

AD HOC COMMITTEE AGENDA



DATE: Thursday, July 16, 2020
TIME: 10:00 a.m.
LOCATION: Virtually via: <https://global.gotomeeting.com/join/929143373>
or by phone at 1-866-899-4679 with Access Code: 929-143-373

Due to the COVID-19, the Greater Orlando Aviation Authority is adhering to a business distancing operational plan. Please note that all Ad Hoc Committee meetings from today until further notice will be held virtually. If you would like to address this committee at the meeting on an agenda item being considered, please contact the Recording Secretary, LuAnn Fisher (luann.fisher@goaa.org -or- 407-825-2026) no less than 24 hours in advance of the meeting.

03-21 RECORDING SECRETARY	EMAIL ADDRESS	PHONE NUMBER
LuAnn Fisher	luann.fisher@goaa.org	407-825-2026 (o) 407-793-3262 (m)

ITEM 1 CONSIDERATION OF FIRMS FOR REQUEST FOR PROPOSALS 03-21, SUPPLEMENTAL AUDITING AND ATTESTATION SERVICES, AT THE ORLANDO INTERNATIONAL AIRPORT.

Two firms responded by June 15, 2020):

- Covington & Associates CPA, Inc.
- L.F. Harris & Associates, CPA, P.A.

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 seven 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 on the Aviation Authority's website (www.orlandoairports.net). Please contact the Director of Board Services with questions at (407) 825-2032.

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 the fifth business day) 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. Phillip N. Brown, via email pbrown@goaa.org, with a copy to dsnyder@goaa.org (emails will be accepted during the COVID-19 pandemic.)