

**GREATER ORLANDO AVIATION AUTHORITY
PROCUREMENT COMMITTEE**

DATE: May 21, 2024

DAY: Tuesday

TIME: 9:30 A.M.

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

I. CALL TO ORDER / ROLL CALL / ANNOUNCEMENTS

II. CONSIDERATIONS OF MINUTES FOR APRIL 2, AND APRIL 9, 2024

III. CONSENT AGENDA

- Request for Approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for Master Planning Services of the East Airfield at Orlando International Airport (MCO).

IV. NEW BUSINESS

- Recommendation to Approve Amendment No. 1, the First and Second Renewal Option for Purchasing Contract 17-21, Management of Electrical Switchgear Equipment, Generators, Uninterruptible Power Supplies (UPS) and Batteries, and Emergency Generator Fuel Delivery System (FDS) Testing, Maintenance and Repair Services with Electric Services, Inc.

V. CONSIDERATION OF FIRMS FOR 24-163-RFP CUSTOMER AMBASSADOR SERVICES.

- ABM Aviation, Inc.
- BAGS
- Flagship Aviation Services
- GC Services
- Realtime Services
- Sunshine Enterprise, USA LLC.
- Triangle Services, Inc.
- Tryfacta, Inc.
- VIP Hospitality, LLC.

NOTE: 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 decision made at these meetings will need record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is to be based. 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.rodriquez@goaa.org by 4:00 p.m., May 28, 2024.

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 1st 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 offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

(Pursuant to Florida Statute 286.0113 (2)(b)1., the portion of the Procurement Committee meeting, when interviews are being conducted, will be exempt from public meeting requirements.)

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

[The next Procurement Committee Meeting is scheduled for Tuesday, May 28, 2024, at 9:30 a.m.](#)

On **TUESDAY, April 2, 2024**, the **PROCUREMENT COMMITTEE** met at the Carl T. Langford Board Room Orlando International Airport, One Jeff Fuqua Blvd. Orlando, FL 32827. Vice Chair Griffin called the meeting to order at 9:30 a.m. Vice Chair Griffin read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

Marquez Griffin, Vice Chair, GOAA Vice President, MCO Operations

Jeff Daniels, GOAA Assistant Vice President, Facilities

Robert Furr, GOAA Vice President, Engineering and Architecture

Iranetta Dennis, GOAA Vice President, Small Business

Judith-Ann Jarrette, GOAA Vice President, ORL Operations

Also participating:

Dan Gerber, Legal Counsel (Rumberger, Kirk & Caldwell)

Karen Ryan, Legal Counsel (Nelson Mullins Riley & Scarborough LLP)

Bob DeBaere, GOAA Assistant Vice President, Airport Operations

Thomas O'Day, GOAA Manager of Maintenance Contracts, Maintenance Admin

Erick Filbert, GOAA Assistant Vice President, Maintenance Admin

Brian Gilliam, GOAA Vice President, Security

Ian Brooks, GOAA IT Contracts Manager, Information Technology

Chris DeLoatche, GOAA Manager, Land Use & Transport

Olimpia Lonsdale, GOAA Assistant Vice President, Procurement Services

Marie Dennis, GOAA Deputy Chief Financial Officer, Finance

Dillan Montenegro, GOAA Procurement Recording Secretary

CONSIDERATION OF MINUTES FOR FEBRUARY 20, 2024.

Upon motion by Mr. Daniels, second by Mrs. Dennis, vote carried to approve the Procurement Committee Minutes for February 20, 2024, as presented.

NEW BUSINESS

A. REQUEST FOR APPROVAL OF AN AMENDMENT TO ADDENDUM 44 OF THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR ADDITIONAL FISCAL YEAR 2024 ON-CALL GENERAL CONSULTING SERVICES AT THE ORLANDO INTERNATIONAL AIRPORT.

Upon Motion by Mr. Daniels, seconded by Mrs. Jarrette, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mr. Daniels, seconded by Mrs. Jarrette, vote carrier to approve an amendment to Addendum 44 of the General Consulting Services Agreement with Ricondo & Associates, Inc. for Additional Fiscal Year 2024 On-Call General Consulting Services at the Orlando International Airport with the fiscal impact of \$80,000. Funding is from previously approved Operation and Maintenance Funds.

B. REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD FOR APPROVAL OF AN ADDENDUM TO THE GENERAL CONSULTING SERVICES AGREEMENT WITH RICONDO & ASSOCIATES, INC. FOR PASSENGER INTERCEPT SURVEYS AT ORLANDO INTERNATIONAL AIRPORT (MCO).

Upon motion by Mr. Furr, seconded by Mrs. Dennis, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mrs. Dennis, seconded by Mrs. Jarrette, vote carried to approve an addendum to the General Consulting Services Agreement with Ricondo & Associates, Inc. for Passenger Intercept Surveys at Orlando International Airport (MCO) with the fiscal impact of \$22,954.50 with funding from previously approved Operation and Maintenance Funds.

C. REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD FOR APPROVAL OF AMENDMENT NO. 8, CONTRACT ADJUSTMENT, AND APPROVAL FOR YEAR FOUR FUNDING FOR PURCHASING CONTRACT 01-21, ELEVATORS, ESCALATORS AND MOVING SIDEWALKS MAINTENANCE AND REPAIR SERVICES WITH SCHINDLER ELEVATOR CORPORATION ("SCHINDLER")

Upon motion by Mr. Daniels, seconded by Mrs. Jarrette, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mrs. Daniels, seconded by Mrs. Jarrette, vote carried to approve an addendum No. 8, Contract Adjustment, and approval for Year Four Funding for Purchasing Contract 01-21, Elevators, Escalators and Moving Sidewalks Maintenance and Repair Services with Schindler Elevator Corporation. The fiscal impact for the Contract Adjustment is a not-to-exceed amount of \$8,448,786.20. Funds anticipated to be spent under the contract in the current fiscal year are within budget. Funding required in the current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

D. REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO AWARD OTHER ENTITY CONTRACT (OEC) 24-455- OEC FOR TWO EXAGRID DATA STORAGE EXPANSION UNITS AND ONE YEAR MAINTENANCE SUPPORT TO PRESIDIO HOLDINGS, INC. UNDER THE GENERAL SERVICES ADMINISTRATIVE CONTRACT GS35F303DA.

Upon motion by Mrs. Dennis, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mrs. Dennis, seconded by Mr. Daniels, vote carried to award Other Entity Contract (OEC) 24-455- OEC for two Exagrid data storage expansion units and one year maintenance support to Presidio Holdings, Inc. under the General Services Administrative Contract GS35F303DA. The fiscal impact of this award is a not-to-exceed amount of \$356,093.58 for the one-time procurement of the ExaGrid Expansion data storage hardware and one year maintenance. Funding is from the Capital Expenditure Funds. Funds anticipated to be spent under the contract in the current fiscal year are within budget.

E. REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO AWARD INVITATION FOR BID 24-153-IFB, BLANK PROXIMITY ID CARDS TO IDENTISYS, INC.

Upon motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to award Invitation for Bid 24-153-IFB, Blank Proximity ID Cards to IdentiSys, Inc. The fiscal impact of this award is a not-to-exceed amount of \$328,800 for the one-time procurement of 60,000 Blank Proximity Cards. Funding is available from the Operations and Maintenance Fund.

F. REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO EXERCISE THE FIRST RENEWAL OPTION OF PURCHASING CONTRACT 16-21, U.S. DEPARTMENT OF AGRICULTURE (USDA) REGULATED GARBAGE SERVICES AT ORLANDO INTERNATIONAL AIRPORT WITH COVANTA ENVIRONMENTAL SOLUTIONS, LLC (COVANTA)

Upon motion by Mrs. Jarrette, seconded by Mrs. Dennis, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mrs. Jarrette, seconded by Mrs. Dennis, vote carried to exercise the First Renewal Option of Purchasing Contract 16-21, U.S. Department of Agriculture (USDA) Regulated Garbage Services at Orlando International Airport with Covanta Environmental Solutions, LLC. The value of the first renewal option is a not-to-exceed amount of \$473,320. Funding required in the current and subsequent fiscal year will be allocated from the Operations and Maintenance Fund as approved through the budget process and when funds become available.

G. REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY BOARD TO AWARD PURCHASING CONTRACT 24-124-IFB FIRE SUPPRESSION SYSTEMS TESTING, CERTIFICATION AND MAINTENANCE SERVICES TO UNITED FIRE PROTECTION, INC.

Upon motion by Mr. Daniels, seconded by Mrs. Dennis, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mr. Daniels, seconded by Mrs. Dennis, vote carried to award Purchasing Contract 24-124-IFB Fire Suppression Systems Testing, Certification and Maintenance Services to United Fire Protection, Inc. The fiscal impact of this award is for a not-to-exceed amount of \$628,150 for a five-year period. Funds anticipated to be spent under the contract in the current fiscal year are within budget. Funding required in the current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

ADJOURNMENT

1. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned by 9:46 a.m.

Marquez Griffin, Vice Chair

Procurement Committee

Senior Vice President of Operations

On **TUESDAY, April 9, 2024**, the **PROCUREMENT COMMITTEE** met at the Gemini Conference Room Aviation Authority Annex at the Orlando International Airport, Orlando, FL 32827. Vice Chair Griffin called the meeting to order at 9:30 a.m. Vice Chair Griffin read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Procurement Committee members confirmed no violations regarding the Aviation Authority's Code of Ethics and Business Conduct; lobbying activities policy; or the Florida Sunshine law regarding any agenda item.

