



BOARD OF PORT COMMISSIONERS MEETING AGENDA

BRIAN HAMMAN
Chair

FRANK MANN
Vice Chair

JOHN E. MANNING

CECIL L PENDERGRASS

RAY SANDELLI

BENJAMIN R. SIEGEL
Acting Executive Director

RICHARD WM. WESCH
Port Attorney

June 25, 2020

**LEE COUNTY PORT AUTHORITY
BOARD OF PORT COMMISSIONERS
AND
AIRPORTS SPECIAL MANAGEMENT COMMITTEE**

Commission Chambers, Old Lee County Courthouse
2120 Main Street, Fort Myers, Florida.

9:30 AM Invocation: Pastor Paul Cords, Crossroads Baptist Church

Pledge of Allegiance

Public Comment on Consent and Administrative Agenda

Consent Agenda

- Items to be pulled for discussion by the Board
- Motion to approve balance of items
- Consideration of items pulled for discussion

Administrative Agenda

Convene as Board of County Commissioners

Reconvene as Board of Port Commissioners

Commissioners' Items/Committee Appointments

Comments from the Chair of the Airports Special Management Committee

Executive Director Items

Port Attorney Items

Adjourn

AIRPORTS SPECIAL MANAGEMENT COMMITTEE				
NOEL ANDRESS Vice Chair	JOHN GOODRICH	ROBBIE ROEPSTORFF Chair	RANDY KRISE	FRAN MYERS
Dana W. Carr – Charlotte County			R. Scott Cameron – Collier County	

CONSENT AGENDA

ADMINISTRATION – Brian McGonagle

1. Request Board approve the minutes for the Board of Port Commissioners meetings on March 12, 2020, April 7, 2020 and May 5, 2020.
Term:
N/A
Funding Source:
N/A

2. Request the Board approve (1) the FY 2020-21 Lee County Port Authority Budget, (2) the Rates & Fees pursuant to the Airline-Airport Use and Lease Agreement for Southwest Florida International Airport, (3) the FY 2020-21 Compensation Plan, (4) the Page Field Rates and Fees for FY 2020-21, and (5) the authorization for the Executive Director or his designee to make inter-fund transfers during the year, as necessary, to maintain proper cash flow. Staff requests tentative approval subject to Public Hearings and final Board approval during the month of September.
Term:
October 1, 2020 - September 30, 2021
Funding Source:
N/A

3. Recommend Board approve a partial redemption of the Series 2010 Airport Revenue Bonds.
Term:
N/A
Funding Source:
N/A

4. Request Board approve a resolution authorizing Passenger Facility Charges to be treated as additional security.
Term:
N/A
Funding Source:
N/A

5. Request Board adopt a Resolution approving a proposed amendment to the Lee County Port Authority Personnel Policies and Procedures Manual to create Part 314 Voluntary Furlough Policy
Term:
N/A
Funding Source:
N/A

CONSENT AGENDA- Continued

ADMINISTRATION – Brian McGonagle

6. Request Board approve a continuing exemption to the current suspension of County advisory committee meetings to allow the Airports Special Management Committee (ASMC) to resume meeting on its adopted schedule to provide timely review and recommendations on pending airport matters.
Term:
N/A
Funding Source:
N/A

7. Request the Board approve the sole source purchase and installation of eleven (11) EMV compliant fee computers and two (2) automated pay stations and associated hardware and software from HUB Parking Technology for use at the Southwest Florida International Airport in an amount not to exceed \$212,566
Term:
N/A
Funding Source:
General airport operating revenues collected during the normal operation of the airport, account number VB51341200.506410, Airport Finance

8. Request Board approve a Third Amendment to “Airline-Airport Use and Lease Agreement” with Delta Air Lines, Inc.
Term:
October 1, 2008, to September 30, 2021
Funding Source:
n/a

9. Request Board approve a “Nontenant Rent-A-Car Airport Use Permit Agreement” with ER Travel, LLC (d/b/a Easirent)
Term:
Month to month commencing March 1, 2020
Funding Source:
n/a

10. Request Board approve a “Second Amendment to Lease of Portion of Parking Lot at Southwest Florida International Airport” with Gartner, Inc.
Term:
terminates lease effective March 12, 2020, and grants Lessee an option to lease an alternate parcel through June 30, 2022.
Funding Source:
n/a

CONSENT AGENDA- Continued

ADMINISTRATION – Brian McGonagle

11. Request Board approve an “Airline Parking Agreement” with Comlux Aruba N.V.
Term:
month to month, beginning March 1, 2020.
Funding Source:
n/a

