

**ADDENDUM NO. 1  
TO THE AGREEMENT DATED NOVEMBER 27th, 2022  
BETWEEN THE GREATER ORLANDO AVIATION AUTHORITY  
AND ANSER ADVISORY CONSULTING, LLC dba ANSER ADVISORY**

**Project: FY23 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Construction Department (Task 1), Orlando International Airport**

**THIS ADDENDUM** is effective this 1st day of January, 2023, by and between the **GREATER ORLANDO AVIATION AUTHORITY** ("Authority"), and **ANSER ADVISORY CONSULTING, LLC dba ANSER ADVISORY** ("Consultant").

**WITNESSETH:**

**WHEREAS**, by Agreement dated November 27th, 2022 Authority and Consultant entered into an agreement for Consultant to provide Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services; and

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

**WHEREAS**, the Authority and the Consultant desire to enter into this Addendum to the Agreement to provide for additional services to be rendered by the Consultant under the terms of said Agreement.

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

1. Consultant shall perform additional services in accordance with the terms of the Agreement and the attached Exhibit "A." Consultant shall be paid for such additional services according to the payment terms set forth in the Agreement.

2. Consultant shall be compensated for such additional services in the **NOT TO EXCEED** amount of **ONE MILLION FOUR HUNDRED THIRTY-ONE THOUSAND SEVEN HUNDRED ELEVEN AND NO/100 DOLLARS (\$1,431,711.00)**, broken down as follows:

<b>Professional Fees:</b>	<b>NTE:</b>	<b>\$1,431,711.00</b>
<b>Professional Fees:</b>	<b>LS:</b>	<b>\$0.00</b>
<b>Reimbursable Expenses:</b>	<b>NTE:</b>	<b><u>\$0.00</u></b>
<b>Total:</b>		<b>\$1,431,711.00</b>

3. A. Consultant hereby certifies that it is not on the Scrutinized Companies that Boycott Israel List and is not engaged in a boycott of Israel, as defined in Florida Statutes § 287.135, as amended;

AND

B. (applicable to agreements that may be \$1,000,000 or more) - Consultant hereby certifies that it is: (1) not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as defined in Florida Statutes § 287.135; and (2) not engaged in business operations in Cuba or Syria, as defined in Florida Statutes § 287.135, as amended.

4. Authority may terminate the Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

In the event the Agreement is for One Million Dollars (\$1,000,000.00) or more, Authority may terminate this Agreement for cause and without the opportunity to cure if the Consultant is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or is engaged in business operations in Cuba or Syria.

5. Except as expressly modified in this Addendum, the Agreement dated November 27, 2022 and all prior addenda will remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto by their duly authorized representatives, have executed this Addendum this 30th day of December, 2022.

#### GREATER ORLANDO AVIATION AUTHORITY

**Approved as to Form and Legality  
(for the benefit of GOAA only)**

this 23rd day of December, 2022

By: 

Rumberger, Kirk & Caldwell, PA,  
Legal Counsel, Greater Orlando  
Aviation Authority



Kathleen Shuman  
Chief Financial Officer  
CFO Designee  
Dec 30 2022 4:44 PM

By:

Kevin J. Thibault, P.E.  
Chief Executive Officer

#### ANSER ADVISORY CONSULTING, LLC dba ANSER ADVISORY



By:

Signature (Duly Authorized Rep.)

Robert K Brancheau

Printed Name

Executive Vice President

Title

**From:** [Anna Farmer](#)  
**To:** [Directors and Aides](#)  
**Cc:** [James Knusalla](#); [Elliot Martinez Fraticelli](#)  
**Subject:** Designee for Chief Executive Officer  
**Date:** Thursday, December 22, 2022 4:58:09 PM

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Please be advised that Mr. Kevin Thibault, Chief Executive Officer, will be out of the office Sunday, December 25, 2022 thru Sunday, January 1, 2023. During his absence Ms. Kathleen Sharman, Chief Financial Officer, will be his designee. Ms. Sharman can be reached at [kathleen.sharman@goaa.org](mailto:kathleen.sharman@goaa.org) or 407-825-2043.

Please continue to use the signature process in place. Thank you.

**Anna Farmer**

Manager, Board Services

Exe. Asst. to the CEO

One Jeff Fuqua Boulevard

Orlando, FL 32827

Phone: 407-825-2032

Email: [anna.farmer@goaa.org](mailto:anna.farmer@goaa.org)

Website: [www.orlandoairports.net](http://www.orlandoairports.net)



# Memorandum

**To:** Members of the Professional Services Committee

**From:** Scott Shedek, Director of Construction  
(As Prepared by Lisa Rainey)

**Date:** November 22, 2022

**Re:** Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services Agreement with Anser Advisory Consulting, LLC (AAC) for FY23 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Construction Department (Task 1) at the Orlando International Airport and Orlando Executive Airport

Consultant's proposal dated November 10, 2022, is to provide FY23 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects services to the Construction Department in support of the Authority's Capital Improvement Program activities at Orlando International and Orlando Executive Airports.

Services provided in the proposal cover the period January 1, 2023, through September 30, 2023. If approved, these services would be effective January 1, 2023.

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

Funding is from Operation and Maintenance Funds in the amount of \$881,171.00; and Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, Florida Department of Transportation grants to the extent eligible, and General Airport Revenue Bonds in the amount of \$550,540.00. Funding source(s) verified by \_\_\_\_\_ of Construction Finance on \_\_\_\_/\_\_\_\_/\_\_\_\_ and by \_\_\_\_\_ of Construction Finance on \_\_\_\_/\_\_\_\_/\_\_\_\_ as correct and available.

