

**GREATER ORLANDO AVIATION AUTHORITY
NOTICE OF EXECUTIVE PROGRAM MANAGEMENT AND
OVERSIGHT (PMO) SERVICES FOR TERMINAL C PROGRAMS (WS149)
ORLANDO INTERNATIONAL AIRPORT**

Pursuant to 2 CFR Part 200 and Section 287.055 of the Florida Statutes, and the policies and procedures of the Greater Orlando Aviation Authority (the “Authority”), notice is hereby given that interested firms (“Proposers”) are invited to submit Statements of Qualifications (“SOQs”) to render **Executive Program Management and Oversight (PMO) Services for Terminal C Programs (WS149)** (the “Services”) at the Orlando International Airport.

Terminal C is a new airport terminal that recently opened to the public in September 2022 with airline service to domestic and international destinations. It is a state-of-the-art facility that includes 15 airline gates with a landside terminal, using the latest technology. Terminal C is connected to multi-modal transportation facility that includes a variety of ground transportation options, including rail. As a result of the pandemic, in 2020, the Authority’s Capital Improvement Plan was scaled back and portions of the Terminal C work were deferred to a later date. With passenger volume returning, the Authority intends to immediately commence design and construction of the previously deferred projects.

The Authority is seeking a national leader with extensive experience and technical expertise in the management and oversight of comparable aviation or intermodal capital programs to be the entity responsible for managing the following Terminal C Programs and related projects, within the approved schedules and budgets, at the quality expected of a world-class airport facility:

- TERMINAL C MULTI-MODAL CONNECTOR PEDESTRIAN BRIDGE & RENTAL CAR LOBBY – currently advertising for a design-build firm
- TERMINAL C AIRSIDE CONCOURSE GATES C250-C254 – design complete and construction contract awarded in October 2022; related projects include extension of the Baggage Handling System
- TERMINAL C AIRFIELD CIVIL, APRON AND TAXIWAY – design underway
- RENTAL CAR QUICK TURN-AROUND FACILITY – design underway
- TERMINAL C ADDITIONAL PROJECTS, including Ground Support Equipment Facility and other improvements for optimization of operations of Terminal C, such as garage, vertical circulation and landscaping improvements

More information on the location, scope and current budget of each Program will be presented at the pre-submittal conference.

The selected Consultant will report to a small multi-department team of Authority executives that is responsible for implementation of the Authority’s mission and values. The Consultant will implement standard procedures and manage all of the Aviation Authority’s resources that are assigned to the listed Programs and related projects. The Consultant will be responsible for proactively identifying and resolving issues that could impact operations, schedules, budgets and other risks, as well as advising on best practices and keeping the Authority informed of all potential issues and solutions. The Services include, but are not limited to:

Stakeholder Management and Operations Coordination

- Represent the Aviation Authority's best interest at all times
- Manage stakeholder engagement with regular communication and coordination among all Aviation Authority Departments, and other stakeholders, such as airlines, tenants, concessionaires and regulatory agencies, including providing regular executive reporting, project documentation, records management, and advice on best practices
- Provide program planning and progress reporting throughout program concept, design, construction, operational readiness, turnover and closeout phases
- Track, manage and communicate risks
- Manage coordination between the Authority, its Consultants, the City of Orlando, the Federal Aviation Administration (FAA), the Florida Department of Transportation (FDOT), the Transportation Security Administration (TSA), Customs and Border Patrol (CBP), and any other Agencies Having Jurisdiction
- Manage operational readiness and transition to operations
- Coordinate closely with financial consultants to support management of the Capital Improvement Program

Design Management

- Manage the design for a variety of construction project delivery methods, including design-bid-build, design-build, and construction manager at risk (CMAR) from the planning and conceptual design phase through final completion and close-out, including design schedule management, review of design deliverables, coordination of design reviews by the Agencies Having Jurisdiction, the Aviation Authority's General Consultant, Technical Review Team and other stakeholders, documentation of design decisions, including proposed and accepted changes

Construction Management

- Manage all construction contractors, from pre-construction through final completion and close-out, including tenant and end-user coordination, ensure compliance with permitting and inspection requirements, emergency readiness and response, construction safety compliance, environmental mitigation and engineering, groundwater monitoring, stormwater pollution prevention services, quality assurance, construction compliance inspections, LEED compliance, small business compliance, and outfall monitoring.

