

Invitation To Negotiate Request

Date: June 5, 2026

To: Lance Lyttle, Chief Executive Officer

From: Kelly Loll, SVP, Procurement Services

Solicitation# / Title: 26-117-ITN State Lobbyists



box SIGN 15Q95K9L-4QW23XZP

Pursuant to Florida Statutes 287.057 (1)(c) The Aviation Authority's Chief Executive Officer must determine and specify in writing that procurement by an invitation to bid or a request for proposal is not practicable.

Justification for Requesting an ITN:

The Aviation Authority requires experienced and qualified Lobbyists to provide State Governmental Relations Consulting Services for the Orlando International Airport and the Orlando Executive Airport.

An invitation to bid or a request for proposal is not practicable because negotiation is necessary for the Aviation Authority to obtain the Best Value.

The following factors were reviewed in making this determination:

- The simultaneous use of competitive negotiations would be beneficial to achieve the goal of Best Value within the Aviation Authority's budget.
- Price is an important factor but not significant enough by itself to justify award to a low bidder.
- Limited availability of competition.
- Non-standard services are required.
- Multiple options for achieving the desired results likely exist.

Due to the specialized nature of the contract scope, State Lobbyist Services need to be negotiated and agreed upon by the Aviation Authority and the awarded proposer. This includes negotiating a fair price for the services and/or product provided.

Concur:



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Jul 13, 2026

Chief of Requesting Department – Signature and Date

TO BE COMPLETED BY THE CHIEF EXECUTIVE OFFICER	
☒ Approved	☐ Request Denied
 box SIGN 4W243WW8-4QW23XZP Jul 17, 2026	
Chief Executive Officer - Signature and Date	