It is respectfully requested that the Professional Services Committee recommend to the Aviation Authority Board approval of an Addendum to the Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services with Anser Advisory Consulting, LLC (AAC) for the services contained herein and the amount as shown below:

Not to Exceed Fees	\$1,431,711.00
Lump Sum Fees	\$0.00
Not to Exceed Expenses	\$0.00
<b>TOTAL</b>	<b>\$1,431,711.00</b>
AAC – Compliance Review Date	955 11/21/22
AAC – Funding Eligibility Review Date	11/21/22



November 10, 2022

Mr. Scott Shedek  
Director, Construction Department  
Greater Orlando Aviation Authority  
11314 Terminal C Service Road  
Orlando FL 32827

Dear Mr. Shedek:

Anser Advisory Consulting, LLC (AAC) is pleased to submit this proposal to provide FY23 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects services to the Construction Department in support of the Authority's Capital Improvement Program activities at Orlando International and Orlando Executive Airports. The scope of services in this proposal consists of the following elements:

- Provide compliance support services in support of the Authority's Oversight Committees including, but not limited to, Construction Committee, Professional Services Committee, Concessions Procurement Committee, and the Aviation Authority Board.
- Review construction contract awards and professional services fee proposals for contract compliance.
- Perform independent, third party reviews of change orders and professional services fee agreement amendments prior to submission to the Authority's Construction Committee; verify that change orders adequately describe the contract change and include plan revisions where applicable; verify independent cost estimates and cost recapitulation worksheets to ensure that change order pricing is aligned with the scope of work; review change order pricing for supporting documentation and appropriate mark-ups; perform labor burden analysis for change order labor rates, as needed.
- Review scope description, verify availability of funds, review supporting documentation and independent estimates for job order contracts.
- Perform independent fee estimates for federally funded projects.
- Perform reviews for Davis-Bacon wage compliance on Airport Improvement Program (AIP) and other federal funded projects as applicable.
- Verify funding source and availability of funds for change orders, construction contract awards, professional service fee proposals, etc.
- Prepare funding eligibility for federal, state and other funding sources, including, but not limited to, Bipartisan Infrastructure law (BIL) grants, Airport Improvement Program (AIP) grants, Florida Department of Transportation (FDOT) grants, Passenger Facility Charges (PFC) funding, Operations and Maintenance funding, Capital Expenditure funding, General Airport Revenue bond funding, Capital Facility Charge (CFC) funding, and other funding sources, as applicable.
- Prepare program and project cash flow projections.





- Develop and update Estimated Cost at Completion (EAC) for active capital construction projects.
- Report on EAC information in support of various Authority's oversight committees.
- Collect, maintain, analyze, and publish change order, professional fees, and labor rate information.
- Track and report on contractor and professional services invoices in support of the Authority's capital programs.
- Prepare cost statistics reports.
- Prepare executive reports including, but not limited to, management reports, cost reports, and Key Performance Indicator (KPI) reports.
- Perform all other services as requested by the Construction Department.

There are several restart efforts including: the Ground Transportation Facility (GTF) pedestrian bridge connecting the new South Terminal to the SAPM and Intermodal Facility (ITF), the restart and completion of the four proposed Multiple Apron Ramp System (MARS) gates and the restart and completion of the aircraft apron and airfield for taxiways that were originally part of the Phase 1 Expansion portion of the South Terminal Program. Specific to these restart projects, including those projects that have received federal funding, AAC will provide the following services:

- Oversight Committees Items Review – This task is to review items including, but not limited to, construction awards, construction change orders, professional services proposals, and purchase orders presented to the Authority's oversight committees to ensure contract and procedural compliance.
- Tracking and Reporting – This task includes tracking and reporting of program and project cost and financial information, analysis of project performance, preparation and updates of Key Performance Indicator (KPI) reports as well as preparation of project and program cash flow projections, project and program contingency reports, development and updates of Estimated Cost at Completion (EAC), and other executive management reports as requested by the Senior Director Planning, Engineering and Construction.
- Assist with Davis Bacon Act compliance including determination of applicability, verification that the proper wage determination(s) is/are included in the contract documents, review of certified payrolls against the project wage determination, and coordination with the Project Management Team for wage rate interviews.
- Assist with Buy American Act (BAA) compliance including the development of control procedures and monitoring of compliance to provide reasonable assurance that:
  - There is compliance with the provisions of BAA.
  - Proper vendors and contractors' certifications of compliance with the provisions of BAA are required as part of the procurement process and that those certifications are collected and retained for audit.
  - The requirements of BAA are appropriately communicated to vendors, contractors, and subcontractors.
  - Steps are taken to discover any vendor non-compliance.
  - Steps are taken to terminate relationships with non-compliant vendors.



Our estimated effort totals a not-to-exceed amount of \$1,431,711.00 with an estimate of hours and billing rates provided in Exhibit 1 with the breakdown of fees by program in Exhibit 2. These services cover the period beginning January 1, 2023, through September 30, 2023.

Our Fee Proposal includes an MWBE participation of 16% as we continue to strive to maximize the MWBE/LDB participation.

We appreciate the opportunity to present this proposal and look forward with working with the Authority on this important project. Should you have any questions or if we may be of further assistance, please do not hesitate to contact me at (407) 595-2599.

