

**AMENDMENT NO. 14 TO ADDENDUM NO. 20  
TO AGREEMENT DATED DECEMBER 10, 2015  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND HNTB CORPORATION**

**Project:** No Cost Reallocation for Construction Administration Design Services for An Updated Electronic Airport Layout Plan (eALP) for W-S110, Terminal C Phase 1- Architect of Record (& Major Subconsultants) Orlando International Airport

**THIS AMENDMENT** is effective as of this Apr 1, 2025 day of 2025, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Aviation Authority") and **HNTB CORPORATION** ("Consultant").

**WITNESSETH**

**WHEREAS**, by Agreement dated December 10, 2015, Aviation Authority and Consultant entered into an Agreement for Consultant to provide Architect of Record for the South Terminal C, Phase 1; and

**WHEREAS**, under the Agreement, Consultant agreed to perform such additional professional services for Aviation Authority as are contained in any additional scope of work established by Aviation Authority in any Addendum to the Agreement and accepted in writing by Consultant; and

**WHEREAS**, Aviation Authority and Consultant desire to enter into this Amendment to the Agreement to provide for a no-cost time reallocation of services rendered by the Consultant under the terms of said Agreement.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants herein contained, Aviation Authority and Consultant hereto do hereby agree as follows:

1. Consultant shall reallocate previously awarded services as follows:

ITEM	ADDENDUM 20	PROPOSED AMENDMENT	REVISED TOTAL
NTE Reimbursable Fees	\$21,258,501.86	(\$4,370.00)	\$21,254,131.86
Lump Sum Fees	\$18,320,978.77	\$4,370.00	\$18,325,348.77
NTE Reimbursable Expenses	\$0.00	\$0.00	\$0.00
Total:	\$39,579,480.63	\$0.00	\$39,579,480.63


2. Except as expressly modified in this Amendment, the Agreement dated December 10, 2015 and all prior addenda will remain in full force and effect.


**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment No. 14 to Addendum No. 20 this day of Apr 1, 2025.

**GREATER ORLANDO AVIATION AUTHORITY**

Approved as to Form and Legality  
(for the benefit of GOAA only)  
this day of Apr 1, 2025

*Claramargaret H. Groover, Esquire*


By:  4ZR2R2V8-4WQW72JJ  
Becker & Poliakoff, Legal Counsel  
Greater Orlando Aviation Authority

By:  4W88Q9ZJ-4WQW72JJ

*Max Marble*

Max Marble  
Sr. Vice President, Capital Programs

**HNTB CORPORATION**

By:  4YL6P8Q1-4WQW72JJ

*George Gilhooley*

Printed: George Gilhooley

Title: SVP

NONGOVERNMENTAL ENTITY DECLARATION REGARDING THE USE OF COERCION FOR  
LABOR AND SERVICES

Nongovernmental Entity's Name: HNTB Corporation

Nongovernmental Entity's FEIN: 43-1623092

Authorized Officer or Representative Name and Title: George Gilhooley, Senior Vice President

Nongovernmental Entity's Address: 200 Colonial Center Pkwy Ste 200 Lake Mary FL 32746

Section 787.06(13), Florida Statutes, requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity, as defined in section 287.138(1), Florida Statutes, to provide an affidavit signed by an officer or a representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute. The Greater Orlando Aviation Authority is a governmental entity as defined by and for purposes of section 787.06(13).

The nongovernmental entity identified above does not, pursuant to section 787.06(2)(a):

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine, or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of section 893.03, Florida Statutes, to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

By:   
boxSIGN 4YL6P8Q1-4WQW72JJ

Authorized Officer or Representative

SVP

Title

Apr 1, 2025

Date

## MEMORANDUM

TO: Members of the Construction Committee

FROM: Tuan Nguyen, Assistant Vice President of Engineering

DATE: March 25, 2025

## ITEM DESCRIPTION

Request for Approval of an Amendment to Addendum No. 20 to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for a No Cost Reallocation of Not to Exceed (NTE) Fees to Lump Sum (LS) Fees for Construction Administration Design Services for an updated Electronic Airport Layout Plan (eALP) for W-S00110, Terminal C Phase 1-Architect of Record (and Major Subconsultants), at Orlando International Airport.

## BACKGROUND

On October 10, 2018, the Aviation Authority Board approved Addendum No. 20 in the amount of \$13,346,417.00 to the above reference agreement. This addendum was approved with services beginning in FY 2019. Subsequently, Amendments Nos. 1 through 12 for additional Construction Administration services have been approved for \$26,215,454.63, with continuous Construction Administration services to support the STC.

## ISSUES

Since then, it has been determined that additional Construction Administration Services for W-S00110 are required to provide an update to the existing Electronic Airport Layout Plan (eALP) for Terminal C Phase 1 as further described in the Consultant's proposal dated February 21, 2025. This No-Cost Amendment to Addendum 20 is to add scope and establish updated rates. Additionally, this amendment to Addendum No. 20 also includes a no cost reallocation of NTE Fees in the amount of \$4,370.00 to Lump Sum Fees in Addendum No. 20, and applicable Amendment Nos. 1 through 13 to Addendum No. 20 as shown in the table below.