Committee Members present:

Marquez Griffin, Vice Chair, GOAA Vice President, MCO Operations

Jeff Daniels, GOAA Assistant Vice President, Facilities

Robert Furr, GOAA Vice President, Engineering and Architecture

Judith-Ann Jarrette, GOAA Vice President, ORL Operations

Also participating:

Karen Ryan, Legal Counsel (Nelson Mullins Riley & Scarborough LLP)

Kelly Loll, GOAA Vice President, Procurement Services

Olimpia Lonsdale, GOAA Assistant Vice President, Procurement Services

Dillan Montenegro, GOAA Procurement Recording Secretary

CONSIDERATION OF MINUTES FOR FEBRUARY 27, 2024.

Upon motion by Mrs. Jarrette, second by Mr. Daniels, vote carried to approve the Procurement Committee Minutes for February 27, 2024, as presented.

NEW BUSINESS

A. REQUEST THE PROCUREMENT COMMITTEE TO DEEM CORPORATE AIRCRAFT HOLDINGS LLC DBA AVIOTEC SERVICES AND INNOVATIVE SYSTEMS GROUP OF FLORIDA AS NON-RESPONSIVE TO THE REQUEST FOR PROPOSAL 24-163-RFP, CUSTOMER SERVICE AMBASSADORS.

Upon Motion by Mr. Furr, seconded by Mr. Daniels, vote carried to approve the recommendation to the Aviation Authority Board.

Upon motion by Mr. Daniels, seconded by Mrs. Dennis, vote carrier to deem Corporate Aircraft Holdings LLC dba Aviotec Services and Innovative Systems Group of Florida as non-responsive to the request for proposal 24-163-RFP, Customer Service Ambassadors due to not meeting Minimum Requirement of Vendor Submission Section 7.4 Small Business Program and Section 7.5 Letter of Intent/Affirmation. This Solicitation includes a Minority and Women Business Enterprise (MWBE) goal of 20%.

B. CONSIDERATION OF FIRMS FOR AIRSIDES RESTROOM REFURBISHMENTS (W501) AT THE ORLANDO INTERNATIONAL AIRPORT. (Five firms responded by March 26, 2024).

- *Balfour Beatty Construction, LLC*
- *Beck Architecture, LLC*
- *Clancy & Theys Construction Co*
- *Collage Design and Construction*
- *Gomez Construction Co.*

Upon Motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to approve the motion to re-advertise the solicitation for April 21.

Upon Motion by Mrs. Jarrette, seconded by Mr. Daniels, vote carried to approve the motion to re-advertise the solicitation for April 21. Due to the fact there was only one proposer who met the minimum requirements. Mandatory minimum experience was too restrictive. The re-advertisement will not require the current Proposers to re-submit their SOQs. Proposers should take special notice that when a mandatory minimum includes a minimum project value, proposers must disclose the project values to be considered.

ADJOURNMENT

1. No public comments were made during the meeting. There being no further business for discussion, the meeting was adjourned by 9:37 a.m.

Marquez Griffin, Vice Chair
Procurement Committee
Senior Vice President Operations



MEMORANDUM

TO: Members of the Procurement Committee

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

DATE: May 21, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for Master Planning Services of the East Airfield at Orlando International Airport (MCO).

BACKGROUND

In March 2023, the firms providing Continuing Civil Engineering Services were selected through a competitive award process. These services are procured on an as-needed or annual basis.

On March 15, 2023 the Aviation Authority Board approved a Continuing Civil Engineering Services Agreements with the following firms:

- AECOM Technical Services, Inc.
- Atkins North America, Inc.
- Avcon Inc. (MWBE)
- C&S Engineers, Inc.
- Kimley-Horn and Associates, Inc.
- Mead & Hunt, Inc.

These no-cost base agreements established the negotiated hourly rates. The terms of these agreements shall be for a period of five years. These Services consist of continuing civil engineering services and related professional services, including but not limited to, civil, traffic, environmental, structural evaluation and design; landscape and irrigation design; utilities and infrastructure design; airfield design; roadway and signage design; surveying; cost estimating; scheduling; geotechnical services; stormwater management consulting and design services; and all other related services including coordination with the Aviation Authority, its Consultants, the City of Orlando and all agencies having jurisdiction over the facilities such as the Federal Aviation Administration, the Transportation Security Administration, the Florida Department of Transportation, and the Orlando Utilities Commission.

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

ISSUES

The Consultant's proposal, dated March 19, 2024, is to provide master planning services of the East Airfield development area in preparation of introducing Advanced Air Mobility to Orlando International Airport. The services will consist of updating the master plan based on the development program proposed by GOAA and shall be consistent with the Memorandum of Understanding (MOU) between GOAA, the Lake Nona Community Association, and the City of Orlando Planned Development (PD) for the proposed East Airfield Development areas. The master plan exercise will be for internal planning use only. Any City of Orlando PD or MOU modifications that have been identified through the exercise will be coordinated with the appropriate parties at a later date under a separate scope.

The cumulative contract value of all addenda/amendments since the last approval by the Aviation Authority Board for the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. does not exceed the \$250,000 threshold; thus, this agenda item does not require Board approval.