Sincerely,

David O. Benouaich  
Project Executive  
[david.benouaich@anseradvisory.com](mailto:david.benouaich@anseradvisory.com)

EXHIBIT 1				
Firm	Position	FY 2023 Billing Rate	Total Hour	Total Fees
Anser	Principal	\$ 295.00	189	\$ 55,755.00
Anser	Principal	\$ 295.00	80	\$ 23,600.00
Anser	Principal	\$ 295.00	144	\$ 42,480.00
Anser	Manager	\$ 146.00	1,399	\$ 204,254.00
Anser	Sr. Associate	\$ 107.00	1,015	\$ 108,605.00
Anser	Director	\$ 225.00	368	\$ 82,800.00
Anser	Manager	\$ 146.00	753	\$ 109,938.00
Anser	Sr. Manager	\$ 168.00	144	\$ 24,192.00
Anser	Sr. Manager	\$ 168.00	1,415	\$ 237,720.00
Anser	Sr. Associate	\$ 107.00	1,191	\$ 127,437.00
Anser	Manager	\$ 146.00	1,277	\$ 186,442.00
EVD	Project Manager	\$ 180.00	612	\$ 110,160.00
EDC	Sr. Project Manager	\$ 139.00	154	\$ 21,406.00
Project Star	Senior Associate	\$ 98.00	749	\$ 73,402.00
Project Star	Senior Associate	\$ 98.00	240	\$ 23,520.00
<b>TOTAL</b>			<b>9,730</b>	<b>\$ 1,431,711.00</b>
<b>Total Prime Consultant</b>				<b>\$ 1,203,223.00</b>
<b>Total Small Business</b>				<b>\$ 228,488.00</b>
<b>Percent Participation</b>				<b>16.0%</b>

EXHIBIT 2			
Program	Anser Total	Subconsultants Total	Total
Multiple Apron Ramp System (MARS) Gates	\$ 300,706.00	\$ 174,840.00	\$ 475,546.00
Ground Transportation Facility (GTF)	\$ 40,922.00	\$ 1,960.00	\$ 42,882.00
Aircraft Apron and Airfield for Taxiways	\$ 30,152.00	\$ 1,960.00	\$ 32,112.00
Operational and Maintenance (O&M)	\$ 831,443.00	\$ 49,728.00	\$ 881,171.00
<b>TOTAL</b>	<b>\$ 1,203,223.00</b>	<b>\$ 228,488.00</b>	<b>\$ 1,431,711.00</b>





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November 15, 2022

Mr. David Benouaich, Project Executive  
Anser Advisory, LLC  
2420 S. Lakemont Avenue, Suite 450  
Orlando, FL 32814

RE: Greater Orlando Aviation Authority  
Oversight Committee Support  
STC Closeout Services  
Pay Application and Invoice Review Support  
CIP and CIR Support Services

Dear Mr. Benouaich:

Emerging Venture Development, Inc. is pleased to submit this proposal to provide Oversight Committee Support; STC Closeout Services; Pay Application and Invoice Review Support; and CIP and CIR Support Services through September 30, 2023.

**SERVICES OVERVIEW:**

Our services associated with this work effort include, but are not limited to the following items:

1. Oversight Committee Support - Covers the entire life cycle of capital development
  - Align scope and funding prior to the development of project and program budgets, the awarding of contracts, and expenditure of funds; and
  - Perform contract and funding compliance reviews, monthly reporting, and budget tracking.
2. STC Closeout Services Invoice Review and Final Cost Reconciliation
  - Review professional services invoices and applications for payments to ensure contract and funding compliance, prepare payment request, and reconcile final costs.
  - Perform program compliance activities including review services, alignment of scope and funding, and final GMP amendments.
3. Pay Application and Invoice Review Support
  - Review professional services invoices and applications for payments to ensure contract and funding compliance and prepare payment request.
4. CIP and CIR Support Services
  - Implement Data Maintenance Management
  - Develop Project control budgets, funding plans, and provide recommendations on best practices, process improvements, and closeout management.
5. Other services as directed by Anser Advisory.



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**PROPOSED TEAM AND PROFESSIONAL FEES:**

Task	Position	Description	Hours	Hourly Rate	Total Billed
1	Project Manager	Oversight Committee Support	612	\$180.00	\$110,160.00
1	Sr. Invoice Review Associate	STC Closeout Services	1,280	\$116.00	\$148,480.00
2	Sr. Invoice Review Associate	Pay Application and Invoice Review Support	277	\$116.00	\$32,132.00
2	Sr. Invoice Review Associate	Pay Application and Invoice Review Support	1,557	\$116.00	\$180,612.00
3	Project Manager	CIP and CIR Support Services	750	\$180.00	\$135,000.00

**SCHEDULE:**

This effort will cover the period beginning approximately on January 1, 2023 through approximately September 30, 2023.

We appreciate the opportunity to present this proposal and look forward to working with you on this important project. Should you have any questions or if we may be of further assistance, please do not hesitate to contact me at 954-288-4393.

Sincerely,

A handwritten signature in black ink that reads "Marguerite Hampton".

Marguerite Hampton  
President  
Emerging Venture Development, Inc.



## ProjectStar Management Consultants, Inc.

**\*Project Controls Professional Management Services\***

November 16, 2022

Mr. Rob Brancheau, Executive Vice President  
Anser Advisory

Re: Proposal for Senior Associate Positions  
Greater Orlando Aviation Authority  
Program Control Services  
Orlando International Airport

Dear Mr. Brancheau:

ProjectStar Management Consultants, Inc. is pleased to submit this proposal to provide (2) Senior Associate positions.

