

On WEDNESDAY, FEBRUARY 19, 2014, the GREATER ORLANDO AVIATION AUTHORITY met in regular session in the Carl T. Langford Board Room of the Aviation Authority offices in the main terminal building at the Orlando International Airport (OIA), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Kruppenbacher called the meeting to order at 2:01 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

Authority members present,

Frank Kruppenbacher, Chairman
Dr. Jason Pirozzolo, Vice Chairman
Dean Asher, Treasurer
Mayor Buddy Dyer
James Palmer (arrived at 2:11 p.m.)
Domingo Sanchez

Also present,

Phillip N. Brown, Executive Director and Secretary
Dayci S. Burnette-Snyder, Director of Board Services and Assistant Secretary
Marcos Marchena, General Counsel

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 Interest, 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.

Chairman Kruppenbacher requested that during the Pledge of Allegiance that we have a moment of silence to remember Orange County Deputy Pine and his family who made the ultimate sacrifice for the safety of this community.

MINUTES

1. Upon motion by Mr. Asher, second by Dr. Pirozzolo, vote carried to accept the January 15, 2014, minutes as written.

AUTOMATED PASSENGER CONTROL

2. Chairman Kruppenbacher welcomed Mr. John Wagner, Acting Deputy Assistant Commissioner Office of Field Operations, U. S. Customs and Border Protection. Mr. Wagner introduced his staff present at today's meeting. Mr. Wagner stated that earlier today there was a press event on the latest and greatest invention - the Automated Passport Control (APC) kiosk. Mr. Wagner mentioned that this is an accumulation of a couple of years work between Customs Border Protection (CBP) and OIA. This kiosk is a testament to the partnership that we have built over the years and continue to build. Mr. Wagner briefly mentioned the process for a traveler using the APC. He added that by doing this, it increases the security of what CBP is trying to do but it also facilitates the movement of travelers through the facility because the interaction time with the CBP officers is reduced to approximately 30 seconds. What is unique about the addition of these kiosks at OIA is that it is the first airport and only airport where citizens from the 37 Visa waiver countries can take advantage of this process. Mr. Wagner thanked Mr. Brown and the Board for working with CBP and developing something that meets their needs and OIA's needs. For CBP, Mr. Wagner stated that he sees their role in facilitating international travel in a safe and secure manner. They see the value of increased foreign visitation; they want to be on the right side of that; they do not want to be the reason why people do not come to the U.S. Programs like this help us build that type of environment in the airport while meeting all security requirements.

Following discussion, Chairman Kruppenbacher stated how proud the Board is in working with CBP and how great they have been to work with. On behalf of the Aviation Authority, Mr. Brown presented Mr. Wagner with a small token of appreciation for his leadership on this project.

MINUTES OF THE FEBRUARY 19, 2014, MEETING OF THE GREATER ORLANDO AVIATION AUTHORITY

AUTOMATED PASSENGER CONTROL (cont)

Mr. Brown stated that Mr. John Newsome, Director of Information Technology, has put together a presentation to discuss the benefits of the program. Mr. Brown personally recognized Mr. Newsome and his staff for their extraordinary collaborative effort with CBP, SITA, and Vision-Box.

Mr. Newsome stated that in the past 12 months there have been approximately 2 million travelers from other countries deplaned at OIA. The Aviation Authority and the CBP introduced process improvements and now automation to streamline processing of these travelers.

Mr. Newsome talked about the automation solution which is a self-service biometric kiosk. The kiosks enable travelers on arriving international flights to complete their Customs Declaration form, have passports read, the fingerprints and facial images captured. He mentioned specific features of the kiosk, the 3 implementation phases for the kiosks (with OIA being the first airport to implement Phase 3), the arrival process (land, touch, and go), benefits of the program, and potential enhancements.

Chairman Kruppenbacher thanked Mr. Newsome and staff for their dedication on this project. He added that this would not have happened without the leadership of our Executive Director, Mr. Brown. He mentioned that the Board approved an expenditure of \$400,000 and the project was completed within the budget approved which is a credit to Mr. Brown, his team, and CBP.

Chairman Kruppenbacher added that this was a gift to Mayor Dyer because now he can be proud to know that his airport is number one in the world in this technology and process.

UPDATE ON PROJECT USO ORLANDO

3. The Chairman welcomed Dr. Tweet Coleman who will be providing us with an update on Project USO Orlando. The Chair also recognized Mr. Palmer for his efforts on this matter.

