

On **WEDNESDAY, APRIL 19, 2017**, the **GREATER ORLANDO AVIATION AUTHORITY** met in regular session in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport (OIA), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Frank Kruppenbacher called the meeting to order at 2:02 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

Authority members present,

Frank Kruppenbacher, Chairman
Dean Asher, Vice Chairman
Domingo Sanchez, Treasurer
Mayor Buddy Dyer
Mayor Teresa Jacobs
Ed Fouche

Also present,

Phillip N. Brown, Executive Director and Secretary
Dayci S. Burnette-Snyder, Director of Board Services and Assistant Secretary
Marcos Marchena, General Counsel

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. As of January 16, 2013, 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 on September 19, 2012, 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. As of January 16, 2013, 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 Director of Board Services with questions at (407) 825-2032.

AUTOMATED PEOPLE MOVER (APM) DISRUPTION

1. At the request of the Chairman, Mr. Brown briefed the board members on the APM disruption that occurred this morning at 9:40 a.m. He walked through the process of how the situation was handled and the introduction of the Continuity of Operations Plan (COOP). There was approximately 7,000 outbound passengers that were affected. It did take several hours to move the volume of passengers through. As of approximately 12:30 p.m. the APM is operational. Mr. Brown added that a technician was on board the APM this morning and one will be on board throughout the day to ensure that another disruption does not reoccur today. He stated that it was not MCO's finest hour and he apologized to the passengers for this inconvenience.

In response to Mayor Jacobs's question, Mr. Brown stated that the disruption had to do with an electrical issue with one of the doors.

Chairman Kruppenbacher thanked Staff for its hard work. He suggested distributing beverage vouchers to affected passengers as a thank you and sign of our appreciation for the inconvenience.

In response to Mayor Dyer's question, Mr. Brown responded that the information on flights held, delayed, and passengers who missed flights on American, Spirit, and United are still being collected. He was at the airside for 45 minutes and witnessed the confusion and concern of passengers, which he is very sorry about.

Chairman Kruppenbacher, asked Mr. Marchena to work with Mr. Brown in holding the company (Mitsubishi) responsible for reimbursements to those passengers that missed flights.

MINUTES

2. Upon motion by Mayor Dyer, second by Vice Chairman Asher, vote carried to accept the March 15, 2017, minutes as written.

ASIAN AMERICAN CHAMBER OF COMMERCE OF CENTRAL FLORIDA

3. Chairman Kruppenbacher welcomed Mr. Khalid Muneer, 2016 President, of the Chamber. Also present was Ms. Coco Johnston and Mr. Joed Fabricante. Mr. Muneer briefed the Board on the Chamber's mission and goals. Presentation on file.

Chairman Kruppenbacher thanked Mr. Muneer for being here today and the very informative presentation.

CONSENT AGENDA

4. Upon motion by Vice Chairman Asher, second by Mayor Dyer, vote carried to adopt a resolution as follows: It is hereby resolved by the Greater Orlando Aviation that the following Consent Agenda items are approved, accepted, and adopted and execution of all necessary documents is authorized by the Aviation Authority's Officers or Executive Director:

3. Upon motion by Vice Chairman Asher, second by Mayor Dyer, vote carried to adopt a resolution as follows: It is hereby resolved by the Greater Orlando Aviation that the following Consent Agenda items are approved, accepted, and adopted and execution of all necessary documents is authorized by the Aviation Authority's Officers or Executive Director:

A. accept the following Aviation Authority Committee Minutes -- (1) March 15, 2017, Meeting of Certain Members of the Greater Orlando Aviation Authority; (2) September 30, 2016, Ad Hoc Committee for Consideration of Automated People Mover (APM) Technology for the Airsides 2 and 4 Improvements Program at the Orlando International Airport; (3) January 13, 2017, Aviation Noise Abatement Committee; (4) December 6 and December 20, 2016, January 3, January 10, January 31, and February 7, 2017, Construction Committee; (5) February 20, March 6, and March 20, 2017, Concessions/Procurement Committee; (6) January 31, 2017, Design Review Committee; (7) January 31 and March 14, 2017, Professional Services Committee;

B. find the property listed in the memorandum (copy on file) no longer necessary, useful, or profitable in the operation of the Airport System; request Orlando City Council concurrence and resolution of this finding; and authorize staff to dispose of this property in accordance with the Aviation Authority's Policies and Procedures;

