

MINUTES

AIRPORTS SPECIAL MANAGEMENT COMMITTEE MEETING

AUGUST 20, 2019

A meeting of the Airports Special Management Committee (ASMC) was held this date, August 20, 2019, in the Training and Conference Center at Southwest Florida International Airport, with the following members present:

Randy Krise (Chair)
Robbie Roepstorff (Vice-Chair)
Noel Andress
John Goodrich
Fran Myers
Scott Cameron
Dana Carr

Randy Krise called the meeting to order at 1:30 p.m. followed by the Pledge of Allegiance.

On file (electronically) in the Communications and Marketing Office: Monthly Project Summary Reports for July and August and the Procurement Status Report for August.

EXECUTIVE DIRECTOR RECOGNITIONS:

The details of the recognitions are contained in the Executive Director Employee Achievement Remarks (Copy on file, electronically, in the Communications & Marketing Department at the Lee County Port Authority).

Public Comment on Consent or Administrative Agenda Items: No public comments on the Consent or Administrative agenda.

The following are Consent Agenda items pulled for discussion:

Randy Krise (Chair)	None
Robbie Roepstorff (Vice-Chair)	None
Noel Andress	None
John Goodrich	None
Fran Myers	None
Scott Cameron	None
Dana Carr	None

CONSENT AGENDA - A motion to approve the Consent agenda items, was made by Noel Address, seconded by Fran Myers; called and carried (7-0).

CONSENT AGENDA ITEMS

ADMINISTRATION

1. Request Committee approve the minutes of the June 11, 2019 Airports Special Management Committee (ASMC) meeting.
Term:
N/A
Funding Source:
N/A
2. Request Board approve a “Lease of Office Space Inside Multi-Use Hangar at Page Field” with WBF Aircraft Management, Inc.
Term:
month to month
Funding Source:
n/a
3. Request Board approve a month-to-month “Lease of Space in Air Freight Building” with Swissport SAUSA, LLC.
Term:
month to month, beginning August 1, 2019
Funding Source:
n/a
4. Request Board approve a “Permit Agreement for Ground Service and Skycap Service at Southwest Florida International Airport” with G2 Secure Staff, L.L.C.
Term:
month-to-month, beginning June 10, 2019
Funding Source:
n/a

AVIATION

5. Request Board accept loan of grant-funded mobile command tent from the Lee County Healthcare Coalition for Port Authority use during airport emergencies.
Term:
N/A
Funding Source:
N/A
6. Request Board approve a three-year, 2019-2022, collective bargaining agreement between the Lee County Port Authority and the Southwest Florida Professional Fire Fighters & Paramedics, Local 1826, I.A.F.F., Inc.
Term:
Three (3) Years
Funding Source:
NA

7. Request Board approve the first amendment to Collective Bargaining Agreement between the Lee County Port Authority and the Teamsters Local Union No. 79, amending Article-32 Wages.

Term:

October 1, 2019 – September 30, 2020

Funding Source:

N/A

8. Request Board award RFB 19-12, Operation, Management and Maintenance of a Rental Car Fueling System at Southwest Florida International Airport to Fuel Facility Management, Inc., the lowest, most responsive, responsible bidder.

Term:

October 1, 2019 – September 30, 2023

Funding Source:

General Operating Revenues collected during the normal operations of the SWFIA, Account WJ5422941200.503490.

DEVELOPMENT

9. Request Board authorize execution of a contract amendment with Owen-Ames-Kimball Company in the amount of \$521,325 to provide Construction Manager/General Contractor Services associated with the Intelligent Transportation System (ITS) and speed warning signs on Terminal Access Road at Southwest Florida International Airport (RSW).

Term:

1 year

Funding Source:

Florida Department of Transportation Grant 430979-1-94-01, Passenger Facility Charges and RSW Construction Account 20861341234.506540.30.

10. Request Board authorize a contract amendment with Atkins North America, Inc., in the amount of \$755,824.61 to perform additional design services associated with the Terminal Expansion Project at the Southwest Florida International Airport (RSW).

Term:

Five years

Funding Source:

Florida Department of Transportation Grant 441981-1-94-01; Passenger Facility Charges and net funds from the normal operation of the Southwest Florida International Airport, Account No. 20859541234.506510.20

11. Request Board authorize a contract amendment with Atkins North America, Inc., in the amount of \$694,840.83 to perform additional design services to provide an airline lounge associated with the Terminal Expansion Project at the Southwest Florida International Airport (RSW).

Term:

Five years

Funding Source:

Southwest Florida International Airport (RSW) fund number 20859541234.506510.20

12. Approve Letter of Release from the Federal Aviation Administration for an access roadway connection to BHG/Treeline for the Treeline Commerce Park parcel.

Term:

N/A

Funding Source:

N/A

ATTORNEY

13. Request Board adopt a Resolution approving proposed amendments to Lee County Port Authority Personnel Policies and Procedural Manual Parts 504 Bereavement and 901 Personnel Records Maintenance/Inspection.

Term:

N/A

Funding Source:

N/A

14. Recommend Board direct to Public Hearing an ordinance amending Lee County Ordinance 94-09, as amended, the Airport Rules and Regulations Ordinance, to revise provisions applicable to Animals on Airport Property.

Term:

N/A

Funding Source:

N/A

ADMINISTRATIVE AGENDA ITEMS

There were no administrative items offered.

EXECUTIVE DIRECTOR ITEMS

Items of interest are contained in the Executive Director Remarks dated August 20, 2019 (copy on file, electronically, in the Communications & Marketing Department at the Lee County Port Authority). Randy Krise asked about the interface with the modernization project and the expansion program. Mr. Mulder assured him that that was being coordinated.

PORT ATTORNEY ITEMS

Mr. Hagen reminded members and staff, if they hadn't already done so, to submit their Statement of Financial Interest form, noting that this is now the grace period before incurring daily fees until the form is received.

AIRPORTS SPECIAL MANAGEMENT COMMITTEE ITEMS

Randy Krise commented that he was appalled about The Points Guy article listing RSW as one of the worst airports in the nation for business amenities. Fran Myers, Robbie Roepstorff and Noel Andress also said that the article did not represent our airport and they were pleased that the community came out favorably for RSW in letters and on social media.

ADJOURN

The Chair adjourned the meeting at 1:45 p.m.

ON SEPTEMBER 17, 2019 A MOTION TO APPROVE THE JUNE 11, 2019 ASMC MEETING MINUTES WAS MADE BY NOEL ANDRESS, SECONDED BY JOHN GOODRICH, CALLED AND CARRIED.