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

SMALL BUSINESS

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

ALTERNATIVES

None.

FISCAL IMPACT

The fiscal impact is \$50,890.00. Funding is from previously-approved Capital Expenditure Funds.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve an addendum to the Continuing Civil Engineering Services Agreement with Kimley-Horn and Associates, Inc. for the services contained herein and amount as shown below:

Not to Exceed Fees	\$50,890.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
TOTAL	\$50,890.00
CRI – Compliance Review Date	DL 5/15/24
CRI – Funding Eligibility Review Date	5/15/24

ATTACHMENT A

FINANCE FORM

Date:	<u>May 1, 2024</u>	Requestor's Extension:	<u>x3139</u>
Requestor's Name:	<u>Brad Friel</u>	Preparer's Extension:	<u>x2255</u>
Preparer's Name:	<u>Chris DeLoatche</u>	Solicitation #:	<u>N/A</u>
Requestor's Department:	<u>Multi-Modal Planning and Environmental</u>	Contract # / Name:	<u>General Consulting Services</u>
Description:	<u>East Airfield Master Planning</u>	Procurement Committee Date:	<u>May 21, 2024</u>
Vendor:	<u>Kimley-Horn and Associates, Inc.</u>	Agenda Item #:	<u></u>

NON-PROJECT FUNDS: CAPEX

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxx xx	FY 23 Amount	FY24 Amount	FY25 Amount	FY26 Amount	FY27 Amount	TOTAL CONTRACT
308.711.110.5310009.000.50 1672		\$50,890.00				
Total Requisition:		\$50,890.00				
Requisition Number:		96893				
Funding Approver:	<i>Andrea Harper</i>					
OMB Notes:						

Number	Description	Approval Status	Creation Date	Currency	Total	Preparer	Reserved
96893	PC 05/21/24 East Airfield Master Plai	In Process	02-MAY-2024 14:55:0	USD	50,890.00	Wages, Alice M	<input checked="" type="checkbox"/>



MEMORANDUM

TO: Members of the Procurement Committee

FROM: Edelis Molina, Manager Small Business Programs

DATE: May 21, 2024

ITEM DESCRIPTION

Request for Approval of an Addendum to the Continuing Civil Engineering Consulting Services Agreement with Kimley-Horn and Associates, Inc. for Master Planning Services of the East Airfield at the Orlando International Airport

SMALL BUSINESS

We have reviewed the qualifications of the subject contract's MWBE/LDB/VBE specifications and have determined that Kimley-Horn and Associates, Inc. does not propose small business participation on this addendum due to the limited scope of the project.



March 19, 2024

Ms. Keegan O'Brien, P.E.
Assistance Vice President or Environmental
Greater Orlando Aviation Authority
5855 Cargo Road
Orlando, Florida 32827
mary.obrien@goaa.org

**Re: East Airfield Master Planning Assistance
at Orlando International Airport**

Dear Keegan:

Attached, please find our proposal to complete the design services for the subject project, in accordance with our Continuing Civil Engineering Consultant Services contract (March 31, 2023) and approved rates.

The proposal submitted herein is for a total value of \$50,890; of which \$50,890 is not-to-exceed reimbursable labor fee. The following tables are attached for backup:

- Table C-1, Summary of Fees and Expenses
- Table C-4, Summary of Not-to-Exceed Fees and Expenses
- Table C-5 (Kimley-Horn), Breakdown of Not-to-Exceed Reimbursable Fees for Kimley-Horn
- Table C-7, LDB/MWBE Participation Schedule
- Table C-9, Summary of Contracted Hourly Rates

Please note that since this scope is very specific, we are not currently able to partner with any of our MWBE/DBE/LDB partners at this time.

We sincerely appreciate the opportunity to provide these services to you and the Greater Orlando Aviation Authority. Please contact me if you have any questions.

Very truly yours,
KIMLEY-HORN AND ASSOCIATES, INC.

Jonathan A. Martin, P.E.
Principal

Brian S. Ashby, P.E.
Vice President

CC:
K:\ORL_Aviation_marketing\GOAA\2024-03-06 East Airfield Master Planning\Coverletter-OBrien-East Airfield Master Planning-2024-03-13.docx

**ATTACHMENT A: SCOPE OF SERVICES
ORLANDO INTERNATIONAL AIRPORT
EAST AIRFIELD MASTER PLANNING
GREATER ORLANDO AVIATION AUTHORITY**

OVERVIEW

The project boundary encompasses the area that consists of the East Airfield of the Orlando International Airport (MCO). The area is within the jurisdiction of the City of Orlando and the South Florida Water Management District (SFWMD).

The services will consist of updating the master plan based on the development program proposed by GOAA and shall be consistent with the Memorandum of Understanding (MOU) between GOAA, the Lake Nona Community Association, and the City of Orlando Planned Development (PD) for the proposed East Airfield Development areas. The master plan exercise will be for internal planning use only. Any City of Orlando PD or MOU modifications that have been identified through the exercise will be coordinated with the appropriate parties at a later date under a separate scope.