	<b>Addendum 20 Amendments 1-13</b>	<b>Proposed Reallocation</b>	<b>Revised Total</b>
NTE Fees	\$21,258,501.86	(\$4,370.00)	\$21,254,131.86
LS Fees	\$18,320,978.77	\$4,370.00	\$18,325,348.77
NTE Expenses	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	\$39,579,480.63	\$0.00	\$39,579,480.63

### HNTB eALP Fee Breakdown:

eALP Lump Sum Fee	\$4,370.00
eALP NTE Fee	\$85,105.00
Total eALP Current Fee Proposal	\$89,475.00

The following shows the currently unexpended balance and the reduction of that balance for the eALP scope. A portion of that balance will be reallocated to Lump Sum and the remainder will be used for the NTE fees. Values through billing period ending January 24, 2025.

Remaining Addendum 20 NTE Balance	\$289,897.19
eALP Current Fee Proposal	(\$89,475.00)
Remaining Balance	\$200.422.19

If approved, services will be effective the date of Construction Committee approval.

Consultant shall, with each monthly invoice, certify that the assigned work and services are on schedule to be completed within the contracted lump sum price, or provide at time of certification a written notice to the Aviation Authority of any deviations.

#### **BUSINESS OPPORTUNITY AND EXCHANGE**

The MWBE/LDB/VBE participation has been reviewed by the Business Opportunity and Exchange Department. The findings and recommendation are attached.

#### **ALTERNATIVES**


None.

#### **FISCAL IMPACT**

Funding is from General Airport Revenue Bonds (GARBs). Funding source verified by    VHinds    of Finance on    3    /    20    /    25    as correct and available.

#### **RECOMMENDED ACTION**

It is respectfully requested that the Construction Committee approve an Amendment to Addendum No. 20 to the Architect of Record Services for South Terminal C, Phase 1 Agreement with HNTB Corporation for a No Cost Reallocation of Not to Exceed Fees to Lump Sum Fees for additional services contained herein and the amount as shown below:

Not to Exceed Fees		(\$4,370.00)
Lump Sum Fees		\$4,370.00
Not to Exceed Expenses		\$0.00
<b>TOTAL</b>		<b>\$0.00</b>
Financial Auditor – Compliance Review Date		3/18/2025
Financial Auditor – Funding Eligibility Review Date		3/18/2025



February 21, 2025

Mr. Scott Shedek, PE  
Vice President of Construction  
**Greater Orlando Aviation Authority**  
Orlando International Airport  
One Jeff Fuqua Blvd.  
Orlando, FL 32827-4399

Re: WS-110 Terminal C - Phase 1 (STC P1), Architect of Record Team Proposal for:  
**An Updated Electronic Airport Layout Plan (eALP) associated with the South Terminal Complex Phase 1 for the Orlando International Airport (WS-110)**

Dear Mr. Shedek:

As requested by Mr. Tuan Nguyen, HNTB, with subconsultant Woolpert, Inc, are submitting this proposal for an updated Electronic Airport Layout Plan (eALP) associated with Terminal C Phase 1 for the Orlando International Airport (WS-110) as an Amendment to Addendum 20. Given the existing funds in Addendum 20, we propose this as a no-cost amendment to add scope and establish updated rates for this Addendum. Additionally, we request converting a portion of the NTE fees in Addendum 20 to lump sum fees to ensure core HNTB personnel are not charging to NTE (as agreed to with GOAA) due to their inclusion on other lump sum tasks.

#### **SCOPE OF WORK:**

This proposal outlines a comprehensive plan to update the existing Electronic Airport Layout Plan (eALP) for Terminal C Phase 1 at Orlando International Airport. The update aims to address growing passenger traffic, operational inefficiencies, and incorporate modern technologies to enhance passenger experience while maintaining safety and sustainability standards.

- **Aeronautical Survey:** Conduct an aeronautical survey of the existing airfield conditions for submission of an airspace analysis.
- **Planimetric Mapping and Contours:** Complete planimetric mapping and contours for delivery in .dwg and .gdb formats.

Exclusions:

The update for Phase 1X is not included in this proposal and will be requested and completed at a later date.

#### **SCHEDULE:**

Following the Notice to Proceed, deliverables will be completed no later than 180 calendar days from the NTP or the ability of our team to acquire imagery.

#### **DELIVERABLE**

A final Project Report is the only deliverable.

# **DBE**

Due to the specialized nature of the work, no DBE participation is included.

