On **TUESDAY, APRIL 16, 2024**, the **AD HOC COMMITTEE FOR REQUEST FOR PROPOSALS 24-107 INVESTMENT ADVISORY SERVICES** met in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport, One Jeff Fuqua Boulevard, Orlando, Florida. The meeting, having been posted in accordance with Florida Statutes, was called to order at 10:03 a.m.

Committee Members Present:	Kathleen M. Sharman, Chief Financial Officer, Chair Tianna Dumond, Senior Vice President, Internal Audit Brad Friel, Senior Vice President, Planning and Environmental
Also present:	Kelly Loll, Vice President, Purchasing and Procurement Services Olimpia Lonsdale, Assistant Vice President, Procurement Services Racha El Khalil, Assistant Manager of Contract Administration and Reporting, Procurement Services Mickey Joseph, Senior Manager, Debt and Investments David Harris, Senior Manager of O&M Procurements Jill Overstreet, Manager, Risk Management William Case, PFM Financial Advisors Doug Starcher, Legal Counsel, Nelson Mullins Riley & Scarborough Kasie Berube, Recording Secretary

Chair Sharman read the following statement: For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. The policy, forms, and instructions are available on the Aviation Authority's web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

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. Any appeal must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to yovannie.rodriguez@goaa.org by 4:00 p.m., April 23rd, 2024.

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 the Recording Secretary.

All Ad Hoc Committee (Committee) members confirmed there were no conflicts of interest related to the evaluation of proposals regarding 24-107 Investment Advisory Services (RFP).

CONSIDERATION OF PROPOSALS RECEIVED

Prior to the presentation of Staff Reports, Chair Sharman turned to Doug Starcher, Legal Counsel, for opening statements regarding the responses.

Mr. Starcher stated that the proposals will be evaluated on a score sheet basis with the mandatory scoring that was set forth in the RFP, totaling one hundred points and broken down into various categories. The raw information of each category will be presented by staff and the Committee will decide to score each of the proposers in each category with scoring being based on each committee member's perspective as to what is most advantageous to the Aviation Authority. Mr. Starcher closed his remarks with noting there are no rules to the scoring other than deciding which proposer responded the best in each category and once all scores have been agreed upon, that will drive the determined recommendation to the Finance Committee.

Chair Sharman turned to Mr. David Harris for review of general information and response forms. Mr. Harris opened the review sharing the purpose of RFP 24-107 stating it is to identify Investment Advisory firms that are qualified to serve as investment advisors to the Aviation Authority and shall perform the services required by the Aviation Authority for its portfolios. The intent is to enter a 5-year contract with the initial service to commence on or about October1, 2024. In alphabetical order, Mr. Harris recited the following three firms who submitted a response:

1. Chandler Asset Management, Inc. (Chandler)
2. Meeder Public Funds, Inc. (Meeder)
3. Public Trust Advisors, LLC (Public Trust)

Mr. Harris went on to discuss the Scope of Services for the agreement that was described in Section 2.1 of the RFP document stating that the Investment Advisor shall perform the investment advisory services required by the Authority for its Portfolios. The Investment Advisor shall be registered with the Securities and Exchange Commission (SEC) under the Investment Advisor's Act of 1940 and will act in a fiduciary capacity. The Investment Advisor shall manage the funds in accordance with the laws of the State of Florida and the Investment Policy 470.01 established by the Aviation Authority. The Investment Advisor will not provide custodial, or security safekeeping and all trades will settle to accounts established in the Aviation Authority's name with the Safekeeping Agent or Trustee serving the Aviation Authority. The firm selected and its affiliates will be restricted from selling to the Aviation Authority or buying from the Aviation Authority any securities to or from that firm's own inventory account. Continuing, Mr. Harris reviewed the Minimum Requirements as noted in Section 3.1 of the RFP were reviewed for all three respondents stating:

- All respondents are registered and qualified to do business in the state of Florida as defined in Section 3.1a of the RFP.

- Respondent must certify in writing with its Response that Respondent is registered with the Securities and Exchange Commission (SEC) under the Investment Advisor's Act of 1940 and must provide the most recently submitted Form ADV Parts 1 and 2 with its Response.

- Respondent shall provide an affirmative statement that Respondent will adhere to the Code of Professional and Ethical Standards as described by the CFA Institute.

- Respondent shall have a minimum of 5-years' experience providing services of the type described in Section 2.0 Scope of Services and shall provide an affirmative statement and/or documentary proof of such experience with the Response submission.

- Respondent shall currently have an aggregate total of at least $5 billion in assets under management, servicing at least three public entities each having a minimum of at least $1 billion in assets and shall provide an affirmative statement of such management relationships, including the names of the three qualifying public entities currently being serviced.

- Respondent shall affirm their willingness to execute an agreement substantially in the form attached hereto as Exhibit 1 – Form of Professional Services Agreement.

Mr. Harris went on to state as described in Section 4.1 Preparing Responses that:

- All respondents completed all submission requirements as described under Tab 1- Table of Contents and Tab 2 General Company Information.

- All Respondents provided a minimum of three references. Procurement Staff sent requests to all proposed references and all respondents reference verification was completed and feedback received either Exceeds or Meets the Requirements of the contract.

- All required forms were received and verified by Procurement Staff.

- Meeder Public Funds, Inc. did not provide a Certificate of Insurance as requested under Tab 6- Additional Requirements of the Response.

- Meeder Public Funds, Inc. provided an affirmative Statement evidencing willingness to execute an agreement substantially in the form provided. Meeder requested their non-discretionary Terms of Service be included as an exhibit in the agreement.

To conclude the Procurement summary, Mr. Harris discussed the Schedule of Fees, per Section 4.1 Tab 7 being each Respondent must provide a percentage fee in the provided table for services as specified in the Scope of Services (as described in Section 2.2) and based on the Greater Orlando Aviation Authority Investment Policy 470.01 (Exhibit 2) and Summary of Funds and Listing of Investment Holdings (Exhibit 5), which is inclusive for labor, taxes, insurance, travel, materials, and overhead cost, etc. for providing Investment Advisory Services.

Chair Sharman posed a question regarding all respondents signing the Affirmative Statement, including Meeder, however Meeder had some qualification. Mr. Harris confirmed and clarified that Meeder added that they had their own set of Terms and Conditions that they would like to be included in the Aviation Authority's terms as an Exhibit. Legal Counsel, Mr. Starcher added that this is a minimum requirement and that Meeder did make the Affirmative Statement that was requested to satisfy the minimum requirement. Meeder qualified the statement in a seemingly discretionary (to GOAA) manner but also a non-discretionary manner due to the wording of their requests. Another complication brought forward by Mr. Starcher was that Meeder did not attach the Terms of Service to their proposal leading Mr. Starcher to suggest that instead of disqualifying Meeder, the uncertainties, ambiguity and potential non-compliance can be considered and appropriately scored during the scoring of the Additional Requirements category of the RFP.

A concurrence was made among the Committee Members to move forward as suggested by Mr. Starcher.

Chair Sharman turned to Ms. Jill Overstreet for further information she would like to add in respect to the insurance. Ms. Overstreet responded stating that Meeder did not provide a Certificate of Insurance or a statement affirming the acknowledgement of the minimum requirement, however, both Chandler Asset Management, Inc. and Public Trust Advisors, LLC provided sufficient evidence of insurance. Ms. Chair confirmed with Ms. Overstreet that if Meeder were to be considered, this is not a disqualifier as the Aviation Authority would have to obtain that information. Ms. Overstreet agreed with Chair Sharman's statement. Mr. Starcher added that typically when a contract is awarded, that firm is made aware of the insurance that is required to obtain said contract and must simply have that insurance in place at the time of contract start.

With no further distinguishing factors or questions from the Committee, Mr. Mickey Joseph was asked to review the Experience and Qualifications, Knowledge and Experience of Key Individuals and Team, and Approach and Methodology sections of the RFP.

Mr. Joseph began with Chandler Asset Management, Inc. stating that Chandler referenced multiple transportation authority clients to illustrate the firm's ability to perform the requirements of this contract, many of which are located in California. Two of these clients are airport authorities – the City & County of Denver (Airport Reserves) and the San Diego County Regional Aviation Authority. They provided additional municipal clients outside of transportation authorities which included ten Florida municipalities. Chandler referenced three performance benchmarks against which their historical performance was measured: ICE Bank of America 0-3 Year Treasury Index, ICE Bank of America 1-3 Year US Treasury Index, and the ICE Bank of America 1-5 Year US Treasury & Agency Index. During the 1-, 3-, and 5-year historical performance periods as of December 31, 2023, Chandler's performance was higher than the benchmarks, in some cases up to over half a percent higher. They noted that there were periods of market volatility during these time periods, helping to demonstrate a consistent history of protecting clients' principal through various market conditions. Mr. Joseph noted that Chandler had 682 clients using investment strategies like those outlined in the Aviation Authority's RFP and that the firm provided detailed case studies for Transportation Corridor Agencies in California, Denver Airport, and San Diego Airport with services including revising investment policies, periodic reporting and calls, rating agency contact, and managing portfolios.

Beginning with Mel Hamilton, Mr. Joseph stated Mr. Hamilton brings 33 years of Institutional Investment Experience in Florida, Mr. Hamilton will be the lead individual for daily service needs. The Aviation Authority staff will work with Julie Hughes, Senior Portfolio Strategist, and Dan Delaney, CFA, Senior Portfolio Manager. Mr. Joseph shared that Ms. Hughes has 31-years in the industry and 10-years with the firm and Mr. Delaney has 20-years in the industry and 3-years with the firm. Mr. Jospeh stated that Julie and Dan have managed funds for public agencies in Florida for over 15-years and each manage approximately 35 accounts. Mr. Joseph continued to say that Chandler's investment approach focuses on duration, term structure, sector, and security selection. The firm has an Investment Management Committee and multiple sub-commitments for effective analysis, decision-making, and communication. Chandler uses proprietary tools such as a Horizon Analysis Model as the quantitative foundation for constructing a portfolio.

Mr. Jospeh also highlighted that the firm's Investment philosophy focuses on safety of principal, appropriate levels of liquidity, diversification of risk, compliance, and active management to generate investment income and total return. If the treasury yield curve returns to its more normal upwardly sloping shape in the near-term Chandler recommends shifting to more bulleted term structures to diversify maturities along the curve. The firm's due diligence process utilizes an in-house, proprietary credit research process with the objective of identifying stable and improving credits. The Credit Committee, with input from the entire investment team, further vets the suitability of an investment based on our own internal research and a thorough understanding of each client's investment objectives and risk tolerances. Chandler's recommendation for the Aviation Authority's Investment Policy include language to address the fact that many local government investment pools (LGIPs) may have up to 50% in LGIP assets invested in CP; limit callable agency securities to a maximum of 20% of the portfolio; and constrain average portfolio duration to a band of plus or minus of the benchmark index selected by the Chief Financial Officer.