C. resolve to (1) approve the Memorandum of Agreement with U.S. Customs and Border Protection related to its use of Information Technology at Orlando International Airport in the amount of \$1,543,025.50; and (2) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 9644]**;

D. resolve to accept the recommendation of the Concessions/Procurement Committee to: (1) approve the Single Source contract extension through August 31, 2018, to Contract 21-09, Airport Integrated Data Broker (AIDB) Implementation with AST; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$80,000; and (3) authorize an Aviation Authority Officer or the Executive Director to execute an amendment following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 9645]**;

E. resolve to accept the recommendation of the Concessions/Procurement Committee to: (1) exercise the third renewal option and approve an adjustment to Purchasing Contract 02-11, Common Use Passenger Processing System Operations and Maintenance Services, with SITA Information Networking Computing USA, Inc.; (2) authorize the merging of the scope of Contract 15-12 into Contract 02-11; (3) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$1,015,170; and (4) authorize an Aviation Authority Officer or the Executive Director to execute an Amendment following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 9646]**;

F. resolve to accept the recommendation of the Concessions/Procurement Committee and: (1) approve this Amendment to Purchasing Contract 13-14, Elevators, Escalators and Moving Sidewalk Maintenance and Repair with Schindler Elevator Corporation; (2) authorize funding in the not-to-exceed amount of \$3,699,613.02 from the Operation and Maintenance Fund; and (3) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 9647]**;

G. resolve to accept the recommendation of the Concessions/Procurement Committee and: (1) award Purchasing Contract 13-17, Predictive Maintenance and Vibration Analysis Services to Corelusa Plant Services, Inc.; (2) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$290,100; and (3) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 9648]**;

CONSENT AGENDA (CONT)

H. resolve to accept the recommendation of the Concessions/Procurement Committee and: (1) approve Amendment No. 2 to Purchasing Contract 14-16, McQuay Chiller Maintenance Services with Daikin Applied Americas, Inc.; (2) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$279,175.40; and (3) authorize an Aviation Authority Officer or the Executive Director to execute an amendment following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9649**];

I. resolve to accept the recommendation of the Concessions/Procurement Committee to: (1) exercise the second and final renewal option of Purchasing Contract 15-13, Interior Plant Maintenance at Terminal and Airsides with J.C. Ehrlich Co., Inc. d.b.a. Ambius, with a new expiration date of September 17, 2018; (2) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$299,990; and (3) authorize an Aviation Authority Officer or the Executive Director to execute an amendment following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9650**];

J. resolve to accept the recommendation of the Concessions/Procurement Committee to: (1) exercise the second and final renewal option of Purchasing Contract 20-13, Landscape Maintenance of Parking Lots with Ground Effects Landscape Maintenance, Inc., with a new expiration date of October 14, 2018; (2) authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$260,000; and (3) authorize an Aviation Authority Officer or the Executive Director to execute an amendment following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9651**];

K. resolve to accept the recommendation of the Concessions/Procurement Committee to: (1) approve Option Year 1 Renewal of a High Definition 2 (HD2) Radio Channel Sponsorship Agreement as amended by the first amendment, (Sponsorship Agreement) with CBS Radio in the not-to-exceed amount of \$249,600; (2) authorize funding from Capital Expenditure Funds and Operations and Maintenance Fund in the amount of \$249,600; and (3) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9652**];

L. accept the recommendation of the Construction Finance Oversight Committee and approve the reallocation of Capital Expenditure Funds from the Construction line item to the Miscellaneous line item for the Procurement of Owner-Furnished Materials for Project BP-00474, Hyatt Regency Guest Room/Corridor Renovations at the Orlando International Airport, in the amount of \$314,374;

M. adopt a Resolution accepting Amendment No.1 to Joint Participation Agreement FM 435311-1-94-01/435312-1-94-01, and authorize the Executive Director and the Assistant Secretary to execute the necessary documents;

N. accept the recommendation of the Capital Management Committee to revise the Dispute Review Board (DRB) Members compensation for all future Aviation Authority DRBs as described in the memorandum, with no change to the existing compensation for DRBs already established by the Aviation Authority; and authorize staff to revise the standard DRB Agreement to reflect the new compensation structure;

O. accept the recommendation of the Construction Committee and: (1) approve a no cost Addendum to the Continuing Environmental Engineering Services Agreement with MSE Group, LLC to exercise the second and final one-year renewal option and extend the Agreement to July 3, 2018; (2) approve a no cost Addendum to the Continuing Environmental Engineering Services Agreement with AECOM Technical Services, Inc. to exercise the second and final one-year renewal option and extend the Agreement to July 18, 2018; (3) approve a no cost Addendum to the Continuing Environmental Engineering Services Agreement with Terracon Consultants, Inc. to exercise the second and final one-year renewal option and extend the Agreement to July 22, 2018; and (4) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9653-9655**];

P. accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Horizontal Construction Services Agreement with Prime Construction Group, Inc. for Construction Services for Project H294, South Cell Lot Access Road Improvement for South Park Place and Travel Plaza at the Orlando International Airport, for the direct-negotiated amount of \$1,959,052.41, with funding from Facility Improvement Fund; and authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9656**];

CONSENT AGENDA (CONT)

Q. accept the recommendation of the Construction Committee and approve an Addendum to the Architect of Record for South Terminal C, Phase 1 Agreement with HNTB Corporation for Design, Bid and Award Phase Services for W-S00110, South Terminal C (Phase 1) - Architect of Record (and Major Subconsultants) at the Orlando International Airport, for a total not-to-exceed fee amount of \$5,000,000, which includes a not-to-exceed fee amount of \$4,102,000 and an allowance in the not-to-exceed fee amount of \$898,000, with an effective date of March 29, 2017, with interim funding from previously-approved Discretionary Fund to be reimbursed by the Aviation Authority's Line of Credit with permanent funding from future Revenue Bonds and Passenger Facility Charges (PFC) backed Bonds to the extent eligible; delegate approval of the use of the not-to-exceed allowance to the Construction Committee; and authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9657**];

R. accept the recommendation of the Construction Committee to (1) approve Change Order No. BP-00452-04 in the amount of \$24,107 and a time extension of 85 calendar days to Substantial Completion, with funding as outlined in Attachment A (copy on file); (2) approve Change Order No. BP-459-01 in the amount of \$0.00 and no time extension, with funding as outlined in Attachment A (copy on file), and request Orlando City Council and FAA concurrence (as required because of FAA funding); (3) approve Change Order No. BP-459-02 in the amount of \$0.00 and no time extension, with funding as outlined in Attachment A (copy on file), and request Orlando City Council and FAA concurrence (as required because of FAA funding); (4) approve Change Order No. PS-329-05 in the amount of \$638,420 and no time extension, with funding as outlined in Attachment A (copy on file); (5) approve Change Order No. BP-463-12 in the amount of \$2,040.50 and a time extension of 33 calendar days to Substantial Completion, with funding as outlined in Attachment A (copy on file); (6) approve Change Order No. L-00018-01 in the amount of \$225,000 and no time extension, with funding as outlined in Attachment A (copy on file); (7) approve Change Order No. L-00019-01 in the amount of \$225,000 and no time extension, with funding as outlined in Attachment A (copy on file); (8) approve Change Order No. V-00765-01 in the amount of \$83,262.13 and a time extension of 165 calendar days to Substantial Completion, with funding as outlined in Attachment A (copy on file); and, (9) authorize an Aviation Authority Officer or the Executive Director to execute the change order(s) following satisfactory review by legal counsel;

S. accept the recommendation of the Construction Committee and approve an Addendum to the Continuing Horizontal Construction Services Agreement with Prime Construction Group, Inc. for Construction Services for Project H292, Add Fuel Pit at Gate 31 at the Orlando International Airport, for the direct-negotiated amount of \$279,655.40, with funding from the Capital Expenditure Fund; and authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9658**];

T. accept the recommendation of the Construction Committee and approve an Amendment to Addendum No. 1 to the Construction Management at Risk Services Agreement for the South Terminal C, Phase 1, with Hensel Phelps Construction for additional pre-construction services at the Orlando International Airport for a total amount of \$2,833,468, which includes a lump sum amount for staffing of \$2,539,911, a not-to-exceed amount of \$117,959 for expenses, a not-to-exceed amount for insurance of \$14,432 (0.543% of actual direct costs), and a not-to exceed fixed fee amount of \$161,166 (6.031% of actual direct costs), with funding from the Aviation Authority's Line of Credit to be reimbursed by General Airport Revenue Bonds and Aviation Authority Funds; and authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9659**];

