Paid To Date Thru PA # 5 \$486,257.39 81.9%

Time: 98.9%

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

V-00988-MCO BEACHLINE WAREHOUSE ROOF REPLACEMENT

CONTRACTOR: H.A. Contracting Corporation

GOAA CONTACTS:

A/E: NONE

Sponsor: Facilities

OAR: The Roderick Group, Inc. dba Ardmore
Roderick

Construction: Christina Taylor

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$2,770,900.00

SCOPE: Replace entire roofing system of Storage Annex Buildings 1511 (7305 McCoy Rd.) and 1512 (7317 McCoy Rd.) at the Orlando International Airport.

STATUS: Replacement activities are in-progress. Change Order No. 1 was approved to replace of the rusted metal decking, which was an unknown condition until the removal of the existng roof began. Change Order No. 2 was approved to replace additional rusted metal decking on the second building.

NOTICE TO PROCEED: 06/12/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$1,100,000.00

120

10/09/23

Thru Change Order # 1 \$85,853.97 7.8%

0

Current Contract

\$1,185,853.97

120

10/09/23

Paid To Date Thru PA # 2 \$616,043.65 51.9%

Time: 135.8%

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

V-00992-MCO REHABILITATION OF STRUCTURAL STEEL COMMERCIAL LANES CANOPIES

CONTRACTOR: Clancy & Theys Construction Co.

GOAA CONTACTS:

A/E: Avcon, Inc.

Sponsor: Facilities

OAR: The Roderick Group, Inc. dba Ardmore Roderick

Construction: Scott Shedek

FUNDING: Cap. Ex. (Capital Expenditure Fund),GARBS
(General Account Revenue Bonds)

PROJECT COST: \$3,033,125.00

SCOPE: Repair and paint the Landside A commercial lane canopies, including structural steel and any associated infrastructure necessary to repair the canopies at the Orlando International Airport.

STATUS: Repair activities on the canopies are underway.

NOTICE TO PROCEED: 11/27/23

CONSTRUCTION COST:

Original Contract		\$1,980,592.00	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$1,980,592.00	
Paid To Date Thru PA #	0	\$0.00	0.0%

TIME(DAYS)

COMPLETION

203 06/16/24

0

203 06/16/24

Time: 0.00%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

V-00993-MCO AIRSIDES 1-4 SERVICE AREAS TRITURATOR CANOPIES (D/B)

CONTRACTOR: Clancy & Theys Construction Co.

GOAA CONTACTS:

A/E: NONE

Sponsor: Facilities

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Scott Shedek

FUNDING: O&M (Operations & Maintenance Fund)

PROJECT COST: \$135,000.00

SCOPE: Design and construct four galvanized steel frame canopies located over the four in-ground tritulators at the A/S 2 and 4, and A/S 1 and 3 Services Areas at the Orlando International Airport. Work will include an allowance for modification of the existing concrete curbs/slabs to allow an engineered attachment to the canopies. Also included is another allowance for electrical scope for lighting and lightning protection.

STATUS: Concrete foundation work is complete. Installation of the canopy roof system is on-hold until delivery of the system, which is anticipated by mid-December.

NOTICE TO PROCEED: 04/17/23

CONSTRUCTION COST:

Original Contract		\$111,906.00	
Thru Change Order #	0	\$0.00	0.0%
Current Contract		\$111,906.00	
Paid To Date Thru PA #	0	\$0.00	0.0%

TIME(DAYS)

COMPLETION

120 08/14/23

0

120 08/14/23

Time: 0.00%

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

V-01002-MCO TERMINALS A AND B CENTER CORE CCTV INSTALLATION

CONTRACTOR: Clancy & Theys Construction Co.

GOAA CONTACTS:

A/E: NONE

Sponsor: Security

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Christina Taylor

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$350,000.00

SCOPE: Provide labor and materials to install approximately 16 cameras and camera mounts in the center core of Terminals A and B at the Orlando International Airport. Work also includes all camera programming, installation of conduits and drywall repairs, and as-built deliverables, in accordance with the IT-provided Basis of Design (BoD) document. Security will provide direction at time of installation regarding camera views per area identified in the BoD document.

STATUS: Conduit and CCTV camera installation is complete. Camera programming is nearing completion.

NOTICE TO PROCEED: 08/07/23

CONSTRUCTION COST:

Original Contract		\$210,254.92	
Thru Change Order #	2	\$24,942.04	11.9%
Current Contract		\$235,196.96	
Paid To Date Thru PA #	2	\$187,817.03	79.9%

TIME(DAYS)

COMPLETION

90	11/04/23
0	
90	11/04/23
Time: 93.3%	

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

V-01005-MCO CARL T. LANGFORD BOARD ROOM IMPROVEMENTS

CONTRACTOR: Collage Design and Construction Group, Inc.
dba The Collage Companies

GOAA CONTACTS:

A/E: NONE

Sponsor: Engineering & Construction

OAR: NONE

Construction: Christina Taylor

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$200,000.00

SCOPE: Board Room Audio/Visual (A/V) system and improvements at the Orlando International Airport. Scope includes, but is not limited to, maintenance of board room, replacement of equipment, new equipment, and repairs of existing equipment.