SCOPE:

INTRODUCTION

This project includes the development of a master plan for the East Airfield. The master planning efforts will build upon and be consistent with the preliminary bubble plans, the SFWMD Conceptual ERP permit, the environmental assessment, the MOU, and existing PD. The master plan will include the incorporation of program elements similar to what is illustrated in approved PD to include: hotel, office, commercial, and industrial uses. The commercial uses will front Narcoossee Road and move towards airfield support as we head west.

The basic scope of services for this project includes the following tasks:

Task 1 – Project Visioning & Conceptualization

Kimley-Horn will provide the following visioning and conceptualization services:

A. General:

Visioning is the art of establishing the conceptual look, feel and style of a proposed development. The vision is an idealistic view of the desired outcome of the project after completion. The vision for a development project includes programming, visual character and physical form. The following tasks are focused on identifying and documenting a project vision.

B. Benchmarking:

Kimley-Horn will research similar projects (benchmarks) to assist with project scale, proportion, mood, character and proposed program elements.

C. Style and Character Boards:

Kimley-Horn will provide style and character boards depicting options for the style(s) of building architecture, streetscapes, site design and open space through the use of photographs and sketches.

D. Vision and Character Meeting / Workshop:

Kimley-Horn will organize a visioning and design character workshop. The workshop will focus on building consensus amongst the stakeholders group.

E. Vision Plan:

Kimley-Horn will produce an updated conceptual land-use bubble plan that reflects the decisions made regarding placement of land-uses during the project visioning phase. This Vision Plan will become the basis for the master plan in Task 2.

Deliverable: Kimley-Horn will gather all the data and design produced during this phase and format it into a booklet for distribution.

Task 2 – Master Planning

Kimley-Horn will provide the following master planning services for internal project review, financial analysis and owner approval.

- A. Coordination of the site plan elements / adjacencies with the overall site development criteria set-forth by the PD and surrounding context and Land Development Regulations (LDR) criteria.
- B. Review of, and response to proposed development program as provided by the GOAA
- C. Review and respond to potential traffic and transportation limitations in the area. This will be a desktop review, not a full traffic impact analysis.
- D. Detailed Master Plan – process and documentation:

Kimley-Horn will prepare a detailed master plan / site plan for the entire property. The master plan document(s) will address the following areas and elements:

- Existing natural features and elements of the site such-as: topography, geology, existing vegetation and major drainage patterns
- Proposed streets, street network and intersection criteria

- Proposed placement of buildings and type of the development parcels to be implemented by others or through separate RFP by GOAA, expansion of existing facilities, associated parking and/or parking structure options and other structures associated with the master plan program
- Parking configuration evaluation (surface, structured and on-street)
- Common Areas and Landscape Buffers
- Major open spaces
- Stormwater management areas

E. Plan enlargements for selected areas of the development

F. Typical street and roadway cross-sections

G. Prepare one 3D sketch-up model (white model + Land-use colors)

H. Phasing diagram

UPDATED CHARACTER IMAGE BOARDS SCHEDULE

TBD	Contract Execution & NTP
8 Weeks from NTP	Visioning
12 weeks from Vision Approval	Master Plan

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
Table C-1

Phase of Project:	Master Planning Assistance	Meetings and Coordination	SUBTOTAL	TOTAL CONTRACT
1.0 Lump Sum Fee:	\$0.00	\$0.00	\$0.00	\$0.00
2.0 Not to Exceed Reimbursable Fee:	\$41,780.00	\$9,110.00	\$50,890.00	\$50,890.00
3.0 Not to Exceed Reimbursable Expenses:	\$0.00	\$0.00	\$0.00	\$0.00
4.0 TOTAL CONTRACT VALUE:	\$41,780.00	\$9,110.00	\$50,890.00	\$50,890.00
<hr/>				
Total Lump Sum Labor Hours:	0	0	0	0
Total Not to Exceed Reimbursable Labor Hours:	255	45	0	300
TOTAL LABOR HOURS:	255	45	300	300
Average Hourly Rate:	\$163.84	\$202.44	\$169.63	\$169.63

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
Table C-4

Phase of Project:	Master Planning Assistance		Meetings and Coordination		Labor Hours	TOTAL
	Labor Hours	Total Fee	Labor Hours	Total Fee		Cost
Kimley-Horn & Associates						
Not to Exceed Reimbursable Fee	255	\$41,780	45	\$9,110	300	\$50,890
Not to Exceed Reimbursable Expenses		\$0		\$0		\$0
Sub-Total Designer	255	\$41,780	45	\$9,110	300	\$50,890
Total Not to Exceed Amount:	255	\$41,780	45	\$9,110	300	\$50,890

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL
Table C-5 (Kimley-Horn)