Dr. Coleman introduced individuals with her today including Dr. Mark Kearney, volunteer; Mr. Joe Morgan, Founding Partner, KZF Design Studio; and Eric Kleinstein, Principal/Vice President, KZF Design Studio. Mr. Morgan volunteered his firm to produce all the architectural drawings pro-bono.

Using visual aids, Mr. Kleinstein proceeded to illustrate the proposed designs for the 3,000 square foot USO lounge at OIA. All of the proposed spaces (rooms) mentioned by Mr. Kleinstein are in need of sponsors. Sponsorship would provide building materials to the spaces.

~~Mr. Palmer thanked Dr. Coleman, Dr. Kearney, and Mr. Kleinstein for the presentation. Their outstanding efforts are appreciated. He thanked Mr. Morgan for his firms pro-bono work.~~

Chairman Kruppenbacher suggested to Dr. Coleman involving the ROTC group in the high schools for fund raising and recommended that the "quiet room" be changed to the "meditation room". In conclusion, Dr. Coleman mentioned that they are on a \$1 million fund raiser campaign, with upwards of \$200,000 in donations to date (largely in-kind).

CONSENT AGENDA

4. Upon motion by Dr. Pirozzolo, second by Mr. Asher, vote carried to adopt a resolution as follows: It is hereby resolved by the Greater Orlando Aviation that the following Consent Agenda items are approved, accepted, and adopted and execution of all necessary documents is authorized by the Aviation Authority's Officers or Executive Director:

A. January 24, 2014, meeting between board members Frank Kruppenbacher and Domingo Sanchez; January 7 and January 21, 2014, Ad Hoc Committee for Hotel Consulting Services; December 17, 2013, January 6 and January 13, 2014, Concessions/Procurement Committee; January 2, January 7, January 21, and January 28, 2014, Construction Committee; November 20, 2013, Construction Finance Oversight Committee; December 10, 2013, Design Review Committee; and January 7, 2014, Professional Services Committee;

B. accept the recommendation of the Finance Committee to approve the proposed revisions to Organizational Policy 470.01, Investment Policy [FILED DOCUMENTARY NO. 7459];

MINUTES OF THE FEBRUARY 19, 2014, MEETING OF THE GREATER ORLANDO AVIATION AUTHORITY

CONSENT AGENDA (cont)

C. accept the recommendation of the Concessions/Procurement Committee to (1) exercise the first renewal option of Purchasing Contract 13-11, Landscape Maintenance Services, at Orlando Executive Airport with Riccy's Landscaping Services, Inc.; (2) authorize funding from the Orlando Executive Airport Operation and Maintenance Fund in the not-to-exceed amount of \$84,860; and (3) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents, following satisfactory review by legal counsel [FILED DOCUMENTARY NO. 7460];

D. accept the recommendation of the Concessions/Procurement Committee and (1) deem KONE, Inc. as non-responsive; (2) authorize staff to award Purchasing Contract 13-14, Elevators, Escalators and Moving Sidewalk Maintenance and Repair to Schindler Elevator Corporation; (3) authorize funding from Operation and Maintenance Funds in the not-to-exceed amount of \$3,131,293.20; and (4) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [FILED DOCUMENTARY NO. 7461];

E. accept the recommendation of the Concessions/Procurement Committee to exercise the second and final renewal option of Purchasing Contract 20-09, High Rise Glass/Wall/Canopy Cleaning Services with Florida Cleaning Systems, Inc. for a new contract expiration date of February 28, 2015; authorize funding from the Operation and Maintenance Fund in the not-to-exceed amount of \$195,594; and authorize an Aviation Authority Officer or the Executive Director to execute an amendment following satisfactory review by legal counsel [FILED DOCUMENTARY NO. 7462];

F. accept the recommendation of the Concessions/Procurement Committee to (1) rank the proposers for an E-Procurement Bid/Quote Notification System at Orlando International Airport and Orlando Executive Airport as follows: First - Perfect Commerce, LLC and Second - International Data Base Corp. d/b/a BidNet; (2) authorize negotiations with the first ranked proposer in accordance with Aviation Authority policy and if that negotiation is unsuccessful, negotiate with the second ranked proposer; and (3) submit pricing to the Aviation Authority Board for final approval;

G. find the property listed in the memorandum (copy on file) no longer necessary, useful, or profitable in the operation of the Airport System; request Orlando City Council concurrence and resolution of this finding; and authorize Staff to dispose of this property in accordance with the Aviation Authority's Policies and Procedures;

