

REVISED

CONSTRUCTION COMMITTEE MEETING AGENDA

DATE: Tuesday, March 5, 2024

TIME: 9:00 a.m.

PLACE: Carl T. Langford Board Room / Orlando International Airport/ One Jeff Fuqua Blvd. / Orlando, FL 32827

[ITEMS IN BOLD REQUIRE APPROVAL BY THE AVIATION AUTHORITY BOARD]

I. CALL TO ORDER/ ROLL CALL/ ANNOUNCEMENTS

II. CONSIDERATION OF MINUTES [THIS SECTION INTENTIONALLY LEFT BLANK.]

III. CHANGE ORDERS (REFERENCE CHANGE ORDER AGENDA PAGE)

IV. NEW BUSINESS

GENERAL

- A. REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE DESIGN SERVICES FOR TAXIWAYS G AND H REHABILITATION PHASES 1 AND 2 AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. FOR BID AND AWARD PHASE SERVICES FOR BP-00498, TAXIWAYS G AND H REHABILITATION - PHASE 2, AT THE ORLANDO INTERNATIONAL AIRPORT.**
- B. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE ARCHITECT OF RECORD FOR THE SOUTH TERMINAL C, PHASE 1 AGREEMENT WITH HNTB CORPORATION FOR START-UP CONSTRUCTION ADMINISTRATION PHASE SERVICES FOR BP-S00196 TERMINAL C PHASE 1X AIRFIELD CIVIL APRON AND TAXIWAY PAVING AND GROUND SUPPORT EQUIPMENT FACILITY, AT THE ORLANDO INTERNATIONAL AIRPORT.**
- C. REQUEST FOR RECOMMENDATION OF APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 3 TO THE EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT SERVICES FOR TERMINAL C PROGRAMS AGREEMENT WITH JACOBS PROJECT MANGEMENT CO. FOR BP-S00196 INSPECTOR RESOURCES AT THE ORLANDO INTERNATIONAL AIRPORT.**
- D. REQUEST FOR RECOMMENDATION OF APPROVAL OF AN ADDENDUM TO THE ARCHITECTURAL SERVICES AGREEMENT WITH MLM-MARTIN ARCHITECTS, INC. FOR V-01020, AIRSIDE 4 ADDITIONAL TSA SCREENING LANES, AT THE ORLANDO INTERNATIONAL AIRPORT.**
- E. REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH COLLAGE DESIGN AND CONSTRUCTION GROUP, INC. DBA THE COLLAGE COMPANIES FOR V-01017 HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICES, AT THE ORLANDO INTERNATIONAL AIRPORT.**
- F. REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH GOMEZ CONSTRUCTION COMPANY, INC. FOR V-S00052 REPAIR BHS CANOPY FASCIA AT GATE 236, AT THE ORLANDO INTERNATIONAL AIRPORT.**
- G. REQUEST FOR RECOMMENDATION OF APPROVAL OF THE FF&E AND IT ESTIMATE AND PROCUREMENT PLAN FOR W-S00150 TERMINAL C, GATES (C250-C253) OWNER FURNISHED FF&E AND IT ITEMS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
- H. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH COST MANAGEMENT INC, DBA CMI TO PROVIDE CONSTRUCTION PHASE OAR SERVICES FOR V-01017 HVAC IMPROVEMENTS FOR GOAA EXECUTIVE OFFICES AT THE ORLANDO INTERNATIONAL AIRPORT.**
- I. REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH PSA CONSTRUCTORS, INC DBA PSA MANAGEMENT, INC. FOR V-S00052 REPAIR BHS CANOPY FASCIA, AT THE ORLANDO INTERNATIONAL AIRPORT.**

V. INFORMATION ITEMS

A. Field Change Order Log

- I. Revised Memorandum for the Approval of an Addendum to the Continuing Civil Engineering Services Agreement with AtkinsRealis for W-00508 ORL Colonial Promenade Boundary Survey, at the Orlando Executive Airport.[From the Construction Committee on February 27, 2024, Item No. IV-A].**

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. 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. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member, including the Mayor of the City of Orlando or the Mayor of Orange County, 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 or Mayor of Orange County at their offices. The policy, forms, and instructions are available on the Aviation Authority's web site (www.orlandoairports.net). Please contact the Chief Administrative Officer, Ms. Yovannie Rodriguez, with questions at (407) 825-7105.

CONSTRUCTION COMMITTEE AGENDA
MARCH 5, 2024
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Any appeals of decisions made by the Construction Committee must be filed with the Chief Executive Officer within five business days, no later than 4:00 p.m. on March 12, 2024. If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal, and it must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email at kevin.thibault@goaa.org, with a copy to yovannie.rodriguez@goaa.org.

Any member of the public who wishes to address the committee on an agenda item being considered at this meeting must notify the committee in writing by submitting a completed Appearance Request Form. This form may be requested from and submitted to the Recording Secretary via email at CCM@goaa.org, or in person on the date of the meeting. Each speaker will be allowed up to three minutes, and speakers will be limited to no more than five speakers per group or joint effort; excluding businesses and other such entities, which will be limited to one speaker to represent the entity, as a whole.

The next Construction Committee Meeting is scheduled for Tuesday, March 12, 2024, at 9:00 a.m.

CONSTRUCTION COMMITTEE MEETING
CHANGE ORDER AGENDA
Tuesday, March 5, 2024

ITEM	CHANGE ORDER	AMOUNT	TIME IMPACT	DESCRIPTION OF CHANGE
III-A*	BP-S00195-28	\$875,000.00	0 (Substantial) 0 (Final)	VARIOUS REVISIONS STC, Phase 1X - Airside Concourse Contractor: Hensel Phelps Construction Company
III-B	E-S00015-01	\$2,263.64	0 (Substantial) 0 (Final)	VARIOUS REVISIONS STC KVAR Pilot Program Contractor: Electric Services, Inc.
III-C	V-00974-02	\$6,727.20	0 (Substantial) 0 (Final)	VARIOUS REVISIONS Airside 2 & 4 Continuity of Operations Plan (COOP) Contractor: Gomez Construction Company
III-D	V-S00033-10	\$21,604.63	0 (Substantial) 0 (Final)	VARIOUS REVISIONS STC CBP and TSA Regulatory Changes (Design/Build) Contractor: Clancy & Theys Construction Company



CHANGE ORDER AGENDA FOR CONSTRUCTION COMMITTEE

CHANGE ORDER # 28	AMOUNT \$ \$875,000.00	Extension Of Time (Subst.): 0 Days
		Extension Of Time (Final): 0 Days
CONTRACT NO. & DESCRIPTION:	BP- S00195 - SOUTH TERMINAL C, PHASE 1X - Airside Concourse	DATE: 3/5/2024
CONTRACTOR:	Hensel Phelps Construction Company	
A/E:	HNTB Corporation	
DESCRIPTION OF CHANGE TO CONTRACT:		
1. Allowance No. 5: Bulletin No. 7 and 7.1: Specification Sections-New and Revised: Provide all labor, material, and equipment to comply and install the scope in Bulletin 7 and 7.1 (dated 10.16.23 and 11.27.23 respectively) including but not limited to: BIM project coordination, Fire/Smoke Damper Coordination per RFI-0356, and other trade coordination and clarifications as per RFI-0156.1, RFI-0173.1, RFI-0174.1, RFI-0271.1, RFI-0324.1, RFI-0363, RFI-0367, RFI-0368, and RFI-037. The Contractor has provided Rough Order of Magnitude estimates (ROM) for the Allowance. Change Order(s) will be brought back to CCM to utilize a part of an Allowance or the entire Allowance with supporting back up documentation prior to beginning the work. Add: \$ 350,000.00		
2. Allowance No. 6: Bulletin No. 8: Site Enabling Scope: Provide all labor, material, and equipment to comply and install the scope in Bulletin 8 (dated 1.24.24) including but not limited to electrical revisions and clarifications per RFI-0163, RFI-0372, RFI-0404, RFI-0421, RFI-0422, RFI-0423, RFI-0433, RFI-0444, RFI-0454, RFI-0460, RFI-0463, RFI-0469, RFI-0472, and RFI-0481. The Contractor has provided a Rough Order of Magnitude estimate (ROM) for the Allowance. Change Order(s) will be brought back to CCM to utilize a part of an Allowance or the entire Allowance with supporting back up documentation prior to beginning the work. Add: \$ 525,000.00		
TOTAL ADD: \$ 875,000.00		

References to Change Order Requests (CORs) or any other document are purely for information and illustrative purposes to describe scopes of work; references to such documents do not incorporate reservations, limitations, 'boilerplate,' or purported terms or conditions into this Change Order or the Contract.

The parties agree that this change order and all preceding change orders are within the scope of the original contract and do not materially alter the original contract such that a cardinal or constructive change to the original agreement has occurred.

(The language above will be exactly what will appear on the actual Change Order under "Description of Change".)

(The language above will be exactly what will appear on the actual Change Order under "Description of Change".)

REASON FOR CHANGE:

1. Allowance No. 5: Bulletin No. 7 & 7.1: Electrical and mechanical coordination and clarifications per RFI responses. Design Error or Omission; further breakdown will be provided in the Allowance Reconciliation

2. Allowance No. 6: Bulletin No. 8: Electrical coordination and clarifications per RFI responses. Owner Requested Changes and Design Errors; further breakdown will be provided in the Allowance Reconciliation

SOURCE OF FUNDS: General Airport Revenue Bonds (GARB's)

Is above change within the intended scope of the original contract? Yes ☒ No ☐

EXPLAIN: Electrical and mechanical coordination and clarifications per RFI responses

Previously Presented Bulletin(s):	N/A	(Copy Attached)
Previously Approved Field Change Order(s):	N/A	(Copy Attached)
Contractor's Original RCO Submission	\$ N/A	
GOAA/OAR Estimate	\$ N/A	
(a) Change Contract Amount By		\$ 875,000.00
(b) Amount of Associated Additional A/E Fees	(Not for Approval / For Info. Only)	\$ 0.00
(c) Amount of Associated Additional OAR Fees	(Not for Approval / For Info. Only)	\$ 0.00
(d) Total Cost Impact of this Change (d = a + b + c)		\$ 875,000.00
Is there any potential backcharge to the A/E? Yes ☒ No ☐	Omissions	\$ 87,500.00
	Errors	\$.00
PREPARED BY: John Volpe		PHONE: 407-826-7838

NOTE: All Agenda Items are to be submitted to GOAA's Construction-Engineering-Financial (CEF) Consultant no later than the close of business on Monday for inclusion on the following week's Construction Committee Agenda.

