

MEMORANDUM

TO: Mayor Dyer and City Commissioners

FROM: Angelica Matos, Assistant Vice President, Board and Executive Services

DATE: April 19th, 2026

SUBJECT: ACCEPTANCE OF AVIATION AUTHORITY MINUTES

It is respectfully requested that on May 11th, 2026, the Orlando City Council accept the Aviation Authority Board minutes dated March 18th, 2026.

On **WEDNESDAY, MARCH 18, 2026**, 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 (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chair Kopelousos called the meeting to order at 2:04 p.m. The meeting was posted in accordance with Florida Statutes, and a quorum was present. *[Live Streaming from Orlando, FL]*

Authority members present: Stephanie Kopelousos, Chair
Joe Nunziata, Vice Chair
Dan Giordano, Treasurer
Mayor Buddy Dyer
Mayor Jerry Demings
Carson Good
Jason James

Also present: Lance Lyttle, Chief Executive Officer and Secretary
Jeff Aaron, General Counsel
Angelica Matos, AVP, Board & Executive Services,
and Assistant Secretary

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. 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. Lobbyists are now required to sign in at the Aviation Authority offices prior to any meetings 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. 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 Jeff Aaron, General Counsel, with questions at (407) 349-3949.

INVOCATION

1. Chair Kopelousos introduced Bishop Russ and Pastor Meka Beacham, who delivered the invocation for the meeting.

APPROVAL OF MINUTES

2. Upon motion by Mr. Giordano, second by Vice Chair Nunziata, vote carried to accept the board meeting minutes for February 18, 2026, as written.

CHAIR'S REPORT

1. Chair Kopelousos recognized Mr. Diego Sanchez and Ms. Rishma Khimji in their new role with the Aviation Authority.

CEO REPORT

2. Mr. Lyttle's report included the following:
 - a. ZIPAIR Inaugural
 - b. ACI 2025 Winner
 - c. Routes International Award
 - d. GOAA Food Drive

CONSENT AGENDA

3. Upon motion by Mayor Dyer, second by Mayor Demings, vote carried to adopt a resolution as follows: It is hereby resolved by the Greater Orlando Aviation Authority Board that the following Consent Agenda items are approved, accepted, and adopted, and execution of all necessary documents are authorized by the Chief Executive Officer or Aviation Authority Officers:

- A. accept the following minutes: October 28, 2025, November 4, 18, and 25, 2025, and December 2, 9, 16, and 23, 2025, Construction Committee; December 23, 2025, and January 27, 2026, Construction Finance Oversight Committee;
- B. accept the recommendation to: (1) certify the Subject Property listed in Exhibit A attached to this memorandum to be obsolete, uneconomical, negligible, worn out or surplus property, or property no longer necessary, useful, or profitable in the operation of the Airport System; (2) authorize staff to dispose of the Subject Property in accordance with the Aviation Authority's Bond Resolution and Policies and Procedures; and (3) request Orlando City Council concurrence;
- C. confirm the Chairman's re-appointment of Simon Snyder as Chairman of the Aviation Noise Abatement Committee for a one-year term, effective April 4, 2026;
- D. accept the recommendation of Staff to: (1) approve the Second Amendment to the Hotel Management Agreement Hyatt Regency Orlando International Airport; and, (2) authorize the Chief Executive Officer, or an authorized Designee, to execute the necessary documents following satisfactory legal review;
- E. accept the recommendation of the Procurement Committee to: (1) approve the ranking of proposals for the Airfield Driving Simulator Services; (2) award Request for Proposals 26-116-RFP to Fortbrand Services LLC, contingent of a proof of concept for a period up to ninety days; (3) authorize funding from the Operations and Maintenance Fund in the not-to-exceed/lump sum amount of \$608,090.00; and, (4) authorize the Chief Executive Officer, or an authorized Designee, to execute the necessary documents following satisfactory legal review;
- F. accept the recommendation of the Finance Committee to (1) approve the move in investment from the Group Trust to the CIT with Earnest Partners in the DB Plan; (2) recommend to the Aviation Authority Board to approve the recommended change and (3) recommend that the Chief Executive Officer, or authorized Designee, to execute the necessary documents following satisfactory legal review;
- G. accept the recommendation of the Finance Committee to (1) approve the additional investment in the Investment Grade Fixed Income Fund with Loomis Sayles, the funding to come from a 50% sell amount from the Garcia Hamilton allocation in the OPEB Trust; (2) recommend to the Aviation Authority Board to approve the recommended change and (3) recommend that the Chief Executive Officer, or authorized Designee, to execute the necessary documents following satisfactory legal review;
- H. accept the recommendation of the Procurement Committee and to: (1) approve the amendments to the various addenda to the Continuing Program and Project Management Services Agreements with Corradino Group, Inc.; Loyal Wingman, LLC; and The Roderick Group, Inc., dba Ardmore Roderick for fiscal year 2026 Staff Extension and Owner's Authorized Representative Services in the total not-to-exceed amount of \$455,034.00, with funding from Operations and Maintenance Funds; and, (2) authorize the Chief Executive Officer, or an authorized Designee, to execute the necessary documents following satisfactory legal review by legal counsel.

