



GREATER ORLANDO AVIATION AUTHORITY

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

MEMORANDUM

TO: Mayor Dyer and City Commissioners

FROM: Dayci S. Burnette-Snyder, Director of Board Services

DATE: March 21, 2019

SUBJECT: APPROVAL OF AVIATION AUTHORITY ITEMS

It is respectfully requested that on April 8, 2019, Orlando City Council specifically approve the following items approved by the Aviation Authority at its meeting on March 20, 2019 (see attached draft minutes):

ITEM NO.	DESCRIPTION
CA-B	Disposal of Surplus Property.
CA-D	Obtain Orlando City Council concurrence as required because of FAA funding of an Addendum to the Runway Incursion Mitigation (RIM) and Related Improvements Agreement with C&S Engineers, Inc. for Bid and Award Phase A/E Services for BP No. 00043, ORL Runway Incursion Mitigation (RIM) and Related Improvements, at the Orlando Executive Airport, for a total amount of \$18,504, which includes a lump sum fee amount of \$17,434, and a not-to-exceed reimbursable expenses amount of \$1,070, with funding from FAA and FDOT Grants to the extent eligible, and previously-approved ORL Revenue Funds
CA-E	Obtain Orlando City Council concurrence as required because of FAA funding of an Addendum to the Runway 18L-36R Rehabilitation and Related Work Agreement with Avcon, Inc. for Bid and Award Phase A/E Services for BP No. 00486, Runway 18L-36R Rehabilitation and Related Work, at the Orlando International Airport, for a total amount of \$29,722, which includes a lump sum fee amount of \$29,182, and a not-to-exceed reimbursable expense amount of \$540, with funding from previously-approved Capital Expenditure Fund, and FAA and FDOT Grants to the extent eligible
CA-K	Obtain Orlando City Council concurrence on non-budgeted expenditure of the direct-negotiated amount of \$1,258,270, with interim funding from non-budgeted Capital Expenditure Funds to be reimbursed by Passenger Facility Charges to the extent eligible for Job Order Construction Services Addendum to the Continuing Vertical

Construction Services Agreement with Gomez Construction Company for V-00916, New Baggage Take-Away Conveyors (Design-Build) at the Orlando International Airport.

CA-M

Obtain Orlando City Council concurrence on non-budgeted expenditure of the total direct-negotiated amount of \$678,964.98, with funding from non-budgeted Capital Expenditure Fund and the transfer of \$750,000 of non-budgeted Capital Expenditure Funds to V-00920 for Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-00920, Hyatt South Side HVAC Duct and Roof Repair, at the Orlando International Airport

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A. accept for filing the following minutes - January 17, February 4 and February 19, 2019, Concessions/Procurement Committee; January 17, 2019, Finance Committee; December 11, 2018, January 2, January 8, January 15, and January 22, 2019, Construction Committee; November 19, 2018, Capital Management Committee; and, November 14 and November 20, 2018, Professional Services Committee;

B. accept the recommendation to: (1) find the property listed in the memorandum no longer necessary, useful, or profitable in the operation of the Airport System; (2) request Orlando City Council concurrence and resolution of this finding; and (3) authorize staff to dispose of this property in accordance with the Aviation Authority's Policies and Procedures;

C. accept the recommendation of the Concessions/Procurement Committee to: (1) award the purchase of one 2019 Ford E-450 Econoline Commercial Cutaway Bus, two 2019 Ford T-350 Transit Wagons, and four 2019 Chevy 2500 Express Cargo Vans pursuant to Sourcewell Contract No. 120716-NAF, to Alan Jay Automotive Management, Inc.; (2) authorize funding from the Aviation Authority's previously-approved Capital Expenditure Fund in the amount of \$262,770.31; and (3) authorize the Purchasing Office to issue the appropriate purchase order **[FILED DOCUMENTARY NO. 100423]**;

D. accept the recommendation of the Construction Committee to (1) approve an Addendum to the Runway Incursion Mitigation (RIM) and Related Improvements Agreement with C&S Engineers, Inc. for Bid and Award Phase A/E Services for BP No. 00043, ORL Runway Incursion Mitigation (RIM) and Related Improvements, at the Orlando Executive Airport, for a total amount of \$18,504, which includes a lump sum fee amount of \$17,434, and a not-to-exceed reimbursable expense amount of \$1,070, with funding from FAA and FDOT Grants to the extent eligible, and previously-approved ORL Revenue Funds; (2) request Orlando City Council concurrence, as required because of FAA funding; and, (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100424]**;