GOAA's CEF Consultant Anser Advisory	Date Received: 2/20/2024	Date Review Completed: 2/28/24	Initials of Reviewer: FA	Verification of Funding by CF Malvin Martinez
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**GREATER ORLANDO AVIATION AUTHORITY**Orlando International Airport, One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399**CHANGE ORDER AGENDA
FOR CONSTRUCTION COMMITTEE**

CHANGE ORDER # 28	AMOUNT \$ \$875,000.00	Extension Of Time (Subst.): 0 Days
		Extension Of Time (Final): 0 Days
CONTRACT NO. & DESCRIPTION:	BP- S00195 - SOUTH TERMINAL C, PHASE 1X - Airside Concourse	DATE: 3/5/2024
CONTRACTOR:	Hensel Phelps Construction Company	
A/E:	HNTB Corporation	
DESCRIPTION OF CHANGE TO CONTRACT:		
1. Allowance No. 5: Bulletin No. 7 and 7.1: Specification Sections-New and Revised: Provide all labor, material, and equipment to comply and install the scope in Bulletin 7 and 7.1 (dated 10.16.23 and 11.27.23 respectively) including but not limited to: BIM project coordination, Fire/Smoke Damper Coordination per RFI-0356, and other trade coordination and clarifications as per RFI-0156.1, RFI-0173.1, RFI-0174.1, RFI-0271.1, RFI-0324.1, RFI-0363, RFI-0367, RFI-0368, and RFI-037. The Contractor has provided Rough Order of Magnitude estimates (ROM) for the Allowance. Change Order(s) will be brought back to CCM to utilize a part of an Allowance or the entire Allowance with supporting back up documentation prior to beginning the work. Add: \$ 350,000.00		
2. Allowance No. 6: Bulletin No. 8: Site Enabling Scope: Provide all labor, material, and equipment to comply and install the scope in Bulletin 8 (dated 1.24.24) including but not limited to electrical revisions and clarifications per RFI-0163, RFI-0372, RFI-0404, RFI-0421, RFI-0422, RFI-0423, RFI-0433, RFI-0444, RFI-0454, RFI-0460, RFI-0463, RFI-0469, RFI-0472, and RFI-0481. The Contractor has provided a Rough Order of Magnitude estimate (ROM) for the Allowance. Change Order(s) will be brought back to CCM to utilize a part of an Allowance or the entire Allowance with supporting back up documentation prior to beginning the work. Add: \$ 525,000.00		
TOTAL ADD: \$ 875,000.00		

CC
ITEM III-A
3/5/2024

References to Change Order Requests (CORs) or any other document are purely for information and illustrative purposes to describe scopes of work; references to such documents do not incorporate reservations, limitations, 'boilerplate,' or purported terms or conditions into this Change Order or the Contract.

The parties agree that this change order and all preceding change orders are within the scope of the original contract and do not materially alter the original contract such that a cardinal or constructive change to the original agreement has occurred.

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REASON FOR CHANGE:

1. Allowance No. 5: Bulletin No. 7 & 7.1: Electrical and mechanical coordination and clarifications per RFI responses. Design Error or Omission; further breakdown will be provided in the Allowance Reconciliation

2. Allowance No. 6: Bulletin No. 8: Electrical coordination and clarifications per RFI responses. Owner Requested Changes and Design Errors; further breakdown will be provided in the Allowance Reconciliation

SOURCE OF FUNDS: General Airport Revenue Bonds (GARB's)

Is above change within the intended scope of the original contract? Yes ☒ No ☐

EXPLAIN: Electrical and mechanical coordination and clarifications per RFI responses

Previously Presented Bulletin(s):	N/A	(Copy Attached)
Previously Approved Field Change Order(s):	N/A	(Copy Attached)
Contractor's Original RCO Submission	\$ N/A	
GOAA/OAR Estimate	\$ N/A	
(a) Change Contract Amount By		\$ 875,000.00
(b) Amount of Associated Additional A/E Fees	(Not for Approval / For Info. Only)	\$ 0.00
(c) Amount of Associated Additional OAR Fees	(Not for Approval / For Info. Only)	\$ 0.00
(d) Total Cost Impact of this Change (d = a + b + c)		\$ 875,000.00
Is there any potential backcharge to the A/E? Yes ☒ No ☐	Omissions	\$ 87,500.00
	Errors	\$.00
PREPARED BY: John Volpe		PHONE: 407-826-7838

NOTE: All Agenda Items are to be submitted to GOAA's Construction-Engineering-Financial (CEF) Consultant no later than the close of business on Monday for inclusion on the following week's Construction Committee Agenda.

GOAA's CEF Consultant Anser Advisory	Date Received: 2/20/2024	Date Review Completed: 2/28/24	Initials of Reviewer: FA	Verification of Funding by CF
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SOURCE OF FUNDS: Previously approved General Airport Revenue Bonds (GARBs)				
Is above change within the intended scope of the original contract? Yes ☒ No ☐				
EXPLAIN:				
Previously Presented Bulletin(s):		N/A		(Copy Attached)
Previously Approved Field Change Order(s):		N/A		(Copy Attached)
Contractor's Original RCO Submission		\$	2,263.64	
GOAA/OAR Estimate		\$	N/A	
(a) Change Contract Amount By			\$	\$2,263.64
(b) Amount of Associated Additional A/E Fees		(Not for Approval / For Info. Only)		\$ 0.00
(c) Amount of Associated Additional OAR Fees		(Not for Approval / For Info. Only)		\$ 0.00
(d) Total Cost Impact of this Change (d = a + b + c)				\$ 2,263.64
Is there any potential backcharge to the A/E? Yes ☐ No ☒			Omissions	\$ 0.00
			Errors	\$ 0.00
PREPARED BY: Ross Spence				PHONE: 407-825-4159
NOTE: All Agenda Items are to be submitted to GOAA's Construction-Engineering-Financial (CEF) Consultant (i.e., R.W. Block Consulting, Inc.). The deadline for the agenda items is no later than 3:00 p.m. on Tuesdays, two weeks preceding the intended Construction Committee meeting.				
GOAA's CEF Consultant ANSER ADVISORY	Date Received: 2/21/2024	Date Review Completed: 2/27/2023	Initials of Reviewer: ZTG	Verification of Funding by CF <i>Melvin Martinez</i>

**GREATER ORLANDO AVIATION AUTHORITY**Orlando International Airport, One Jeff Fuqua Boulevard
Orlando, Florida 32827-4399**CHANGE ORDER AGENDA
FOR CONSTRUCTION COMMITTEE**

CHANGE ORDER #02	AMOUNT \$6,727.20	Extension Of Time (Subst.): 0 Days
		Extension Of Time (Final): 0 Days
CONTRACT NO. & DESCRIPTION: V-00974 Airside 2 & 4 Continuity of Operations Plan (COOP) D/B		DATE: 03/05/2024
CONTRACTOR: Gomez Construction Company		
A/E: N/A		
DESCRIPTION OF CHANGE TO CONTRACT: Item #1: Provide all fees associated with the permits from the City of Orlando for project V-974. ADD: \$3,509.10 Item #2: Allowance Reduction – Reduce the Permit Allowance by \$3,509.10 from \$5,000.00 to \$1,490.90 to cover the cost of the permit fees included in Item #1. DEDUCT: (\$3,509.10) Item #3: Provide all labor, equipment, and materials to install twelve (12) BS100LED-4HT-HO-WT50-120-277-AF light fixtures, including all conduit and cables back to electrical panel EHRG2 located in room AS4-HUB-01-1866. Also included shall be an electrical permit, signed and sealed drawings, and an Intermatic KC4121C photocell switch. This item replaces FCO-2. ADD: \$21,727.20 Item #4: Allowance Reduction – Reduce the Electrical for Canopy Lighting Allowance by \$15,000.00 from \$15,000.00 to \$0.00 to cover the cost of Item #3. DEDUCT: (\$15,000.00) <i>(The language above will be exactly what will appear on the actual Change Order under "Description of Change".)</i>		
REASON FOR CHANGE: Item #1 – Owner Requested Change: The City of Orlando required a permit to be pulled for the design and installation of the Airside 4 canopy. This item compensates the contractor for the fees associated with the City of Orlando permit. Item #2 – Allowance Reconciliation: An allowance was included in the base bid of the project to cover the cost of permitting, should the City of Orlando require a permit. At the request of the City of Orlando, the contractor obtained a building permit for this project. This item reduces the construction allowance established for all permitting costs. Item #3 – Owner Requested Change: A lighting allowance was included in the project base bid to cover the cost of canopy lighting. The lighting allowance was established using 2021 prices and included eight (8) light fixtures. During the substantial completion inspection, it was requested that twelve (12) light fixtures be installed at the Airside 4 canopy. This item compensates the contractor for the installation of twelve (12) LED light fixtures under the Airside 4 canopy. This item replaces FCO-2. Item #4 – Allowance Reconciliation: An allowance was included in the base bid of the project to cover the cost of Canopy Lighting. During the substantial completion walk-through, it was determined that lighting should be installed under the Airside 4 canopy. This item reduces the construction allowance established for canopy lighting.		
SOURCE OF FUNDS: Line of Credit to be reimbursed with future General Airport Revenue Bonds		
Is the above change within the intended scope of the original contract? Yes ☒ No ☐		

