

**PROFESSIONAL SERVICES COMMITTEE AGENDA****DATE: June 7, 2016 DAY: Tuesday TIME: 9:15 a.m.****PLACE: Annex Building, 1st Floor - Conference Rooms (Apollo/Gemini/Taurus)  
5855 Cargo Road, Orlando International Airport**

*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. As of January 16, 2013, 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. As adopted by the Board on September 19, 2012, lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, 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. As of January 16, 2013, 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 in the Aviation Authority's offices and the web site. Please contact the Director of Board Services with questions at (407) 825-2032.*

**[ITEMS IN BOLD REQUIRE APPROVAL BY THE AVIATION AUTHORITY BOARD]**

**ITEM 1** REQUEST FOR APPROVAL OF THE PROFESSIONAL SERVICES COMMITTEE MINUTES FROM THE MEETING ON MAY 24, 2016.

**CONTRACT HOLDER – PLANNING & ENGINEERING**

**ITEM 2** REQUEST FOR RECOMMENDATION TO THE AVIATION AUTHORITY EXECUTIVE DIRECTOR FOR APPROVAL OF AN ADDENDUM NO. 1 TO ADDENDUM NO. 4 TO THE PROFESSIONAL SERVICES AGREEMENT WITH LEIGHFISHER TO PROVIDE MISCELLANEOUS ON-CALL FINANCIAL GENERAL ADVISORY ASSISTANT FOR FY 2016.

**PRE-QUALIFICATION OF CONSTRUCTION MANAGER AT RISK (CM@R) SUBCONTRACTORS**

**ITEM 3** REQUEST FOR APPROVAL OF TURNER-KIEWIT JOINT VENTURE'S LIST OF PRE-QUALIFICATION OF ADDITIONAL SUBCONTRACTORS/SUPPLIERS FOR MAJOR TRADE PACKAGES FOR SPQ NO. 24 FOR THE SOUTH AIRPORT INTERMODAL TERMINAL FACILITY (ITF) PROGRAM.

**INFORMATION ITEM**

**ITEM 4** INFORMATION ITEM

**4-A** Revised Office of Small Business Memorandum to the Construction Services Agreement with Hensel Phelps Construction Company for BP-443, Airside 4 Improvements Program – FIS/CBP Renovation and Expansion Orlando International Airport [Reference Professional Service Committee on 5/10/2016, Item 4]

**OTHER**

**ITEM 5** REQUEST FOR CONSIDERATION OF FIRMS FOR PROFESSIONAL SERVICES FOR **W-350 SELECTION OF CONCESSION PLANNING SERVICES** (THREE FIRMS RESPONDED ON JUNE 1, 2016)

- AirProjects, Inc.(VA)
- ICF SH&E, Inc.
- Unison Consulting, Inc.

***Any appeals of decisions made by the Professional Services Committee must be filed with the Executive Director within five business days (no later than 4:00 p.m. on the fifth business day) of the rendition of that decision, except those that have issues under Contract, in which case the contract provisions supersede.***

***The next scheduled Professional Services Committee Meeting for "Various Items" is on Tuesday, June 21, 2016, at 9:15 a.m.***

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