With no questions from the Committee, Mr. Joseph continued with the review of Meeder Public Funds, Inc. stating they referenced their work with Kenton County Airport Authority (Cincinnati Airport), a non-discretionary investment management engagement and the firm referenced performance benchmarks against which their historical performance was measured 0-5 Year ICE Bank of America US Treasury Index. During the 1-, 3-, and 5-year historical performance periods as of December 31, 2022, Meeder's performance was lower than the benchmark, with many in the negative. Mr. Joseph went on to say the firm has served state and local governments for over 30-years focusing on client goals and a consistent approach to managing client assets and currently works with more than 100 clients on a non-discretionary basis. Meeder provided case studies for the City of Cincinnati, Columbus Airport, and Tucson Airport with services including review and modification of investment guidelines, investment management, cash flow analysis, and reporting.

Beginning with Eileen Stanic, a Certified Treasury Professional with over 30-years of investment management experience, Mr. Joseph stated Ms. Stanic will be the lead individual for daily service needs. Other members of the engagement team include Gabriel Phillips, with over 2-years of financial services experience and with Meeder since 2014; Jason Headings, Chartered Market Technician, with over 18-years of financial services experience and with Meeder since 2006; Jason Szabo, Charter Financial Analyst, with over 9-years of financial services experience and with Meeder since 2015; and Jacob Billhartz, Charter Financial Analyst, with over 9-years of financial services experience and with Meeder since 2019.

Moving on to Approach and Methodology, Meeder's approach focuses on risk of duration, liquidity, credit, reinvestment and concentration, compliance monitoring. Their philosophy focuses on portfolio management, core strategy, strategic process, and right-sizing. Mr. Joseph sated that the firm's Investment philosophy focuses on safety of principal, appropriate levels of liquidity, diversification of risk, compliance, and active management to generate investment income and total return and in the event that the treasury yield curve returns to its more normal upwardly sloping shape in the near term, Meeder recommends a slight duration overweight and taking advantage of commercial paper spreads over treasuries and agencies. Meeder's due diligence focuses on answering the questions of where to invest, what investments to purchase, and how to source. Their investment team looks for opportunities to actively manage investment portfolios, whether that be to alter the asset allocation, duration, or yield-enhancing trades. Meeder's recommendation for the Aviation Authority's Investment Policy include modifying the per issuer max to 5% on commercial, corporate, and paper and to follow GFOA Best Practice to identify appropriate benchmarks for each portfolio.

Moving on to Public Trust Advisors, LLC, Mr. Joseph began with stating the firm actively manages the Aviation Authority's Investment Program with the objectives of safety, liquidity, yield, compliance, and transparency. The firm has referenced benchmarks against which their historical performance was measured being ICE Bank of America 1-3 Year US Treasury Index, and the ICE Bank of America 1-5 Year US Treasury Index. During the 1-, 3-, and 5-year historical performance periods as of December 31, 2023, Public Trust performance was higher than the benchmarks, in some cases up to 0.20% higher. They noted that there were periods of market volatility during these time periods, helping to demonstrate a consistent history of protecting clients' principal through various market conditions. Mr. Joseph also spoke of the fact that the firm works with more than 50 Florida public sector clients including special districts, cities, counties, hospitals and healthcare districts, K-12 and higher education, airport authorities, and water management districts. Public Trust has implemented and successfully managed clients' investment programs during virtually every recent interest and economic environment including the Zero Interest Rate Policy from 2008 - 2015, the rising interest rate environment from 2015 -2018, the declining rates and return to a Zero Interest Rate Policy from March 2020 through March 2022 because of the COVID-19 Pandemic global lockdowns. The firm provided a case study on Miami Beach with services provided including portfolio management, monthly investment reporting, monthly investment, and economic calls as well as their in-house research and modeling capabilities which included Bloomberg's PORT and proprietary excel models.
Mr. Joseph proceeded to speak on the key individuals of the firm. Beginning with John Grady, who has 26-years in the industry and 11-years with the firm, together with Tom Tight, with 28-years in the industry and 12-years with the firm, will be the lead individuals for daily service needs. Other members of the engagement team include Rodrigo Bettini, with 15-years in the industry and 4-years with the firm; Cory Gebel, Charter Financial Analyst, with 25-years in the industry and 6 years with the firm; and Sean Fitzgerald, with 7-years in the industry and 7-years with the firm.
Regarding the firm's approach and methodology, Mr. Joseph stated they consider the various types of risk associated with any fixed income investment portfolio and then actively manage those risks as part of their investment strategy with risks such as credit risk, market risk (interest rate risk), reinvestment risk, high quality permitted investments, liquidity management, and historical performance. The firm's systems allow the modeling of both portfolio and benchmark performance under a range of potential future interest rate scenarios. Public Trust investment philosophy is built on safety, liquidity, compliance, transparency, and yield; providing a GOAA-specific strategy of in-depth review of the investment program, cashflow and investment policy review, investment strategy collaboration and development, trades and compliance review, and a comprehensive review. In the event that the treasury yield curve returns to its more normal

upwardly sloping shape in the near-term, the firm does not recommend chasing yield and deviating from longer-term Core Strategy but recommends duration management and not veer too far from the Core Strategy. The firm's due diligence involves a collaboration between members of the Firm's Portfolio Management and Credit Research Teams and combines the top-down analysis of current and anticipated macroeconomic conditions with the bottom-up analysis of issuer and issue specific fundamentals. The process is rooted in risk management and is actively calibrated to rotate portfolio holdings to those segments of the yield curve, asset classes and issuers offering superior relative value and opportunities for comparatively stronger risk-adjusted returns. Mr. Joseph closed review of Public Trust with their recommendation to the Aviation Authority's Investment Policy which is to include language confirming the primary investment decision is based on "pecuniary factors" as described in the FL Statues. Additionally, to change the corporate note per issuer limit to a max of 3%-5%, remove the $5 million limit, and change the agency MBS limit from 40% to 25% to align with max allocation permitted in this asset class.

Following Mr. Joseph's review of the firms, Mr. Friel commented regarding the treasury yield curves noting that Public Trust does not recommend chasing yields, whereas Meeder Public Funds indicates chasing yields as part of their strategy leading to pose the question of how does either encouraging or not encouraging chasing yields as a philosophy resonate with the Aviation Authority? Chair Sharman answered Mr. Friel's question by sharing the Aviation Authority's investment philosophy, as it is relevant to consideration of selecting the firms. Chair Sharman stated that preservation of principal is paramount as the Aviation Authority is a public fiduciary responsible for the management of large amounts of money, it is the focus of the Aviation Authority to not only preserve the principal and obtain yield, but safety and liquidity being of utmost importance.

Mr. Friel posed another question regarding the experience and qualifications of the firms in respect to risk versus reward as some firms were performing above the benchmark looking to understand that risk component. Chair Sharman turned to Mr. Bill Case to weigh-in on the matter. Mr. Case stated that if the firms have a conservative philosophy of reacting to market conditions yet not affecting the duration of timely investments and are able to perform above their benchmarks it is viewed as a positive, not so much taking a risk.

Ms. Dumond followed with a few questions regarding Meeder with respect to their approach and methodology as their recommendation was to modify the per issuer maximum to 5% per issuer when the Aviation Authority has the limitation of $5 million to mitigate risk leading to the belief of not being as conservative as the Aviation Authority would need them to be in accordance with the investment philosophy of the Aviation Authority. Ms. Dumond's second question was regarding Meeder's ADV Forms, as the firm was required to provide the most recent and provided a form from 2022.

With no further comments from the committee, legal counsel, or requests from the public, the Committee then moved to scoring and deliberation.

Before scoring ensued, Ms. Dumond asked staff if there were any that stood out from each firm as far as a repertoire of tools that would be available to them or their proprietary software and what they are using in-house in terms of any outliers or things that would benefit the Aviation Authority. Mr. Joseph addressed the posed question stating that all respondents provided sample reports that were more than satisfactory addressing all the relevant information that Mr. Joseph typically uses on a day-to-day basis and saw no concerns with the formatting of the reports or any of the information contained within the usefulness of the reports presented. The last question was posed by Chair Sharman to Mr. Case as to if there were any delineators found with respect to the three firms. Mr. Case shared that one of his observations of Meeder is that they are predominantly in Ohio and when the firms were asked to provide examples of similar types of profiles as the Aviation Authority, Chandler and Public Trust provided specific clients on how they managed their programs where as Meeder was high-level in what they would do but not a specific example. Mr. Case noted that Public Trust has over 100 agencies in Florida as well as Chandler having Florida experience as well.

The first category the Committee scored was Experience, Qualifications, Knowledge of Respondents and Key Individuals on the Team. The maximum number of points for this tab was 40. Ms. Dumond began by noting that Meeder's performance and response stand out below the other two respondents for the previously discussed reasons. Mr. Friel agreed with Ms. Dumond's statement stating that Chandler and Public Trust both displayed, through their proposals and information provided, a very strong and qualified team. Mr. Friel stated that Meeder, as noted, does not have experience of doing business in Florida. Discussion ensued and the following scores were consented:

1: Chandler Asset Management, Inc. - 38 points
2: Public Trust Advisors, LLC - 38 points
3: Meeder Public Funds, Inc. - 30 points

The Committee proceeded to score the next category of Approach and Methodology with the maximum number of points being 30. Ms. Dumond began with noting that Meeder's RFP was more about approach than their overall philosophy as well as not being as explanatory from a philosophical perspective leading to being a differentiator between the responses of Public Trust and Chandler, standing out as a bit lower. Ms. Dumond also noted that Public Trust went above and beyond by providing four recommendations in addition to providing a thorough response. Mr. Case weighed in adding that Chandler and Public Trust had very detailed approaches and clearly specified what kind of risks they investigate and the various processes in which they use to address and manage the risk. Regarding philosophy, Mr. Case noted that Public Trust had pillars where you are able to take their philosophy and understand what it is that they are looking at in terms of putting together an investment program that works best for their client because they were clear in the different proprietary models they are using as opposed to Meeder being more vague in what their approach and philosophy is. Both Chandler and Public Trust put an emphasis on the safety principle, which was highly appreciated by the Committee and Financial Advisor as it is consistent with the Aviation Authority's philosophy. Discussion ensued and the following scores were consented:

1: Chandler Asset Management, Inc. - 28 points
2: Public Trust Advisors, LLC - 28 points
3: Meeder Public Funds, Inc. - 22 points

The following category for the Committee to score was Additional Requirements of the Proposal including prior or pending convictions, indictments, investigations, regulatory investigations, conflict of interest and proof of insurance. Ms. Dumond began by stating there was no acknowledgement of the insurance requirement or response from Meeder and they were not transparent about the terms and conditions that they wanted the Aviation Authority to potentially consider, leading Ms. Dumond to recommend decreasing points from the firm in this category. Discussion ensued and the following scores were consented:

1: Chandler Asset Management, Inc. - 5 points
2: Public Trust Advisors, LLC - 5 points
3: Meeder Public Funds, Inc. - 2 points

The final category for the Committee to score was Professional Fees. Mr. Joseph was requested to review the fees and as follows is the summary of each firm's fees:

- Chandler: the first tier of $100million is 5 basis points, the next tier of $100million is 4 basis points, and anything over $200million is 3 basis points with a maximum annual fee not to exceed $500,000
- Meeder: the first tier of $100million is 4 basis points, the next tier of $100million is 3 basis points, and anything over $200million is 2 basis points with a maximum annual fee to not exceed $270,000
- Public Trust : the first tier of $100million is 4 basis points, the next tier of $100million is 3 basis points, and anything over $200million is 2 basis points with a maximum annual fee to not exceed $250,000

Chair Sharman noted that typically the Committee gives the top score to the lowest price and work downward from that point. Discussion ensued and the following scores were consented:

1: Public Trust Advisors, LLC – 25 points
2: Meeder Public Funds, Inc. - 24 points
3: Chandler Asset Management, Inc. - 20 points

Prior to final deliberations, Ms. Dumond requested Procurement to review the references that were provided. Mr. Harris replied that all references received were meet or exceeds with one non-responsive reference from the City of Dallas for Meeder.