**CC
ITEM III-C
3/5/2024**

EXPLAIN:				
Previously Presented Bulletin(s):		N/A		(Copy Attached)
Previously Approved Field Change Order(s):		FCO-02		(Copy Attached)
Contractor's Original RCO Submission		\$	33,183.80	
GOAA/OAR Estimate		\$	28,111.71	
(a) Change Contract Amount By				\$ 6,727.20
(b) Amount of Associated Additional A/E Fees		(Not for Approval / For Info. Only)		\$ 0.00
(c) Amount of Associated Additional OAR Fees		(Not for Approval / For Info. Only)		\$ 0.00
(d) Total Cost Impact of this Change (d = a + b + c)				\$ 6,727.20
Is there any potential backcharge to the A/E? Yes ☐ No ☒			Omissions	\$ 0.00
			Errors	\$ 0.00
PREPARED BY: Nils Johnson, Chace Construction Services, LLC				PHONE: 407-825-1444
NOTE: All Agenda Items are to be submitted to GOAA's Construction-Engineering-Financial (CEF) Consultant no later than the close of business on Monday for inclusion on the following week's Construction Committee Agenda.				
GOAA's CEF Consultant Anser Advisory	Date Received: 2/20/2024	Date Review Completed: 2/27/2024	Initials of Reviewer: FA	Verification of Funding by CF Melvin Martinez

**GREATER ORLANDO AVIATION AUTHORITY**

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

**CHANGE ORDER AGENDA
FOR CONSTRUCTION COMMITTEE**

CHANGE ORDER #10	AMOUNT \$ 21,604.63	Extension Of Time (Subst.): 0 Days
		Extension Of Time (Final): 0 Days
CONTRACT NO. & DESCRIPTION:	V-S00033 Terminal C CBP and TSA Regulatory Changes (D/B)	DATE: 3/5/24
CONTRACTOR:	CLANCY & THEYS CONSTRUCTION COMPANY	
A/E:	N/A	
DESCRIPTION OF CHANGE TO CONTRACT:		
1. Elevator Door Level 2: Coordinate and provide all material, equipment and labor to add Access control to the elevator door at Level 2- 02-4189 including new door frame, power and programming.! Add \$ 21,604.63		
TOTAL ADD: \$ 21,604.63		
References to Change Order Requests (CORs) or any other document are purely for information and illustrative purposes to describe scopes of work; references to such documents do not incorporate reservations, limitations, 'boilerplate,' or purported terms or conditions into this Change Order or the Contract.		
The parties agree that this change order and all preceding change orders are within the scope of the original contract and do not materially alter the original contract such that a cardinal or constructive change to the original agreement has occurred. (The language above will be exactly what will appear on the actual Change Order under "Description of Change".)		
CC ITEM III-D 3/5/2024 <i>(The language above will be exactly what will appear on the actual Change Order under "Description of</i>		

REASON FOR CHANGE:

- 1. Owner Requested:** CBP request to provide access on door 02-4189 to control access.

SOURCE OF FUNDS: From Previously approved General Airport Revenue Bonds

Is above change within the intended scope of the original contract? Yes ☒ No ☐

EXPLAIN:

Previously Presented Bulletin(s):	N/A	(Copy Attached)
Previously Approved Field Change Order(s):	N/A	(Copy Attached)
Contractor's Original RCO Submission	\$ 24,508.49	
GOAA/OAR Estimate	\$ N/A	
(a) Change Contract Amount By		\$ 21,604.63
(b) Amount of Associated Additional A/E Fees	(Not for Approval / For Info. Only)	\$ 0.00
(c) Amount of Associated Additional OAR Fees	(Not for Approval / For Info. Only)	\$ 0.00
(d) Total Cost Impact of this Change (d = a + b + c)		\$ 21,604.63
Is there any potential backcharge to the A/E? Yes ☐ No ☒	Omissions	\$.00
	Errors	\$.00
PREPARED BY: Ksenia J. Merck	PHONE: 407-340-3904	

NOTE: All Agenda Items are to be submitted to GOAA's Construction-Engineering-Financial (CEF) Consultant no later than the close of business on Monday for inclusion on the following week's Construction Committee Agenda.

GOAA CEF CONSULTANT: ANSER ADVISORY	Date Received: 2/20/2024	Date Review Completed: 2/27/2024	Initials of Reviewer: ZTG	Verification of Funding by CF <i>Melvin Martinez</i>
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Memorandum

To: Members of the Construction Committee

From: Tuan Nguyen, P.E.
Assistant Vice President, Engineering

Date: March 5, 2024

Re: Request for Recommendation of Approval of an Addendum to the Design Services for Taxiways G & H Rehabilitation Phase 1 & 2 Agreement with AECOM Technical Services, Inc. for Bid and Award Phase Services for BP-498 Taxiways G and H Rehabilitation – Phase 2
Orlando International Airport

Consultant's proposal, dated October 19, 2023, is to provide the required Bid and Award phase services, as further outlined in the attached Scope of Services. The Project will be performed and constructed by GOAA with grant assistance from the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and the Florida Department of Transportation (FDOT.)

If approved, these services would be effective the date of the Aviation Authority Board approval.

The DBE participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from previously approved GOAA Capital Expenditure Funds, to be reimbursed by the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and the Florida Department of Transportation (FDOT) to the extent eligible. Funding source verified by

Melvin Martinez of Construction Finance on 03 / 01 / 24 as correct and available.

It is respectfully requested that the Construction Committee recommend to the Aviation Authority Board approval of an Addendum to the Design Services for Taxiways G & H Rehabilitation Phase 1 & 2 Agreement with AECOM Technical Services, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$28,361.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$300.00
TOTAL	\$28,661.00
AAC – Compliance Review Date	<i>SJ</i> 02/27/24
AAC – Funding Eligibility Review Date	02/27/24



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Tuan Nguyen, P.E.
Assistant Vice President, Engineering

Date: March 5, 2024

Re: Request for Recommendation of Approval of an Addendum to the Design Services for Taxiways G & H Rehabilitation Phase 1 & 2 Agreement with AECOM Technical Services, Inc. for Bid and Award Phase Services for BP-498 Taxiways G and H Rehabilitation – Phase 2
Orlando International Airport

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Funding is from previously approved GOAA Capital Expenditure Funds, to be reimbursed by the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and the Florida Department of Transportation (FDOT) to the extent eligible. Funding source verified by _____ of Construction Finance on ____/____/____ as correct and available.

It is respectfully requested that the Construction Committee recommend to the Aviation Authority Board approval of an Addendum to the Design Services for Taxiways G & H Rehabilitation Phase 1 & 2 Agreement with AECOM Technical Services, Inc. for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$28,361.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$300.00
TOTAL	\$28,661.00
AAC – Compliance Review Date	<i>SJ</i> 02/27/24
AAC – Funding Eligibility Review Date	02/27/24

MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Recommendation of Approval of an Addendum to the Design Services for Taxiways G & H Rehabilitation Phase 1 & 2 Agreement with AECOM Technical Services, Inc. for Bid and Award Phase Services for BP-498 Taxiways G and H Rehabilitation – Design & Phase 2, Orlando International Airport

We have reviewed the qualifications of the subject contract's DBE specifications and determined that, AECOM Technical Services, Inc. proposes 14% DBE participation on this addendum.

Our analysis indicates that AECOM Technical Services, Inc. is eligible for award of the subject addendum.



Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(Prepared by John Volpe – PMO)

Date: March 5, 2024

Re: Request for Approval of an Addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for Start-Up Construction Administration Phase Services for BP-S00196 Terminal C Phase 1X Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility at Orlando International Airport

Consultant's proposal, dated February 13, 2023, is to provide Construction Phase Services (CPS) for the South Terminal C, Phase 1X Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility with HNTB Corporation which include start-up Construction Administration Services.

If approved, these services would be effective the date of the Construction Committee Approval for a duration of five weeks following NTP to the Contractor.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☒ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

There is no DBE participation in this contract as the CPS services proposal was split between the NTE and the lump sum portion and all DBE participation is in the NTE proposal.

Funding is from General Airport Revenue Bonds and Passenger Facility Charges (PFC's). Funding source verified by Melvin Martinez of Construction Finance on 03 / 04 / 24 as correct and available.

It is respectfully requested that the Construction Committee recommend approval of an Addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for the services contained herein and amount as shown below:

Not to Exceed Fees	\$0.00
Lump Sum Fees	\$47,720.00
Not to Exceed Expenses	\$0.00
TOTAL	\$47,720.00
AAC – Compliance Review Date	<u>Jm</u> 02/27/2024
AAC – Funding Eligibility Review Date	<u>Jm</u> 02/27/2024



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(Prepared by John Volpe – PMO)

Date: March 5, 2024

Re: Request for Approval of an Addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for Start-Up Construction Administration Phase Services for BP-S00196 Terminal C Phase 1X Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility at Orlando International Airport

Consultant's proposal, dated February 13, 2023, is to provide Construction Phase Services (CPS) for the South Terminal C, Phase 1X Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility with HNTB Corporation which include start-up Construction Administration Services.

If approved, these services would be effective the date of the Construction Committee Approval for a duration of five weeks following NTP to the Contractor.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☒ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

There is no DBE participation in this contract as the CPS services proposal was split between the NTE and the lump sum portion and all DBE participation is in the NTE proposal.

Funding is from General Airport Revenue Bonds and Passenger Facility Charges (PFC's). Funding source verified by _____ of Construction Finance on ____/____/____ as correct and available.

It is respectfully requested that the Construction Committee recommend approval of an Addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for the services contained herein and amount as shown below:

Not to Exceed Fees	\$0.00
Lump Sum Fees	\$47,720.00
Not to Exceed Expenses	\$0.00
TOTAL	\$47,720.00
AAC – Compliance Review Date	<i>Jm</i> 02/27/2024
AAC – Funding Eligibility Review Date	02/27/2024

CC
ITEM IV-B
3/5/2024



MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Approval of an Addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for Start-Up Construction Administration Phase Services for BP-S00196 Terminal C Phase 1X Airfield Civil Apron and Taxiway Paving and Ground Support Equipment Facility at Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that HNTB Corporation does not propose small business participation in this addendum. The Construction Phase Services proposal was divided into the NTE and lump sum components, with small business participation specified within the NTE proposal.

Our analysis indicates that HNTB Corporation is eligible for award of the subject proposal.



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Max E. Marble, Senior Vice President, Capital Programs
(Prepared by Brad Miller)

Date: March 5th, 2024

Re: Request for Approval of an Amendment to Addendum No. 3 to the Executive Program Management and Oversight Services for Terminal C Programs Agreement with Jacobs Project Management Co. for BPS 196 Inspector Resources.