### OVERVIEW:

This task covers the scope of services the Sr. Invoice Reviewer Associate and Sr. Compliance Associate will perform in support of the continued program control activities for the Orlando Aviation Authority.

### SCOPE OF WORK:

Our services associated with this work effort include, but are not limited to the following items:

1. Invoice Review - This task is to review professional services invoices and applications for payments to ensure contract and funding compliance and prepare payment requests.
2. Oversight Committees Items Review – This task is to review items including, but not limited to, GMP proposals, GMP amendments, BBC forms, and professional services proposals presented to the Authority's oversight committees to ensure contract and procedural compliance and prepare the funding eligibility determinations.
3. Other services as directed by Anser Advisory.

Proposed position and rate:

### SCHEDULE:

This effort is a continuation of the current effort and will cover the period starting on January 1, 2023, through September 30, 2023.



## ProjectStar Management Consultants, Inc.

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### A. Task 1 - Oversight Committee Support

<u>Discipline</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Senior Associate	749 Hrs	\$98.00	\$73,402.00
Senior Associate	240 Hrs	\$98.00	\$23,520.00

### B. Task 2 - Pay Application and Invoice Review Support

<u>Discipline</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Senior Associate	913 Hrs	\$98.00	\$89,474.00

### C. Task 3 - STC Closeout Services

<u>Discipline</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Senior Associate	808 Hrs	\$98.00	\$79,184.00
Senior Associate	404 Hrs	\$98.00	\$39,592.00

We appreciate the opportunity to present this proposal for approval of the Sr. Associate positions. Should you have any questions or if we may be of further assistance, please do not hesitate to contact me at (407) 619-3599.

Sincerely,

Celeste Cornileus  
President

November 18, 2022



Heather Lee  
Anser Advisory, Director  
Email: [heather.lee@anseradvisory.com](mailto:heather.lee@anseradvisory.com)  
Phone: (907) 360-0737

**RE: Greater Orlando Aviation Authority (GOAA)  
W452 Construction-Engineering Financial Consulting, Capital Planning, Grant Management,  
Invoice Review and Construction Audit**

Dear Ms. Lee,

ECo Design and Consulting, LLC (ECo) is pleased to present this proposal for professional consulting services to assist the Anser team with the Greater Orlando Aviation Authority (GOAA) contract W452, as referenced above. ECo will assist with the appropriate tasks associated with the master contract and outlined in more detail below.

Below is a more detailed list of the items included within the scope of work:

#### **PROJECT SCOPE OF SERVICES**

- **Task 1 - Compliance Support Services** - Provide compliance support services in support of the Authority's Oversight Committees including, but not limited to, Construction Committee, Professional Services Committee, Concessions Procurement Committee, and the Aviation Authority Board.  
Task 1 Services shall be provided at the GOAA approved rate of \$139/hour for 154 hours.  
  
Task 1-Not to Exceed Fee.....\$21,406.00
- **Task 3 - CIP Support and CIR Review Services** - Provide capital program development analysis, project definition, and capital plan updates.  
Task 3 Services shall be provided at the GOAA approved rate of \$139/hour for 780 hours.  
  
Task 3-Not to Exceed Fee.....\$108,420.00

#### **SCHEDULE**

To Be Determined in coordination with Anser and GOAA.

Invoicing for the tasks outlined above will be on a monthly basis. Additional effort outside of the hours outlined above may be completed at the hourly rate as additional services. In the event that we are required to retain an attorney to collect on this account, you will also be responsible for all collection casts, including attorney's fee. Blueprinting/hard copies, delivery and other expenses will be invoiced as direct reimbursable expenses.

If this meets with your approval, please return one signed copy of this proposal electronically to my office as our official notice to proceed. We appreciate this opportunity and look forward to the successful completion of this project. Please call if you have further requests or questions.

Sincerely,

APPROVED

A handwritten signature in blue ink, appearing to read 'Jaime Eaton'.

Jaime Eaton, PE  
President  
ECo Design and Consulting, LLC

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## TRUTH IN NEGOTIATION CERTIFICATION

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

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

Consultant: Anser Advisory Consulting, LLC



By: \_\_\_\_\_

Print Name: Robert K Brancheau

Date: 11/10/2022 \_\_\_\_\_





**MEMORANDUM**

To: Members of the Professional Services Committee

From: Edelis Molina, Sr. Small Business Administrator

Date: November 22, 2022

Re: Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services Agreement with Anser Advisory Consulting, LLC (AAC) for FY23 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Construction Department (Task 1) at the Orlando International Airport and Orlando Executive Airport

We have reviewed the proposal from Anser Advisory Consulting, LLC (AAC) and determined that Anser Advisory Consulting, LLC (AAC) proposes 16.0% MWBE participation on this Addendum.

Our analysis indicates that Anser Advisory Consulting, LLC (AAC) is eligible for award of the subject Addendum.

**MWBE UTILIZATION FORM FOR NON-FEDERALLY FUNDED PROJECTS**  
**PLEASE COMPLETE THIS FORM**

This form should be used to report Construction and Engineering /Professional Services activities.