Position:	QC Reviewer		Sr. Project Manager		Senior Engineer		Engineer		Engineer Intern		Senior CADD Designer		Senior Administrative Asst.		TOTAL		
	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Labor Hours	Cost	Avg. Hourly Rate
Rate (\$/Hour):	\$268		\$248		\$188		\$133		\$111		\$131		\$78				
Master Planning Assistance																	
Master Planning Assistance	5	\$1,340	40	\$9,920	50	\$9,400	80	\$10,640	0	\$0	80	\$10,480		\$0	255	\$41,780	\$164
Sub-Total Master Planning Assistance	5	\$1,340	40	\$9,920	50	\$9,400	80	\$10,640	0	\$0	80	\$10,480	0	\$0	255	\$41,780	\$164
Meetings and Coordination																	
Meetings and Coordination		\$0	20	\$4,960	20	\$3,760		\$0		\$0		\$0	5	\$390	45	\$9,110	\$202
Sub-Total Meetings and Coordination	0	\$0	20	\$4,960	20	\$3,760	0	\$0	0	\$0	0	\$0	5	\$390	45	\$9,110	\$202
TOTAL NOT TO EXCEED REIMBURABLE FEE:	5	\$1,340	60	\$14,880	70	\$13,160	80	\$10,640	0	\$0	80	\$10,480	5	\$390	300	\$50,890	\$170

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-7

TABLE C-7a DBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
TOTAL PROPOSED PARTICIPATION		\$0.00	0.0%

TABLE C-7b MWBE PARTICIPATION SCHEDULE

NAME OF SUBCONSULTANT	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
		\$0.00	0.0%
TOTAL PROPOSED PARTICIPATION		\$0.00	0.0%

TABLE C-7c LDB PARTICIPATION SCHEDULE

NAME OF FIRM	PROPOSED SCOPE OF SERVICES	FEE	PROPOSED PARTICIPATION
TOTAL PROPOSED PARTICIPATION		\$0.00	0.0%

EXHIBIT A - CONSULTANT'S COMPENSATION PROPOSAL

Table C-9

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

FIRM	POSITION	CONTRACT HOURLY RATE
Kimley-Horn and Associates, Inc	QC Reviewer	\$268.00
Kimley-Horn and Associates, Inc	Sr. Project Manager	\$248.00
Kimley-Horn and Associates, Inc	Sr. Engineer	\$188.00
Kimley-Horn and Associates, Inc	Engineer	\$133.00
Kimley-Horn and Associates, Inc	Engineering Intern	\$111.00
Kimley-Horn and Associates, Inc	Senior CADD Designer	\$131.00
Kimley-Horn and Associates, Inc	Senior Scientist	\$206.00
Kimley-Horn and Associates, Inc	Senior Administrative Asst.	\$78.00

TRUTH IN NEGOTIATION CERTIFICATION
East Airfield Master Planning Assistance

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

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

Consultant: Kimley-Horn and Associates, Inc.

By:  _____

Print Name: Jonathan A. Martin

Date: March 19, 2024

Addenda / Amendments Awarded per Agreement - Summary for Committee

Kimley-Horn and Associates, Inc. -- Agreement No. 202302-CCE4 Continuing Civil Engineering Services

<i>Add</i>	<i>Amd</i>	<i>Proj.</i>	<i>Description</i>	<i>PSC/CCM</i>	<i>Board</i>	<i>Exec.</i>	<i>PO#</i>	<i>\$ Amount</i>	<i>Cumul. per Add. \$ Amount</i>	
000	000	-	Continuing Civil Engineering Services	PSC	02/23/23	03/15/23	03/31/23	\$0.00	\$0.00	
001	000	H-00362-MCO	H-00362-MCO PAVING OF OVERFLOW LOTS AT SOUTH PARK PLACE (D/B) Professional Engineering Services for H-362	CCM	04/11/23	NA	04/18/23	1007424	\$159,818.00	\$159,818.00
001	001	H-00362-MCO	H-00362-MCO PAVING OF OVERFLOW LOTS AT SOUTH PARK PLACE (D/B) Additional Topographic Survey Services for H-362	CCM	01/30/24	NA	02/02/24		\$31,331.00	\$191,149.00
002	000	W-00478-ORL	W-00478-ORL ORL RUNWAY 7/25 REHABILITATION ALTERNATIVES ANALYSIS Engineering Analysis Services for W-00478	CCM	05/09/23	NA	06/01/23	1007363	\$24,712.00	\$24,712.00
003	000	-	FY23 On-Call Drainage and Infrastructure Design, Review, and Assistance Services	PSC	06/06/23	NA	06/09/23	96273	\$29,600.00	\$29,600.00
004	000	W-00485-MCO	W-00485-MCO EAST AIRFIELD SFWMD PERMIT SUPPORT Engineering Conceptual Stormwater Permit Support for W-485	CCM	08/22/23	NA	08/29/23	96462	\$26,989.00	\$26,989.00
005	000	W-00484-ORL	W-00484-ORL ORL STORMWATER PIPE DEPRESSION INVESTIGATION Engineering Services for W-484	CCM	08/29/23	NA	09/01/23	96448	\$5,051.00	\$5,051.00
006	000	-	FY24 On-Call Engineering Services	PSC	09/12/23	09/27/23	10/04/23	96657	\$80,000.00	\$80,000.00
007	000	-	Development and Stormwater Analysis	PSC	01/02/24	NA	01/04/24	97047	\$73,787.00	\$73,787.00
008	000	H-00368-MCO	H-00368-MCO POND C-64 MES DRAINAGE SYSTEM REPAIR Pond C-64 MES Investigation and Stormwater Design for H-368	CCM	02/27/24	NA	03/04/24	1007603	\$76,590.00	\$76,590.00
009	000	W-00507-MCO	W-00507-MCO MCO STORMWATER MAINTENANCE AND PROGRAM DEVELOPMENT Pond Inspection Program Services for W-507	CCM	02/27/24	NA	03/04/24	1007604	\$246,162.00	\$246,162.00
010	000	W-S00151-MCO	W-S00151-MCO TERMINAL C DESIGN AND PROJECT OVERSIGHT SERVICES J-Hook Pond Design and Stormwater Analysis for W-S151	CCM	02/27/24	NA	03/04/24	1007585	\$189,005.00	\$189,005.00
011	000	W-00507-MCO	W-00507-MCO MCO STORMWATER MAINTENANCE AND PROGRAM DEVELOPMENT Stormwater Management Program Development for W-507	CCM	03/12/24	03/27/24	03/29/24		\$621,366.00	\$621,366.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