Contracts Management

- Negotiate contracts for design and construction services for approval by the Aviation Authority; Manage compliance with the Aviation Authority's approval procedures
- Manage the procedures and project managers' compliance with the Authority's requirements for payment applications and invoice review, owner purchases, schedule management, change management, including change order coordination, negotiation, documentation, processing and reporting, manage cost estimating, cost analysis, cost control and budget management, executive reporting and project documentation

- Coordinate closely with financial consultants for funding compliance and budget and cost reporting and various committee procedures and documentation

Other Duties As Required

- Recommend project-delivery methods, assist with procurement phase, as necessary
- Provide all other professional services which may be required to successfully manage the Programs and related projects.

Each Proposer may only submit only one SOQ.

This procurement is for the selection of the lead PMO Consultant only. The majority of Services shall be performed by the Proposer's employees, with the only exception being the proposed DBE Subconsultant. The Aviation Authority is not looking for a firm to broker or arrange these services with third parties or to use temporary staffing.

The fee for the Services is estimated to be within the range of \$5-10 million for the self-performed services. The contract term will continue until completion of the listed Programs, which is currently anticipated to be less than 5 years.

The selected Consultant will have a conflict of interest and, therefore, be prohibited from providing project management services for the listed Programs during the term of this contract.

A Pre-Submittal Conference will be held **at 9:30 AM on December 6, 2022 in the Carl T. Langford Boardroom, Orlando International Airport, 1 Jeff Fuqua Boulevard, Orlando, FL 32827**. The Pre-Submittal Conference will also be offered via an optional Webinar. The scope of each Program and Services, Submission Requirements, Disadvantaged Business Enterprise (DBE) Participation, and all questions will be reviewed at the Pre-Submittal Conference.

The Advertisement, Submission Requirements, Pre-Submittal Webinar information, Responses to inquiries and Pre-Submittal Conference minutes, will be made available on the Authority's website under Business Opportunities/Construction Opportunities at:

<http://www.orlandoairports.net/airport-business/#business-opportunities>

IMPORTANT NOTICE

Proposers are hereby notified that compliance with federal grant requirements may be required, including, but not limited to, the following: (1) the Disadvantaged Business Enterprise (DBE) requirements of 49 CFR Part 26, and the Aviation Authority's Disadvantaged Business Enterprise Participation Program; (2) the Buy American requirements imposed by Section 9129 of the Aviation Safety and Capacity Expansion Act of 1990, to the extent the contract includes any procurement of materials or equipment; (3) the minimum prevailing wage rates established by the Secretary of the U.S. Department of Labor (Davis Bacon), to the extent the services include construction services as defined by the federal government; (4) Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246), as amended, requiring an Equal Opportunity Report Statement, to the extent the services include

construction services as defined by the federal government; (5) Certification Regarding Lobbying Pursuant to 49 CFR Part 20 for Contracts, Grants, Loans, and Cooperative Agreements; 6) Certification Regarding Debarment, Suspension, Ineligibility And Voluntary Exclusion (2 CFR Part 1200, 2 CFR Part 180, and the Aviation Authority's Policy Section 130.04; 7) the Standard Title VI Assurances and Nondiscrimination Provisions; 8) the Foreign Trade Restriction Certification (49 USC §50104 and 49 CFR part 30); and, 9) the procurement of recovered materials pursuant to the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247.

The Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all Proposers that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The award of this contract is subject to approval by the Aviation Authority's Board of Directors prior to any services being performed.

GREATER ORLANDO AVIATION AUTHORITY

By: M. Carson Good
Aviation Authority Chairman