Presented by Ms. Lonsdale, the final scoring totals of all firms, in alphabetical order, are as follows:

1: Chandler Asset Management, Inc. – 91 points
2: Meeder Public Funds, Inc. - 78 points
3: Public Trust Advisors, LLC - 96 points

With no further discussion, Chair Sharman entertained a motion. Ms. Dumond made a motion to rank the RFP 24-107 Investment Advisory Services with the first ranking firm being Public Trust Advisors, LLC, second as Chandler Asset Management, Inc., and third being Meeder Public Funds, Inc., and motion to award the contract to Public Trust Advisors, LLC. Mr. Friel seconded the motion.

Having no further business to be considered, Chair Sharman adjourned the meeting at 11:02 a.m.

Kathleen M. Sharman, CFO
Kathleen M. Sharman
Chairperson

Kasie Berube
Kasie Berube
Recording Secretary

On **WEDNESDAY, FEBRUARY 21, 2024**, the **AUDITOR SELECTION COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room located in the main terminal building at the Orlando International Airport (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 1:40 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

Committee members present,
M. Carson Good, Chairman
Mayor Buddy Dyer
Tim Weisheyer

Also present,
Kevin J. Thibault, Chief Executive Officer
Kathleen Sharman, Chief Financial Officer
Yovannie Rodriguez, Chief Administrative Officer
Anthony Davit, Chief Operating Officer
Kenyatta Lee, Chief of External Affairs
Richard Clarke, Chief Creative Officer
Marie Dennis, Deputy Chief Financial Officer
Doug Starcher, Nelson Mullins
Dan Gerber, General Counsel
Aracelis Mercado, Assistant to Chief Executive Officer
Anna Farmer, Manager, Board Services and Recording Secretary

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. As adopted by the Board, lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

CONSENT AGENDA

1. Mr. Thibault asked that the Consent Agenda be approved as presented.

A. Recommendation to Approve Solicitation Documents for Request for Proposals 24-106-RFP External Auditing Services

Upon motion by Mr. Weisheyer, second by Mayor Dyer, vote carried to approve the Consent Agenda as presented.

ADJOURNMENT

2. There being no further business to be considered, Chairman Good adjourned the meeting at 1:43 p.m.

(Digitally signed on , 2024)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer

On **THURSDAY, September 28, 2023**, the **CAPITAL MANAGEMENT COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room of the Greater Aviation Authority offices in the main terminal building at the Orlando International Airport (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Thibault called the meeting to order at 2:00 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present in the room.

Committee Members Present:	Kevin J. Thibault, Chairman Max Marble, Senior Vice President Capital Programs Thomas W. Draper, Chief of Operations
Also present:	Kathleen M. Sharman, Chief Financial Officer Dan Gerber, Interim General Counsel, Rumberger Kirk Karen Ryan, Nelson Mullins Riley & Scarborough Rob Brancheau, Anser Advisory Kasie Berube, Recording Secretary

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. The lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available on the Aviation Authority's offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

CONSIDERATION OF CAPITAL MANAGEMENT COMMITTEE MINUTES FOR JULY 18, 2023

1. The Capital Management Committee (Committee) consensed to accept the meeting minutes of July 18, 2023, as written.

RECOMMENDATION TO UPDATE THE FISCAL YEAR 2021-2028 CAPITAL IMPROVEMENT PROGRAM FOR ORLANDO INTERNATIONAL AIRPORT (MCO)

2. Ms. Sharman presented the item.

   Discussion ensued with regard to the proposed changes to the MCO Capital Improvement Program, and the Committee considered the following:

   1) The Committee could choose to agree with staff's recommendation and authorize staff to implement the proposed changes to the MCO Capital Improvement Program as described on Exhibit 1 of the memorandum; or

   2) The Committee could choose to delete/add/change the proposed projects and/or funding sources.

   The Committee consensed to recommend to the Aviation Authority Board to: (1) approve the update of the Orlando International Airport Fiscal Year 2021-2028 Capital Improvement Program as presented in the memorandum; (2) grant permission to the Chief Financial Officer to subsequently update the Capital Improvement Program, within an immaterial effect on financial metrics, based on anticipated final adjustments to the Terminal C - Phase 1 and Terminal C - Phase 1X programs; (3) authorize staff to update the Joint Annual Capital Improvement Program based on the update to the Fiscal Year 2021-2028 Capital Improvement Program.

RECOMMENDATION TO UPDATE THE FISCAL YEAR 2022-2028 CAPITAL IMPROVEMENT PROGRAM FOR ORLANDO EXECUTIVE AIRPORT (ORL)

3. Ms. Sharman presented the item.

   Discussion ensued with regard to the proposed changes to the ORL Capital Improvement Program, and the Committee considered the following:

   1) The Committee could choose to agree with staff's recommendation and authorize staff to implement the proposed changes to the ORL Capital Improvement Program as described on Exhibit 1 of the memorandum; or

   2) The Committee could choose to delete/add/change the proposed projects and/or funding sources.

   The Committee consensed to recommend to the Aviation Authority Board to: (1) approve the update of the Orlando Executive Airport Fiscal Year 2022-2028 Capital Improvement Program as presented in the memorandum; and (2) authorize staff to update the Joint Annual Capital Improvement Program based on the update to the Fiscal Year 2022-2028 Capital Improvement Program.

ADJOURNMENT

There being no further business to be considered, Chairman Thibault adjourned the meeting at 2:13 p.m.

Digitally Signed on June 3, 2024

Kasie Berube	
Kasie Berube	Kevin J. Thibault
Recording Secretary	Chairman

On **TUESDAY, APRIL 2, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present

Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Tricia Cottman, Vice President, Risk Management
Keila Walker-Denis, Interim Vice President

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Torie Brooks, GOAA Construction
Arlene Grant, GOAA Construction
Ian Brooks, GOAA Information Technology
Ken Harwood, GOAA Security
Chris DeLoatche, GOAA Multi-Model Planning and Environmental
John Volpe, Jacobs Project Management Co.
Scott Mizell, Jacobs Project Management Co.
Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
Colin Paterson, The Roderick Group, Inc. dba Ardmore Roderick
Fransheska Brown, Recording Secretary

CONSIDERATION OF MEETING MINUTES

Upon motion of Ms. Cottman second by Ms. Dennis, vote carried to approve the Construction Committee Minutes from the meeting held on August 1, 2023, and January 23, 2024, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-S00195-33 FOR TICKET COUNTER MODIFICATIONS.** Mr. Volpe presented the request for Change Order No. 33 on BP-S00195, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve Change Order BP-S00195-33, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $23,528.00, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

B. **CHANGE ORDER BP-S00198-02 FOR LEVEL 3 SHELL SPACE CONCEPT DESIGN.** Mr. Mizell presented the request for Change Order No. 02 on BP-S00198 Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), with Weitz Company, LLC. Discussion ensued.

   Upon motion of Ms. Cottman, second by Ms. Walker-Denis, vote carried to approve Change Order BP-S00198-02, Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build) with Weitz Company, LLC., for the total amount of $24,174.00, and no time extension, with funding from Customer Facility Charges.

C. **CHANGE ORDER BP-S00198-03 FOR GLAZING IN LIEU OF METAL WALL PANELS.** Mr. Mizell presented the request for Change Order No. 03 on BP-S00198 Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), with Weitz Company, LLC. Discussion ensued.

   Upon motion of Ms. Walker-Denis, second by Ms. Dennis, vote carried to approve Change Order BP-S00198-03 Terminal C Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), with Weitz Company, LLC, for the total amount of $140,890.00, and no time extension, with funding from Customer Facility Charges.

D. **<u>CHANGE ORDER L-00087-01 FOR INCREASE CONTRACT AMOUNT.</u>** Mr. Brooks presented the request for Change Order No. 01 on L-00087 On-Call Low Voltage Services (FY 2024-QCC), with Quality Cable Contractors. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve Change Order L00087-01, On-Call Low Voltage Services (FY 2024-QCC) with Quality Cable Contractors, Inc., for the total amount of $100,000.00, and no time extension, with funding from previously-approved Operations and Maintenance Funds.

E. **<u>CHANGE ORDER L-00088-01 FOR INCREASE CONTRACT AMOUNT.</u>** Mr. Brooks presented the request for Change Order No. 01 on L-00088, On-Call Low Voltage Services (FY 2024-OBTS), with Orlando Business Telephone System, Inc. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve Change Order L-00088-01, On-Call Low Voltage Services (FY 2024-OBTS), with Orlando Business Telephone System, Inc. for the total amount of $100,000.00, and no time extension, with funding from previously-approved Operations and Maintenance Funds.

F. **<u>CHANGE ORDER L-00089-01 FOR INCREASE CONTRACT AMOUNT.</u>** Mr. Brooks presented the request for Change Order No. 01 on L-00089, On-Call Low Voltage Services (FY 2024-CNET), with Certified Network Professionals, Inc. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve Change Order L-00089-01, On-Call Low Voltage Services (FY 2024-CNET), with Certified Network Professionals, Inc., for the total amount of $50,000.00, and no time extension, with funding from previously-approved Operation and Maintenance Funds.