On August 16th the Greater Orlando Aviation Authority (GOAA) Board approved Addendum 3 to the referenced project in the amount of \$13,233,846. On September 27th, the GOAA Board approved an Amendment to Addendum 3 to the referenced project in the amount of \$11,497,202. Allowances were included within Addendum 3, and Amendment 1 to Addendum 3, to cover scope that could be reasonably anticipated but not defined at the time of approval. The intent of this proposal is to apply the "Airfield Program Management Coordination" allowance, and available funds due to the fact that actual billing rates for some staff positions are less than those approved in Addendum 3, and Amendment 1 to Addendum 3. These differences create a savings within Addendum 3, and Amendment 1 to Addendum 3, thus mitigating the need for additional funds required to fund this scope. See current allowance breakdown in the following Exhibit A:

Exhibit A		
Addendum 3 Allowances	Amount	Notes
Vehicles	\$428,000.00	Fully committed
Travel Reimbursement Allowance	\$250,000.00	Need GOAA input
Office supplies	\$7,750.00	Fully committed
Partnering	\$50,000.00	Fully committed
Airfield Program Management Coordination	\$210,000.00	
1. BPS196 Inspector Staff Amendment	(\$210,000)	Fully committed no cost offset
Airfield Program Management Coordination remaining balance	\$0	
Other Services/consultants	\$600,000.00	
1. Fireproofing Inspection Amendment	(\$55,871.03)	Approved 11/21 CCM
Other services/consultants remaining balance	\$544,128.97	



GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida 32827-4392
(407) 825-2001

This proposal includes applying the \$210,000 “Airfield Program Management Coordination” allowance and \$275,000 of available funds within Addendum 3 and Amendment 1 to Addendum 3 as indicated in Exhibit B.

Exhibit B				
Position	Addendum 3 Approved Rate	Actual Rate	Delta	Estimated Savings
SR PM	\$253	\$190	\$63	≈\$275,000

In addition to the allowance and available funds usage outlined above it is respectfully requested that the Construction Committee recommend to the Aviation Authority Board approval of an Amendment to Addendum No. 3 to the Executive Program Management and Oversight Services for Terminal C Programs Agreement (WS149) with Jacobs Project Management Co. for the services contained herein and amount as shown below:

NTE Fees	\$834,256
LS Fees	\$0.00
NTE Expenses	\$160,000
TOTAL	\$994,256
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	

If approved, these services would be effective on the date of GOAA Board approval, March 20th, 2024.

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from CAPEX Funds. Funding source verified by _____ of Construction Finance on ___/___/___ as correct and available.

MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Approval of an Amendment to Addendum 03 to the Executive Program Management and Oversight Services for Terminal C Programs Agreement with Jacobs Project Management Co. for BP-S196 Inspector Resources, Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that Jacobs Project Management Co. does not propose small business participation on this amendment to addendum 03.



Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(As prepared by Nils Johnson, CCS)

Date: March 5, 2024

Re: Request for Recommendation of Approval of an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. to provide Architectural, Engineering, and Cost Estimating Services for V-01020, Airside 4 Additional TSA Screening Lanes at Orlando International Airport

Consultant's proposal, dated February 20, 2024, is to provide Architectural, Engineering, and Cost Estimate Services to design an expansion of the existing one lane checkpoint to a 4 lane TSA Recheck Check point at Airside 4 Transfer Level.

If approved, these services would be effective on the date of GOAA Board Approval.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☐ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from General Airport Revenue Bonds (GARBS). Funding source verified by _____ of Construction Finance on ___/___/___ as correct and available.

It is respectfully requested that the Construction Committee recommend to the Aviation Authority Board approval of an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$303,275.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$303,275.00
AAC – Compliance Review Date	JM 3/4/2024
AAC – Funding Eligibility Review Date	3/4/2024



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(As prepared by Nils Johnson, CCS)

Date: March 5, 2024

Re: Request for Recommendation of Approval of an Addendum to the Architectural Services Agreement with MLM-Martin Architects, Inc. for V-01020, Airside 4 Additional TSA Screening Lanes at Orlando International Airport

Consultant's proposal, dated February 20, 2024, is to provide Architectural, Engineering, and Cost Estimate Services to design an expansion of the existing one lane checkpoint to a 4 lane TSA Recheck Check point at Airside 4 Transfer Level.

If approved, these services would be effective on March 20, 2024.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☐ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from General Account Revenue Bonds (GARBS). Funding source verified by _____ of Construction Finance on ___/___/___ as correct and available.

It is respectfully requested that the Construction Committee recommend to the Aviation Authority Board approval of an Addendum to the Architectural Services Agreement with MLM-Martin Architects, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$0.00
Lump Sum Fees	\$307,812.00
Not to Exceed Expenses	\$0.00
TOTAL	\$307,812.00
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	

MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Recommendation of Approval of an Addendum to the Continuing Architectural Services Agreement with MLM-Martin Architects, Inc. for V-00TBD, Airside 4 Additional TSA Screening Lanes at Orlando International Airport

MLM-Martin Architects, Inc. is a certified Minority and Women Business Enterprise (MWBE) and Local Developing Business (LDB) firm. The Small Business Development Department has reviewed the proposal from MLM-Martin Architects, Inc. and determined that MLM-Martin Architects, Inc. proposes 12% MWBE and 8.5% VBE participation on this addendum.



Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(As prepared by Brian Gainous)

Date: March 05, 2024

Re: Request for Approval of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with The Collage Companies. V-01017 HVAC Improvements for GOAA Executive Offices at the Orlando International Airport

This D/B project consists of providing all design requirements, labor, material, equipment and supervision to provide HVAC improvements at the GOAA Executive Offices. The scope of work will include installation of new ductwork, verification of existing transfer duct dampers, AHU and backdraft damper operating conditions, Ceiling plenum infrastructure Investigation/ Modifications to the existing transfer air duct design within the executive offices and & adjacent space/conference rooms for improving air movement throughout the office ceilings to help eliminate negative pressurization / stagnation issues in the plenum.

The duration of the project is **120** calendar days for Substantial Completion and **30** calendar days for Final Completion with a contemplated Notice to Proceed (NTP) date of **March 12, 2024**. Liquidated damages are defined as **\$0.00** per calendar day for late Substantial Completion and **\$0.00** per calendar day for late Final Completion.

This continuing contractor was selected for this project based on (☒ all that apply):

☒ Experience ☐ Available Personnel ☐ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from Operations and Maintenance Fund 301.685.210.5460002.000.000000. Funding source verified by Andrea Harper of Construction Finance on ___/___/___ as correct and available.

It is respectfully requested that the Construction Committee approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with above-referenced continuing contractor in the total direct-negotiated amount of **\$200,456.00** which includes a Lump Sum amount of **\$122,956.00** allowance(s) totaling the amount of **\$77,500.00**, including a Performance and Payment Bond of **\$1,374.00**.

The invoicing method for this Job Order Contract will be:

☒ Lump Sum (with or w/o Allowances)

Payment Method: Payment on Allowances will be authorized only after an Allowance has been converted to an approved Change Order (or Field Change Order).

CONSTRUCTION AWARD	
L/S	\$122,956.00
ALLOWANCE (NTE)	\$77,500.00
TOTAL	\$200,456.00
AAC – Compliance Review Date	ZTG 2/27/2024
AAC – Funding Eligibility Review Date	2/27/2024

FINANCE FORM

NON-PROJECT FUNDS: O&M

Funding Approver:	<i>Andrea Harper</i>
OMB Notes:	

Number	Preparer	Description	Approval Sta	Creation Date	Total	Currency	Reserved
96306	Harper, Andrea	FY24 V01017 HVAC E	In Process	22-FEB-2024 15:27:35	230,950.00	USD	☒



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(As prepared by Brian Gainous)

Date: March 05, 2024

Re: Request for Approval of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with The Collage Companies. V-01017 HVAC Improvements for GOAA Executive Offices at the Orlando International Airport

This D/B project consists of providing all design requirements, labor, material, equipment and supervision to provide HVAC improvements at the GOAA Executive Offices. The scope of work will include installation of new ductwork, verification of existing transfer duct dampers, AHU and backdraft damper operating conditions, Ceiling plenum infrastructure Investigation/ Modifications to the existing transfer air duct design within the executive offices and & adjacent space/conference rooms for improving air movement throughout the office ceilings to help eliminate negative pressurization / stagnation issues in the plenum.

The duration of the project is **120** calendar days for Substantial Completion and **30** calendar days for Final Completion with a contemplated Notice to Proceed (NTP) date of **March 12, 2024**. Liquidated damages are defined as **\$0.00** per calendar day for late Substantial Completion and **\$0.00** per calendar day for late Final Completion.

This continuing contractor was selected for this project based on (☒ all that apply):

☒ Experience ☐ Available Personnel ☐ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from Operations and Maintenance Fund 301.685.210.5460002.000.000000. Funding source verified by _____ of Construction Finance on ____/____/____ as correct and available.

It is respectfully requested that the Construction Committee approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with above-referenced continuing contractor in the total direct-negotiated amount of **\$200,456.00** which includes a Lump Sum amount of **\$122,956.00** allowance(s) totaling the amount of **\$77,500.00**, including a Performance and Payment Bond of **\$1,374.00**.

The invoicing method for this Job Order Contract will be:

☒ Lump Sum (with or w/o Allowances)

Payment Method: Payment on Allowances will be authorized only after an Allowance has been converted to an approved Change Order (or Field Change Order).

CONSTRUCTION AWARD	
L/S	\$122,956.00
ALLOWANCE (NTE)	\$77,500.00
TOTAL	\$200,456.00
AAC – Compliance Review Date	ZTG 2/27/2024
AAC – Funding Eligibility Review Date	2/27/2024

FINANCE FORM

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.685.210.5460002.000.000000	\$230,950.00					\$230,950.00
						\$230,950.00
Total Requisition:	\$230,950.00					
Requisition Number:	96306					
Funding Approver:						
OMB Notes:						



MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Approval of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with The Collage Companies for V-01017 HVAC Improvements for GOAA Executive Offices, Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that, due to the nature of this project, where certain items are allocated as an allowance included in the overall project cost, The Collage Companies did not propose small business participation in this job order construction services addendum.

Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(Prepared by Don Corthell, PSA)

Date: MARCH 5, 2024

Re: Request for Approval of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company, Inc. for V-S00052 Repair BHS Canopy Fascia at Gate 236, Orlando International Airport

The scope of this project is to repair the BHS Canopy Fascia at Gate 236 that was damaged by a vendor's vehicle.

The duration of the project is 30 calendar days for Substantial Completion and 30 calendar days for Final Completion with a contemplated Notice to Proceed (NTP) date of March 11, 2024. Liquidated damages are defined as \$0.00 per calendar day for late Substantial Completion and \$0.00 per calendar day for late Final Completion.

This continuing contractor was selected for this project based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☒ Current Workload

☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from previously approved Operations and Maintenance Funds (301.631.210.5460002.000.000000). Funding source verified by _____ of Construction Finance on ___/___/___ as correct and available.

It is respectfully requested that the Construction Committee approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with above-referenced continuing contractor in the total direct-negotiated amount of \$ 7,640.23, which includes a Lump Sum amount of \$7,640.23, without allowance(s), and without the requirement for Performance and Payment Bonds.

The invoicing method for this Job Order Contract will be:

☒ Lump Sum (w/o Allowances)
Payment Method: Payment on Allowances will be authorized only after an Allowance has been converted to an approved Change Order (or Field Change Order).

CONSTRUCTION AWARD	
L/S	\$7,640.23
ALLOWANCE (NTE)	0.00
TOTAL	\$7,640.23
AAC – Compliance Review Date	ZTG 3/01/2024
AAC – Funding Eligibility Review Date	3/01/2024



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(Prepared by Don Corthell, PSA)

Date: March 5, 2024

Re: Request for Approval of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company, Inc. for V-S00052 Repair BHS Canopy Fascia at Gate 236, Orlando International Airport

The scope of this project is to repair the BHS Canopy Fascia at Gate 236 that was damaged by a vendor's vehicle.

The duration of the project is 30 calendar days for Substantial Completion and 30 calendar days for Final Completion with a contemplated Notice to Proceed (NTP) date of March 11, 2024. Liquidated damages are defined as \$0.00 per calendar day for late Substantial Completion and \$0.00 per calendar day for late Final Completion.

This continuing contractor was selected for this project based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☒ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from previously approved **TBD**. Funding source verified by _____ of Construction Finance on ____/____/____ as correct and available.

It is respectfully requested that the Construction Committee approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with above-referenced continuing contractor in the total direct-negotiated amount of \$ 7,640.23, which includes a Lump Sum amount of \$7,640.23, without allowance(s), and without the requirement for Performance and Payment Bonds.

The invoicing method for this Job Order Contract will be:

☒ Lump Sum (w/o Allowances)
Payment Method: Payment on Allowances will be authorized only after an Allowance has been converted to an approved Change Order (or Field Change Order).

CONSTRUCTION AWARD	
L/S	\$7,640.23
ALLOWANCE (NTE)	0.00
TOTAL	\$7,640.23
AAC – Compliance Review Date	
AAC – Funding Eligibility Review Date	



MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Approval of a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-S00052 Repair BHS Canopy Fascia at Gate 236, Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that, due to the limited scope of the services to be provided, Gomez Construction Company did not propose small business participation in this job order construction services addendum.



Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President for Construction
(As prepared by Pankaj Gupta)

Date: March 05, 2024

Re: Request for Recommendation of Approval of the FF&E and IT Estimate and Procurement Plan for W-S00150 Terminal C, Gates (250-253) Owner Furnished FF&E and IT Items at the Orlando International Airport

Background:

The Aviation Authority has set a precedence for Owner Procured Furniture, Fixtures and Equipment (FF&E) and Information Technology (IT) items in recent past projects such as the W-S145 South Terminal C, Phase 1- Owner Furnished FF&E and IT Items project utilizing a two – part process that included: approving a Procurement Estimate allowing procurements to move forward with updates to the Construction Committee.

Terminal C Gates:

Due to the size and scope of the program, the Terminal C, Gates (250-253) program is proposing to utilize a similar methodology as done for the W-S145 project with a defined Procurement Plan intended to assist with effectively managing the project budget. The attached FF&E and IT Procurement Estimate, dated February 21, 2024, shows the estimated cost for the Procurement of FF&E and IT for the South Terminal C- Gates (250-253) project BP-S195. The total estimated cost including attic stock (for select FFE items) and a 5% contingency is \$ 9,501,304.71, as shown in the attached “FF&E and IT Procurement Estimate” table. Standard procurement methods will be implemented. There are a number of long-lead items that require Purchase Orders (POs) to be issued well in advance of the anticipated opening date of the Terminal C, Gates (250-253) project BP-S195.

The Construction Committee is being asked to recommend the approval of the Procurement estimate of \$ 9,501,304.71 and the FF&E and IT Procurement Plan that includes:

1. Managing the Approved Line Items
2. Method of Procurement
3. The Process for Updating the Construction Committee (CC)
4. Responsibility Matrix/Construction Procurement Flowchart
5. Small Business Participation

FF&E and IT Procurement Plan includes:

1. Managing the Approved Line Items:

- a. The detailed line item FF&E and IT Procurement Estimate allows the Procurement Services to issue solicitations and the issuance of POs up to 5% over the total estimated Approved Line.
- b. POs will be awarded based on the Authority's Procurement Policies (450) and, the Approval Authorization from the Aviation Authority Board for the Purchasing Staff, shall be up to 5% or up to \$5,000.00 over the estimated value for each Approved Line Item. Approved Line Items may include multiple components in order to provide a complete functional installation. One or more POs may be required to buy out the Approved Line. In addition, an Approved Line may be separated into staggered purchases to facilitate install and true quantities needed.
 1. Approved Lines with staggered POs:
 - Approved Lines may be separated into staggered purchases to facilitate install and true quantities needed;
 - Close out of the Approved Line to occur after the project teams confirms
 2. Approved Lines with multiple components may result in a Single PO or Multiple POs:
 - Approved Lines with multiple components may have only one manufacturer resulting in a Single PO
 - Approved Lines with multiple components may have multiple manufacturers resulting in Multiple POs
- c. Freight is excluded from the calculation when determining the 5% overage of the approved estimated values as there is a separate estimate included in the total to provide for Freight.

2. Method of Procurement:

- a. The FF&E and IT Procurement Plan identifies the specific method of procurement for each item. Each procurement method follows Florida law and Authority Policy. The methods include:
 - **Competitive solicitations** that are posted on OpenGov (to registered vendors) and the GOAA Website using the Authority's standard forms and processes.
 - **Utilizing Other Entities' Contracts (OEC) ("piggy-backing")**, which are contracts that have already been competitively procured by the State of Florida or other entity. And, in many cases, there may be additional competition among the authorized resellers. This is a common way for governments to obtain the benefit of state pricing, taking advantage of economies of scale, and procuring goods in the most expedient manner.
 - **Negotiating contract amendments with existing vendors** that were already competitively procured in accordance with Florida law and Authority Policy.
 - **Single or sole source procurements**, which are limited to items that the Authority has already procured, such as seating, upholstery fabrics and security screening equipment. No other single or sole source procurements are included in this FF&E and IT Procurement Plan unless approved through the GOAA Workflow and publicly posted for 15 business days.

- b. All POs will be awarded based on the Authority's Procurement Policies (450) and Florida Statutes
 - Unless a valid exception applies, all purchases for commodities or services subject to Florida Statute 287 that exceed \$250,000 must be competitively procured through a formal process
 - (Emergency Purchases, Single/Sole Sources and "Piggy-Backing" are listed as exceptions in the Bill.)
 - Each proposed contract/PO that is \$1,000,000 or more and not included in the original FF&E and IT Procurement Estimate dated February 21, 2024 will be presented to the Aviation Authority Board as a new business item, requiring a presentation. For all other contracts/POs, the Aviation Authority Board's approval of this procurement plan and the procurement methods as noted for each item listed in "FF&E and IT Procurement Estimate" table dated February 21, 2024 authorizes GOAA Purchasing/Procurement Services to proceed with each procurement and issue a contract/PO in accordance with this procurement plan.
 - For additional details, refer to GOAA's Policies and Procedures 450 Series:
 - 450.01, Purchasing Introductions and Definitions
 - 450.02, Competitive Procurements
 - 450.03, Non-Competitive Procurements
 - 450.04, General Approval Authorizations and Documentation

3. The Process for Updating the Construction Committee (CC):

- a. If the summation of POs for an Approved Line, excluding freight, is over the 5% and over \$5,000.00 of the total Approved Line Item cost, then the item will be presented to the CC.
- b. If the PO change exceeds 5% of the estimate and is over \$250,000, then the item will be presented to the CC and then to the Aviation Authority Board.
- c. For Allowances and new/additional lines, the Lines with estimates will be compiled and submitted to CC for approval to add to the list.
- d. Clarification for Low Dollar Overages:
 - If the sum of all purchases (excluding freight) for an Approved Line exceeds the approved amount by more than 5% but the amount needed to supplement the line is less than \$5,000.00, then the item would not need to be presented to Construction Committee for approval to use Contingency Funds. The purchase would be processed in the same manner where the additional amount needed is below 5% of the line total which would be included in the Contingency Tracking Report that is prepared monthly.
 - If the sum of all purchases (excluding freight) for an Approved Line exceeds the approved amount by more than 5%, the amount needed to supplement the line is more than \$5,000.00, then the item will be presented to Construction Committee for approval to use Contingency Funds. All transactions will be included in the Contingency Tracking Report that is prepared monthly. To manage these types of requests to utilize contingency, a set aside of \$25,000 is included.
- b. Overages that range up to 5% or under \$5,000.00 will automatically be charged to contingency without re-approval by CC.
- c. If the method of procurement changes to a more restrictive method and is less than \$250,000 per PO, then the item will be presented to the CC as an action item and if the item is over \$250,000 per PO, then the item will be presented to the CC and to the

Aviation Authority Board. For example, if an item is competitively bid and moves to a single source, then the item would be presented to the CC and Board as required.