E. accept the recommendation of the Construction Committee to: (1) accept the recommendation of the Construction Committee and approve an Addendum to the Runway 18L-36R Rehabilitation and Related Work Agreement with Avcon, Inc. for Bid and Award Phase A/E Services for BP No. 00486, Runway 18L-36R Rehabilitation and Related Work, at the Orlando International Airport, for a total amount of \$29,722, which includes a lump sum fee amount of \$29,182, and a not-to-exceed reimbursable expenses amount of \$540, with funding from previously-approved Capital Expenditure Fund, and FAA and FDOT Grants to the extent eligible; (2) request Orlando City Council concurrence, as required because of FAA funding; (3) and, authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100425]**;

F. accept the recommendation of the Construction Committee to approve a Job Order Construction Services Addendum to the Continuing Horizontal Construction Services Agreement with Carr & Collier, Inc. for H-00318, Airsides 1 and 3 Slab Replacement, at the Orlando International Airport, for the total direct-negotiated amount of \$963,373.40, with funding from the Capital Expenditure Fund and authorize an Aviation

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Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100426];**

G. accept the recommendation of the Construction Committee to approve an Addendum to the Continuing Vertical Construction Services Agreement with Gilbane Building Company for V-00881, Daktronics Signs on Parking Entrance and Exit Toll Booths, at the Orlando International Airport, for the total bid amount of \$753,246, (Base Bid plus Add Alternate No. 1), with funding from Capital Expenditure Fund and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100427];**

H. accept the recommendation of the Construction Committee to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-00901, Ticket Lobby Miscellaneous Renovations, at the Orlando International Airport, for the total direct-negotiated amount of \$587,950.72, with funding from previously-approved Discretionary Fund, Capital Expenditure Fund, and General Airport Revenue Bonds and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100428];**

I. accept the recommendation of the Chief Executive Officer to (1) authorize expenditure of not-to-exceed \$1,175,000 for compensation adjustments and associated payroll and benefit costs for non-bargaining personnel for the remainder of Fiscal Year 2019; (2) approve revised non-bargaining unit salary structures (including Fire Department and Executive) and (3) authorize the Chief Executive Officer to implement the compensation adjustments;

J. accept the recommendation of the Construction Committee to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-00911, Airside 4 Miscellaneous Renovations, at the Orlando International Airport, for the total direct-negotiated amount of \$505,210.48, with funding from previously-approved Capital Expenditure Fund and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100429];**

K. accept the recommendation of the Construction Committee to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-00916, New Baggage Take-Away Conveyors (Design/Build), at the Orlando International Airport, for the total direct-negotiated amount of \$1,258,270, with interim funding from non-budgeted Capital Expenditure Funds to be reimbursed by Passenger Facility Charges to the extent eligible; (2) accept the recommendation of the Construction Finance Oversight Committee and authorize the use of \$1,525,000 interim Capital Expenditure Funds to be reimbursed by future Passenger Facility Charges on V-00916; (3) request Orlando City Council concurrence of this non-budgeted expenditure; and, (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100430];**

L. accept the recommendation of the Construction Committee to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-00919, Airside 2, Level 1, Wing 7

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Restrooms Renovation (Design/Build), at the Orlando International Airport, for the total direct-negotiated amount of \$294,658.11, with funding from previously-approved Capital Expenditure Fund and authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100431];**

M. accept the recommendation of the Construction Committee to approve a Job Order Construction Services Addendum to the Continuing Vertical Construction Services Agreement with Gomez Construction Company for V-00920, Hyatt South Side HVAC Duct and Roof Repair, at the Orlando International Airport, for the total direct-negotiated amount of \$678,964.98, with funding from non-budgeted Capital Expenditure Fund; (2) accept the recommendation of the Construction Finance Oversight Committee and authorize the transfer of \$750,000 of non-budgeted Capital Expenditure Funds to V-00920; (3) request Orlando City Council concurrence of this non-budgeted expenditure; and, (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100432];**

N. accept the recommendation to: (1) approve Amendment No. 2 to the Luggage Cart Concession Agreement at Orlando International Airport with Smarte Carte, Inc., to extend the term of the Agreement for a period of one year through March 31, 2020 and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate amendment following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100433];**