012	000	W-00510-MCO	W-00510-MCO ENTERPRISE HANGAR BLVD. BOUNDARY SURVEY W-510 Enterprise Hangar Blvd. Boundary Survey	CCM	04/09/24	NA	04/15/24	\$13,544.00	\$13,544.00
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Total for Kimley-Horn and Associates, Inc. for Agreement No. 202302-CCE4

\$1,577,955.00

Addenda / Amendments Awarded per Agreement - Summary for Committee

Terms of Agreement

Firm	Agreement Execution Date	Original Duration 1st Extension 2nd Extension	Current Expiration Date
Continuing Agreement Consultant - Civil Engineering			
Kimley-Horn and Associates, Inc.	Not a Minority Firm 03/31/23	Original Dur: 5 Yrs 1st Ext Dur: 0 Yrs 2nd Exr Dur: 0 Yrs	03/31/28

Addenda / Amendments in Chronological Order

PSC	Board	Add #	Amd #	\$ Amt	Cumulative
06/06/23		003	000	\$29,600.00	\$29,600.00
09/12/23	09/27/23	006	000	\$80,000.00	\$109,600.00
01/02/24		007	000	\$73,787.00	\$183,387.00



MEMORANDUM

TO: Members of the Procurement Committee
FROM: Gary Hunt, Vice President of Facilities
DATE: May 21, 2024

ITEM DESCRIPTION

Recommendation to Approve Amendment No. 1, the First and Second Renewal Option for Purchasing Contract 17-21, Management of Electrical Switchgear Equipment, Generators, Uninterruptible Power Supplies (UPS) and Batteries, and Emergency Generator Fuel Delivery System (FDS) Testing, Maintenance and Repair Services with Electric Services, Inc.

BACKGROUND

The initial term of the contract was for thirty-six (36) months, which commenced on August 1, 2021, expiring July 31, 2024, with the Aviation Authority having options to renew the contract for two (2) additional periods of one (1) year each.

This contract requires Electric Services, Inc. to provide management oversight for all labor, supervision, test and safety equipment, tools, hardware to perform inspection and testing services, materials, supplies, accessories, Infrared testing, document and inspection services, and all other items necessary or proper for, or incidental to, performing annual inspections, cleaning, calibrating, adjusting, testing (annual services), modifications, upgrades and repairs of: (i) Electrical Switchgear Equipment; (ii) Generators, (iii) Uninterruptible Power Supplies (“UPS”) and Batteries, and (iv) Emergency Generator Fuel Delivery System (“FDS”) Testing, Maintenance and Repair Services at the Orlando International Airport (OIA) and Orlando Executive Airport (OEA) in accordance with the Contract documents.

ISSUES

First Renewal Option: August 1, 2024, through July 31, 2025
Second Renewal Option: August 1, 2025, through July 31, 2026

Department Concurs with both the First and Second Renewal Option.

Based on the information known, the Contractor has performed satisfactorily during the initial contract term.

