

MINUTES

AIRPORTS SPECIAL MANAGEMENT COMMITTEE MEETING SEPTEMBER 17, 2019

A meeting of the Airports Special Management Committee (ASMC) was held this date, September 17, 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 September and the Procurement Status Report for September.

PUBLIC PRESENTATION:

1. Maintenance Department Director James Furiosi, gave a brief history of job experience, accomplishments, and personal life, and along with the ASMC Chair, congratulated and presented the Length of Service Award to:

- **Robert (Bobby) Rubino - 10 Year Service Award**

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 was made by Noel Andress, seconded by John Goodrich; called and carried (7-0).

CONSENT AGENDA ITEMS

ADMINISTRATION

2. Request Committee approve the minutes of the August 20, 2019 Airports Special Management Committee (ASMC) meeting.
Term:
N/A
Funding Source:
N/A

3. Request Board approve a Memorandum of Understanding (MOU) with the Lee County Alliance for the Arts (Alliance) to administer the Lee Count Port Authority's (Authority) "Art in Flight" program.
Term:
Renew annually for a period of five years.
Funding Source:
N/A

4. Request Board approve a "Lease of Office Space Inside Multi-Use Hangar at Page Field" with Swanson Management Company LLC.
Term:
month to month
Funding Source:
n/a

5. Request Board consent to a proposed sublease of 2,400 sq. ft. from Aero Ft. Myers, LLC to Dade GSE, Inc.
Term:
September 1, 2019, to August 31, 2022
Funding Source:
n/a

AVIATION

6. Request Board award RFB 19-22TB, Temporary Employee Payrolling Services for Customer Service Ambassadors for LCPA to Noor Associates, Inc. and authorize Acting-Chair to execute the Agreement on behalf of the Board.
Term:
Three (3) years with two (2) optional one (1) year renewals.
Funding Source:
General Operating Revenues collected during the normal operations of the SWFIA, Account WJ5422941200.503490,

7. Request Board approve the First Amendment and Extension to the Management Agreement for the Operation, Management and Maintenance of Parking Facilities and Shuttle Services with SP Plus Corporation, extending Contract No. 7205 an additional 3 years and authorize the Acting Chair to execute the attached First Amendment and Extension Agreement on behalf of the Board.

Term:

October 1, 2020 through September 30, 2023.

Funding Source:

General Operating Revenues collected during the normal operation of SWFIA,
Account WJ5422941200.503170

ADMINISTRATIVE AGENDA ITEMS

ADMINISTRATION

8. Request Board rank qualifications submitted for LOQ#19-01TB Professional Bond Underwriting Services for the Lee County Port Authority.

Term:

5 years

Funding Source:

N/A

Deputy Executive Director of Administration Ben Siegel gave a brief summary to update the Committee on this item and stated that staff recommends ASMC rank firms in accordance with the staff's review and scoring of the top three firms, with the first ranked firm serving as senior manager and the second and third ranked firms serving as possible co-managers. However, if the ASMC members would like to hear oral presentations prior to their ranking, staff recommends these be held with the top five firms as reviewed and scored by staff, with the presentations held at a future ASMC meeting. The staff ranking of proposals is as follows:

1. Bank of America/Merrill Lynch
2. Citigroup Global Markets
3. Raymond James
4. UBS
5. JP Morgan

Scott Cameron asked which firms ranked number four and five in scoring and who is our current underwriter. Mr. Siegel responded to the questions to Mr. Cameron's satisfaction. Robbie Roepstorff then stated that she reviewed all the proposals, deliberately choosing not to look at staff recommendations beforehand, and happily reported she ranked the top three firms in the exact same order as staff. The ASMC then ranked the firms in order of the staff's scoring and as a result ranked Bank of America/Merrill Lynch as senior manager and Citigroup Global Markets and Raymond James as possible co-managers.

With no further discussion, Noel Andress moved approval, seconded by Fran Myers, called and carried (7-0).

DEVELOPMENT

9. Request Board rank qualifications submitted for LOQ #19-21LD Construction Manager/General Contractor.

Term:

3 years

Funding Source:

N/A

Deputy Executive Director of Development Mark Fisher gave a brief summary to update the Committee on this item and stated that staff recommends ASMC rank firms in accordance with the staff's review and scoring of the written letters of qualifications and recommends that staff begin contract negotiations with the top two firms, GATES and Halfacre Construction Company. However, if the ASMC would like to hear oral presentations prior to their ranking, staff would recommend those

be held with the top three firms as reviewed and scored by staff, with presentations held at a future ASMC meeting. The staff ranking of proposals is as follows:

1. Gates Construction (GATES)
2. Halfacre Construction Company
3. Wright Construction Group, LLC

Chairman Randy Krise gave a brief overview of the new streamlined process of ranking projects, which allows for the option of concurring with the staff recommendation, forgoing the need for oral presentations at a future meeting. There was a short discussion by members regarding the many factors taken into consideration, including the number of current projects or other work being done by a firm at the airport. Fran Myers, Noel Andress and Robbie Roepstorff all agreed that staff has done a very thorough job scoring, ranking and recommending the order of firms submitting for projects being brought before the ASMC and Board. County Attorney Richard Wesch added that where there is a lawful motion and a lawful second, you are authorized to proceed. With regard to the criteria of other work - that is a factor that is part of the decision making part of the process but not a disqualifying factor.

The ASMC then ranked the firms in order of the staff's scoring and recommended that staff begin contract negotiations with the top two ranked firms, GATES and Halfacre Construction Company.

With no further discussion, Noel Andress moved approval, seconded by Robbie Roepstorff, called and carried (7-0).

PORT ATTORNEY ITEMS

No items offered by County Attorney Richard Wesch.

AIRPORTS SPECIAL MANAGEMENT COMMITTEE ITEMS

Chairman Krise reminded everyone about the open house for the new hanger at Page Field on October 10 at 9 a.m.

ADJOURN

The Chair adjourned the meeting at 1:44 p.m.

<p>ON OCTOBER 15, 2019 A MOTION TO APPROVE THE SEPTEMBER 17, 2019 ASMC MEETING MINUTES WAS MADE BY NOEL ANDRESS, SECONDED BY FRAN MYERS, CALLED AND CARRIED WITH COMMITTEE CHAIR RANDY KRISE ABSENT.</p>