STATUS: Removal and repairs of existing equipment are complete. Installation of new equipment is underway.

NOTICE TO PROCEED: 09/19/23

CONSTRUCTION COST:

Original Contract		\$149,574.00	
Thru Change Order #	1	\$7,531.67	5.0%
Current Contract		\$157,105.67	
Paid To Date Thru PA #	0	\$0.00	0.0%

TIME(DAYS)

COMPLETION

31	10/19/23
<u>0</u>	
31	10/19/23
Time: 0.00%	

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

V-01006-MCO AIRSIDE 3 WING 1 RAMP LEVEL UPGRADES

CONTRACTOR: H.A. Contracting Corporation

GOAA CONTACTS:

A/E: NONE

Sponsor: Facilities

OAR: Cost Management, Inc., dba CMI

Construction: Christina Taylor

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$276,000.00

SCOPE: Renovate Airside 3, Wing 1 Ramp Level corridor and one women's and men's restroom at the Orlando International Airport. Scope will include, but is not limited to, plumbing, electrical for hand dryers, lighting, painting, floor and wall tile, ceiling tile, and bathroom accessories.

STATUS: Project is in the submittal/procurement phase

NOTICE TO PROCEED: 11/01/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$234,920.00

160

04/08/24

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$234,920.00**

160

04/08/24

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
On Schedule**

PROJECTS IN CONSTRUCTION

V-01009-MCO GOAA PURCHASING BUILDING RENOVATIONS (D/B)

CONTRACTOR: Collage Design and Construction Group, Inc.
dba The Collage Companies

GOAA CONTACTS:

A/E: NONE

Sponsor: Facilities

OAR: The Roderick Group, Inc. dba Ardmore
Roderick

Construction: Christina Taylor

FUNDING: Cap. Ex. (Capital Expenditure Fund)

PROJECT COST: \$301,325.00

SCOPE: Design and renovate Purchasing Building by removing and installing carpet, interior doors, light fixtures, and trenching conference room concrete slab for data at the Orlando International Airport. Scope also includes replacing fiber, patching and repairing existing walls, framing and installing drywall for four new offices, installing two exterior windows, and installing two interior windows within existing walls, ceiling tiles and repainting.

STATUS: Renovation activities are underway.

NOTICE TO PROCEED: 10/24/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$234,357.18

60

12/22/23

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract **\$234,357.18**

60

12/22/23

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
01/31/2024**

PROJECTS IN CONSTRUCTION

V-01012-MCO AIRSIDE 1 WING 4 RAMP LEVEL RESTROOM REFURBISHMENTS

CONTRACTOR: H. W. Davis Construction, Inc.

A/E: NONE

OAR: The Roderick Group, Inc. dba Ardmore
Roderick

FUNDING: Cap. Ex. (Capital Expenditure Fund)

GOAA CONTACTS:

Sponsor: Facilities

Construction: Scott Shedek

PROJECT COST: \$194,900.00

SCOPE: Refurbish Restroom Nos. 2585 and 2588 at Airside 1, Wing 4, at the Orlando International Airport. Scope will include plumbing fixtures, electrical for hand dryers, LED lights, painting, floor and wall tiles, ceiling tiles, and bathroom accessories.

STATUS: Project is in the submittal/procurement phase

NOTICE TO PROCEED: 11/06/23

CONSTRUCTION COST:

Original Contract \$154,500.00

Thru Change Order # 0 \$0.00 0.0%

Current Contract **\$154,500.00**

Paid To Date Thru PA # 0 \$0.00 0.0%

TIME(DAYS)

39

0

39

Time: 0.00%

COMPLETION

12/14/23

12/14/23

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

V-S00033-MCO TERMINAL C CBP AND TSA REGULATORY CHANGES (D/B)

CONTRACTOR: Clancy & Theys Construction Co.

GOAA CONTACTS:

A/E: NONE

Sponsor: Engineering & Construction

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Scott Shedek

FUNDING: GARBS (General Account Revenue Bonds)

PROJECT COST: \$376,900.00

SCOPE: Design-build services to install, replace, and modify spaces under regulatory control, including TSA and CBP spaces as needed, to meet changing regulatory requirements or agency requests at the Orlando International Airport.

STATUS: All original scope activities plus additional TSA and CBP scope requests through Change Order No. 5 are complete. Change Order No. 6 for the CBP cashier's office speak-through amplifier and TSA monorail controller radio system installation are nearing completion. Change Order No. 7 for the installation of exterior pavers adjacent to the CBP parking lot is underway.