<u>NEW BUSINESS</u>

A. <u>REQUEST FOR APPROVAL OF THE PURCHASE OF 22 LIGHTING FIXTURES FROM LUSIVE DÉCOR FOR SOLICITATION NO.24-204-IFB – BP-00485 HYATT LOBBY RENOVATION (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
This Item is deferred.

B. **<u>REQUEST FOR RECOMMENDATION OF APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 50 TO THE WS-00110 TERMINAL C – PHASE 1, ARCHIETECT OF RECORD AGREEMENT WITH HNTB CORPORATION FOR CONSTRUCTION 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.</u>**
Mr. Volpe presented the memorandum, dated April 2, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to recommend to the Aviation Authority Boad approval of an Amendment to Addendum No. 50 to the WS-110 Terminal C – Phase 1, Architect of Record Agreement with HNTB Corporation for Construction Phase Services for BP-S00196 – Terminal C, Phase 1X Airfield Civil, Apron and Taxiway Paving and Ground Support Equipment Facility, for the total amount of $1,000,318.00 which includes the lump-sum fees amount of $950,318.00, and the not-to-exceed expenses amount of $50,000.00, with funding from previously-approved General Airport Revenue Bonds and Passenger Facility Charges.

C. <u>REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH H. W. DAVIS CONSTRUCTION, INC. FOR V-01013 AIRSIDE 1 WINGS 4 AND 5 RAMP LEVEL COMMON CORRIDORS AND STAIRWAYS, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. Paterson presented the memorandum, dated April 2, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve the Job Order Constructtion Services Addendum to the Continuing Vertical Construction Services Agreement with H.W. Davis Construction, Inc. for V-01013 Airside 1 Wings 4 and 5 Ramp Level common corridors and stairways, for the total direct-negotiated amount of $216,706.00, with funding from previously-approved Capital Expenditure

Fund. ; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). [Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]

D. <u>REQUEST FOR APPROVAL OF THE PURCHASE OF TWO PORTABLE GUARD BOOTHS FROM GUARDIAN BOOTH FOR 24-358-RFQ, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. Harwood presented the memorandum, dated April 2, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Dennis, vote carried to approve the purchase of two portable guard booths from Guardian Booth for 24-358-RFQ, for the total not-to-exceed expenses amount of $40,871.62, with funding from previously-approved General Airport Revenue Bonds.

E. <u>REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 18 TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR ADDITIONAL FUNDS TO THE INITIAL IMPLEMENTATION PHASE OF THE 2023 STRATEGIC PLAN, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. DeLoatche presented the memorandum, dated April 2, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve an Amendment to Addendum No. 18 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Funds to the Initial Implementation Phase of the 2023 Strategic Plan, for the total not-to-exceed fees amount of $124,476.00, with funding from previously-approved Capital Expenditure Funds.

F. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH THE RODERICK GROUP, INC., DBA ARDMORE RODERICK FOR CONSTRUCTION PHASE OWNER'S AUTHORIZED REPRESENTATIVE SERVICES FOR V-01013 AIRSIDE 1 WINGS 4 AND 5 RAMP LEVEL COMMON CORRIDORS AND STAIRWAYS, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Ms. Brooks presented the memorandum, dated April 2, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with The Roderick Group, Inc., dba Ardmore Roderick for Construction Phase Owner's Authorized Representative Services for V-01013 Airside 1 Wings 4 and 5 Ramp Level Common Corridors and Stairways, for the total not-to-exceed fees amount of $21,970.00, with funding from previously-approved Capital Expenditure Funds.; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

G. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING ENGINEERING AND DESIGN SERVICES AGREEMENT WITH AVCON, INC. FOR DESIGN AND BID PHASE SERVICES FOR W-00447 OVERHEAD SIGNAGE VARIABLE MESSAGE SIGN, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. Corthell presented the memorandum, dated April 2, 2024. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Engineering and Design Services Agreement with AVCON, Inc. for Design and Bid Phase Services for W-00447 Overhead Signage Variable Message Sign, for the total amount of $128,477.00, which includes the not-to-exceed fees amount of $123,904.00, and not-to-exceed expenses amount of $4,573.00, with funding from previously-approved General Airport Revenue Bonds and FDOT Grants to the extent eligible.; subject to funding consensus by the Construction Finance Oversight Committee (CFOC). *[Subsequent to the Construction Committee meeting, the CFOC consensed the funding as outlined above.]*

H. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH PSA CONSTRUCTORS, INC., DBA PSA MANAGEMENT, INC. FOR DESIGN PHASE MANAGEMENT AND OVERSIGHT FOR W-00447 SELECTION OF ROADWAY SIGNAGE AND INFRACTRUCTURE DESIGNER, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
This item is deferred.

I. **REQUEST FOR APPROVAL OF CONTRACTOR FINAL PAYMENT AUTHORIZATION FOR V-00969 MCCOY'S KITCHEN LINE RENOVATION (DESIGN/BUILD), AT THE ORLANDO INTERNATIONAL AIRPORT.**

Mr. Shedek presented the memorandum, dated April 2, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve the Contractor's Final Payment Authorization for V-00969 McCoy's Kitchen Line Renovation (Design/Build), at the Orlando International Airport; there is no fiscal impact.

INFORMATION ITEMS

The following items were presented for information only:

A. Field Change Order (FCO) Log
B. Revised Memorandum for the Approval of an Addendum to the Continuing Civil Engineering Consulting Service Agreement with AECOM Technical Services, Inc. for Design, Bid and Award Phase Services for H-00370 Airside 3 Apron PCC Slab Rehabilitation, at Orlando International Airport [From the Construction Committee on March 26, 2024, Item No.VI-F].

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:19 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, APRIL 9, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Conference Room Gemini, Aviation Authority Annex, 5855 Cargo Road, Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present:

Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Gary Hunt, Vice President, Facilities
Tricia Cottman, Vice President, Risk Management
Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Kelly Loll, Vice President Purchasing and Procurement
Torie Brooks, GOAA Construction
Tuan Nguyen, GOAA Engineering
Arlene Grant, GOAA Construction
John Volpe, Jacobs Project Management Co.
Brian Gainous, Cost Management, Inc. dba CMI
Ross Spence, AECOM Technical Services, Inc.
Fransheska Brown, Recording Secretary

CHANGE ORDERS

A. **CHANGE ORDER BP-S00195-34 VARIOUS REVISIONS.** Mr. Volpe presented the request for Change Order No. 34 on BP-S00195, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve Change Order BP-S00195-34, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $94,288.00, and no time extension, with funding from FAA BIL AIG and FDOT Grants to the extent eligible (deductive Item Nos. 4 and 5 only), Passenger Facility Charges to the extent eligible, and General Airport Revenue Bonds.

B. **CHANGE ORDER R-00104-01 ROOF REMOVAL.**
This item is deferred.

NEW BUSINESS

A. REQUEST FOR APPROVAL OF THE PURCHASE OF 22 LIGHTING FIXTURES FROM LUSIVE DECOR FOR SOLICITATION NO. 24-204-IFB FOR BP-00485 HYATT LOBBY RENOVATION DESIGN/BUILD, AT THE ORLANDO INTERNATIONAL AIRPORT.
Ms. Grant presented the memorandum, dated April 9, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Walker-Denis, vote carried to approve a Purchase of 22 Lighting Fixtures from Lusive Decor for Solicitation No. 24-204-IFB for BP-00485 Hyatt Lobby Renovation (Design/Build), for the total not-to-exceed expenses amount of $229,103.92, with funding from previously-approved Capital Expenditure Funds.

B. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING VERTICAL CONSTRUCTION SERVICES AGREEMENT WITH GOMEZ CONSTRUCTION COMPANY FOR V-01022 NORTH TERMINAL A AND B EAST AND WEST CHECKPOINT SIGNAGE, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Gainous presented the memorandum, dated April 9, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to approve the Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-01022 North Terminal A and B East and West Checkpoint Signage, for the total direct-negotiated amount of $96,217.49, with funding from previously-approved General Airport Revenue Bonds.

C. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 16 TO THE W-S00110 TERMINAL C PHASE 1 ARCHITECT OF RECORD (AND MAJOR SUBS) AGREEMENT WITH HNTB CORPORATION FOR ADDITIONAL DESIGN SERVICES FOR PHASE 1 EXPANSION, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Spence presented the memorandum, dated April 9, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve an Amendment to Addendum No. 16 of the W-S00110 Terminal C Phase 1 Architect of Record (And Major Subs) Agreement with HNTB Corporation for Additional Design Services for Phase 1 Expansion, for the not-to-exceed expenses amount of $5,498.08, with funding from previously-approved General Airport Revenue Bonds.

D. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING CONSULTING SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR W-00510 ENTERPRISE HANGAR BLVD. BOUDNDARY, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Nguyen presented the memorandum, dated April 9, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, vote carried to approve an Addendum to the Continuing Civil Engineering Consulting Services Agreement with Kimley-Horn and Associates, Inc. for W-00510 Enterprise Hangar Blvd. Boundary Survey, for the total not-to-exceed fees amount of $13,544.00, with funding from previously-approved Operations and Maintenance Funds.

E. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 26 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH GEOTECH CONSULTANTS INTERNATIONAL, INC. DBA GCI INC. FOR AN EXTENSION AND NO COST REALLOCATION OF OAR SERVICES FOR BP-S00199 TRAIN STATION PASSENGER DROP-OFF LOBBY PARKING LOT (DESIGN/BUILD) AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. Brooks presented the memorandum, dated April 9, 2024. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Mr. Hunt, vote carried to approve an Amendment to Addendum No. 26 to the Continuing Program and Project Management Services Agreement with Geotech Consultants International, Inc. dba GCI Inc. for an extension and no cost reallocation of OAR services for BP-S00199 Train Station Passenger Drop-Off Lobby Parking Lot (Design/Build), in the amount of $11,465.00 from not-to-exceed expenses to not-to-exceed fees; there is no fiscal impact.

F. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH COST MANAGEMENT INC. DBA CMI TO PROVIDE OAR SUPPORT SERVICES FOR V-01022 NORTH TERMINAL A AND B EAST AND WEST CHECKPOINT SIGNANGE PROJECT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. Brooks presented the memorandum, dated April 9, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI to provide OAR Support Services for V-01022 North Terminal A and B East and West Checkpoint Signage project, for the total not-to-exceed fees amount of $9,114.00, with funding from previously-approved General Airport Revenue Bonds.

G. **REQUEST FOR APPROVAL OF A NO COST AMENDMENT TO ADDENDUM NO.3 TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH WSP USA, INC. FOR ADDITIONAL PROGRAM MANAGEMENT AND OVERSIGHT OAR SUPPORT STAFF SERVICES FOR W-00453 – AIRSIDES 2 AND 4 APM PROGRAM OVERSIGHT, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. Brooks presented the memorandum, dated April 9, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve of a No Cost Amendment to Addendum No. 03 to the Continuing Program and Project Management Services Agreement with WSP USA, Inc. for Additional Program Management and Oversight OAR Support Staff Services for W-00453 – Airsides 2 and 4 APM Program Oversight; there is no fiscal impact.

