On **TUESDAY, JANUARY 2, 2024,** the **PROCUREMENT COMMITTEE** met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Sharman called the meeting to order at 9:34 a.m. Chair Sharman read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

Kathleen Sharman, Chair
Iranetta Dennis, Vice President, Small Business
Jeff Daniels, Assistant Vice President, Facilities

Also participating:

Jo Thacker, Legal Counsel (Nelson Mullins Riley & Scarborough)
Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)
Debbie McKeown, GOAA Project Controls
Eric McClung, GOAA Airport Operations
Tom O'Day, GOAA Maintenance Contracts
Fransheska Brown, Recording Secretary

CONSENT AGENDA

Consent Agenda Items A and B were considered in one motion made by Mr. Daniels, second by Ms. Dennis, and approved.

A. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING TRANSPORTATION PLANNING SERVICES AGREEMENT WITH HDR ENGINEERING, INC. FOR FISCAL YEAR 2024 ON-CALL HORIZONTAL DEVELOPMENT PLAN REVIEW SERVICES AT THE ORLANDO INTERNATIONAL AIRPORT.

Vote carried to approve an Amendment to Addendum No. 9 to the Continuing Transportation Planning Services Agreement with HDR Engineering, Inc. for Fiscal Year 2024 On-Call Horizontal Development Plan Review Services, for the total not-to-exceed fee amount of $20,000.00, with funding from previously-approved Operations and Maintenance Funds.

B. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR DEVELOPMENT AND STORMWATER ANALYSIS AT THE ORLANDO EXECUTIVE AIRPORT.

Vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for Development and Stormwater Analysis at the Orlando Executive Airport, for the total not-to-exceed fee amount of $73,787.00, with funding from previously approved Operations and Maintenance Funds.

NEW BUSINESS

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD FOR APPROVAL OF AMENDMENT NO. 3 TO PURCHASING CONTRACT PS-329, PARKING ACCESS AND REVENUE CONTROL SYSTEM, WITH SKIDATA, INC. FOR THE UPGRADE OF PARKING ACCESS AND REVENUE CONTROL SYSTEM SERVERS AND NETWORK INFRASTRUCTURE AT THE ORLANDO INTERNATIONAL AIRPORT

A. Mr. McClung presented the memorandum. Discussion ensued.

Upon motion of Mr. Daniels, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of Amendment No. 3 to Purchasing Contract PS-329, Parking Access and Revenue Control System with Skidata, Inc. for the Upgrade of Parking Access and Revenue Control System Servers and Network Infrastructure, for the total not-to-exceed amount of $312,386.00, with funding from the Discretionary Funds.

REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD FOR APPROVAL OF AMENDMENT NO. 2 TO PURCHASING CONTRACT 07-21, ELEVATOR, ESCALATOR, MOVING WALKWAY INSPECTION AND TEST WITNESSING SERVICES, WITH BUREAU VERITAS NATIONAL ELEVATOR INSPECTION SERVICES FOR THE FIRST RENEWAL OPTION AT THE ORLANDO INTERNATIONAL AIRPORT.

B. Mr. O' Day presented the memorandum. Discussion ensued.

Upon motion of Mr. Daniels, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of Amendment No. 2 to exercise the First Renewal Option for Purchasing Contract 07-21 Elevator, Escalator, Moving Walkway Inspection and Test Witnessing Services with Bureau Veritas National Elevator Inspection Services, for the total not-to-exceed amount of $178,351.00, with funding from the Operations and Maintenance Funds.

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:45 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chair
Procurement Committee
Chief Financial Officer