NEW BUSINESS ITEMS

4. Using visual aids (copies on file), Staff presented the following New Business Items.

A. New Business Item A is a Recommendation of the Procurement Committee to Approve the Purchase of Information Technology (IT) Maintenance Support, License Renewals, and Subscription-Based Renewals

Upon motion by Vice Chair Nunziata, second by Mr. Giordano, vote carried to accept the recommendation of the Procurement Committee to: (1) approve the purchase of computer hardware and software maintenance, support renewals, license renewals, and internet-based subscription renewals as outlined in the attached list for the twelve-month period of April 1, 2026, through March 31, 2027; (2) authorize funding from approved departmental Operations and Maintenance Funds in the amount of \$3,554,082.68; and, (3) Authorize the Procurement Services Department to issue the necessary purchase orders utilizing competitive quotations, direct negotiations, single-source or sole-source procurements, other governmental contracts, procurement card purchases, or other approved procurement methods in accordance with Aviation Authority policies.

B. New Business Item B is a Recommendation of the Procurement Committee to Approve Contract Adjustment to Contract 17-21 for Management of Electrical Switchgear Equipment, Generators, Uninterruptible Power Supplies (UPS) and Batteries, and Emergency Generator Fuel Delivery System (FDS) Testing, Maintenance and Repair Services, with Electric Services, Inc.

Upon motion by Mayor Demings, second by Mayor Dyer, vote carried to accept the Construction Committee recommendation to: (1) approve a Contract Adjustment to the Contract 17-21 with Electric Services, Inc.; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$2,396,563.00; and, (3) authorize the Chief Executive Officer, or authorized Designee, to execute the necessary documents following satisfactory legal review.

C. New Business Item C is a Recommendation of the Procurement Committee to Approve Contract Adjustment to Contract 09-04 for Automated People Mover (APM) Operations and Maintenance Services for Gate Links serving Airside 2 and Airside 4 at Orlando International Airport with Alstom Transport USA Inc.

Mr. Giordano posed a question on who held the original contract, whether it was with Bombardier, to include whether everything was transferred to Alstrom, or whether there was a renegotiation. Mr. Daniels responded, discussion ensued.

Upon motion by Vice Chair Nunziata, second by Mr. Giordano, vote carried to accept the recommendation of the Construction Committee to: (1) approve a Contract Adjustment for Contract 09-04 Automated People Mover Operations and Maintenance Services for Gate Links serving Airside 2 and Airside 4; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$10,963,762.55; and, (3) authorize the Chief Executive Officer, or authorized Designee, to execute the necessary documents following satisfactory legal review.

