

**GREATER ORLANDO AVIATION AUTHORITY
PROFESSIONAL SERVICES COMMITTEE (PSC) MEETING**

AGENDA

DATE: July 11, 2016	DAY: Monday	TIME: 10:30 a.m.
PLACE: Conference Room "C", 5850-B 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.

1. CONSIDERATION OF FIRMS FOR PROFESSIONAL SERVICES FOR W-345 SELECTION OF DESIGNER FOR COMMUNICATIONS MPOE AND RELATED WORK (Three Firms responded by June 23, 2016)

- Matern Professional Engineering, Inc.
- SGM Engineering, Inc.
- VoltAir Consulting Engineers, 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 rendering of that decision.
--