- d. At the 60% total spent milestone, an updated schedule for procurement costs will be provided to the CC.
- e. If additional funding is required to increase the contingency, then the item will have to be presented to the appropriate GOAA public committee, and to the Aviation Authority Board, as applicable.

4. Responsibility Matrix/Construction Procurement Flowchart includes:

- a. **CCM Memos to be provided** for requests to:
 - 1. Add lines,
 - 2. Define allowance items with additional lines,
 - 3. Request 5% cost increase of a line item (when over \$5,000.00) from contingency,
 - 4. Change in procurement method to a more restrictive method,
 - 5. 60% updates: Purchasing advises OAR of any issues with cost increase or procurement;
 - 6. OAR prepares CCM Memos in coordination with Purchasing/Procurement Services; Anser Advisory to review; if changes over \$250K then Board memo required
- b. **Receipt of Goods/Services/Installation:** Responsible parties noted for receipt of goods, services and installation.
- c. **Reporting by Purchasing:** Purchasing/Procurement Services prepares monthly report for all FFE & IT purchases for Terminal C, Gates 250-253; Purchasing prepares periodic reports for Construction Committee on purchases for Terminal C, Gates 250-253. These reports will be included as "Info Items" in the Committee agenda.
- d. **Funding Type/Eligibility by Financial Consultant:** Anser Advisory provides eligibility and asset funding-currently funded by Garbs and CapEx; however Anser Advisory will address the PFC funding at the end of the project as part of the funding optimization.
- e. **Procurement Initiation Forms (PIF) include:**
 - 1. **Procurement Initiation Form (PIF)** to be provided via OpenGov by the GOAA/OAR to Procurement Services to start the procurement process.
 - 2. **Delivery Date:** Both FF&E and IT PIF forms note the delivery date required to meet the Terminal C, Gates 250-253 schedule.

5. Small Business Participation

- a. The Small Business department will be consulted regarding the Furniture Installation Services or any other contracts that will be competitively bid to establish goals.

Executive Summary Table

Owner Furnished Equipment	FY24	FY25	Grand Total
FFE		\$1,946,548.29	\$1,946,548.29
CAP EX		\$275,121.93	\$275,121.93
GARBS		\$1,671,426.36	\$1,671,426.36
IT	\$2,934,838.50	\$4,131,249.84	\$7,066,088.34
CAP EX	\$2,934,838.50	\$4,131,249.84	\$7,066,088.34
SHIPPING & HANDLING	\$17,250.00	\$18,975.00	\$36,225.00
CAP EX	\$17,250.00	\$18,975.00	\$36,225.00

CONTINGENCY	\$147,604.43	\$304,838.65	\$452,443.08
CAP EX	\$147,604.43	\$221,267.33	\$368,871.76
GARBS		\$83,571.32	\$83,571.32
Grand Total	\$3,099,692.93	\$6,401,611.78	\$9,501,304.71

Additional Clarifications:

Since the BP-S195, Terminal C Gates 250-253 project is underway with Bulletins issued and in planning, and some scope items not completely defined, the FF&E and IT Procurement Estimate is qualified below:

FF&E

- a. The FF&E procurement estimate **includes** the items specified by HNTB for public spaces– Gates Package revised July 14, 2023 and CBP Package revised July 6, 2023.
- b. The FF&E procurement estimate **does not include** the following items,:
 1. GOAA Department office furniture or Tenant spaces furniture

IT

- a. The IT procurement estimate **includes** items noted in the BP-S195 Contract Documents as well as items issued through Bulletin 4.1.
- b. The IT procurement estimate **does not include** the following items, which have been previously identified and included in a series of existing projects that are in various phases of procurement:
 1. Virtual Ramp Control hardware
 2. Passenger Boarding Bridges
 3. Airline Relocation Costs
 4. Rigging Allowance
 5. Artwork
 6. Emergency Distributed Antenna System (DAS)
- c. The IT procurement estimate **does not include** projects where the scope has not been completely defined:
 1. RadioOne and Airinc System
 2. Bulletins in progress or future Bulletins
 3. A line item is included for undefined scope of Bulletins
- d. The IT procurement estimate **does not include**: Attic stock to be addressed through O&M funds

Additional Notes:

All other items have been included in the BP-S195 project (i.e. Contractor Furnished and Contractor Installed items).

The attached FF&E and IT Procurement Estimate package includes items where various products have been utilized as a basis of design. Due to the long-term schedule for the project, make and models may change as a result of the evolution of the FF&E and IT industries.

The original FF&E/IT procurement estimates were obtained last year and due to rapidly changing market conditions due to geopolitical shifts, a 15% market adjustment has been included in the procurement estimate for items that will be procured in FY24. An additional 10% adjustment has been included in the procurement estimate for estimated FY25 procurements. Actual procurement will be conducted using Procurement Initiation Form (PIF) procedure.

Original FF&E estimates were obtained from the following sources:

- State Contract Pricing
- Manufacturer Representative or Dealer quotes or on-line pricing

Original IT estimates were obtained from the following sources:

- State Contract Pricing
- Recent Technology Bids
- Industry Quotes
- SITA quotes (Information Technology Company on Contract to GOAA)
- All items reviewed with the GOAA IT Department (Burns Engineering)

An aggregated IT and FFE Procurement estimate for WS150 dated February 21, 2024 is included with this memo (Appendix 1) and it will be used to track the POs and to ensure that individual line items do not exceed the approved procurement estimate allowance as described in the detailed procurement plan above. A detailed Master budget sheet is also included (Appendix 2) for reference of the committee.

The Methods of Procurement have been coordinated with the GOAA Procurement Services.

Funding is from General Airport Revenue Bonds and Capital Expenditure funds. Funding source verified by Melvin Martinez of Construction Finance on 3/1/24 as correct and available.

It is respectfully requested that the Construction Committee recommend that the Aviation Authority Board approve:

1. the line item FF&E and IT Procurement Estimate (attached) as summarized below:
 - a. Estimate:
 - i. FF&E: \$1,946,548.29
 - ii. IT: \$7,066,088.34
 - iii. Shipping & Handling: \$36,225.00
 - iv. Contingency: \$452,443.08
 - v. **Total Estimate: \$9,501,304.71**
2. The FF&E and IT Procurement Plan.
3. The Process for Updating the Construction Committee for the South Terminal C
4. Authorize the Procurement Services to issue the necessary Purchase Orders and execute contract Amendments as needed following satisfactory legal review.

AAC – Compliance Review Date	<i>SJ</i> 02/27/24
AAC – Funding Eligibility Review Date	02/27/24

SUBJECT TO CFOC



Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President for Construction
(As prepared by Pankaj Gupta)

Date: March 05, 2024

Re: Request for Recommendation of Approval of the FF&E and IT Estimate and Procurement Plan for W-S00150 Terminal C, Gates (250-253) Owner Furnished FF&E and IT Items at the Orlando International Airport

Background:

The Aviation Authority has set a precedence for Owner Procured Furniture, Fixtures and Equipment (FF&E) and Information Technology (IT) items in recent past projects such as the W-S145 South Terminal C, Phase 1- Owner Furnished FF&E and IT Items project utilizing a two – part process that included: approving a Procurement Estimate allowing procurements to move forward with updates to the Construction Committee.

Terminal C Gates:

Due to the size and scope of the program, the Terminal C, Gates (250-253) program is proposing to utilize a similar methodology as done for the W-S145 project with a defined Procurement Plan intended to assist with effectively managing the project budget. The attached FF&E and IT Procurement Estimate, dated February 21, 2024, shows the estimated cost for the Procurement of FF&E and IT for the South Terminal C- Gates (250-253) project BP-S195. The total estimated cost including attic stock (for select FFE items) and a 5% contingency is \$ 9,501,304.71, as shown in the attached “FF&E and IT Procurement Estimate” table. Standard procurement methods will be implemented. There are a number of long-lead items that require Purchase Orders (POs) to be issued well in advance of the anticipated opening date of the Terminal C, Gates (250-253) project BP-S195.

The Construction Committee is being asked to recommend the approval of the Procurement estimate of \$ 9,501,304.71 and the FF&E and IT Procurement Plan that includes:

1. Managing the Approved Line Items
2. Method of Procurement
3. The Process for Updating the Construction Committee (CC)
4. Responsibility Matrix/Construction Procurement Flowchart
5. Small Business Participation

FF&E and IT Procurement Plan includes:

1. Managing the Approved Line Items:

- a. The detailed line item FF&E and IT Procurement Estimate allows the Procurement Services to issue solicitations and the issuance of POs up to 5% over the total estimated Approved Line.
- b. POs will be awarded based on the Authority's Procurement Policies (450) and, the Approval Authorization from the Aviation Authority Board for the Purchasing Staff, shall be up to 5% or up to \$5,000.00 over the estimated value for each Approved Line Item. Approved Line Items may include multiple components in order to provide a complete functional installation. One or more POs may be required to buy out the Approved Line. In addition, an Approved Line may be separated into staggered purchases to facilitate install and true quantities needed.
 1. Approved Lines with staggered POs:
 - Approved Lines may be separated into staggered purchases to facilitate install and true quantities needed;
 - Close out of the Approved Line to occur after the project teams confirms
 2. Approved Lines with multiple components may result in a Single PO or Multiple POs:
 - Approved Lines with multiple components may have only one manufacturer resulting in a Single PO
 - Approved Lines with multiple components may have multiple manufacturers resulting in Multiple POs
- c. Freight is excluded from the calculation when determining the 5% overage of the approved estimated values as there is a separate estimate included in the total to provide for Freight.

2. Method of Procurement:

- a. The FF&E and IT Procurement Plan identifies the specific method of procurement for each item. Each procurement method follows Florida law and Authority Policy. The methods include:
 - **Competitive solicitations** that are posted on OpenGov (to registered vendors) and the GOAA Website using the Authority's standard forms and processes.
 - **Utilizing Other Entities' Contracts (OEC) ("piggy-backing")**, which are contracts that have already been competitively procured by the State of Florida or other entity. And, in many cases, there may be additional competition among the authorized resellers. This is a common way for governments to obtain the benefit of state pricing, taking advantage of economies of scale, and procuring goods in the most expedient manner.
 - **Negotiating contract amendments with existing vendors** that were already competitively procured in accordance with Florida law and Authority Policy.
 - **Single or sole source procurements**, which are limited to items that the Authority has already procured, such as seating, upholstery fabrics and security screening equipment. No other single or sole source procurements are included in this FF&E and IT Procurement Plan unless approved through the GOAA Workflow and publicly posted for 15 business days.