Pricing is based on: (1) Switchgear Maintenance Services: Hourly service rate for each of the Original Equipment Manufacturers (OEMs): EATON and CATISO Electric; Purchased for switchgear maintenance; Standard and non-standard hourly rates for journeyman, mechanic, and helper. (2) Generators: Unit price for monthly, intermediate (quarterly and annual), annual generator inspections and services, and 2-Hour Load bank for generator maintenance and test services; Standard and non-standard hours for additional work; and Mark-up percentage over its costs for materials, rentals, components purchased for generator and other expenses. (3) UPS & Battery Preventive Maintenance & Repair Services: Quarterly rate for the preventive maintenance and repair; Mark-up percentage over its costs for parts, materials, specialized subcontractor costs, and components purchased; and Hourly rate for standard and non-standard hours. (4) Emergency Generator Fuel Delivery System: Unit price for the testing and analysis of fuel tanks, cleaning of fuel tanks, and transfer of fuel; Hourly rate for standard and non-standard additional work hours for maintenance and repairs; and Mark-up percentage over its costs for parts, materials, disposal fees and subcontractors. The two-year value for the first and second renewal option is a total not-to-exceed amount of \$5,171,063.45, the pricing does include a CPI increase of 3.2% for year 1 and 2% for year 2 as allowed per the terms and conditions of the contract. The amount paid to the Contractor is based on the work requested, performed, and approved by the Aviation Authority.

SMALL BUSINESS

This contract includes a Minority and Women Business Enterprise (MWBE) participation requirement. The participation goal for this contract is 17% MWBE and 1.7% LDB.

ALTERNATIVES

None

FISCAL IMPACT

The fiscal impact for the First and Second Renewal Option is a not-to-exceed amount of \$5,171,063.45. Funding required in the current and subsequent fiscal years will be allocated from the Operations and Maintenance Fund, as approved through the budget process and when funds become available.

RECOMMENDED ACTION

It is respectfully requested that the Procurement Committee approve the following be recommended to the Aviation Authority Board: (1) approved Amendment No. 1, First and Second Renewal Option, for Purchasing Contract 17-21, Management of Electrical Switchgear Equipment, Generators, Uninterruptible Power Supplies (UPS) and Batteries, and Emergency Generator Fuel Delivery System (FDS) Testing, Maintenance and Repair Services with Electric Services, Inc.; (2) authorize funding in the not-to-exceed amount of \$5,171,063.45 from the Operations and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.

ATTACHMENTS

Attachment A – Finance Form

Attachment B – Contract History

**Greater Orlando Aviation Authority
Attachment A**

Date:	<u>5/9/2024</u>	Requestor's Extension:	
Requestor's Name:	<u>Greg Rothwell</u>	Preparer's Extension:	<u>2495</u>
Form Preparer's Name:	<u>John Field</u>	Purchasing Solicitation #:	<u>17-21</u>
Requestor's Department:	<u>Facilities</u>	CCM / CPC / PSC:	<u>PC</u>
Description:	<u>Renewal Letter (Option's Year 1 & 2)</u>	Committee Date:	<u>5/21/2024</u>
Vendor:	<u>Electric Services, Inc.</u>	Committee Agenda Item#:	<u>NB-A</u>

BPA: 95008

Account Code Format: xxx.xxx.xxx.xxxxxxx.xxx.xxxxxx	FY 24 Amount	FY 25 Amount	FY 26 Amount	FY 27 Amount	FY 28 Amount	Total Contract
301.631.110.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
301.631.170.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
301.631.210.5460001.000.100016	\$ 251,517.16	\$ 1,514,133.30	\$ 1,282,737.51	\$ -	\$ -	\$ 3,048,387.97
301.631.330.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
301.631.510.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
301.631.611.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
301.631.612.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
301.631.615.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
301.631.692.5460001.000.100016	\$ 20,959.76	\$ 126,177.77	\$ 106,894.79	\$ -	\$ -	\$ 254,032.33
901.443.810.5460002.000.100118	\$ 5,968.11	\$ 35,928.01	\$ 30,437.35	\$ -	\$ -	\$ 72,333.47
901.443.870.5460002.000.100117	\$ 1,492.03	\$ 8,982.00	\$ 7,609.34	\$ -	\$ -	\$ 18,083.37
						\$ -
						\$ -
						\$ -
Total Requisition	\$ 426,655.40	\$ 2,568,465.51	\$ 2,175,942.54	\$ -	\$ -	\$ 5,171,063.45
Requisition Number	BPA					

OMB Notes: Audrea Harper
Funding Approver _____

ATTACHMENT B

CONTRACT HISTORY

17-21, Management of Electrical Switchgear Equipment, Generators, Uninterruptible Power Supplies (UPS) and Batteries, and Emergency Generator Fuel Delivery System (FDS) Testing, Maintenance and Repair Services

Contract	Approvals	Description	Term	Dollars
Initial Term	CPC 03/22/21 (NB - Item C) Board 04/21/21 (NB – Item F)	36 Months Agreement	08/01/2021 thru 07/31/2024	\$6,913,560.00
Amendment No. 1	Pending	First & Second Renewal Option	08/01/2024 thru 07/31/2026	\$5,171,063.45
Total Agreement Value with all changes (approved and proposed)				\$12,084,623.45