# **FEE**

The team fees are summarized in the following table:

GOAA South Terminal C Phase 1				
eALP				
2/21/2025				
Firm	DBE	NTE Fee	LS Fee (Core Team)	Role
HNTB Corporation		\$ 3,536	\$ 4,370	Design Management
Woolpert		\$ 81,569		Geospatial Services
<b>Subtotal</b>	<b>0.0%</b>	<b>\$ 85,105</b>	<b>\$ 4,370</b>	
<b>Total Lump Sum Fee</b>			<b>\$ 4,370</b>	
<b>Total NTE Fee</b>			<b>\$ 85,105</b>	
<b>Total Contract</b>			<b>\$ 89,475</b>	
<b>DBE</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	

Thank you for the opportunity to submit this proposal. Please let me know if you would like to discuss any of the elements. We look forward to receiving your approval and NTP to allow the team to meet this schedule.

Sincerely,  
HNTB Corporation



William G. Brooks, PE  
Senior Program Director

Cc: Max Marble, Senior Vice President of Capital Programs, GOAA  
George Gilhooley, PE, Project Principal, HNTB  
Mark Bryan, MBA, Asst. Project Manager, HNTB

Attachments: C-Tables (HNTB & Woolpert)  
Scope of Services Documents  
Truth in Negotiation Certification

EXHIBIT A - CONSULTANT S COMPENSATION PROPOSAL

TABLE C-1

SUMMARY OF TOTAL CONTRACT VALUE

Phase of Project:	Project Management + Administration	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$4,370	\$4,370
2.0 Not to Exceed Reimbursable Fee:	\$3,536	\$3,536
3.0 Not to Exceed Reimbursable Expenses:	\$0	\$0
4.0 TOTAL CONTRACT VALUE:	\$7,906	\$7,906

Total Lump Sum Labor Hours:	18	18
Total Not to Exceed Reimbursable Labor Hours:	16	16
TOTAL LABOR HOURS:	34	34
Average Hourly Rate:	\$233	\$233



EXHIBIT A - CONSULTANT S COMPENSATION PROPOSAL

TABLE C-2

SUMMARY OF LUMP SUM FEES

Phase of Project:	Project Administration		TOTAL		
	labor hours	Total Fee	labor hours	Cost	Avg. Rate
HNTB Corporation					
HNTB Corporation					
Lump Sum Fee Subtotal	18	\$4,370	18	\$4,370	\$243
Total Lump Sum Amount:	18	\$4,370	18	\$4,370	\$243

**EXHIBIT A - CONSULTANT S COMPENSATION PROPOSAL**  
**TABLE C-3**  
**BREAKOUT OF LUMP SUM FEES**

Position:	Senior Program Director I		Assistant Project Manager		TOTAL		
	labor hours	Cost	labor hours	Cost	labor hours	Cost	Avg. Hourly Rate
<b>Rate (\$/Hour):</b>		\$345.00		\$161.00			
<b>HNTB Corporation</b>							
Project Administration							
Progress Reporting		\$0	4	\$644	4	\$644	\$161
Subconsultant Management		\$0	4	\$644	4	\$644	\$161
Document Control		\$0	2	\$322	2	\$322	\$161
Meetings	4	\$1,380		\$0	4	\$1,380	\$345
QA / QC	4	\$1,380		\$0	4	\$1,380	\$345
<b>Sub-Total Project Administration</b>	<b>8</b>	<b>\$2,760</b>	<b>10</b>	<b>\$1,610</b>	<b>18</b>	<b>\$4,370</b>	<b>\$243</b>
<b>TOTAL LUMP SUM FEE:</b>	<b>8</b>	<b>\$2,760</b>	<b>10</b>	<b>\$1,610</b>	<b>18</b>	<b>\$4,370</b>	<b>\$243</b>

EXHIBIT A - CONSULTANT S COMPENSATION PROPOSAL

TABLE C-4

SUMMARY OF NOT TO EXCEED REIMBURSABLE FEES AND EXPENSES

Phase of Project:	Preliminary Design		TOTAL		
	labor hours	Total Fee	labor hours	Cost	Avg. Rate
<b>HNTB Corporation</b>					
HNTB Corporation					
Not to Exceed Reimbursable Fee	16	\$3,536	16	\$3,536	221
Not to Exceed Reimbursable Expenses		\$0		\$0	
<b>Subtotal HNTB Corporation</b>	<b>16</b>	<b>\$3,536</b>	<b>16</b>	<b>\$3,536</b>	<b>221</b>
<b>Total Not to Exceed Amount:</b>	<b>16</b>	<b>\$3,536</b>	<b>16</b>	<b>\$3,536</b>	<b>221</b>

EXHIBIT A - CONSULTANT S COMPENSATION PROPOSAL

TABLE C-5

BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES

Position:	Senior Project Manager II		TOTAL	
Rate (\$/Hour):	\$221			Avg. Hourly
HNTB Corporation				
Project Management				
Consultant Coordination	labor hours	Cost	labor hours	Rate
Review of Report	4	\$884	4	\$884
Client Coordination	8	\$1,768	8	\$1,768
	4	\$884	4	\$884
Sub-Total Project Management	16	\$3,536	16	\$3,536
TOTAL NOT TO EXCEED REIMBURSABLE FEE:	16	\$3,536	16	\$3,536
				\$221

EXHIBIT A - CONSULTANT S COMPENSATION PROPOSAL

TABLE C-9

CONTRACT HOURLY RATES

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the corresponding Contract Hourly Rate, up to the Not to Exceed limit defined by the Agreement. Include information on positions held by both the design consultant and each subconsultant.