Name of Airport: Orlando International Airport

Telephone No: (407) 825-7130

Address: One Jeff Fuqua Boulevard, Orlando, FL 32827

Project Name & Number: Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services Agreement with Anser Advisory Consulting, LLC (AAC) for FY23 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Construction Department (Task 1) at the Orlando International Airport and Orlando Executive Airport

**1. Construction Information:**

Addendum Amount: \_\_\_\_\_

**2. MWBE Goal by Group Representation:**

Asian Pacific American	_____	Actual Result	_____
Asian Subcontinent American	_____	Actual Result	_____
Black American	_____	Actual Result	_____
Caucasian Female American	_____	Actual Result	_____
Hispanic American	_____	Actual Result	_____
Native American	_____	Actual Result	_____
Other	_____	Actual Result	_____
<b>Total MWBE Participation</b>	<b>-</b>	<b>Actual Result</b>	<b>_____</b>

**3.a. Prime Contractor Information:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**3.b. Name and Address of MWBE Subcontractor**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**3.c. \*Identity:**

Work Item(s): \_\_\_\_\_  
Amount of Subcontract \_\_\_\_\_  
Percent of Prime Contract (%): \_\_\_\_\_

**4. Engineering/Professional Services Information:**

Addendum Amount: \$1,431,711.00

**5. MWBE Goal by Group Representation:**

Asian Pacific American	-	Actual Result	0.0%
Asian Subcontinent American	-	Actual Result	0.0%
Black American	228,488.00	Actual Result	16.0%
Caucasian Female American	-	Actual Result	0.0%
Hispanic American	-	Actual Result	0.0%
Native American	-	Actual Result	0.0%
Other	-	Actual Result	0.0%
<b>Total MWBE Participation</b>	<b>228,488.00</b>	<b>Actual Result</b>	<b>16.0%</b>

**6.b. Engineering / Professional Service Firm Information:**

Name: Anser Advisory Consulting, LLC (AAC)  
Address: 2420 Lakemont Ave, Suite 450  
City, State, Zip: Orlando, FL 32814  
Telephone: 714.209.7671

**6.b. Name and Address of MWBE Subconsultant**

Name: Please see attached  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**6.c. \*Identity:**

Work Item(s): \_\_\_\_\_  
Amount of Subcontract \_\_\_\_\_  
Percent of Prime Contract (%): \_\_\_\_\_

*I certify that the information included on this form and its attachment is correct*

Signature: Edelis Molina Date: 11/22/22  
for George I. Morning, Director of Small Business Development Department

\* In Items 3.c. and 6.c. above specify the identity of MWBE Subcontractors and E/PS Firms (e.g. Black American, Hispanic American, Asian Subcontinent American, Asian Pacific American, Caucasian Female American, Native American & Other)

MWBE Subcontractor/Subconsultant Certification		
Project Name & Number:	Request for Recommendation of Approval to the Aviation Authority Board of an Addendum to the Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services Agreement with Anser Advisory Consulting, LLC (AAC) for FY23 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Construction Department (Task 1) at the Orlando International Airport and Orlando Executive Airport	
Prime Firm: <u>Anser Advisory Consulting, LLC (AAC)</u>		
Addendum Amount:	<u>\$1,431,711.00</u>	
Company Name	<u>Emerging Venture Development, Inc.</u>	<u>ProjectStar Management Consultants, Inc.</u>
Address	<u>1730 NE 16th Avenue</u>	<u>1948 Marsh Wren Court</u>
City, State, Zip	<u>Fort Lauderdale, FL 33305</u>	<u>Ocoee, FL 34761-9189</u>
Phone	<u>(954) 288-4393</u>	<u>407-619-3599</u>
Identity	<u>Black American</u>	<u>Black American</u>
Work Item	<u>Staffing - Project Manager</u>	<u>Staffing - Senior Associate</u>
Amount of Subcontract	<u>131,566.00</u>	<u>96,922.00</u>
Percentage	<u>9.2%</u>	<u>6.8%</u>
Company Name		
Address		
City, State, Zip		
Phone		
Identity		
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Address		
City, State, Zip		
Phone		
Identity		
Work Item		
Amount of Subcontract		
Percentage		
Company Name		
Address		
City, State, Zip		
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Identity		
Work Item		
Amount of Subcontract		
Percentage		
	<u>\$228,488.00</u>	16.0%
	<u>\$1,431,711.00</u>	

On **TUESDAY, NOVEMBER 22, 2022**, the **PROFESSIONAL SERVICES COMMITTEE** met at the Orlando International Airport in Carl T. Langford Board Room, One Jeff Fuqua Blvd., Orlando, FL 32827. Vice Chairman Hunt called the meeting to order at 9:34 a.m. Vice Chairman Hunt read the Lobbyist Disclosure and the Appeals Statement. The meeting was posted in accordance with Florida Statutes and a quorum was present. All Professional Services 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:

Gary Hunt, Vice Chairman  
Marie Dennis, Director of Finance  
Marquez Griffin, Director of Airport Operations

Also participating:

Kathleen Sharman, GOAA Chief Financial Officer  
Tom Draper, GOAA Chief of Operations Officer  
Karen Ryan, Legal Counsel (Nelson Mullins Broad & Cassel)  
Debbie McKeown, GOAA Project Controls  
Rob Brancheau, Anser Advisory Consulting, LLC  
Fransheska Brown, Recording Secretary

## **MINUTES**

1. The following minutes were presented for consideration:

### **CONSIDERATION OF MEETING MINUTES OF NOVEMBER 1, 2022 (VARIOUS ITEMS)**

A. Upon motion of Ms. Dennis, second by Mr. Griffin, vote carried to approve the PSC Minutes from the meeting held on November 1, 2022 as presented.