U. accept the recommendation of the Professional Services Committee and (1) approve the ranking of the firms for Professional Services for W364, Central Plants Improvements, at the Orlando International Airport as follows: First - Matern Professional Engineering, Inc.; Second - VoltAir Consulting Engineers, Inc.; Third - SGM Engineering, Inc.; Fourth - Burns Engineering, Inc.; and Fifth - TLC Engineering for Architects, Inc.; (2) authorize hourly rate negotiations with the first-ranked firm in accordance with the Aviation Authority's policy, and if those negotiations are unsuccessful, negotiate with the other firms in their ranked order; and (3) subject to successful negotiations with the first-ranked firm: (a) approve a no cost Professional Services Agreement for Design Consultant Services for W364, Central Plants Improvements Consultant, at the Orlando International Airport, with the first-ranked firm for its negotiated hourly rates; and, (b) authorize an Aviation Authority Officer or the Executive Director to execute the necessary contract documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9660**];

CONSENT AGENDA (CONT)

V. accept the recommendation of the Professional Services Committee and (1) approve the ranking of the firms for Professional Services for BP-043, Runway Incursion Mitigation (RIM) and Related Improvements at the Orlando Executive Airport as follows: First - C&S Engineers, Inc.; Second - Kimley-Horn and Associates, Inc.; and Third - Prime Engineering, Inc.; (2) authorize hourly rate negotiations with the first-ranked firm in accordance with the Aviation Authority's policy, and if those negotiations are unsuccessful, negotiate with the other firms in their ranked order; and (3) subject to successful negotiations with the first-ranked firm: (a) approve a no cost Professional Services Agreement for BP-043, Runway Incursion Mitigation (RIM) and Related Improvements at the Orlando Executive Airport with the first-ranked firm for its negotiated hourly rates; and, (b) authorize an Aviation Authority Officer or the Executive Director to execute the necessary contract documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9661**];

W. approve the Release and Termination of Conservation Easement by and between the Aviation Authority, the City of Orlando, and Florida Fish and Wildlife Conservation Commission related to the Poitras Property; seek approval of the same from the City of Orlando; and authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by Legal Counsel [**FILED DOCUMENTARY NO. 9662**];

X. approve a CPR Kiosk Site Agreement with the American Heart Association, and authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by Legal Counsel [**FILED DOCUMENTARY NO. 9663**];

Y. approve the contracting method of the specialty flooring installations as four separate agreements, through the use of the Aviation Authority's continuing vertical contractor, Gomez Construction Company; and authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 9664-9667**]; and

Z. accept the recommendation of the Construction Finance Oversight Committee and approve the transfer of Capital Expenditure Funds from Project BP-450, Bear Road and Cargo Road Resurfacing, to Project H-00293, Landside A and B Commercial Lane Improvements, at the Orlando International Airport, in the amount of \$177,500 and request Orlando City Council concurrence of this non-budgeted expenditure;

CHAIRMAN'S REPORT

5. Mr. Fouche reported on the business trip to Argentina and promoting international travel. The Chairman thanked Mr. Fouche for attending with the group; his expertise in the travel industry is invaluable. Chairman Kruppenbacher asked Ms. Snyder to prepare a letter of thank you to Ms. Diana Bolivar thanking her for her efforts in coordinating the trip. Mayor Dyer mentioned that today he was at Valencia Community College helping to plant the first 50 trees in honor of its 50th anniversary celebration. Vice Chairman Asher reported on the Angel's 5K at the Orlando Executive Airport with 300 participants, raising about \$20,000. On May 11 stated that the NOAA Hurricane Hunter Tour will be stopping at the Orlando Executive Airport.

Mayor Jacobs left the meeting at 2:21 p.m.

Mr. Brown mentioned that the Aviation Authority hosted the CAPA event in Orlando from April 2 - 5. There were over 200 aviation industry professionals representing 15 countries, including China and Australia. This event gave us an opportunity to showcase Orlando and Central Florida to airline CEO's. This event was supported by Visit Orlando, Visit Florida, and Experience Kissimmee. Chairman Kruppenbacher asked Ms. Snyder to prepare a letter of thank you to the supporters of the event and also a letter of sympathy to the family of Frank Atkinson.

Chairman Kruppenbacher advised the Board that he and Mr. Brown will be attending a meeting with Secretary Chao in the near future thanks to the efforts of our consultant, Tre Evers.

MINUTES OF THE APRIL 19, 2017, MEETING OF THE GREATER ORLANDO AVIATION AUTHORITY

ADJOURNMENT

6. There being no further business to be considered, Chairman Kruppenbacher adjourned the meeting - 2:22 p.m.

(Digitally signed on (date))

Dayci S. Burnette-Snyder
Director of Board Services

Phillip N. Brown, A.A.E.
Executive Director