FIRM	POSITION	CONTRACT HOURLY RATE
HNTB Corporation	Senior Program Director I	\$345
HNTB Corporation	Senior Program Director II	\$300
HNTB Corporation	Senior Project Manager I	\$245
HNTB Corporation	Senior Project Manager II	\$221
HNTB Corporation	Assistant Project Manager	\$161
HNTB Corporation	Senior Project Architect	\$156

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

TABLE C-1

SUMMARY OF TOTAL CONTRACT VALUE

Phase of Project:	Project Management Design	Field Work: Design Survey Runway 18R/36L 30%	Data Deliverables 60%	Acquisition and Triangulation 100%	Planimetric Mapping and Contours Phase Services	OrthoPhoto	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2.0 Not to Exceed Reimbursable Fee:	\$4,228	\$12,088	\$5,810	\$6,884	\$39,309	\$7,750	\$76,069
3.0 Not to Exceed Reimbursable Expenses:	\$0	\$5,500	\$0	\$0	\$0	\$0	\$5,500
4.0 TOTAL CONTRACT VALUE:	\$4,228	\$17,588	\$5,810	\$6,884	\$39,309	\$7,750	\$81,569
Total Lump Sum Labor Hours:	-	-	-	-	-	-	-
Total Not to Exceed Reimbursable Labor Hours:	28	81	37	49	311	58	564
TOTAL LABOR HOURS:	28	81	37	49	311	58	564
Average Hourly Rate:	\$151	\$217	\$157	\$140	\$126	\$134	\$145

**EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL**  
**TABLE C-4**  
**SUMMARY OF NOT TO EXCEED REIMBURSABLE FEES AND EXPENSES**

Phase of Project:	Project Management		Field Work: Design Survey Runway 18R/36L		Data & Deliverables		Acquisition and Triangulation		Planimetric Mapping and Contours		OrthoPhoto		TOTAL		
	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Total Fee	labor hours	Cost	Avg. Rate
<b>WOOLPERT (2025)</b>															
Not to Exceed Reimbursable Fee	28	\$4,228	81	\$12,088	37	\$5,810	49	\$6,884	311	\$39,309	58	\$7,750	564	\$76,069	135
Not to Exceed Reimbursable Expenses		\$0		\$5,500		\$0		\$0		\$0		\$0		\$5,500	
<b>Total Not to Exceed Amount:</b>	<b>28</b>	<b>\$4,228</b>	<b>81</b>	<b>\$17,588</b>	<b>37</b>	<b>\$5,810</b>	<b>49</b>	<b>\$6,884</b>	<b>311</b>	<b>\$39,309</b>	<b>58</b>	<b>\$7,750</b>	<b>564</b>	<b>\$81,569</b>	<b>145</b>

**EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL**  
**TABLE C-5**  
**BREAKDOWN OF NOT TO EXCEED REIMBURSABLE FEES**

Position:	Sr. Geospatial SME			Photogrammetrist Team Lead			Photogrammetrist Technician			Senior Crew Chief			Senior Crew Chief (Travel Premium \$44)			Survey Team Leader			Survey Technician			Sr. Administrative Assistant			TOTAL		
Rate (\$/Hour):		\$255			\$134			\$117			\$98			\$142			\$130			\$115			\$73				
WOOLPERT (2025)																											
Project Management																											
Project Management & coordination	12	\$3,060				\$0				\$0				\$0						\$0			16	\$1,168	28	\$4,228	\$151
Project Management	12	\$3,060		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0		16	\$1,168	28	\$4,228	\$151	
Field Work: Design Survey Runway 18R/36L																											
Survey coordination, prep, setup	3	\$765				\$0				\$0	1	\$98				2	\$260			\$0				6	\$1,123	\$187	
Travel (From & To Columbus)	0	\$0				\$0				\$0			40	\$5,680			\$0			\$0				40	\$5,680	\$142	
Meeting Interviews, Recon / Valid GC	1	\$255				\$0				\$0			10	\$1,420		1	\$130			\$0				12	\$1,805	\$150	
PH CTL	2	\$510				\$0				\$0			20	\$2,840		1	\$130			\$0				23	\$3,480	\$151	
Field Work: Design Survey Runway 18R/36L	6	\$1,530		0	\$0		0	\$0		1	\$98		70	\$9,940		4	\$520		0	\$0		0	\$0		81	\$12,088	\$149
Data & Deliverables																											
Field reduction of crew data and WASP uploads		\$0				\$0				\$0				\$0		5	\$650			\$0				5	\$650	\$130	
18R Reports and plans (SOW, S&OCF, Imagery Plan & Report)	8	\$2,040				\$0				\$0				\$0		24	\$3,120			\$0				32	\$5,160	\$161	
Data & Deliverables	8	\$2,040		0	\$0		0	\$0		0	\$0		0	\$0		29	\$3,770		0	\$0		0	\$0	37	\$5,810	\$157	
Acquisition and Triangulation																											
Coordination	2	\$510		13	\$1,742					\$0				\$0			\$0			\$0				15	\$2,252	\$150	
Imagery QC	2	\$510		2	\$268		8	\$936		\$0				\$0			\$0			\$0				12	\$1,714	\$143	
Triangulation	2	\$510		4	\$536		16	\$1,872		\$0				\$0			\$0			\$0				22	\$2,918	\$133	
Acquisition and Triangulation	6	\$1,530		19	\$2,546		24	\$2,808		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0	49	\$6,884	\$140	
Planimetric Mapping and Contours																											
Non Safety Critical Data	6	\$1,530		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0		53	\$6,095		0	\$0	59	\$7,625	\$129	
Plan and DTM (2' Contours)	12	\$3,060		32	\$4,288		208	\$24,336		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0	252	\$31,684	\$126	
Planimetric Mapping and Contours	18	\$4,590		32	\$4,288		208	\$24,336		0	\$0		0	\$0		0	\$0		53	\$6,095		0	\$0	311	\$39,309	\$126	
OrthoPhoto																											
DEM	2	\$510		2	\$268		16	\$1,872		\$0				\$0			\$0			\$0				20	2,650	\$133	
Ortho Photo	3	\$765		2	\$268		20	\$2,340		\$0				\$0			\$0			\$0				25	\$3,373	\$135	
QC	1	\$255		4	\$536		8	\$936		\$0				\$0			\$0			\$0				13	\$1,727	\$133	
OrthoPhoto	6	\$1,530		8	\$1,072		44	\$5,148		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0	58	\$7,750	\$134	
TOTAL NOT TO EXCEED REIMBURSAB	56	\$14,280		59	\$7,906		276	\$32,292		1	\$98		70	\$9,940		33	\$4,290		53	\$6,095		16	\$1,168	564	\$76,069	\$135	



EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

TABLE C-6

BREAKDOWN OF NOT TO EXCEED REIMBURSABLE EXPENSES

REIMBURSABLE EXPENSES

A complete breakdown of estimated reimbursable expenses, if any, which will be compensated on a not to exceed reimbursable basis, shall be included in this section. The Consultant may use any format for this breakdown, provided that it clearly defines the basis for the not to exceed amount. A breakdown of each subconsultant's expenses is also required.

6in Imagery

\$ 5,500.00

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

TABLE C-9

CONTRACT HOURLY RATES

All amounts invoiced by the Consultant as Reimbursable Fees shall be calculated on the basis of the actual number of hours of services rendered under this Agreement by each of the positions defined and by the new positions as identified below, multiplied by the corresponding Contract Hourly Rate, up to the Not to Exceed limit defined by the Agreement. Include information on positions held by both the design consultant and each subconsultant.

FIRM	POSITION	CONTRACT HOURLY RATE
WOOLPERT (2024)	Sr. Geospatial SME	\$255
WOOLPERT (2024)	Photogrammetrist Team Lead	\$134
WOOLPERT (2024)	Photogrammetrist Technician	\$117
WOOLPERT (2024)	Senior Crew Chief	\$98
WOOLPERT (2024)	Senior Crew Chief (Travel Premium \$44)	\$142
WOOLPERT (2024)	Survey Team Leader	\$130
WOOLPERT (2024)	Survey Technician	\$115
WOOLPERT (2024)	Sr. Administrative Assistant	\$73

February 10, 2025

Gunther B. Zurstadt, P.E.,  
Orlando International Airport - South Terminal C  
HNTB Architect of Record Team  
1346 Terminal C Service Road  
Orlando, FL 32824  
[gzurstadt@HNTB.com](mailto:gzurstadt@HNTB.com)  
407-259-5034.

RE: Aerial Photography and Surveying Services at Orlando International Airport MCO

Thank you for the opportunity to provide you with our proposal for Geospatial Services at Orlando International Airport MCO. Herewith is our SOW for your review. If there is anything you would like to discuss further on this project, please do not hesitate to reach out.

Thank you again, and we look forward to working with you on this project.

Sincerely,



**Woolpert, Inc.**  
Prateek Sharma  
Aviation Project Manager



**Woolpert, Inc.**  
Justin Ness, PLS  
Aviation Geospatial Practice Manager  
Senior Associate

Enclosure: Scope of Work dated 2/10/2025

**SCOPE OF WORK  
FOR  
Orlando International Airport MCO  
Orlando, FL  
Aeronautical Survey to Support ALP Development**

**DESCRIPTION**

Woolpert will complete an aeronautical survey and airspace analysis to support the development of an Airport Layout Plan. This survey will follow the standards for an aeronautical survey and submission to the FAA Airports GIS (AGIS) through the FAAs Airport Data and Information Portal (ADIP) as outlined in the following guidance:

- ➔ FAA Advisory Circular 150/5300-16B, *General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey.*
- ➔ FAA Advisory Circular 150/5300-17C, *Standards for Using Remote Sensing Technologies in Airport Surveys.*
- ➔ FAA Advisory Circular 150/5300-18B, *General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards.*

This project will consist of completing an aeronautical survey and data collection project following the ***Airport Layout Plan*** Column from Table 2-1 of the FAA AC -18B.