### **REQUEST FOR RECOMMENDATION OF APPROVAL TO THE AVIATION AUTHORITY BOARD OF AN ADDENDUM TO THE FINANCIAL CONSULTING FOR CONSTRUCTION, MAINTENANCE, ENVIRONMENTAL, AND OTHER PROJECTS: CONSTRUCTION PAYMENT APPLICATION AND INVOICE REVIEW; FINANCIAL CONSULTING FOR THE CAPITAL IMPROVEMENT PROGRAM (CIP) AND CAPITAL INITIATION REQUESTS (CIR); GRANT AND PASSENGER FACILITY CHARGE (PFC) APPLICATION SERVICES; EXTENSION OF STAFF SERVICES; AND AUDIT AND ADVISORY SERVICES AGREEMENT WITH ANSER ADVISORY CONSULTING, LLC FOR FY 2023 FINANCIAL CONSULTING FOR CONSTRUCTION, MAINTENANCE, ENVIRONMENTAL, PROCUREMENT, AND OTHER PROJECTS TO THE CONSTRUCTION DEPARTMENT (CATEGORY 1). AT THE ORLANDO INTERNATIONAL AIRPORT AND ORLANDO EXECUTIVE AIRPORT.**

**2.** *[A handout was presented, which included a revised Memorandum, Supporting Documentation, and an Office of Small Business Development Participation Memorandum.]* Mr. Brancheau presented the memorandum. Discussion ensued.

Ms. Dennis stated that this item is subject to funding consensus by the Construction Finance Oversight Committee (CFOC).

Upon motion of Ms. Dennis, second by Mr. Griffin, vote carried to recommend approval to the Aviation Authority Board of an Addendum to the Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services Agreement with Anser Advisory Consulting, LLC for FY 2023 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and other Projects to the Construction Department (Category 1), for the total not-to-exceed fee amount of \$1,431,711.00, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operation and Maintenance Funds; subject to funding consensus by the CFOC. *[Subsequent to the Construction Committee meeting, the CFOC consensed funding for this item, as outlined above.]*



## GREATER ORLANDO AVIATION AUTHORITY

Orlando International Airport  
One Jeff Fuqua Boulevard  
Orlando, Florida 32827-4392

### MEMORANDUM

TO: Members of the Aviation Authority

FROM: Scott Shedek, Chairman, Professional Services Committee

DATE: December 14, 2022

### ITEM DESCRIPTION

Recommendation of the Professional Services Committee to Approve Multiple Addenda to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services, at Orlando International and Executive Airports, with Anser Advisory Consulting, LLC dba Anser Advisory

### BACKGROUND

In 2022, the firms providing Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the CIP and CIR; Grant and PFC Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports were selected through a competitive award process.

On August 17, 2022, the Aviation Authority Board approved an Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the CIP and CIR; Grant and PFC Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports Agreement with the following firms:

- Anser Advisory Consulting, LLC dba Anser Advisory (*Categories 1, 2, 3, 4, 5 and 6*)
- Carr, Riggs & Ingram, LLC (*Categories 2, 3, and 6*)
- CohnReznick, LLP (*Categories 1, 2, 5 and 6*)
- R.M. Chin & Associates, Inc. (*Categories 1, 3, 4, and 6*)
- Talson International, LLC (*Categories 2 and 6*)

These no-cost base agreements established the negotiated hourly rates, and services are procured on an as-needed or annual basis. The Services were procured utilizing Categories of Services as follows:

**Category 1: Financial Consulting for Construction, Maintenance, Environmental and Other Projects:** Services may include but are not limited to:

- Assist with the development of project control budgets and funding plans for construction projects;
- Review construction contract awards, change orders and professional services fee proposals for contract compliance and funding eligibility for federal, state and other funding sources, including, but not limited to, Bipartisan

Infrastructure law (BIL) grants, Airport Improvement Program (AIP) grants, Florida Department of Transportation (FDOT) grants, Passenger Facility Charges (PFC) funding, Operations and Maintenance funding, Capital Expenditure funding, General Airport Revenue bond funding, Customer Facility Charges (CFC) funding, and other funding sources, as applicable;

- Perform independent, third party reviews of change orders prior to submission to the Authority's Construction Committee; verify that change orders adequately describe the contract change and include plan revisions where applicable; verify independent cost estimates and cost recapitulation worksheets to ensure that change order pricing is aligned with the scope of work; verify funding source and availability of funds for change orders; review change order pricing for supporting documentation and appropriate mark-ups; perform labor burden analysis for change order labor rates, as needed;
- Review scope description, verify availability of funds, review supporting documentation and independent estimates for job order contracts; perform independent estimates; collect, maintain, analyze, and publish change order, professional fees, and labor rate databases; perform reviews for Davis-Bacon wage compliance on Airport Improvement Program (AIP) and other federal funded projects as applicable; and all other services as requested to support the Authority's departments and public committees that are responsible for oversight of construction projects from inception through final close-out; and,
- Executive Reporting, which may include, but is not limited to cost reports, Key Performance Indicator reports for projects, construction project statistics, cash flow projections, and Estimates at Completion (EACs).

**Category 2: Construction Payment Application and Invoice Review:** Services may include, but are not limited to:

- Review construction project payment applications, professional services fee invoices, and other project related invoices for contract compliance, including but not limited to verification of approved billing rates, allowable costs, and supporting documentation, such as certified payrolls, construction change order approvals;
- Review construction project payment applications, professional services fee invoices, and other project related invoices for funding compliance including, but not limited to availability of funding, alignment of scope, verification that costs are eligible, allowable, reasonable and allocable and comply with specific grant agreement terms and federal, state, PFC, and local funding requirements, including compliance with procurement, reporting, Buy American, and prevailing wage requirements, as applicable;
- Prepare payment and funding forms for timely entry into the Authority's accounting system to ensure payment in accordance with Florida prompt payment statutes; and,
- Invoice and payment application tracking reports; and other analysis required for various funding sources.

