



AD HOC COMMITTEE AGENDA

DATE: February 27, 2024

DAY: Tuesday

TIME: 11:00 A.M.

LOCATION: The Carl T. Langford Board Room of the Greater Orlando Aviation Authority Offices
Located at One Jeff Fuqua Boulevard, Orlando, Florida

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. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. The 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. 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 on the Aviation Authority's offices web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

1. Consideration of Firms for Professional Services in Response to RFP 24-111 Underwriter Services

Any appeals of decisions made by the Ad Hoc Committee must be filed with the Chief Executive Officer within five business days (no later than 4:00 p.m. on March 5, 2024) of the rendering of that decision. If a bidder or proposer is aggrieved by any of the proceedings of today's meeting and wishes to appeal the results of actions made by this committee, they must file an appeal stating the item they wish to appeal and the basis for which they wish to appeal, and it must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email at kevin.thibault@goaa.org, with a copy to the Chief Administration Officer, Ms. Yovannie Rodriguez, via email at yovannie.rodriguez@goaa.org.