INFORMATION ITEMS

The following items were presented for information only:

A. Field Change Order

ADJOURNMENT

No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:15 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, APRIL 16, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present:
Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Gary Hunt, Vice President, Facilities
Tricia Cottman, Vice President, Risk Management
Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Karla Carman, GOAA Wayfinding and Signage Program
John Volpe, Jacobs Project Management Co.
Don Corthell, PSA Constructors, Inc. dba PSA Management, Inc.
Jamie McGonagill, Geotech Consultants International, Inc. dba GCI, Inc.
Nils Johnson, Chase Construction Services
Fransheska Brown, Recording Secretary

CONSIDERATION OF MINUTES

Upon motion of Mr. Hunt, second by Walker-Denis, vote carried to approve the Construction Committee Minutes from the meeting held on January 30, 2024, and February 6, 2024, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-S00195-35 BUILDING SECTIONS ROOFING SLOPES.** Mr. Volpe presented the request for Change Order No. 35 on BP-S00195, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company. Discussion ensued.

   Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve Change Order BP-S00195-35, South Terminal C, Phase 1X-Airside Concourse, with Hensel Phelps Construction Company, for the total amount of $124,129.00, and no time extension, with funding from previously-approved General Airport Revenue Bonds.

B. **CHANGE ORDER E-00287-01 FINAL CHANGE ORDER.** Mr. Corthell presented the request for Change Order No. 1 on E-00287, Parking Garage EV Charging Stations, with Power Engineering Group, Inc. Discussion ensued.

   Upon motion of Mr. Hunt, second by Ms. Dennis, carried to approve Change Order E-00287-01, Parking Garage EV Charging Stations, with Power Engineering Group, Inc., for the total amount of $5,008.97, and no time extension, with funding from previously-approved Capital Expenditure Funds.

C. **CHANGE ORDER V-S00044-01 FOR VARIOUS REVISIONS.** Mr. McGonagill presented the request for Change Order No. 1 on V-S00044, Terminal C Tenant Buildout, with Collage Design and Construction Group, Inc. dba The Collage Companies. Discussion ensued.

   Upon motion of Ms. Walker-Denis, second by Mr. Hunt, carried to approve Change Order V-S00044-01, Terminal C Tenant Buildout, with Collage Design and Construction Group, Inc. dba The Collage Companies., for the total amount of $0.00, and no time extension, with funding from previously-approved General Airport Revenue Bonds

D. **CHANGE ORDER V-01011-01 INSTALL AND DISMANTLE DEMISING WALLS.** Mr. Johnson presented the request for Change Order No. 1 on V-01011, Airside 4 60's Wing Renovations (Design/Build), with Gomez Construction Company. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Cottman, carried to approve Change Order V-01011-01, Airside 4 60's Wing Renovation (Design/Build), with Gomez Construction Company., for the total amount of $160,456.36, and no time extension, with funding from previously-approved General Airport Revenue Bonds and previously-approved Capital Expenditure Funds.

NEW BUSINESS

A. REQUEST FOR APPROVAL OF CONTRACTOR FINAL PAYMENT AUTHORIZATION V-00981 HYATT FOURTH FLOOR WATER HEATER PIPING REPAIR, AT THE ORLANDO INTERNATIONAL AIRPORT.
Mr. Shedek presented the memorandum, dated April 16, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Walker-Denis, vote carried to approve Contractor Final Payment Authorization for V-00981 Hyatt Fourth Floor Water Heater Piping Repair at the Orlando International Airport.

B. REQUEST FOR REVOMMENDATION OF APPROVAL OF NO-COST ADDENDA TO THE CONTINUING SIGNANGE CONSTRUCTION SERVICES AGREEMENTS TO EXTEND THE CONTRACT TERM THROUGH MARCH 31, 2025, AT THE ORLANDO INTERNATIONAL AIRPORT.
Ms. Carman presented the presented the memorandum, dated April 16, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, vote carried to recommend to the Aviation Authority Board approval of No-Cost Addenda to the Continuing Signage Construction Services Agreements to Extend the Contract Term through March 31, 2025; there is no fiscal impact.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order Log
B. Revised Small Business Memorandum for the Recommendation 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-01021 NTC East Checkpoint HVAC Modifications, at the Orlando International Airport [From the Construction Committee on March 12, 2024, Item No. IV-D].

ADJOURNMENT
No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:10 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **TUESDAY, APRIL 23, 2024**, the **CONSTRUCTION COMMITTEE** of the Greater Orlando Aviation Authority met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Chair Shedek called the meeting to order at 9:00 a.m. Chair Shedek read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Construction Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regards to any agenda item.

Committee members present:

Scott Shedek, Chair
Marie Dennis, Deputy Chief Financial Officer, Finance
Gary Hunt, Vice President, Facilities
Tricia Cottman, Vice President, Risk Management
Keila Walker-Denis, Interim Vice President, Information Technology

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)
Tuan Nguyen, GOAA Engineering
Torie Brooks, GOAA Construction
Ian Brooks, GOAA Information Technology
Scott Mizell, Jacobs Project Management Co.
Colin Paterson, The Roderick Group, Inc. dba Ardmore Roderick
John Volpe, Jacobs Project Management Co.
Ben Brown, Loyal Wingman LLC.
Brian Gainous, Cost Management, Inc. dba CMI
Fransheska Brown, Recording Secretary

CONSIDERATION OF MINUTES

Upon motion of Ms. Cottman, second by Walker-Denis, vote carried to approve the Construction Committee Minutes from the meeting held on February 13, 2024, as presented.

CHANGE ORDERS

A. **CHANGE ORDER BP-S00196-01 VARIOUS REVISIONS.**
This item is deferred.

B. **CHANGE ORDER BP-S00198-04 DESIGN FOR SANITARY SEWER LINE.**
This item is deferred.

C. **CHANGE ORDER BP-S00198-05 ADD ROOF HYDRANTS.** Mr. Mizell presented the request for Change Order No. 05 on BP-S00198, South Terminal C, Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), with The Weitz Company, LLC. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Dennis, carried to approve Change Order BP-S00198-05, South Terminal C, Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), with The Weitz Company, LLC. for the total amount of $36,583.00, and no time extension, with funding from Customer Facility Charges to the extent eligible.

D. **CHANGE ORDER BP-S00198-06 MOVE FLOOR MOUNTED SIGNS TO CEILING.** Mr. Mizell presented the request for Change Order No. 06 on BP-S00198, South Terminal C, Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build)., with The Weitz Company, LLC. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, carried to approve Change Order BP-S00198-06, South Terminal C, Multi-Modal Connector Pedestrian Bridge and Rental Car Lobby (Design/Build), with The Weitz Company, LLC., for the total amount of $30,140.00, and no time extension, with funding from Customer Facility Charges to the extent eligible.

E. **CHANGE ORDER L-00075-01 FINAL ADJUSTMENT OF NTE CONTRACT.** Mr. Brooks presented the request for Change Order No. 1 on L-00075, On-Call Low Voltage Services, with Atlantis Electrical Systems, LLC. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, carried to approve Change Order L-00075-01, On-Call Low Voltage Services, with Atlantis Electrical Systems, LLC. for the total deductive amount of ($43,647.62), and no time extension, with funding from previously-approved Operations and Maintenance Funds.

F. **CHANGE ORDER L-00082-01 FINAL ADJUSTMENT NTE CONTRACT.** Mr. Brooks presented the request for Change Order No. 01 on L-00082, ACS and VSS Camera Installation at IT Building, with Atlantis Electrical Systems, LLC. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, carried to approve Change Order L-00082-01, ACS And VSS Camera Installation at IT Building, with Atlantis Electrical Systems, LLC., for the total deductive amount of ($27,878.71), and no time extension, with funding from previously-approved Capital Expenditure Funds.

G. **CHANGE ORDER R-00104-01 VARIOUS REVISIONS.** Mr. Paterson presented the request for Change Order No. 01 on R-00104, Vault Roof Replacement with P&A Roofing and Sheet Metal, Inc. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, carried to approve Change Order R-00104-01, Vault Roof Replacement, with P&A Roofing and Sheet Metal, Inc. for the total amount of $221,284.45, and no time extension, with funding from previously-approved Capital Expenditure Funds.

NEW BUSINESS

A. **REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM NO. 03 TO THE EXECUTIVE PROGRAM MANAGEMENT AND OVERSIGHT SERVICES FOR TERMINAL C PROGRAMS AGREEMENT WITH JACOBS PROJECT MANAGEMENT CO. FOR A NO COST REALLOCATION TO PROVIDE BUILDING ENVELOPE COMMISSIONING SERVICES AND FIRESTOPPING EVALUATIONS FOR TERMINAL C PROGRAMS (W-S00149), TERMINAL C ASC GATES 250-253 PROJECT (BP-S00195), AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Volpe presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Ms. Walker-Denis, second by Mr. Hunt, vote carried to approve an Amendment to Addendum No. 03 to the Executive Program Management and Oversight Services for Terminal C Programs Agreement with Jacobs Project Management Co. for a No Cost Reallocation to provide Building Envelope Commissioning Services and Firestopping Evaluations for Terminal C Programs (W-S00149), Terminal C ASC Gates 250-253 project (BP-S00195), for the total amount of $0.00, with funding from previously-approved General Airport Revenue Bonds and Passenger Facility Charges to the extent eligible.

B. **REQUEST FOR APPROVAL OF A JOB ORDER CONSTRUCTION SERVICES ADDENDUM TO THE CONTINUING HORIZONTAL CONSTRUCTION SERVICES AGREEMENT WITH THE MIDDLESEX CORPORATION FOR H-00372 TAXIWAY B1 PAVEMENT REPAIRS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Brown presented the presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Ms. Cottman, vote carried to approve a Job Order Construction Services Addendum to the Continuing Horizontal Construction Services Agreement with The Middlesex Corporation for H-00372 Taxiway B1 Pavement Repairs, for the total direct-negotiated amount of $213,453.00, with funding from previously-approved Capital Expenditure Funds.

C. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. FOR CONSTRUCTION ADMINISTRATION SERVICES FOR H-00372 TAXIWAY B1 PAVEMENT REPAIRS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Mr. Nguyen presented the presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with AECOM Technical Services, Inc. for Construction Administration Services for H-00372 Taxiway B1 Pavement Repairs, for the total not-to-exceed fees amount of $4,316.00, with funding from previously-approved Capital Expenditure Funds.

D. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING SERVICES AGREEMENT WITH AVCON, INC. FOR DESIGN SERVICES FOR H-00373 BYPASS CANAL PART 139 AOA FENCE GATE, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. Nguyen presented the presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve an Addendum to the Continuing Civil Engineering Services Agreement with Avcon, Inc. for Design Services for H-00373 Bypass Canal Part 139 AOA Fence Gate, for the total amount of $70,255.00, which includes the not-to-exceed fees amount of $53,522.00, and the not-to-exceed expenses amount of $16,733.00, with funding from previously-approved from Operations and Maintenance Funds.

E. <u>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-01024 NORTH TERMINAL A SIDE PARKING GARAGE STORM DRAIN REPAIRS, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. Gainous presented the presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve 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-01024, North Terminal A Side Parking Garage Storm Drain Repairs, for the total direct-negotiated amount of $115,997.00, with funding from previously-approved Capital Expenditure Funds.

F. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING CONSULTING SERVICES AGREEMENT WITH C&S ENGINEERS, INC. FOR W-00511 AFCO CARGO BUILDINGS 301 AND 302 FACILITY CONDITION ASSESSMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. Nguyen presented the presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Civil Engineering Consulting Services Agreement with C&S Engineers, Inc. for W-00511 AFCO Cargo Buildings 301 and 302 Facility Condition Assessment, for the total not-to-exceed fees amount of $20,764.00, with funding from previously-approved Operations and Maintenance Funds.

G. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING CIVIL ENGINEERING CONSULTING SERVICES AGREEMENT WITH C&S ENGINEERS, INC. FOR W-00512 SILVER AIRWAYS BUILDING 901 FACILITY CONDITION ASSESSMENT, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Mr. Nguyen presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Ms. Cottman, second by Ms. Dennis, vote carried to approve an Addendum to the Continuing Civil Engineering Consulting Services Agreement with C&S Engineers, Inc. for W-00512 Silver Airways Building 901 Facility Condition Assessment, for the total not-to-exceed fees amount of $15,626.00, with funding from previously-approved Operations and Maintenance Funds.

H. <u>REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES FOR AIRFIELD, ROADWAY, AND HORIZONTAL CONSTRUCTION PROJECTS AGREEMENT WITH LOYAL WINGMAN LLC, FOR OAR CONSTRUCTION PHASE SERVICES FOR H-00372, TAXIWAY B-1 PAVEMENT REPAIRS, AT THE ORLANDO INTERNATIONAL AIRPORT.</u>
Ms. Brooks presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Mr. Hunt, second by Ms. Walker-Denis, vote carried to approve an Addendum to the Continuing Program and Project Management Services for Airfield, Roadway, and Horizontal Construction Projects Agreement with Loyal Wingman, LLC. for Construction Phase OAR services for H-00372, Taxiway B-1 Pavement Repairs, for the total amount of $15,960.00, which includes the not-to-exceed fees amount of $14,160.00, and the not-to-exceed expenses of $1,800.00, with funding from previously-approved Capital Expenditure Funds.

I. **REQUEST FOR APPROVAL OF AN ADDENDUM TO THE CONTINUING PROGRAM AND PROJECT MANAGEMENT SERVICES AGREEMENT WITH COST MANAGEMENT INC. DBA CMI TO PROVIDE OAR SUPPORT SERVICES FOR V-01024 NORTH TERMINAL A SIDE PARKING GARAGE STORM DRAIN REPAIRS, AT THE ORLANDO INTERNATIONAL AIRPORT.**
Ms. Brooks presented the memorandum, dated April 23, 2024. Discussion ensued.

Upon motion of Ms. Dennis, second by Mr. Hunt, vote carried to approve an Addendum to the Continuing Program and Project Management Services Agreement with Cost Management Inc. dba CMI to provide OAR Support Services for V-01024, North Terminal A Side Parking Garage Storm Drain Repairs, for the total not-to-exceed fees amount of $11,994.00, with funding from previously-approved Capital Expenditure Funds.

INFORMATION ITEMS
The following items were presented for information only:

A. Field Change Order

ADJOURNMENT
No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned at 9:20 a.m.

Scott Shedek

Scott Shedek, Chair
Construction Committee
Vice President, Construction

On **Wednesday, May 1, 2024,** the **CONSTRUCTION FINANCE OVERSIGHT COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room, Orlando International Airport, One Jeff Fuqua Boulevard Orlando, FL 32827. Chairperson Sharman called the meeting to order at 10:02 a.m. The meeting was posted in accordance with Florida Statues with quorum participating. Office of the Governor, Executive Order Number 20-69.

Committee Members Present:

Kathleen Sharman, Executive Vice President/CFO and Chairperson
Gary Hunt, Vice President of Facilities
Max Marble, Senior Vice President Capital Programs
Tracy Conner Harris, Vice President of Concessions

Also Present:

Marie Dennis, Deputy Chief Financial Officer
Melvin Martinez, GOAA
Torie Brooks, GOAA
Robert Connell, GOAA
Ross Spence, AECOM
Laura Joslyn, AECOM
Danielle Luda, CIR
Colin Paterson, Ardmore Roderick
John Volpe, Jacobs
Brad Miller, Jacobs
Ksenia Merck, K Merck & Associates
Pamela L'Heureux, Pamela L'Heureux CPA, PLLC
Laini Schultz, CCS
Win Beltran, GCI
Rob Brancheau, Anser Advisory
Heather Lee, Anser Advisory
Lance Quick, Anser Advisory
Tracey Goff, Anser Advisory
Hameedah McCondichie, Sr. Admin. Assistant, GOAA
Chayla German, AECOM, Recording Secretary

LOBBYIST DISCLOSURE

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. The policy, forms, and instructions are available on the Aviation Authority's web site. Please contact the Chief Administrative Officer with questions at (407) 825- 7105.

Chairperson Sharman asked the Committee to report any conflicts of interest or violations of the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law with regard to any agenda item. No Violations were reported.

I. **CALL TO ORDER**

II. **ANNOUNCEMENTS**

III. **ROLL CALL**

IV. **CONSIDERATION OF MINUTES AND OLD BUSINESS**

A. **Minutes of the April 2, 2024, CFOC Meeting**

The Committee reviewed the meeting minutes from April 2, 2024, CFOC. No comments or concerns were provided.

B. Old Business

1. Airline Terminal Improvements Program – Chairperson Sharman stated this is still being monitored by Jackie Chin and her team for the relocation of airlines.
2. Terminal C Enhancements Program – Chairperson Sharman stated this is still being monitored by Ms. Merck.
3. CIP Update Schedule – Chairperson Sharman stated a CMC meeting has been scheduled for May 28, 2024. Chairperson Sharman stated we have received all the information needed from the construction team and consultants on the cost estimates. Chairperson Sharman stated the first round of asks have been received and will be sent to each department to ensure their asks are on the list, but this doesn't guarantee they will be funded. Chairperson Sharman stated the team is in the process of determining what funding sources are available and what can be afforded.

CONSENT AGENDA

A. ACTION ITEMS

1. Recommendation to Approve Budget for the Final Funding of the Airsides 1 & 3 Automated People Mover Guideway/Structure Program

Ms. L'Heureux presented a memorandum dated May 1, 2024, requesting the committee to approve budget for the final funding of the Airsides 1 & 3 Automated People Mover Guideway/Structure Program.

The Airsides 1 & 3 APM Guideway/Structure Program Budget Status Worksheet was last presented to the Construction Finance Oversight Committee (CFOC) on August 6, 2021, for the period ending June 30, 2021. In the interim, nationally recognized bond counsel reviewed proposed uses for the remaining Construction Proceeds and related investment earnings. Once approved, the January 3, 2023, and September 7, 2023, CFOC actions transferred remaining Construction Proceeds and related investment earnings to the Airsides 2 & 4 APM Replacement program.

The approved Airsides 1 & 3 APM Guideway/Structure program budget agreed to the Aviation Authority Board approved CIP budget of $86,432,438. The final budget is $86,120,941 after reductions totaling $311,496, which have been executed.

This request is for CFOC to approve the final funding sources for the Airsides 1 & 3 APM Guideway/Structure program. There are no other alternatives. Airsides 1 & 3 Guideway/Structure program budgets have been reduced by $311,496. There will not be any additional fiscal impact.

The Construction Finance Oversight Committee reached a consensus to approve (a) the funding modifications as outlined in Table 1; and (b) the final funding sources for the Airsides 1 & 3 Guideway/Structure program as reflected in Exhibit 2.

2. Recommendation to Approve Budget for the Final Funding of the Airside 4 Improvements Program

Ms. L'Heureux presented a memorandum dated May 1, 2024, requesting the committee to approve the budget for the final funding of the Airside 4 Improvements program. The Airside 4 Improvements Program Budget Status Worksheet was last presented to the Construction Finance Oversight Committee (CFOC) on November 5, 2019, for the period ending October 31, 2019. In the interim, a Capital Improvement Program (CIP) reduction totaling $1,703,753 was executed, program review analysis prior to closure was completed, partial budget transfers and reductions netting $648,845 were recorded, and 2015A GARBS totaling $147,115 were approved for transfer to the Airsides 2 & 4 APM Replacement program.

The approved Airside 4 Improvements program budget agreed to the August 28, 2019, Aviation Authority Board approved CIP budget of $144,291,884. The current budget is $141,792,171 after reductions to date totaling $2,499,713. Construction and closeout efforts are complete, and the program has been removed from the CIP. There is $1,247,805 of funds remaining to be close to Fund Balance.

This request is for approval to close the $1,247,805 of remaining available funds to Fund Balance and to approve the final funding sources for the Airside 4 Improvements program. There are no other alternatives. Airside 4 Improvements budgets have been reduced by $2,499,713, and will be reduced by an additional $1,247,805, for total program closeout reductions of $3,747,517.

The Construction Finance Oversight Committee reached a consensus to approve (a) the funding modifications as outlined in Table 1; and (b) the final funding sources for the Airside 4 Improvements program as reflected in Exhibit 2.

3. <u>Recommendation to Approve Budget for the Final Funding of the Ticket Lobby Improvements Program</u>

Ms. L'Heureux presented a memorandum dated May 1, 2024, requesting the committee to approve budget for the Final Funding of the Ticket Lobby Improvements Program.

The Ticket Lobby Program Budget Status Worksheet was last presented to the Construction Finance Oversight Committee (CFOC) on November 5, 2019, for the period ending September 30, 2019. In the interim, a Capital Improvement Program (CIP) reduction totaling $2,732,000 was approved to transfer funds into a separate program to facilitate the removal of the Ticket Lobby program from the CIP and allow for continuation of the Common Use Self Service & Passenger Processing Improvements (CUSS/CUPPS) projects. Subsequently, program review analysis and program closeout efforts have been completed, with additional reductions of $3,785,359 being closed to Fund Balance.