**PROJECT COORDINATION AND MANAGEMENT**

Woolpert will provide Project Management and Coordination services to ensure timely completion of this project using the following project management best practices:

Meetings with the Client and the project stakeholders as required will be completed at the beginning of the project to determine critical path project dates and establish the proposed deliverable schedule. Various meetings during this project will also be conducted to review the progress and discuss any potential deviations from the plan.

Woolpert will provide the Client with a monthly Project Status Report (PSR) outlining progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.

**1.0 Aeronautical Survey Data Collection**

Woolpert will collect and submit the necessary data for an airspace analysis based on existing airfield conditions. All necessary existing data will be submitted through the Airport Data and Information Portal (ADIP) as required by the aforementioned Advisory Circulars (AC). The following items will be performed as a part of this survey:

- ➔ Initiate and complete an AGIS Project within the Airport Data and Information Portal (ADIP). A Safety-Critical Data Collection, Not Including Design Data survey project will be created.
  - Develop and submit the Project SOW
  - Develop and submit an Imagery Plan
  - Develop and submit a Survey and Quality Control Plan
- ➔ Establish or validate airport Geodetic Control. If the airfield has existing PACS and SACS, Woolpert will validate according to the requirements in the applicable advisory circulars. If the airfield does not have PACS and SACS, or if it is determined the PACS and SACS are lost and/or disturbed, Temporary Survey Marks (TSMs) will be established in accordance with AC-16B and utilized as the basis of control for this project.
  - Perform, document, and report the tie to National Spatial Reference System (NSRS)
  - Document control features requiring digital photographs
  - Document control features requiring sketches
- ➔ Establish photogrammetric control and collect stereo imagery covering the area shown in *Exhibit No. 1*.
  - Estimated 6 control points and 5 check points.
  - Collect imagery with a 6" ground sample distance (GSD), flight layout will be provided.
- ➔ Geo-referencing of aerial photography
- ➔ Collect major landmark features within imagery coverage.
- ➔ Populate calculable and required attributes.
- ➔ Develop an AGIS-compliant data file containing the safety critical data.
- ➔ Prepare a 6" pixel resolution ortho-rectified aerial photo from collected imagery covering the airfield property extent identified in *Exhibit No. 2*.
- ➔ Develop and submit an imagery acquisition report.
- ➔ Develop and submit a final project report.

## **2.0 Planimetric Mapping and Contours**

Woolpert will Complete 1" =100' scale airport planimetric mapping and 2-foot contour interval DEM of the area shown in *Exhibit No. 1*, consisting of approximately 955 Acres

- ➔ Mapping will include features required for standard Airport Layout Plan (ALP) base mapping, as shown in *Exhibit No. 3*.
- ➔ Airport planimetric mapping will be delivered in AutoCAD .dwg and Geodatabase (.gdb) format.
- ➔ Only project area (identified in *Exhibit No. 1*) data will be submitted to ADIP.
- ➔ Project area data will be added to the existing MCO eALP data.

Woolpert will upload the data to FAA's ADIP portal upon project completion.

## **Delivery Schedule**

Woolpert will deliver the final deliverables for this project no later than 180 calendar days from the date of a notice to proceed or the ability to acquire imagery. A formal project delivery schedule will be compiled based on project needs and negotiated prior to starting this project.

### **Assumption**

- GOAA will provide escort to Woolpert on-site surveyors within the AOA wherever they are not permitted access without Airfield Operations Escort.
- GOAA (Airfield Operations) will coordinate closures with MCO ATCT if necessary to facilitate data collection.
- Woolpert surveyor will mobilize only after closure schedules is agreed upon by all parties and confirmed with MCO ATCT. It is assumed that the agreed upon closures, if any, will not be modified. Any modifications to agreed closure schedule could result in a fee change request.