O. accept the recommendation of the Concessions/Procurement Committee to: (1) deem RTW Management, Inc. as non-responsive and non-responsible; National Express Transit Corporation as non-responsible; and Academy Bus LLC as non-responsive; (2) award Purchasing Contract 15-19, Shuttle Bus Management Services at Orlando International Airport, to SP Plus Transportation, an Operating Division of SP Plus Corporation, as the low responsive and responsible Bidder; (3) authorize funding from the Operations and Maintenance Fund in the amount not-to-exceed \$19,359,764; and (4) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate documents, following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100434];**

P. accept the recommendation of the Concessions/Procurement Committee to: (1) approve the purchase of computer hardware and software maintenance and support annual service agreements from the updated list (copy on file) of required service agreements anticipated for the period of April 1, 2019 through March 31, 2020; (2) authorize funding from previously-approved Operations and Maintenance Fund in the amount not-to-exceed \$6,086,615.78; and (3) authorize the Purchasing Office to issue the required purchase orders in accordance with the Aviation Authority's policies;

Q. accept the recommendation of the Professional Services Committee to: (1) approve the ranking of the firms for BP No. 00485, Hyatt Lobby Renovations (Design/Build) at the Orlando International Airport as follows: First - The Weitz Company, LLC; Second - Gilbane Building Company; Third - Gomez Construction Company; Fourth - H. W. Davis Construction, Inc.; Fifth - T&G Corporation dba T&G Constructors; and, Sixth - McCree Design Builders, Inc.; (2) approve a no cost Design/Build Services Agreement with the first-ranked firm; and (3) authorize an Aviation Authority Officer

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or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100435]**;

R. accept the recommendation of the Professional Services Committee to: (1) approve the ranking of the firms for Continuing Bridge Inspection Consulting Services at the Orlando International Airport, Orlando Executive Airport and Other Facilities operated by the Aviation Authority as follows: First - Kisinger Campo & Associates, Inc.; Second - Volkert, Inc.; Third - Avcon, Inc.; Fourth - Heath & Lineback Engineers, Inc.; and, Fifth - Engineering Operations, LLC; (2) authorize hourly rate negotiations with the first-ranked firm in accordance with the Aviation Authority's policy; and (3) subject to successful negotiations with the first-ranked firm: (a) approve a no cost Continuing Bridge Inspection Consulting Services Agreement with the first-ranked firm for its negotiated hourly rates; and, (b) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100436]**;

S. accept the recommendation to: (1) approve placement of airport liability insurance coverages for the May 1, 2019 to May 1, 2020 policy period from Chubb-ACE USA, ACE Westchester London, and London Syndicates as set forth in the memorandum; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$435,083.33; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents, following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100437]**;

T. accept the recommendation to: (1) approve placement of insurance coverage for the May 1, 2019 to May 1, 2020 insurance policy period as discussed in the memorandum for property (including boiler and machinery), workers' compensation, employer's liability, business automobile, crime, fiduciary liability, public officials' liability, storage tank liability, environmental site liability, cyber liability, travel accident, terrorism insurance, and public sector terrorism plus to the extent applicable to these coverages; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$4,121,913; and (3) authorize an Aviation Authority officer or the Chief Executive Officer to execute the necessary documents **[FILED DOCUMENTARY NO. 100438]**;

U. approve the Finance Committee's recommendation to reappoint Kathleen M. Sharman, Chief Financial Officer, as the Authorized Investment Officer for a two-year term beginning May 1, 2019;

V. accept the recommendation of the Finance Committee to accept the Comprehensive Annual Financial Report (CAFR) of the Greater Orlando Aviation Authority for the year ending September 30, 2018 **[FILED DOCUMENTARY NO. 100439]**;

W. accept the recommendation to: (1) approve Amendment No. 2 to the Foreign Currency Exchange Concession Agreement at Orlando International Airport with Interchange US, LLC, to revise the West Hall Premises location and (2) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the appropriate amendment following satisfactory review by legal counsel **[FILED DOCUMENTARY NO. 100440]**;

X. approve the recommendation of the Concession/Procurement Committee to: (1) amend Purchasing Contract 01-18, Offsite Record Storage Services with Retrievox Acquisition LLC II to extend the Contract for six (6) months as outlined in the memorandum; (2) authorize funding from the Operations and Maintenance Fund in the

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amount not-to-exceed \$23,000; and (3) authorize an Aviation Authority Officer or the Chief Executive Officer to execute an appropriate amendment following satisfactory review by legal counsel [**FILED DOCUMENTARY NO. 100441**];