The approved Ticket Lobby Improvements program budget agreed to the August 28, 2019, Aviation Authority Board approved CIP budget of $146,181,336. The current budget is $139,663,977 after reductions to date totaling $6,517,359. There are no other alternatives. Ticket Lobby Program budget has been reduced by $6,517,359. There will not be any additional fiscal impact.

The Construction Finance Oversight Committee reached a consensus to approve (a) the funding decreases as outlined in Table 1; and (b) the final funding sources for the Ticket Lobby Improvements Program as reflected in Exhibit 2.

4. <u>Recommendation to Approve the Final South Terminal C Automated People Mover Program Funding</u>

Ms. L'Heureux presented a memorandum dated May 1, 2024, requesting the committee to approve the final South Terminal C Automated People Mover Program Funding. The SAPM Program Budget Status Worksheet was last presented at the May 7, 2019, CFOC for the period ending March 31, 2019. The approved SAPM program budget agreed to the August 28, 2019, Aviation Authority Board approved CIP budget of $426,944,876. The current budget is $411,277,186 after modifications to date totaling $15,667,690. In the interim, multiple CFOC actions and program closeout efforts have occurred in an attempt to expend the Construction Funds.

This final request is for approval to close the $523,189 of remaining available funds to Fund Balance and to approve the final funding sources for the SAPM program. There are no other feasible alternatives. The SAPM budgets have been reduced by $15,667,690, and $523,189 is proposed to be transferred to Fund Balance, for total program closeout reductions of $16,190,879.

The Construction Finance Oversight Committee reached a consensus to approve (a) previously completed transfers subsequent to March 31, 2019, as outlined in Table 1; (b) the transfer of $523,189 to Fund Balance as outlined in Table 2 and Exhibit 2; and (c) the final funding for the South Automated People Mover Program as outlined in Exhibit 2.

5. <u>Recommendation to Approve the Final Intermodal Terminal Facility Program Funding</u>

Ms. L'Heureux presented a memorandum dated May 1, 2024, requesting the committee to approve the final Intermodal Terminal Facility Program funding.

The ITF Program Budget Status Worksheet was last presented at the May 7, 2019, Construction Finance Oversight Committee (CFOC) meeting for the period ending March 31, 2019. In the interim, program review analysis was completed prior to closure of the Florida Department of Transportation (FDOT) grants. Grant reductions totaling $6,187,670 were recorded. This final request is for approval to transfer the $294,219 remaining available in ZC-183 - ITF Construction GMP Related Unallocated Pricing Allowance to ZC-223 - Rail Oversight ITF Track Unallocated within the Rail Infrastructure Oversight program, and to approve the final funding sources. There are no other feasible alternatives. The ITF budgets have been reduced by $6,187,670, and $294,219 is proposed to be transferred to the Rail Infrastructure Oversight program, for total program closeout reductions of $6,481,889.

The Construction Finance Oversight Committee reached a consensus to approve (a) the funding decreases as outlined in Exhibit 2; (b) the transfer of $294,219 of All Aboard Florida funds from ZC-183 - Intermodal Terminal Facility (ITF) Construction GMP Related Unallocated Pricing Allowance, ITF program, to ZC-223 - Rail Oversight ITF Track Unallocated, Rail Infrastructure Oversight program; and (c) the final Intermodal Terminal Facility program funding as outlined in Exhibit 2.

6. **Recommendation to Approve Budget for the Final Funding of the Baggage System – Additional Projects Program**

Ms. L'Heureux presented a memorandum dated May 1, 2024, requesting the committee to approve the budget for the final funding of the Baggage System – Additional Projects Program. On December 19, 2017, the Construction Finance Oversight Committee (CFOC) authorized staff to proceed with a plan to optimize the use of the remaining TSA OTA, FDOT JPA 427878, and PFC bond funding with staff to report back to the CFOC after the plan was implemented with the final values and funding actions.

Both construction and financial closeout efforts are now complete, and the program was removed from the Capital Improvement Program (CIP) as part of the August 2023 update in the amount of $152,377,167. The Baggage System – Additional Projects Program Budget Status Worksheet was last presented at the May 7, 2019, Construction Finance Oversight Committee (CFOC) meeting for the period ending March 31, 2019.

This final request is for approval to close the $1,151,589 in ZC -215 - BHS CIP Unallocated to Fund Balance and to approve the final funding sources for the Baggage Handling – Additional Projects program. There are no other alternatives. The fiscal impact is a reduction of $625,203 of Capital Expenditure and $526,386 of PFC PayGo funds, for a total reduction of $1,151,589 to the BHS – Additional Projects program.

The Construction Finance Oversight Committee reached a consensus to approve (a) previously completed transfers after November 30, 2017, as outlined in Table 1; (b) the transfer of Capital Expenditure funds in the amount of $625,203 from ZC -215 – Baggage Handling System Capital Improvement Program (CIP) Unallocated to Fund Balance as outlined in Table 3 and Exhibit 4; (c) the transfer of Passenger Facility Charge PayGo funds in the amount of $526,386 to Fund Balance as outlined in Table 3 and Exhibit 4; and (d) the final funding for the Baggage Handling System – Additional Projects program as reflected in Exhibit 4.

7. **Recommendation to Approve Budget Transfer Request for W-S00149 – Program Management and Oversight Services, Terminal C Gates C250-253 Ramp/Remain Overnight/Airfield Program**

Mr. Miller presented a memorandum dated May 1, 2024, requesting the committee to approve the budget transfer request for W-S00149 – Program Management and Oversight Services, Terminal C Gates C250-253 Ramp/Remain Overnight/Airfield Program.

Within Addendum 3, Jacobs provided estimated rates which were utilized to develop the cost estimate for staff that were in the process of being identified. Since that time, actual rates have been established and approved. In addition, the BP-S00196 - Airfield Civil, Apron & Taxiway Paving and Ground Support Equipment Facility has been awarded with all alternates selected resulting in the need for additional inspection services. In parallel with the need for additional inspectors, the Aviation Authority has requested that certain management staff be extended in alignment with the

BP-S00196 project. This staff is extended from March 2026 to January 2028 in alignment with the project schedule.

Proposed Amendment 3 to Addendum 3 will be presented at an upcoming Construction Committee, requesting recommendation for approval in the approximate amount of $5.34 million. Included in this amendment is PSA Management, a DBE subcontractor, who provides two (2) staff positions on a full-time basis for the PMO effective October 1, 2023, through December 31, 2025. In the run up to Board approval in September 2023, Jacobs was trying to source DBE participation from another DBE who was unable to provide the participation requested. As this development occurred in real time while Jacobs was preparing Amendment 1 to Addendum 3, Jacobs shifted positions and reached out to PSA Management to fill the DBE participation gap. This amendment also provides additional support for the completion of the BPS00196 scope. Last, this amendment realigns Addendum 3 efforts by program.

Based on the current scope known at this time, it is recommended that $3.8 million budget be transferred to W-S00149RRA, Apron/Airfield, from Apron/Airfield Capital Improvement Program (CIP) Unallocated to support costs associated with Addendum 3, Amendment 3 and to provide a contingency of $300,000 for forthcoming items due to commissioning and testing scope. There are no reasonable alternatives at this time. There is no fiscal impact to the Terminal C Apron/Airfield program, however CIP Unallocated will be reduced by $3.8 million.

Chairperson Sharman stated resources are being added now that there is a better idea of what the scope is. Chairperson Sharman referenced the tables stating that each of these programs are different, and all have different funding sources. Chairperson Sharman stated it is important to identify what work is being done in each individual program. Chairperson Sharman acknowledged Jacob's internal process of monitoring the jobs as a whole but stated it is necessary to be broken out by program. Chairperson Sharman stated an info item can be presented next month if the breakout between programs changes. Chairperson Sharman asked Mr. Miller if the $3.8 million is enough. Mr. Miller stated, based on current conditions, the amount is enough. Mr. Marble agreed. Mr. Marble stated a part of this is the reconciliation between the individual programs and having costs properly allocated.

The Construction Finance Oversight Committee reached a consensus to approve the budget transfer of $3,800,000 of General Airport Revenue Bond (GARB) funds from ZC-355 – Capital Improvement Program (CIP) Unallocated to W-S00149 – Program Management and Oversight Services.

8. **Recommendation to Approve Budget Transfer Request for W-00490 – Program Oversight Services, Changing Regulatory Requirements Program**

   Ms. Merck presented a memorandum dated May 1, 2024, requesting the committee to approve a budget transfer request for W-00490 – Program Oversight Services, Changing Regulatory Requirements Program.

   It is anticipated that a request for an amendment will be submitted to the Construction Committee to support the additional hours that will be required during fiscal year 2024. To support this on-going effort, it is requested that an additional $150,000 be transferred to W-00490. There is no overall fiscal impact to the Changing Regulatory Requirements program, however, the contingency will be reduced by $150,000.

   The Construction Finance Oversight Committee reached a consensus to approve the transfer of $150,000 of General Airport Revenue Bond (GARB) funds from ZC-252 - U.S. Customs and Border Protection Regulation Contingency to W-00490 – Program Oversight Services.

9. **Request to Approve Budget Transfer Request for W-S00211 – Pre-Development Services, Terminal C, Phase 2**

   Ms. Merck presented a memorandum dated May 1, 2024, requesting the committee to approve a budget transfer for W-S00211 – Pre-Development Services, Terminal C, Phase 2.

On October 18, 2023, the Aviation Authority Board authorized staff to issue Addendum 48 to the General Consulting Services Agreement with Ricondo & Associates, Inc. for the total not-to-exceed amount of $1,093,448. A request for an amendment to Addendum 48 is anticipated to be presented to an upcoming Construction Committee in the approximate amount of $1 million. To support this anticipated amendment and to provide funds for potential additional financial and program oversight, it is recommended that $1.3 million be transferred to W-S00211 from CIP Unallocated. There are no reasonable alternatives at this time. There is no overall fiscal impact to the Terminal C, Phase 2 program. If approved, CIP Unallocated will be reduced by $1,300,000.

Mr. Marble stated the Phase 2 Program Definition Document that was accomplished was driven by the end of February deadline to have a cost estimate delivered. Mr. Marble stated a year long process was contracted into a four-to-five-month process. Mr. Marble stated this process shortchanged opportunities to look at refined analysis of different airline demand scenarios. Mr. Marble stated this now allows the benefit of additional time to do some further study to refine what the program costs will be. Mr. Marble stated this is more in line of what a typical Program Definition Document would be. Chairperson Sharman asked what is the estimated date for the deliverables. Mr. Marble stated this is driven by the next fiscal year programming of the ultimate project. Chairperson Sharman stated to manage expectations we would need this by the end of January. Mr. Marble stated the memo has February as the deadline, while mentioning it is driven to be done by the next CIP development cycle so there is some flexibility.