- b. All POs will be awarded based on the Authority's Procurement Policies (450) and Florida Statutes
 - Unless a valid exception applies, all purchases for commodities or services subject to Florida Statute 287 that exceed \$250,000 must be competitively procured through a formal process
 - (Emergency Purchases, Single/Sole Sources and "Piggy-Backing" are listed as exceptions in the Bill.)
 - Each proposed contract/PO that is \$1,000,000 or more and not included in the original FF&E and IT Procurement Estimate dated February 21, 2024 will be presented to the Aviation Authority Board as a new business item, requiring a presentation. For all other contracts/POs, the Aviation Authority Board's approval of this procurement plan and the procurement methods as noted for each item listed in "FF&E and IT Procurement Estimate" table dated February 21, 2024 authorizes GOAA Purchasing/Procurement Services to proceed with each procurement and issue a contract/PO in accordance with this procurement plan.
 - For additional details, refer to GOAA's Policies and Procedures 450 Series:
 - 450.01, Purchasing Introductions and Definitions
 - 450.02, Competitive Procurements
 - 450.03, Non-Competitive Procurements
 - 450.04, General Approval Authorizations and Documentation

3. The Process for Updating the Construction Committee (CC):

- a. If the summation of POs for an Approved Line, excluding freight, is over the 5% and over \$5,000.00 of the total Approved Line Item cost, then the item will be presented to the CC.
- b. If the PO change exceeds 5% of the estimate and is over \$250,000, then the item will be presented to the CC and then to the Aviation Authority Board.
- c. For Allowances and new/additional lines, the Lines with estimates will be compiled and submitted to CC for approval to add to the list.
- d. Clarification for Low Dollar Overages:
 - If the sum of all purchases (excluding freight) for an Approved Line exceeds the approved amount by more than 5% but the amount needed to supplement the line is less than \$5,000.00, then the item would not need to be presented to Construction Committee for approval to use Contingency Funds. The purchase would be processed in the same manner where the additional amount needed is below 5% of the line total which would be included in the Contingency Tracking Report that is prepared monthly.
 - If the sum of all purchases (excluding freight) for an Approved Line exceeds the approved amount by more than 5%, the amount needed to supplement the line is more than \$5,000.00, then the item will be presented to Construction Committee for approval to use Contingency Funds. All transactions will be included in the Contingency Tracking Report that is prepared monthly. To manage these types of requests to utilize contingency, a set aside of \$25,000 is included.
- b. Overages that range up to 5% or under \$5,000.00 will automatically be charged to contingency without re-approval by CC.
- c. If the method of procurement changes to a more restrictive method and is less than \$250,000 per PO, then the item will be presented to the CC as an action item and if the item is over \$250,000 per PO, then the item will be presented to the CC and to the

Aviation Authority Board. For example, if an item is competitively bid and moves to a single source, then the item would be presented to the CC and Board as required.

- d. At the 60% total spent milestone, an updated schedule for procurement costs will be provided to the CC.
- e. If additional funding is required to increase the contingency, then the item will have to be presented to the appropriate GOAA public committee, and to the Aviation Authority Board, as applicable.

4. Responsibility Matrix/Construction Procurement Flowchart includes:

- a. **CCM Memos to be provided** for requests to:
 - 1. Add lines,
 - 2. Define allowance items with additional lines,
 - 3. Request 5% cost increase of a line item (when over \$5,000.00) from contingency,
 - 4. Change in procurement method to a more restrictive method,
 - 5. 60% updates: Purchasing advises OAR of any issues with cost increase or procurement;
 - 6. OAR prepares CCM Memos in coordination with Purchasing/Procurement Services; Anser Advisory to review; if changes over \$250K then Board memo required
- b. **Receipt of Goods/Services/Installation:** Responsible parties noted for receipt of goods, services and installation.
- c. **Reporting by Purchasing:** Purchasing/Procurement Services prepares monthly report for all FFE & IT purchases for Terminal C, Gates 250-253; Purchasing prepares periodic reports for Construction Committee on purchases for Terminal C, Gates 250-253. These reports will be included as "Info Items" in the Committee agenda.
- d. **Funding Type/Eligibility by Financial Consultant:** Anser Advisory provides eligibility and asset funding-currently funded by Garbs and CapEx; however Anser Advisory will address the PFC funding at the end of the project as part of the funding optimization.
- e. **Procurement Initiation Forms (PIF) include:**
 - 1. **Procurement Initiation Form (PIF)** to be provided via OpenGov by the GOAA/OAR to Procurement Services to start the procurement process.
 - 2. **Delivery Date:** Both FF&E and IT PIF forms note the delivery date required to meet the Terminal C, Gates 250-253 schedule.

5. Small Business Participation

- a. The Small Business department will be consulted regarding the Furniture Installation Services or any other contracts that will be competitively bid to establish goals.

Executive Summary Table

Owner Furnished Equipment	FY24	FY25	Grand Total
FFE		\$1,946,548.29	\$1,946,548.29
CAP EX		\$275,121.93	\$275,121.93
GARBS		\$1,671,426.36	\$1,671,426.36
IT	\$2,934,838.50	\$4,131,249.84	\$7,066,088.34
CAP EX	\$2,934,838.50	\$4,131,249.84	\$7,066,088.34
SHIPPING & HANDLING	\$17,250.00	\$18,975.00	\$36,225.00
CAP EX	\$17,250.00	\$18,975.00	\$36,225.00

CONTINGENCY	\$147,604.43	\$304,838.65	\$452,443.08
CAP EX	\$147,604.43	\$221,267.33	\$368,871.76
GARBS		\$83,571.32	\$83,571.32
Grand Total	\$3,099,692.93	\$6,401,611.78	\$9,501,304.71

Additional Clarifications:

Since the BP-S195, Terminal C Gates 250-253 project is underway with Bulletins issued and in planning, and some scope items not completely defined, the FF&E and IT Procurement Estimate is qualified below:

FF&E

- a. The FF&E procurement estimate **includes** the items specified by HNTB for public spaces– Gates Package revised July 14, 2023 and CBP Package revised July 6, 2023.
- b. The FF&E procurement estimate **does not include** the following items,:
 1. GOAA Department office furniture or Tenant spaces furniture

IT

- a. The IT procurement estimate **includes** items noted in the BP-S195 Contract Documents as well as items issued through Bulletin 4.1.
- b. The IT procurement estimate **does not include** the following items, which have been previously identified and included in a series of existing projects that are in various phases of procurement:
 1. Virtual Ramp Control hardware
 2. Passenger Boarding Bridges
 3. Airline Relocation Costs
 4. Rigging Allowance
 5. Artwork
 6. Emergency Distributed Antenna System (DAS)
- c. The IT procurement estimate **does not include** projects where the scope has not been completely defined:
 1. RadioOne and Airinc System
 2. Bulletins in progress or future Bulletins
 3. A line item is included for undefined scope of Bulletins
- d. The IT procurement estimate **does not include**: Attic stock to be addressed through O&M funds

Additional Notes:

All other items have been included in the BP-S195 project (i.e. Contractor Furnished and Contractor Installed items).

The attached FF&E and IT Procurement Estimate package includes items where various products have been utilized as a basis of design. Due to the long-term schedule for the project, make and models may change as a result of the evolution of the FF&E and IT industries.

The original FF&E/IT procurement estimates were obtained last year and due to rapidly changing market conditions due to geopolitical shifts, a 15% market adjustment has been included in the procurement estimate for items that will be procured in FY24. An additional 10% adjustment has been included in the procurement estimate for estimated FY25 procurements. Actual procurement will be conducted using Procurement Initiation Form (PIF) procedure.

Original FF&E estimates were obtained from the following sources:

- State Contract Pricing
- Manufacturer Representative or Dealer quotes or on-line pricing

Original IT estimates were obtained from the following sources:

- State Contract Pricing
- Recent Technology Bids
- Industry Quotes
- SITA quotes (Information Technology Company on Contract to GOAA)
- All items reviewed with the GOAA IT Department (Burns Engineering)

An aggregated IT and FFE Procurement estimate for WS150 dated February 21, 2024 is included with this memo (Appendix 1) and it will be used to track the POs and to ensure that individual line items do not exceed the approved procurement estimate allowance as described in the detailed procurement plan above. A detailed Master budget sheet is also included (Appendix 2) for reference of the committee.

The Methods of Procurement have been coordinated with the GOAA Procurement Services.

Funding is from General Airport Revenue Bonds and Capital Expenditure funds. Funding source verified by _____ of Construction Finance on / / as correct and available.

It is respectfully requested that the Construction Committee recommend that the Aviation Authority Board approve:

1. the line item FF&E and IT Procurement Estimate (attached) as summarized below:
 - a. Estimate:
 - i. FF&E: \$1,946,548.29
 - ii. IT: \$7,066,088.34
 - iii. Shipping & Handling: \$36,225.00
 - iv. Contingency: \$452,443.08
 - v. Total Estimate: \$9,501,304.71**
2. The FF&E and IT Procurement Plan.
3. The Process for Updating the Construction Committee for the South Terminal C
4. Authorize the Procurement Services to issue the necessary Purchase Orders and execute contract Amendments as needed following satisfactory legal review.

AAC – Compliance Review Date	<i>SJ</i>	02/27/24
AAC – Funding Eligibility Review Date		02/27/24

MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Recommendation of Approval of the FF&E and IT Estimate and Procurement Plan for W-S00150 Terminal C, Gates (250-253) Owner Furnished FF&E and IT Items at the Orlando International Airport

Small business participation goals will be established on a case-by-case basis depending on the method of procurement for items that will be competitively bid.



Memorandum

To: Members of the Construction Committee

From: Scott Shedek, P.E, Vice President of Construction
(As Prepared by Brian Gainous, Senior Project Manager - CMI)

Date: March 05, 2024

Re: Request for the Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management Inc. dba CMI to provide Construction Phase OAR Services for V-01017 HVAC Improvements for GOAA Executive Offices at Orlando International Airport.

