

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

<b>DATE:</b>	<b>January 4, 2017</b>	<b>DAY:</b>	<b>Wednesday</b>	<b>TIME:</b>	<b>11:00 a.m.</b>
<b>PLACE:</b>	<b>Carl T. Langford Board Room One Jeff Fuqua Blvd, Orlando International Airport, Orlando 32827</b>				

*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 FIRM(S) FOR COMPETITIVE PROPOSALS FOR PROFESSIONAL SERVICES (PS-491) Third Party Administrator (“TPA”)**  
*(One Proposal was received by October 24, 2016)*
  - **Johns Eastern Company, Inc.**

<b>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.</b>
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