D. New Business Item D is a Recommendation of the Procurement Committee to Approve Amendment No. 4 to Purchasing Contract PS-329, Parking Access and Revenue Control System (PRCS) with Skidata, Inc. to Renew Software Licenses, System Support, and Equipment Maintenance for a Period of Five Years and to add License Plate Recognition (LPR) Software and Hardware

Chair Kopelousos posed a question on the length of time the Aviation Authority used Skidata. Mr. James followed up with a question about the reasoning for not including it in New Business A, alongside hardware and software solutions. Mr. Griffin responded, stating that the

implementation period began in 2014, with final execution in 2021, and included responding to the question regarding the inclusion of these types of requests from IT in the future.

Upon motion by Mayor Demings, second by Mayor Dyer, vote carried to accept the recommendation of the Procurement Committee to: (1) approve Amendment No. 4 to renew Contract PS-329, Parking Access and Revenue Control System with Skidata, Inc. for a period of five years for software licenses, system support services and equipment maintenance and to add license plate recognition software, hardware, and integration; (2) authorize funding in the not-to-exceed amount of \$473,754.00 from the previously approved Capital Expenditure Fund and in the not-to-exceed amount of \$1,779,728.00 from the Operations and Maintenance Fund; and (3) authorize the Chief Executive Officer, or an authorized Designee, to execute the necessary documents following satisfactory legal review.

E. New Business Item E is a Recommendation of the Procurement Committee to Approve an Extension to the Sole Source Agreement with Conrac Solutions Operators, LLC for the Temporary Quick Turnaround ("QTA") Ready Prep Equipment Lease Agreement ("Agreement") in Terminal C at Orlando International Airport

Mr. James posed a question regarding the Aviation Authority's Staff request for input from on-site RAC partners to determine whether they agreed that the company providing services has been performing satisfactorily and would prefer them to continue their services. Ms. Webb clarified that Conrac was the original company recommended by the partners to provide RAC QTA solutions and has been performing satisfactorily.

Upon motion by Mr. James, second by Mr. Giordano, vote carried to accept the recommendation of the Procurement Committee to: (1) approve an extension to the Sole Source Agreement with Conrac Solutions Operators, LLC for the Temporary Quick Turnaround Ready Prep Equipment Lease Agreement in Terminal C; (2) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$1,840,000; and (3) authorize the Chief Executive Officer or an authorized designee to execute the necessary documents following satisfactory legal review.

F. New Business Item F is a Recommendation of the Procurement Committee to Approve the Ranking for Firms Shortlisted for On-Call Environmental and Environmental Engineering Consultant Services at the Orlando International Airport (MCO) and Orlando Executive Airport (ORL)

Mr. Giordano and Mr. James posed questions regarding the ongoing costs associated with environmental maintenance. Ms. O'Brien responded. Discussion ensued.

Upon motion by Mr. Giordano, second by Vice Chair Nunziata, vote carried to accept the recommendation of the Procurement Committee to: (1) approve the ranking of the shortlisted firms for On-Call Environmental and Environmental Engineering Consultant Services at MCO and ORL; (2) authorize hourly rate negotiations with the three top-ranked firms in accordance with the Aviation Authority's policy; and, (3) subject to successful negotiations with the three top-ranked firms: (a) approve a no cost On-Call Environmental and Environmental Engineering Consultant Services at MCO and ORL Agreement, for its negotiated hourly rates; and, (b) authorize an Aviation Authority Officer or the Chief Executive Officer to execute the necessary contract documents following satisfactory review by legal counsel, as follows:

- FIRST: Kimley-Horn and Associates, Inc.**
- SECOND: Vanasse Hangen Brustlin, Inc.**
- THIRD: Montrose Environmental Group, Inc.**
- FOURTH: CDM Smith, Inc.
- FIFTH: DRMP, Inc.
- SIXTH: Tetra Tech

(4) if negotiations are unsuccessful with any of the three top-ranked firms, authorize staff to negotiate with the next-ranked firm until three agreements are executed.