NOTICE TO PROCEED: 10/18/22

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$177,196.00

270

07/14/23

Thru Change Order # 7 \$218,176.79 123.1%

0

Current Contract

\$395,372.79

270

07/14/23

Paid To Date Thru PA # 7 \$351,435.41 88.9%

Time: 117.0%

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

V-S00037-MCO TERMINAL C MISC. VERTICAL CONSTRUCTION

CONTRACTOR: Johnson-Laux Construction, LLC
A/E: NONE
OAR: PSA Constructors Inc. dba PSA Management Inc.
FUNDING: GARBS (General Account Revenue Bonds)

GOAA CONTACTS:
Sponsor: Engineering & Construction
Construction: Scott Shedek
PROJECT COST: \$225,000.00

SCOPE: Miscellaneous vertical construction at the Terminal C Airside and Landside at the Orlando International Airport. Scope includes raising sprinkler heads at bag-drop locations on Airside ramp; replacing existing door hardware on PBB doors to ramp with more robust hardware; adding two differential valves on the PC air plant system; extending glycol lines at PC air bridge connections; insulating fire risers on Airside at rooftops to keep water for fire sprinklers at rooftop in continuous availability; expanding joint covers on the Airside in the building; adding wheelchair storage at PBB; installing a larger door to the trash chute room on the LST; and adding walkway pads on LST roof to protect roof membrane.

STATUS: Project has achieved Substantial Completion.

NOTICE TO PROCEED: 06/12/23

CONSTRUCTION COST:

Original Contract		\$170,498.00	
Thru Change Order #	2	\$18,224.04	10.7%
Current Contract		\$188,722.04	
Paid To Date Thru PA #	3	\$179,285.94	95.0%

TIME(DAYS)

120
0
120
Time: 145.8%

COMPLETION

10/09/23

10/09/23

**ANTICIPATED
COMPLETION:
SubstCompl**

PROJECTS IN CONSTRUCTION

V-S00043-MCO TERMINAL C EGRESS STAIR VISION SCREENS

CONTRACTOR: Collage Design and Construction Group, Inc.
dba The Collage Companies

GOAA CONTACTS:

A/E: NONE

Sponsor: Engineering & Construction

OAR: Geotech Consultants International, Inc., dba
GCI, Inc.

Construction: Torie Brooks

FUNDING:

PROJECT COST: \$109,000.00

SCOPE: Fabricate and install thirty-six 18-gauge, mechanically fastened, galvanized, perforated steel panels, with 58% opening, to cover 89.5 LF of stair railing for two exit egress stair cases at Terminal C at the Orlando International Airport. The panels are for visual protection as required by NFPA 101, for Egress Stairs 3.1 and 11.1.

STATUS: Project is in submittal/procurement phase.

NOTICE TO PROCEED: 10/16/23

CONSTRUCTION COST:

TIME(DAYS)

COMPLETION

Original Contract \$84,692.00

60

12/14/23

Thru Change Order # 0 \$0.00 0.0%

0

Current Contract

\$84,692.00

60

12/14/23

Paid To Date Thru PA # 0 \$0.00 0.0%

Time: 0.00%

**ANTICIPATED
COMPLETION:
12/31/2023**

PROJECTS IN CONSTRUCTION

V-S00044-MCO TERMINAL C TENANT BUILDOUT (COMPLETION OF BP-S187)

CONTRACTOR:	Collage Design and Construction Group, Inc. dba The Collage Companies	GOAA CONTACTS:	
A/E:	NONE	Sponsor:	Engineering & Construction
OAR:	Geotech Consultants International, Inc., dba GCI, Inc.	Construction:	Torie Brooks
FUNDING:	GARBS (General Account Revenue Bonds)	PROJECT COST:	\$250,000.00

SCOPE: Complete the remaining scope of work for BP-S187 at Terminal C at the Orlando International Airport. Build-out of Landside Terminal (LST) and Airside Concourse (ASC) airline tenant construction of approximately 10,511 SF, with work consisting of taking over and finaling existing BP-S187 City permits; completing construction of tenant spaces that were planned and designed under the BP-S187 project; and project closeout. Scope includes, but is not limited to, interior partition walls, door openings, millwork, interior finishes, and extension of all building systems (mechanical, electrical, minimal plumbing, fire protection, security, communication, alarm systems).

STATUS: Project is in submittal/procurement phase.

NOTICE TO PROCEED: 11/20/23

CONSTRUCTION COST:

Original Contract		\$199,000.00			
Thru Change Order #	0	\$0.00	0.0%		
Current Contract		\$199,000.00			
Paid To Date Thru PA #	0	\$0.00	0.0%		

TIME(DAYS)

COMPLETION

	90	02/17/24
	<u>0</u>	
	90	02/17/24
Time: 0.00%		

**ANTICIPATED
COMPLETION:
On Schedule**