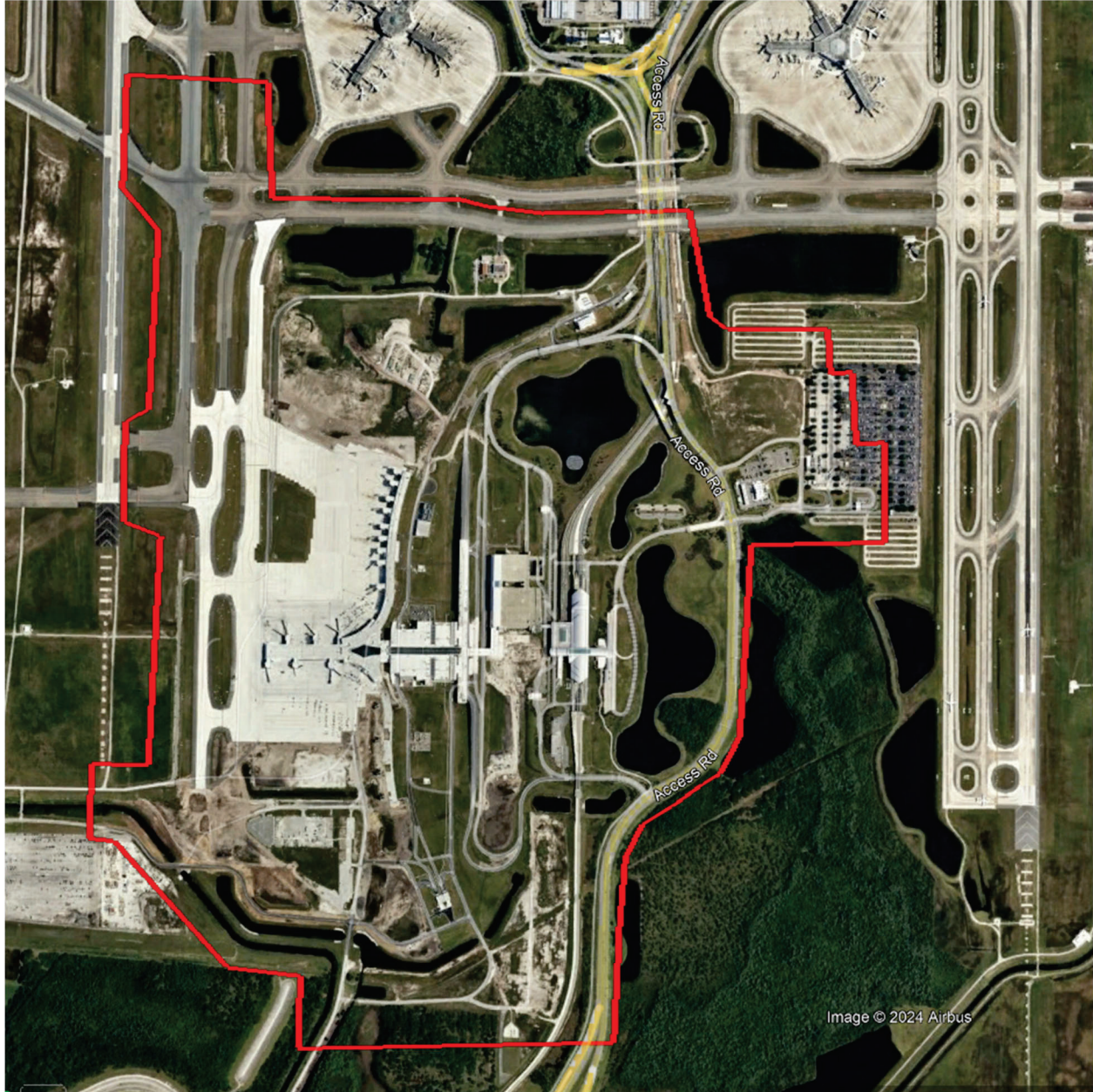
### **Fee Breakdown**

The fee breakdown shown in the following table is based on NTE billing. These fees are valid for 90 days from the date of this Statement of Work.

<b>Fee Breakdown – NTE</b>	
<b>Task Description</b>	<b>Fee</b>
1.0 – Aeronautical Survey and AGIS Data Submittal	\$ \$42,260.00
2.0 – Planimetric Mapping, Contours	\$ \$39,309.00
<b>NTE Fee Total</b>	<b>\$ \$81,569.00</b>



## Exhibit No. 1 Planimetric Mapping Limits





## Exhibit No. 2 6" Ortho Limits





## Exhibit No. 3

**Table 2-1 Survey Requirements Matrix from AC 150/5300-18B**

Intended End Use of the Data	AC Reference	Airport Layout Plan (ALP)	Comments
Required Tasks V			
Provide a Survey and Quality Control Plan	150/5300-16/17/18	•	
Establish or validate Airport Geodetic Control	150/5300-16	•	
Perform, document and report the tie to National Spatial Reference System (NSRS)	150/5300-16	•	
Survey runway end(s)/threshold(s)	150/5300-18	•	
Monument runway end(s)/threshold(s)	150/5300-18	•	
Document runway end(s)/threshold location(s)	150/5300-18	•	
Identify and survey any displaced threshold(s)	150/5300-18	•	
Monument displaced threshold(s)	150/5300-18	• <sup>1</sup>	
Document displaced threshold(s) location	150/5300-18	•	
Determine or validate runway length	150/5300-18	•	
Determine or validate runway width	150/5300-18	•	
Determine runway profile using 50 foot stations	150/5300-18	• <sup>2</sup>	
Determine runway profile using 10 foot stations	150/5300-18	• <sup>2</sup>	
Determine the touchdown zone elevation (TDZE)	150/5300-18	•	
Determine and document the intersection point of all specially prepared hard surface (SPHS) runways	150/5300-18	•	
Determine and document the horizontal extents of any Stopways	150/5300-18	•	
Determine any Stopway profiles	150/5300-18	•	
Determine if the runway has an associated clearway	150/5300-18	•	
Survey clearway to determine objects penetrating the slope	150/5300-18	•	
Determine and document the taxiway intersection to threshold distance	150/5300-18	•	
Determine runway true azimuth	150/5300-18	•	
Determine or validate and document the position of navigational aids	150/5300-18	•	
Determine or validate and document the position of runway abeam points of navigational aids	150/5300-18		
Determine potential navigational aid screening objects	150/5300-18		
Collect and document VOR receiver checkpoint location and associated data	150/5300-18		
Perform or validate and document an airport airspace analysis	150/5300-18	•	