**Category 3: Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR):** Services may include but are not limited to:

- Assist with the development of project control budgets and funding plans for construction projects;
- Assist in the development and updates of the Capital Improvement Program and Capital Initiation Request budgets;



- Maintain CIP/CIR data, analysis of price escalation and cost estimate validation;
- Evaluation of financing alternatives as it relates to eligibility for Airport Improvement Program (AIP), Florida Department of Transportation (FDOT), Passenger Facility Charges (PFC), Bipartisan Infrastructure law (BIL) and other funding sources;
- Financial analysis, such as cash flow projections for capital projects based on funding sources, financial commitments;
- Financial support activities for bond issuances and other strategic initiatives;
- Financial support services for the annual budget process; and,
- Executive Reporting, which may include, but is not limited to cost reports, Key Performance Indicator reports, construction project statistics, cash flow projections and Estimates at Completion (EACs).

**Category 4: Grant and Passenger Facility Charge (PFC) Application Services:** Services may include, but are not limited to:

- Assist in preparation of applications for federal, state, and PFC funding;
- Assist with requests for federal agency approvals for procurement and contract compliance as needed; and,
- Assist with grant and PFC application close-out.

**Category 5: Extension of Staff Services:** Services may include, but are not limited to:

- Assist the Engineering, Construction, and Finance Departments in preparation for Construction Finance Oversight Committee, Construction Committee, Professional Services Committee, and other meetings upon request;
- Assist with agenda and minutes;
- Assist with contract, purchase order and invoice processing using specified software programs; and,
- Assist with budget planning and tracking, creation of projects and completion of project control forms.

**Category 6: Audit and Advisory Services:**

- Perform audits of engineering and construction contracts, upon request; and,
- Provide advisory services regarding best practices and process improvements.

Under any category, the Services may also include financial, audit, accounting, and other oversight services in support of emergency or disaster recovery efforts, assisting the construction department and legal counsel on construction claims reviews, dispute review board proceedings, legal proceedings, advisory services regarding best practices and process improvements, and any other extension of staff duties as requested to support the Authority.

Procurement services may be awarded to any of the five selected firms; however, the specific services must be awarded per category to the firm(s) that proposed under the specific category.

## ISSUES

Per the Aviation Authority's Policy 450.04, the Aviation Authority Board must approve all contract addenda and applicable amendments that result in the value of any contract being increased, in the aggregate, by \$250,000 or more over the contract value.

The PSC has recommended approval of addenda on the above-referenced agreement, as follows:

- Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for Fiscal Year (FY) 2023 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Construction Department (Category 1), for the total not-to-exceed fee amount of \$1,431,711, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operation and Maintenance Funds. These services will include the review of all items presented before the Aviation Authority's Construction Committee, and as applicable, Aviation Authority Board, including but not limited to construction change orders, construction job orders, construction-related professional services fee proposals, and construction-related purchasing requests, for compliance to contract terms and conditions, and Aviation Authority policies and procedures; applicable funding eligibility reviews; and other related services included in Category 1. Services will be provided through September 30, 2023. The Aviation Authority has reviewed the proposal from Anser Advisory Consulting, LLC dba Anser Advisory, and determined that Anser Advisory Consulting, LLC dba Anser Advisory proposes 16% Minority and Women Business Enterprise (MWBE) participation on this addendum, and certifies that Anser Advisory Consulting, LLC dba Anser Advisory is in good standing as it relates to its small business participation. *[Reference PSC Meeting held November 22, 2022, Agenda Item No. 2].*
- Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Financial Consulting for Construction, Maintenance, Environmental, and Other Projects to the Finance Department (Category 1), for the total not-to-exceed fee amount of \$1,118,560, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operation and Maintenance Funds. These services will include the review of all items presented before the Aviation Authority's Construction Finance Oversight Committee; applicable funding eligibility reviews and financial analyses to include cash flow, commitments and funding projections; development of project control budgets and funding plans; attendance and agenda preparation of applicable committees; and other related services included in Category 1. Services will be provided through September 30, 2023. The Aviation Authority has reviewed the proposal from Anser Advisory Consulting, LLC dba Anser Advisory, and determined that Anser Advisory Consulting, LLC dba Anser Advisory, due to the specific nature of the proposed services, does not propose any small business participation on this addendum, and certifies that Anser Advisory Consulting, LLC dba Anser Advisory is in good standing as it relates to its small business participation. *[Reference PSC Meeting held November 22, 2022, Agenda Item No. 3].*
- Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for South Terminal C Financial Closeout Services to the Finance Department (Category 1), for the total not-to-exceed fee amount of \$1,183,797, with funding from General Airport Revenue Bonds. These services will include but

are not limited to, the review of items presented to the Construction Committee to establish final contract values, review and reconcile contract values and budgets, review funding sources and eligibility, assist with vendor coordination, review and process final pay applications, and other support services as directed by Finance Department, and all other related services included in Category 1. Services will be provided through September 30, 2023. The Aviation Authority has reviewed the proposal from Anser Advisory Consulting, LLC dba Anser Advisory, and determined that Anser Advisory Consulting, LLC dba Anser Advisory proposes 22.6% MWBE participation on this addendum, and certifies that Anser Advisory Consulting, LLC dba Anser Advisory is in good standing as it relates to its small business participation. *[Reference PSC Meeting held November 22, 2022, Agenda Item No. 4].*

- Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Construction Payment Application and Invoice Review Services to the Construction Finance Department (Category 2), for the total not-to-exceed fee amount of \$1,045,942, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operation and Maintenance Funds. These services will include, but are not limited to, contract, cost and funding compliance reviews of design and construction-related billings in support of the capital projects; and all other related services included in Category 2. Services will be provided through September 30, 2023. The Aviation Authority has reviewed the proposal from Anser Advisory Consulting, LLC dba Anser Advisory, and determined that Anser Advisory Consulting, LLC dba Anser Advisory proposes 28.9% MWBE participation on this addendum, and certifies that Anser Advisory Consulting, LLC dba Anser Advisory is in good standing as it relates to its small business participation. *[Reference PSC Meeting held November 22, 2022, Agenda Item No. 5].*
- Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 CIP and CIR Support Services to the Construction Finance Department (Category 3), for the total not-to-exceed fee amount of \$728,780, with funding from previously-approved Operation and Maintenance Funds. These services will provide, but are not limited to, CIP support and CIR review services; Aviation Authority executive management with a single point resource for all capital program development analyses, project definitions, and capital plan updates; support to the Aviation Authority's ongoing capital activity, bond issues, and other strategic activities; maintenance of the CIP data, review of project scope, preparation of scenario analysis, process development activities for updating the CIP; review services in support of the annual CIP and Renewal and Replacement (R&R) project process including scope definition, cost estimate validation, and funding eligibility determinations; and all other related services included in Category 3. Services will be provided through September 30, 2023. The Aviation Authority has reviewed the proposal from Anser Advisory Consulting, LLC dba Anser Advisory, and determined that Anser Advisory Consulting, LLC dba Anser Advisory proposes 33.4% MWBE participation on this addendum, and certifies that Anser Advisory Consulting, LLC dba Anser Advisory is in good standing as it relates to its small business participation. *[Reference PSC Meeting held November 22, 2022, Agenda Item No. 6].*
- Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Staff Extension Support Services to the Construction Finance Department (Category 5), for the total not-to-exceed fee amount of \$166,599, with funding from previously-approved Operation and Maintenance Funds. These services will provide extension of staff services to the Construction Finance Department in its efforts to accommodate construction activities relating to ongoing construction programs; and

other related services included in Category 5. Services will be provided through September 30, 2023. The Aviation Authority has reviewed the proposal from Anser Advisory Consulting, LLC dba Anser Advisory, and determined that Anser Advisory Consulting, LLC dba Anser Advisory, due to the specific nature of the proposed services, does not propose any small business participation on this addendum, and certifies that Anser Advisory Consulting, LLC dba Anser Advisory is in good standing as it relates to its small business participation. *[Reference PSC Meeting held November 22, 2022, Agenda Item No. 7].*

As these addenda will result in an aggregate increase to the Aviation Authority's Agreement with Anser Advisory Consulting, LLC dba Anser Advisory exceeding \$250,000, Aviation Authority Board approval is required, as outlined in the memorandum.

## **ALTERNATIVES**

None.

## **FISCAL IMPACT**

The fiscal impact is \$5,675,389. Funding is from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operations and Maintenance Funds.

## **RECOMMENDED ACTION**

It is respectfully requested that the Aviation Authority Board resolve to accept the recommendation of the Construction Committee and approve (1) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for Fiscal Year (FY) 2023 Financial Consulting for Construction, Maintenance, Environmental, and Other Projects to the Construction Department (Category 1), for the total not-to-exceed fee amount of \$1,431,711, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operations and Maintenance Funds; (2) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Financial Consulting for Construction, Maintenance, Environmental, Procurement, and Other Projects to the Finance Department (Category 1), for the total not-to-exceed fee amount of \$1,118,560, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operations and Maintenance Funds; and, (3) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for South Terminal C Financial Closeout Services to the Finance Department (Category 1), for the total not-to-exceed fee amount of \$1,183,797, with funding from General Airport Revenue Bonds; (4) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Construction Payment Application and Invoice Review Services to the Construction Finance Department (Category 2), for the total not-to-exceed fee amount of \$1,045,942, with funding from FDOT Grants to the extent eligible, Passenger Facility Charges to the extent eligible, Customer Facility Charges to the extent eligible, General Airport Revenue Bonds, and previously-approved Operations and Maintenance Funds;

(5) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 CIP and CIR Support Services to the Construction Finance Department (Category 3), for the total not-to-exceed fee amount of \$728,780, with funding from previously-approved Operations and Maintenance Funds; (6) an Addendum to the Professional Services Agreement for Financial Consulting for Construction, Maintenance, Environmental, and Other Projects; Construction Payment Application and Invoice Review; Financial Consulting for the Capital Improvement Program (CIP) and Capital Initiation Requests (CIR); Grant and Passenger Facility Charge (PFC) Application Services; Extension of Staff Services; and Audit and Advisory Services at Orlando International and Executive Airports with Anser Advisory Consulting, LLC dba Anser Advisory for FY 2023 Staff Extension Support Services to the Construction Finance Department (Category 5), for the total not-to-exceed fee amount of \$166,599, with funding from previously-approved Operations and Maintenance Funds; and, (7) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary documents following satisfactory review by legal counsel.