G. New Business Item G is a Recommendation of the Construction Committee to Award Multiple Projects to Continuing Horizontal, Vertical, and Signage Contractors at the Orlando International Airport (MCO) and Orlando Executive Airport (ORL)

Upon motion by Mayor Dyer, second by Mayor Demings, vote carried to accept the recommendation of the Construction Committee to: (1) approve and authorize the Chief Executive Officer or authorized Designee to execute the necessary contract documents following satisfactory review by legal counsel, (2) approve a budget amendment of \$27M; (3) request Orlando City Council approval of the budget amendment; and, (4) authorize Chief Executive Officer or authorized Designee to authorize reallocation of funding within the approved \$40M budget as needed to support the BAT program in the event of additional areas of beautification being identified.

H. New Business Item H is a Recommendation of the Procurement Committee to Award Request for Proposal 26-118-RFP, Security Checkpoint Support Services to Southeast Airport Services

Chair Kopelousos posed a question regarding who the incumbent was. Mr. Griffin provided historical details on Southeast, noting that the services had previously been provided by the company under a pilot program that took effect in June 2025.

Upon motion by Mayor Demings, second by Mayor Dyer, vote carried to accept the recommendation of the Procurement Committee to: (1) approve the ranking of proposals for 26-118-RFP, Security Checkpoint Support Services; (2) award Request for Proposals 26-118-RFP to Southeast Airport Services, Inc.; (3) authorize funding from the Operations and Maintenance Fund in the not-to-exceed amount of \$25,136,805, and; (4) authorize the Chief Executive Officer, or an authorized Designee, to execute the necessary documents following satisfactory legal review.

I. New Business Item I is a Recommendation of the Procurement Committee to Rank Firms for Planning Consultant Services at the Orlando International Airport (MCO) and Orlando Executive Airport (ORL)

Upon motion by Mr. James, second by Mr. Giordano, vote carried to accept the recommendation of the Procurement Committee and (1) approve the ranking of the firms for Planning Consultant Services at MCO and ORL; (2) authorize hourly rate negotiations with the two top-ranked firms in accordance with the Aviation Authority's policy; and, (3) subject to successful negotiations with the two top-ranked firms: (a) approve a no cost Planning Consultant Services Agreement at MCO and ORL, for its negotiated hourly rates; and, (b) authorize the Chief Executive Officer or authorized designee to execute the necessary contract documents following satisfactory review by legal counsel, as follows:

FIRST: Ricondo & Associates, Inc.
SECOND: Landrum & Brown, Inc.
THIRD: Jacobson/Daniels, LLC

J. New Business Item J is a Recommendation from the Human Resources Department to implement a Paid Parental Leave Program to eligible GOAA Employees

Vice Chair Nunziata posed a question on how this request compares to other airports. Mr. Giordano stated his support for the initiative, to include questions on combining with FMLA, and Mr. James posed a question on the employment period before an employee is vested in the program. Mr. Hudgins responded, providing statistics for Miami International, Tampa, and

Broward, clarifying that they must be employed for one year and be FMLA-eligible, and that it cannot be combined with FMLA.

Upon motion by Mayor Demings, second by Mr. Giordano, vote carried to: (1) approve the proposed implementation of the Paid Parental Leave, (2) authorize funding from previously approved Operations and Maintenance Fund; and, (3) authorize the Chief Executive Officer, or an authorized Designee, to execute the necessary documents following satisfactory legal review.

K. New Business Item K is a Recommendation to Accept the Aviation Authority's Annual Comprehensive Financial Report for the Year Ended September 30, 2025

Upon motion by Vice Chair Nunziata, second by Mayor Dyer, vote carried to resolve to accept the Annual Comprehensive Financial Report of the Greater Orlando Aviation Authority for the year ending September 30, 2025.

Mr. Good requested that Mr. Lyttle provide an update on the Aviation Authority initiatives to assist federal workers, including an update on donation guidelines and current airport operations on TSA staffing.

ADJOURNMENT

5. There being no further business to be considered, Chair Kopelousos adjourned the meeting at 2:56 p.m.



Angelica Matos
Recording Secretary



Lance Lyttle
Chief Executive Officer