Consultant's proposal, dated January 30, 2024, is to provide Owners Approved Representative (OAR) Consulting Services. The scope of services will consist of providing construction project management, project control, contract administration and construction coordination in support of V-01017 HVAC Improvements for GOAA Executive Offices at Orlando International Airport.

If approved, these services would be effective date of Construction Committee approval.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☒ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from previously Approved Operations & Maintenance funds

301.685.210.5460002.000.000000. Funding source verified by Andrea Harper
Construction Finance on ___/___/___ as correct and available.

It is respectfully requested that the Construction Committee approve an Addendum to the Continuing Program and Project Management Services with Cost Management Inc. dba CMI for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$20,440.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$20,440.00
AAC – Compliance Review Date	ZTG 2/27/2024
AAC – Funding Eligibility Review Date	2/27/2024

ATTACHMENT A

FINANCE FORM

Date:	2/27/2024	Requestor's Extension:	
Requestor's Name:	Brian Gainous	Preparer's Extension:	x-2495
Preparer's Name:	John Field	Solicitation #:	
Requestor's Department:	Facilities	Contract # / Name:	V-01017
Description:	V-01017-MCO HVAC IMPROVEMENTS	Procurement Committee Date:	
Vendor:		Agenda Item #:	

NON-PROJECT FUNDS: O&M

Account Code Format: xxx,xxx,xxx,xxxxxxxx,xxx,xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.685.210.5460002.000.000000	\$230,950.00					\$230,950.00
						\$230,950.00
Total Requisition:	\$230,950.00					
Requisition Number:	96306					
Funding Approver:	Andrea Harper					
OMB Notes:						

Number	Preparer	Description	Approval Sta	Creation Date	Total	Currency	Reserved
96306	Harper, Andrea	FY24 V01017 HVAC E	In Process	22-FEB-2024 15:27:35	230,950.00	USD	☒



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

**From: Scott Shedek, P.E, Vice President of Construction
(As Prepared by Brian Gainous, Senior Project Manager - CMI)**

Date: March 05, 2024

Re: Request for the Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management Inc. dba CMI to provide Construction Phase OAR Services for V-01017 HVAC Improvements for GOAA Executive Offices at Orlando International Airport.

Consultant's proposal, dated January 30, 2024, is to provide Owners Approved Representative (OAR) Consulting Services. The scope of services will consist of providing construction project management, project control, contract administration and construction coordination in support of V-01017 HVAC Improvements for GOAA Executive Offices at Orlando International Airport.

If approved, these services would be effective date of Construction Committee approval.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience ☒ Available Personnel ☒ Current Workload
☒ Expertise ☐ Equitable Distribution ☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from previously Approved Operations & Maintenance funds

301.685.210.5460002.000.000000. Funding source verified by _____
_____ Construction Finance on ___/___/___ as correct and
available.

It is respectfully requested that the Construction Committee approve an Addendum to the Continuing Program and Project Management Services with Cost Management Inc. dba CMI for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$20,440.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$20,440.00
AAC – Compliance Review Date	ZTG 2/27/2024
AAC – Funding Eligibility Review Date	2/27/2024

FINANCE FORM

NON-PROJECT FUNDS: O&M

Account Code Format: xxx.xxx.xxx.xxxxxx.xxx.xxxxxx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
301.685.210.5460002.000.000000	\$230,950.00					\$230,950.00
						\$230,950.00
Total Requisition:	\$230,950.00					
Requisition Number:	96306					
Funding Approver:						
OMB Notes:						

MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Approval of an Addendum to the Continuing Program and Project Management Services with Cost Management, Inc., dba CMI, to provide Construction Phase OAR Services for V-01017 HVAC Improvements for GOAA Executive Offices at Orlando International Airport

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Cost Management, Inc. dba CMI proposes 9% MWBE participation on this addendum.

Our analysis indicates that Cost Management, Inc. dba CMI is eligible for award of the subject addendum.



Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(Prepared by Don Corthell, PSA)

Date: March 5, 2024

Re: Request for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. for V-S00052 Repair BHS Canopy Fascia, at the Orlando International Airport at Orlando International Airport

Consultant's proposal dated February 9, 2024 will provide construction phase OAR services for the above mentioned project. Scope of work will be to repair damaged BHS Canopy Fascia which was caused by a vendor's vehicle.

If approved, these services would be effective on the date of Construction Committee approval.

This continuing consultant was selected for this task based on (☒ all that apply):

- ☒ Experience ☒ Available Personnel ☒ Current Workload
☒ Expertise ☒ Equitable Distribution ☐ Other: Security Project

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from previously approved Operations and Maintenance Funds (301.631.210.5460002.000.000000). Funding source verified by _____ of Construction Finance on ____/____/____ as correct and available.

It is respectfully requested that the Construction Committee approve the Amendment to the Continuing Program and Project Management Services Agreement with PSA Construction, Inc. dba. PSA Management Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees		\$716.00
Lump Sum Fees		\$0.00
Not to Exceed Expenses		\$0.00
TOTAL		\$716.00
AAC-Compliance Review Date	ZTG 3/01/2024	
AAC-Funding Eligibility Review Date	3/01/2024	



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Scott Shedek, Vice President of Construction
(Prepared by Don Corthell, PSA)

Date: March 5, 2024

Re: Request for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. for V-S00052 Repair BHS Canopy Fascia, at the Orlando International Airport at Orlando International Airport

Consultant's proposal dated February 9, 2024 will provide construction phase OAR services for the above mentioned project. Scope of work will be to repair damaged BHS Canopy Fascia which was caused by a vendor's vehicle.

If approved, these services would be effective on the date of Construction Committee approval.

This continuing consultant was selected for this task based on (☒ all that apply):

- ☒ Experience ☒ Available Personnel ☒ Current Workload
☒ Expertise ☒ Equitable Distribution ☐ Other: Security Project

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from **TBD-Facilities-Risk Management**. Funding source verified by _____ of Construction Finance on ____/____/____ as correct and available.

It is respectfully requested that the Construction Committee approve the Amendment to the Continuing Program and Project Management Services Agreement with PSA Construction, Inc. dba. PSA Management Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$716.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$716.00
AAC-Compliance Review Date	
AAC-Funding Eligibility Review Date	

MEMORANDUM

TO: Members of the Construction Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: March 05, 2024

RE: Request for Approval of an Addendum to the Continuing Program and Project Management Services Agreement with PSA Constructors, Inc. dba PSA Management Inc. for Construction Phase OAR Services for V-S00052 Repair BHS Canopy Fascia, at the Orlando International Airport.

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and determined that PSA Constructors, Inc. dba PSA Management, Inc. does not propose small business participation on this addendum due to limited scope of the services to be provided.

Our analysis indicates that PSA Constructors, Inc. dba PSA Management, Inc. is eligible for award of the subject addendum.

Information Items

**Project Controls
Field Change Order (FCO) Tracking Log**

Project	FCO No.	Amount	FCO Date	CCM Date FCO Converted to
BP-S00195	04	\$ 50,000.00	5-Jun-23	Open
BP-S00195	06	\$ 2,500.00	11-Jul-23	Open
BP-S00195	07	\$ 37,800.00	14-Jul-23	Open
BP-S00195	08	\$ 10,000.00	17-Aug-23	Open
BP-S00195	10	\$ 35,000.00	5-Sep-23	Open
BP-S00195	11	\$ 20,000.00	5-Sep-23	Open
BP-S00195	12	\$ 25,000.00	9-Jan-24	Open
BP-S00195	13	\$ 48,000.00	11-Feb-24	Open
BP-S00195	14	\$ 7,000.00	11-Feb-24	Open
BP-S00198	01	\$ 35,508.00	15-Dec-23	Open
BP-S00198	02	\$ 15,000.00	16-Feb-24	Open
E-00275	01	\$ 2,469.79	7-Feb-24	Open
E-00276	01	\$ 1,050.05	7-Feb-24	Open
V-00974	02	\$ 21,727.20	16-Feb-24	Open
V-01009	02	\$ 1,686.43	7-Feb-24	Open



Orlando International Airport
One Jeff Fuqua Boulevard
Orlando, Florida, 32827-4392
(407) 825-2001

Memorandum

To: Members of the Construction Committee

From: Tuan Nguyen, P.E.
Assistant Vice President, Engineering

Date: February 27, 2024

Re: Request for Approval of an Addendum to the Continuing Civil Engineering Services Agreement with AtkinsRéalis for W-00508 ORL Colonial Promenade Boundary Survey
Orlando Executive Airport

CCM INFORMATION ITEM

2/27/24

Item IV-F

Revised Memo

Consultant's proposal, dated January 3, 2024, is to provide Professional Land Surveying services for the preparation of a Boundary Survey located at Colonial Promenade. Parcel ID's: 29-22-30-0000-16-005, 29-22-30-0000-16-006, 29-22-30-0000-16-008, 29-22-30-0000-16-011, and part of 29-22-30-0000-00-016 in Orange County, Florida. Consisting of approximately 19.50 +/- acres, as provided and identified as A, B, C, D, E, and F. Refer to the Exhibit A for more information.

If approved, these services would be effective the date of the Construction Committee Approval.

This continuing consultant was selected for this task based on (☒ all that apply):

☒ Experience

☒ Available Personnel

☒ Current Workload

☒ Expertise

☒ Equitable Distribution

☐ Other: _____

The MWBE/LDB participation has been reviewed by the Office of Small Business Development. Their findings and recommendation are attached.

Funding is from Operations and Maintenance: 901.441.870.5310009.000.00000. Funding source verified by Andrea Harper of Construction Finance on 2 / 22 / 24 as correct and available.

It is respectfully requested that the Construction Committee approve an Addendum to the Continuing Civil Engineering Services Agreement with AtkinsRéalis for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$30,172.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$10,858.00
TOTAL	\$41,030.00
AAC – Compliance Review Date	<i>Jm</i> 02/21/2024
AAC – Funding Eligibility Review Date	<i>Jm</i> 02/21/2024

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
96143	FY24 (OEA) Vendor - Atkins R	In Process	31-JAN-2024 11:32:44	USD	41,030.00	Cason, Diane C	☒