Collect and document helicopter touchdown lift off area (TLOF)	150/5300-18	•	
Collect and document helicopter final approach and takeoff area (FATO)	150/5300-18	•	
Collect or validate and document airport planimetric data	150/5300-18	•	
Determine or validate the elevation of the Air Traffic Control Tower Cab Floor (if one is on the airport)	150/5300-18	•	
Perform or validate a topographic survey	150/5300-18	•	
Collect and document runway and taxiway lighting	150/5300-18	•	
Collect and document parking stand coordinates	150/5300-18		
Collect cultural and natural features of landmark value	150/5300-18	•	
Determine elevation of roadways at the intersecting point of the Runway Protection Zone (RPZ) or the runway centerline extended	150/5300-18	•	
Determine all Land Use to 65 DNL contour	150/5300-18	•	Not provided by Woolpert
Document features requiring digital photographs	150/5300-18	•	
Document features requiring sketches	150/5300-18	•	
Collect position and type of runway markings	150/5300-18	•	
Collect position and type taxiway markings	150/5300-18		
Locate, collect, and document photo ID points	150/5300-17		
Identify collect, and document wetlands or environmentally sensitive areas	150/5300-18	•	Not provided by Woolpert
Collect imagery	150/5300-17	•	
Provide a final Project Report	150/5300-16/18	•	

<sup>1</sup>Only when runway construction is involved.

<sup>2</sup>All 14 CFR Part 139 airports require 10-foot stations. At all other airports the distance between stations is between 10 and 50 feet to meet local requirements

<sup>3</sup>Only required for the identified Category II and III special topographic survey<sup>33</sup>

<sup>4</sup>For Cat II and III radar altimeter area or if specifically requested

## Exhibit No. 3

### AC 150/5300-18B Required Feature Collection Table (when applicable)

Non-Safety Critical				
	Ac 150/5300- 18b Section	Features	On Airport	Off Airport
1	5.4.4.	AirfieldLight	X	
2	5.4.15.	AirportSign	X	
3	5.4.1.	AircraftGateStand	X	
4	5.4.2.	AircraftNonMovementArea	X	
5	5.4.16.	Apron	X	
6	5.4.5.	ArrestingGear	X	
7	5.13.1.	Bridge	X	X
8	5.9.1.	Building	X	X
9	5.13.2.	DrivewayArea	X	
10	5.8.10.	ElevationContour	X	X
11	5.9.4.	Fence	X	
12	5.9.5.	Gate	X	
13	5.8.11.	ImageArea	X	X
14	5.5.1.	LandmarkSegment	X	X
15	5.4.19.	MarkingArea (Off Runway)	X	
16	5.4.20.	MarkingLine (Off Runway)	X	
18	5.13.4.	ParkingLot	X	X
19	5.4.7.	PassengerLoadingBridge	X	
20	5.13.5.	RailroadCenterline	X	X
21	5.13.6.	RailroadYard	X	X
22	5.13.7.	RoadCenterline	X	X
23	5.13.8.	RoadPoint	X	X
24	5.13.9.	RoadSegment	X	X
25	5.4.24.	RunwayArrestingArea	X	
26	5.7.11.	Shoreline	X	X
27	5.4.29.	Shoulder	X	
28	5.6.10.	State	X	X
29	5.14.1.	TankSite	X	
30	5.4.31.	TaxiwayElement	X	
31	5.4.14.	Taxiwayholdingposition	X	
32	5.4.30.	TaxiwayIntersection	X	
33	5.9.6.	Tower	X	X
35	5.7.5.	Forest Stand Area	X	X

## TRUTH IN NEGOTIATION CERTIFICATION

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Aviation Authority determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Aviation Authority, whichever is later.

Consultant HNTB Corporation

By: 

Print Name: George Gilhooley

Date: February 21, 2025



## **MEMORANDUM**

DATE: March 25, 2025

TO: Members of the Construction Committee

FROM: Amber Johnson, AVP Business Opportunity & Exchange

## **ITEM DESCRIPTION**

Request for Approval of an Amendment to Addendum No. 20 to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for a No Cost Reallocation of Not to Exceed Fees to Lump Sum Fees for Construction Administration Design Services for W-S00110, South Terminal C Phase 1 – Architect of Record (And Major Subconsultants), at the Orlando International Airport.

## **SMALL BUSINESS**

The subject no-cost reallocation of not-to-exceed fees to lump sum fees to addendum No. 20 does not impact small business participation.