H. accept the recommendation of the Concessions/Procurement Committee to (1) exercise the first renewal option of Purchasing Contract 01-08, Offsite Records Storage Services with Retrievox Acquisition LLC II, LLC; (2) authorize funding from the Orlando International Airport Operations and Maintenance Fund and the Orlando Executive Airport Operations and Maintenance Fund in a not-to-exceed amount of \$48,000; and (3) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents, following satisfactory review by legal counsel [FILED DOCUMENTARY NO. 7463];

I. approve the reallocation of Capital Expenditure Funds of \$100,000 for budgeting software and \$300,000 for iProcurement to the implementation of Oracle Business Intelligence Enterprise Edition (OBIEE);

J. approve the use of Capital Expenditure Funds in a not-to-exceed amount of \$5,000,000 for efforts related to the South Airport APM Project at the Orlando International Airport and request Orlando City Council concurrence for the use in this non-budgeted expenditure;

K. accept the recommendation of the Construction Committee and (1) approve a no cost Addendum to the Continuing Environmental Consulting Services Agreement with Breedlove, Dennis & Associates, Inc. to exercise the first one-year renewal option and extend the Agreement to May 18, 2015; (2) approve a no cost Addendum to the Continuing Environmental Consulting Services Agreement with Environmental Management & Design, Inc. to exercise the first one-year renewal option and extend the Agreement to May 18, 2015; (3) approve a no cost Addendum to the Continuing Environmental Consulting Services Agreement with Vanasse Hangen Brustin, Inc. dba VHB Miller Sellen to exercise the first one-year renewal option and extend the Agreement to June 1, 2015; and (4) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [FILED DOCUMENTARY NO. 7464-7466];

L. accept the recommendation of the Construction Committee to approve Change Order 434-02 to the Construction Contract with The Middlesex Corporation for BP No. 434 in the amount of \$99,797.34 with funding from Operations and Maintenance Funds, Capital Expenditure Funds, and Line of Credit to be reimbursed by Passenger Facility Charges and FAA and FDOT Grants to the extent eligible; request Orlando City Council and FAA concurrence (as required because of FAA funding); and authorize an Aviation

MINUTES OF THE FEBRUARY 19, 2014, MEETING OF THE GREATER ORLANDO AVIATION AUTHORITY

Authority Officer or the Executive Director to execute the change order following satisfactory review by legal counsel;

CONSENT AGENDA (cont)

M. accept the recommendation of the Professional Services Committee and (1) approve Addendum No. 3 to the Information Technology Consulting Services Agreement with AECOM Technical Services, Inc. for temporary staff extension support services required to implement Orlando Airport Spatial Information System (OASIS) general enhancements (Phase 1) for a total not-to-exceed fee amount of \$46,297, with funding from Capital Expenditure Funds; (2) approve Addendum No. 4 to the Information Technology Consulting Services Agreement with AECOM Technical Services, Inc. for temporary staff extension for ongoing Geographical Information Systems (GIS) support services for a total not-to-exceed fee amount of \$50,000, with funding from Operation and Maintenance Funds; and (3) authorize an Aviation Authority Officer or the Executive Director to execute the necessary documents following satisfactory review by legal counsel [FILED DOCUMENTARY NO. 7467-7468];

N. approve the use of Capital Expenditure Funds in a not-to-exceed amount of \$5,000,000 for efforts related to the Ticket Lobby Modifications and Improvements Program and associated airline relocations at the Orlando International Airport and request Orlando City Council concurrence for the use in this non-budgeted expenditure.

O. approve the final negotiated contracts for Federal Governmental Relations Consulting for Orlando International and Orlando Executive Airports with Akerman Senterfitt, LLP, Alcalde & Fay, LTD, Consensus Communication, John Dudinsky and Associates, and KNA Services, Inc. and authorize an Aviation Authority Officer or the Executive Director to execute the agreements following satisfactory review by legal counsel [FILED DOCUMENTARY NO. 7469-7473];

P. accept the ranking of the Ad Hoc Committee for firms providing hotel consulting services as follows: (1) Pinnacle; (2) Strategic Advisory Group; (3) HVS Management; and (4) Johnson Consulting; (b) authorize negotiations with such firms in ranked order, until such time as an acceptable contract has been reached, and (c) authorize the Executive Director to enter into and execute a contract on behalf of the Aviation Authority for hotel consulting services on terms and conditions acceptable to the Executive Director, following review by legal counsel [FILED DOCUMENTARY NO. 7474]; and

Q. approve the unbudgeted expenditure of \$58,169.68 for Information Technology Equipment at Orlando Executive Airport for the U. S. Customs and Border Protection from the OEA Revenue Fund and request Orlando City Council concurrence in this unbudgeted expenditure.