The Construction Finance Oversight Committee reached a consensus to approve the budget transfer of $1,300,000 of Capital Expenditure Funds from ZC-366 – Terminal C, Phase 2 Capital Improvement Program Unallocated to W-S00211 – Pre-Development Services.

10. <u>HANDOUT: Recommendation to Approve Budget and Commitment Transfer Requests from South Terminal C Phase 1 Expansion to Terminal C Enhancement Projects for Fiscal Year 2024 Closeout</u>

Ms. Merck presented a memorandum dated May 1, 2024, requesting the committee to approve budget and commitment transfer requests for South Terminal C Phase 1 Expansion to Terminal C Enhancement Projects for Fiscal Year 2024 Closeout.

As part of the plan to remove STC-P1 and STC-P1X from the CIP during Fiscal Year (FY) 2024, the CFOC previously approved establishing initial budgets to support FY 2024 STC closeout soft cost oversight efforts within the Terminal C Enhancement Projects program. Additionally, following FY 2023 closeout, the CFOC authorized transferring contract items that were not yet complete from STC-P1 and STC-P1X to the Terminal C Enhancement Projects program.

To allow for removal of STC-P1 and STC-P1X from the CIP, it is recommended that the $2.4 million open and unpaid contract values be transferred to the STC FY 2024 Closeout subprogram of the Terminal C Enhancement Projects program. In addition, various Estimate at Completion (EAC) reductions are requested on the STC-P1 and STC-P1X programs, reducing the respective project budgets to reflect final actual expenditures, to be transferred to Program Price Allowance and Unallocated Soft Cost then subsequently closed to Fund Balance or released as otherwise appropriate.

There are no reasonable alternatives at this time. This action will increase the Terminal C Enhancement Projects program by $2,359,098, release $3,249,265 of uncommitted and unexpended funds from South Terminal C Phase 1, and release $957,235 of uncommitted and unexpended funds from South Terminal C Phase 1 Expansion.

Chairperson Sharman thanked Ms. Merck for her role in being the glue to connect the Engineering/Construction team to the Finance and Financial Oversight teams. Chairperson Sharman stated this is an impressive list of statistics. Chairperson Sharman referenced Table 3 and the percentages of budget which is a reflection of all the real time auditing, program oversight, and coordination that occurred. Chairperson Sharman thanked all the parties involved for their part in getting this program completed successfully, acknowledging Ross Spence specifically. Chairperson Sharman stated she is thankful we are closing this program out quickly so we can move on to the other programs in process and that are being added to the CIP at the end of the month. Mr. Marble stated it is impressive to get to this point so promptly.

The Construction Finance Oversight Committee reached a consensus to approve the budget transfers reflected in Exhibits 1, 2, and 3.

11. **Recommendation to Approve Budget Transfer Request for W-S00113ACG – Technology & Multimedia, Terminal C Airside Concourse Gates C250-C253**

    Mr. Volpe presented a memorandum dated May 1, 2024, requesting the committee to approve a budget transfer request for W-S00113ACG – Technology & Multimedia, Terminal C Airside Concourse Gates C250-C253.

    The Aviation Authority has requested additional changes beyond the original contract scope, necessitating further professional services support. A request for an amendment to Burns Engineering was presented to the Construction Committee on April 30, 2024, in the amount of $23,496. It is requested that $100,000 be transferred from Soft Cost Reserve to fund this item and to provide contingency for costs through completion of the Gates Expansion program, including Construction Phase support services.

    There are no reasonable alternatives. There is no overall fiscal impact to the program. If approved, this will reduce the Soft Cost by $100,000.

    The Construction Finance Oversight Committee reached a consensus to approve the transfer of $100,000 of General Airport Revenue Bond (GARB) funds from ZC-353 – Terminal C Airside Concourse Gates C250-C253 Soft Cost Reserve to W-S00113ACG – Technology & Multimedia.

12. **Recommendation to Approve Budget Transfer Request for R-00105 – Building 858 Roof Replacement, Building Renovations Program**

    Mr. Paterson presented a memorandum dated May 1, 2024, requesting the committee to approve a budget transfer request for R-00105 – Building 858 Roof Replacement, Building Renovations Program.

    The existing non-terminal building roof on Building 858 is currently leaking and in need of replacement. In order to facilitate this need, it is requested that $502,900 be transferred from ZC-371 – Non-Terminal Building Roof Replacement Capital Improvement Program (CIP) Unallocated to R-00105 - Building 858 Roof Replacement.

    The alternatives are to not replace the roof on Building 858 which is currently leaking. The Non-Terminal Building Roof Replacement CIP Unallocated will be reduced by $502,900.

    The Construction Finance Oversight Committee reached a consensus to approve the transfer of $502,900 of Capital Expenditure funds from ZC-371 – Non-Terminal Building Roof Replacement Capital Improvement Program (CIP) Unallocated to R-00105 - Building 858 Roof Replacement.

B. PROGRAM BUDGET STATUS WORKSHEETS

1. **North Terminal Baggage Handling System MAC Projects**
   No Changes
2. **Baggage Handling System**
   No Changes
3. **Closed Circuit Television Improvements**
   No Changes
4. **Changing Regulatory Requirements**
   Reflects April 2, 2024, CFOC Action
5. **Airsides 2 & 4 APM System Update**
   No Changes
6. **Airside 2 & 4 APM Replacement**
   Reflects April 2, 2024, CFOC Actions

7. **North Terminal Restrooms Upgrade – Phase 1**
   No Changes

8. **North Terminal Security Checkpoints**
   No Changes

9. **Passenger Processing Efficiency System**
   No Changes

10. **Airline Terminal Improvements**
    Reflects April 2, 2024, CFOC Action

11. **Security Enhancement Program**
    No Changes

12. **North Terminal Signage**
    Reflects April 2, 2024, CFOC Actions

13. **Health & Safety Renovations 2018-2025**
    No Changes

14. **North Terminal Buildings' Roof Replacement**
    No Changes

15. **North Terminal Vertical Circulations Improvements**
    No Changes

16. **North Terminal Renovations**
    No Changes

17. **North Terminal Building Systems Upgrades**
    No Changes

18. **Intentionally Left Blank**

19. **Airfield Pavement Rehabilitation**
    No Changes

20. **Rental Car Quick-Turn-Around Projects**
    No Changes

21. **Terminal A & B RAC Counter & Lobby Improvements**
    No Changes

22. **Roadway Improvements Program**
    Reflects April 2, 2024, CFOC Actions

23. **Rental Car Expansion Program**
    No Changes

24. **Roadway Signage 2018-2025**
    Reflects April 2, 2024, CFOC Action

25. **Employee Parking Lot**
    No Changes

26. **Ground Transportation Facility Pedestrian Bridge**
    No Changes

27. **Roadway Congestion Management Project**
    No Changes

28. **Parking Improvements**
    No Changes

29. **Fiber Infrastructure Program**
    No Changes

30. Wildlife Attractant Removal
    No Changes

31. Building Renovations
    No Changes

32. Security Detection System Improvement
    No Changes

33. Environmental Mitigation
    No Changes

34. Master Stormwater Planning
    No Changes

35. New OIA Masterplan
    No Changes

36. Advanced Budget, Schedule, & Scoping Analysis (ABSSA)
    No Changes

37. C/E/F Annex 2 & Parking
    No Changes

38. Infrastructure Development for Tenant Projects
    No Changes

39. Airport Power Systems Upgrades
    No Changes

40. Executive Lobby/Conference/Office Area Renovations
    No Changes

41. South Terminal C Phase 1
    Reflects April 2, 2024, CFOC Actions

42. South Terminal C Expansion Phase 1 Expansion
    No Changes

43. Terminal C Phase 2
    No Changes

44. Terminal C Airside Concourse Gates C250-C253
    No Changes

45. Terminal C Gates C250-253 Ramp, Remain Overnight (RON), & Airfield
    No Changes

46. Terminal C Enhancements
    Reflects April 2, 2024, CFOC Actions

47. Passenger Conveyance Systems
    No Changes

48. Terminal C Landscaping
    No Changes

49. South Computer Room Buildout
    No Changes

50. Hyatt Regency Hotel
    No Changes

51. Orlando Executive Airport Active Project
    Reflects April 2, 2024, CFOC Action

52. Rail Infrastructure Oversight
    No Changes

V. START-UP PACKAGES AND RATIFICATION ITEMS

1. Start-up Packages

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VI. INFORMATIONAL/DISCUSSION ITEMS

A. **2024 CFOC Meeting and Memo Deadline Schedule**

B. **2024 CFOC Meeting and Deadline Calendar**

C. Chairperson Sharman mentioned the next scheduled CFOC meeting will be held June 4, 2024, at 9:45 a.m. The CFOC memorandum deadline is May 21, 2024, at 10:00 a.m. CFOC memos should be submitted to cfocSubmissions@goaa.org. The initial CFOC Agenda Review Meeting will be held on May 23, 2024, at 1 p.m. via Microsoft Teams Meeting.

ADJOURNMENT

Having no further business to conduct, the meeting was adjourned at 10:53 a.m.

Kathleen M. Sharman, CFO

Kathleen M. Sharman, Chairperson
Construction Finance Oversight Committee
Chief Financial Officer

On **WEDNESDAY, MARCH 27, 2024**, the **FINANCE COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room located in the main terminal building at the Orlando International Airport (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 1:46 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

Committee members present,	M. Carson Good, Chairman Mayor Buddy Dyer Belinda Kirkegard (alternate)
Also present,	Kevin J. Thibault, Chief Executive Officer Kathleen Sharman, Chief Financial Officer Yovannie Rodriguez, Chief Administrative Officer Anthony Davit, Chief Operating Officer Richard Clarke, Chief Creative Officer Tianna Dumond, Senior Vice President, Internal Audit Doug Starcher, Nelson Mullins Dan Gerber, General Counsel Aracelis Mercado, Assistant to Chief Executive Officer Anna Farmer, Manager, Board Services and Recording Secretary

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. As adopted by the Board, lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

MINUTES

1. Upon motion by Mayor Dyer, second by Mrs. Kirkegard, motion passed to accept the February 21, 2024, Finance Committee minutes, as written.

CONSENT AGENDA

2. Mr. Thibault asked that the Consent Agenda be approved as presented.

A. Recommendation of the Ad Hoc Committee to Award 24-111-RFP Underwriter Services

Upon motion by Mrs. Kirkegard, second by Mayor Dyer, vote carried to approve the Consent Agenda as presented.

ADJOURNMENT

3. There being no further business to be considered, Chairman Good adjourned the meeting at 1:48 p.m.

(Digitally signed on May 15, 2024)

Anna Farmer
Manager, Board Services and Recording Secretary

Kevin J. Thibault
Chief Executive Officer