

On **Friday, May 17, 2024**, the **RETIREMENT BENEFITS COMMITTEE (RBC)** of the Greater Orlando Aviation Authority met in Carl T Langford Board Room at the Orlando International Airport (OIA), One Jeff Fuqua Blvd., Orlando, FL. The meeting, having been posted in accordance with the Florida Statutes, was called to order by Chairperson Hudgins at 1:30 p.m. with a quorum in attendance.

Retirement Benefits Committee Members present:

Randy Hudgins, Chairperson, Vice President of Human Resources
Kathleen Sharman, Vice-Chairperson, Chief Financial Officer
Tianna Dumond, Senior Vice President, Internal Audit
Abdu El Baroudi, Manager, Cost Control & Contracts
Luis Olivero, Assistant Vice President of Governmental Affairs
Yovannie Rodriguez, Chief Administrative Officer

GOAA Staff Support present:

Kandyce Moss, Recording Secretary, Human Resources
Olimpia Lonsdale, Procurement
Jo Thacker, Attorney

Lobbying Statement

Mr. Hudgins read the following statement: 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 policy, forms, and instructions are available in the Aviation Authority's offices and on the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

Appeals

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. Any appeal must be received in writing by the Chief Executive Officer, Mr. Kevin J. Thibault, via email kevin.thibault@goaa.org with copy to yovannie.rodriguez@goaa.org by 4:00 p.m., May 24, 2024.

Public Comment

Any member of the public who wishes to address the committee on the agenda item being considered at this meeting must notify the committee in writing by submitting a completed Appearance Request Form. This form may be requested from the Recording Secretary.

Conflict of Interest

All Committee members confirmed there were no conflicts of interest related to the evaluation of proposals related to 24-249 RFP for Pension Attorney.

CONSIDERATION OF PROPOSALS

Mr. Hudgins stated that the Aviation Authority received three responses in association to RFP 24-249 for Pension Attorney and are in alphabetical order as follows:

- Klausner, Kaufman, Jensen & Levinson
- Kutak Rock LLP
- Lorium Law

Mr. Hudgins made a recommendation to the Committee to assign weighting/points to the criteria. The recommendation is as follows:

Criteria	TAB #	Points Assigned
Experience and Qualifications of Proposer and Engagement Team, and References	3	30
Knowledge & Experience of Key Individuals (Lead Counsel qualification and experience, fiduciary relationship etc.)	4	30
Transition & Succession Plan (process that would be followed to implement the services to be provided pursuant to the Scope of Services if you are not the incumbent)	5	20
Methodology & Approach	6	15
Additional Requirements of the Response, Prior or Pending Convictions, Indictments, Investigations, Claims, and Proof of Insurance.	7	5
<i>Grand Total</i>		100

Upon motion by Ms. Sharman, seconded by Mr. Olivero, vote carried to accept the recommended assigned points to the criteria.

Mr. Hudgins released the floor to Ms. Olimpia Lonsdale to provide a synopsis of the purpose of this solicitation and procurement details, review of the Proposers responses to Minimum Requirements and review of References.

Mr. Hudgins released the floor to Attorney Jo Thacker to provide a review of the Proposers responses relating to Pending Convictions, Indictments, Investigations, Claims and Conflict of Interest. Discussion and clarification ensued on responses.

Mr. Hudgins released the floor to Ms. Moss to provide a review of the Proposers strengths and weaknesses.

The Committee conducted the ranking of each Firm as follows:

Criteria	Points Assigned	Klausner Kaufman Jensen & Levinson	Kutak Rock LLP	Lorium Law
Experience and Qualifications of Proposer and Engagement Team, and References	30	27	23	25
Knowledge & Experience of Key Individuals (Lead Counsel qualification and experience, fiduciary relationship etc.)	30	27	22	25
Transition & Succession Plan (process that would be followed to implement the services to be provided pursuant to the Scope of Services if you are not the incumbent)	20	18	18	18
Methodology & Approach	15	14	14	14
Additional Requirements of the Response, Prior or Pending Convictions, Indictments, Investigations, Claims, and Proof of Insurance.	5	5	5	5
Grand Total	100	91	82	87

The ranking for the Firms is as follows:

1. Klausner, Kaufman, Jensen & Levinson
2. Lorium Law
3. Kutak Rock, LLP

Upon motion by Ms. Sharman, seconded by Mr. Olivero, vote carried to award Pension Attorney services 24-249 RFP to Klausner, Kaufman, Jensen & Levinson based on Committee ranking. Also authorize staff to move to second ranked proposer, Lorium Law if Agreement cannot be reached with Klausner, Kaufman, Jensen & Levinson for a period of three years with 2 one year options.

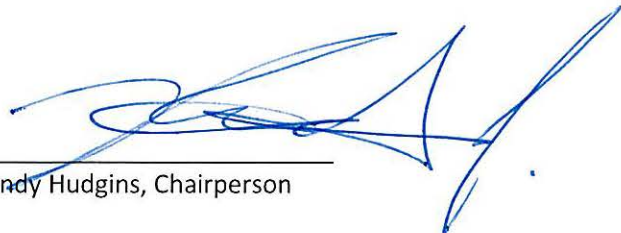
STATUS UPDATE

Comerica

Mr. Klauser will meet with Ms. Moss and members of the Finance staff on June 6, 2024 to review the issues relating to Comerica and the SOC Report.

ADJOURNMENT

1. There being no further business to come before the Committee, Mr. Hudgins adjourned the meeting at 2:19 p.m.



Randy Hudgins, Chairperson

Date: 8/20/24