RECOMMENDATION ON THE FINANCIAL ADVISOR (FA)

5. Chairman Kruppenbacher stated that while he is hesitant to ever do this, he believes it is important for the business of the airport to move forward. He is adding a non-consent agenda item for action and asked Mr. Marchena to present the item for board consideration.

Mr. Marchena stated that this afternoon the Finance Committee addressed the selection of ~~Financial Advisors that had been sent as a recommendation from the Ad Hoc Committee.~~ If you recall, last month the Finance Committee postponed consideration of the item and you (Chair) requested that Phil Brown and I conduct some additional analysis with respect to what the recommendation ought to be to the Finance Committee, particularly with respect to some issues that focused on, with respect to one of the proposers, potential (emphasized) conflicts of interest. We reviewed that very carefully and frankly in that process it became very obvious to him that while one of the proposers had been put on the spot and asked to present a lot of information regarding potential conflicts of interest, because the language in the RFP was primarily focused on conflicts with other airports, the other proposers had not been put to the same task. He knows that the Board expects a clean and transparent process as we always strive to deliver. In as much as I hate doing so, with respect to the Prime FA selection, I recommended to the Finance Committee and the Finance Committee is now recommending to the Board, that all of the proposals for FA be rejected; that the documentation be clarified, particularly with respect to potential conflicts of interest; and that the RFP be released again for competition.

Dr. Pirozzolo made the motion to approve the recommendation. It was seconded by Mr. Sanchez.

Chairman Kruppenbacher stated that in all future RFP's, legal counsel and the Executive Director will specifically vet through our requests for conflict disclosures.

MINUTES OF THE FEBRUARY 19, 2014, MEETING OF THE GREATER ORLANDO AVIATION AUTHORITY

Motion passed.

PEER REVIEW COMMITTEE

6. Chairman Kruppenbacher stated that it was previously agreed upon to create a peer review regarding our massive and monumental construction program that we are about to embark upon. With the Governor announcing the exciting news Monday that we are getting \$215 million dollars or so from the State via his leadership and the legislature, this is going to come upon us a lot quicker and it's moving. With that said, he asked the Board to submit to Ms. Snyder no later than the Friday before the next board meeting (March 14), the names of individuals the Board would recommend for his consideration to appoint to the Peer Review Committee. He will then review the names submitted and bring back to the next Board meeting whom he is recommending to serve on the Committee.

He asked that as the Board look for individuals that have construction and/or financial experience. In the school system, we had both. We had architects, we had a whole combination, and it was interesting because at first people would say why do you have finance people. Candidly, they spotted things that the architects, engineers, and construction people did not. Only thing he is asking is that they be mature experienced people. This is not a position of exerting or having any political activity. It is an objective thing to make this stronger so it is critical as you look for individuals in those parameters.

Mr. Palmer wished to extend our thanks to the Governor because there is not much money to go around. We were very fortunate in this instance and he deserves to be thanked. The Chair requested that Ms. Snyder draft a letter of thanks for his consideration from the Board to the Governor.

CHAIRMAN'S REMARKS

7. Addressing Ms. Fennell, he requested that she ensure that come July it was agreed to install a Medal of Honor Wall for all the Congressional Medal of Honor recipients in the country because we are an international airport.

Chairman Kruppenbacher mentioned the joint meeting with the Aviation Authority and Port Canaveral. He asked Mr. Dean Asher to be the board liaison. The Port's Vice chair is their liaison. The Chair requested that Ms. Snyder draft a letter of thanks for his consideration from the Board to the Port.

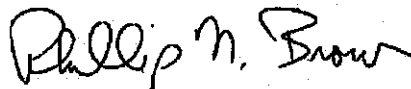
ADJOURNMENT

8. There being no further business to be considered, Chairman Kruppenbacher adjourned the meeting - 2:40 p.m.

(Digitally signed on April 2, 2014)



Dayci S. Burnette-Snyder
Director of Board Services



Phillip N. Brown, A.A.E.
Executive Director