12. Request Board approve a “First Amendment to “Lease of Office Space at Page Field Airport” with FMY Holdings, LLC.
Term:
Month-to-month
Funding Source:
n/a

13. Request Board approve an “On-Airport Land Lease” with the United States of America Department of Transportation Federal Aviation Administration.
Term:
October 1, 2020 to September 30, 2029.
Funding Source:
n/a

14. Request Board adopt an updated Zone Schedule for Foreign Trade Zone #213, and approve submission of the new Zone Schedule to the Foreign-Trade Zone Board of the U.S. Department of Commerce.
Term:
n/a
Funding Source:
n/a

AVIATION – Gary Duncan

15. Request Board approve a First Amendment and Extension to Service Provider Agreement for Landscaping Services at Page Field with P&T Lawn & Tractor Service, Inc., for a continued annual amount of \$159,504 plus extra services as authorized, extending the initial term of the contract for two (2) years as provided for in the original Agreement.
Term:
June 24, 2020 to June 23, 2022
Funding Source:
Account UH5120041203.503490, Other Contracted Services,

CONSENT AGENDA- Continued**AVIATION – Gary Duncan**

16. Request Board concur with the ASMC ranking of qualifications submitted for RFP 20-12MLW Aviation Fuel Supplier for Base Operations at Page Field and authorize staff to begin contract negotiations with the top-ranked firm.
Term:
To be negotiated. Five (5) to Ten (10) yrs. with or without renewals based on firm selected and incentives proposed.
Funding Source:
Acct. UH5120041203.505265, Inv. Purch.
17. Request Board concur with the ASMC recommendation to extend MBA’s existing contract on a month-to-month basis and authorize staff to begin negotiations with MBA Airport Transportation, LLC to provide on-demand taxicab concession services at Southwest Florida International Airport.
Term:
3 yrs. with one (1) two-year renewal option.
Funding Source:
N/A

DEVELOPMENT – Mark Fisher

18. Accept a state grant (Supplemental Joint Participation Agreement, Financial Project No. 441245-1-94-01) in the amount of \$1,502,176 from the Florida Department of Transportation for construction services associated with the completed Multi-use Aircraft Hangar and Ramp at Page Field (FMY).
Term:
N/A
Funding Source:
N/A
19. Accept a state grant (Public Transportation Grant Agreement, Financial Project No. 431367-1-94-02) in the amount of \$100,000 from the Department of Transportation for the Airside Pavement Rehabilitation at Southwest Florida International Airport.
Term:
N/A
Funding Source:
N/A
20. Request Board authorize execution of a contract between the Port Authority and RS&H, Inc., to provide General Architectural and Engineering Services.
Term:
Three (3) years
Funding Source:
N/A

CONSENT AGENDA- Continued

DEVELOPMENT – Mark Fisher

21. Request Board authorize execution of a contract between the Port Authority and Hole Montes, Inc. to provide General Architectural and Engineering Services.
Term:
Three (3) years
Funding Source:
N/A

22. Request Board rank qualifications submitted for LOQ #20-33 Construction Engineering & Inspection Services for the RSW Airside Pavement Rehabilitation - Airfield Electrical Vault project at Southwest Florida International Airport.
Term:
TBD
Funding Source:
N/A

PORT ATTORNEY – Greg Hagen

23. Request Board approve grant of non-exclusive underground utility easement to Florida Power & Light Company to provide electrical service to JCP Leasing, Inc.'s corporate hangar at Page Field Airport.
Term:
N/A
Funding Source:
N/A

ADMINISTRATIVE AGENDA

ADMINISTRATION – Brian McGonagle

24. Request Board rank qualifications submitted for Request for Proposals RFP 20-28MMW for Executive Search Services for an Airport Executive Director.
Term:
N/A
Funding Source:
HR

CONVENE AS BOARD OF COUNTY COMMISSIONERS

ADMINISTRATION – Brian McGonagle

25. Request Board convene as the Board of County Commissioners to approve Blue Sheet item “Recommend Board approve a partial redemption of the Series 2010 Airport Revenue Bonds.”
Term:
N/A
Funding Source:
N/A
26. Request Board convene as the Board of County Commissioners to approve Blue Sheet item “Request Board approve a resolution authorizing Passenger Facility Charges to be treated as additional security.”
Term:
N/A
Funding Source:
N/A

PORT ATTORNEY – Greg Hagen

27. Request Board convene as the Board of County Commissioners to approve grant of non-exclusive underground utility easement allowing Florida Power & Light to provide electrical service to JCP Leasing, Inc.’s corporate hangar at Page Field Airport.
Term:
N/A
Funding Source:
N/A

RECONVENE AS BOARD OF PORT COMMISSIONERS

COMMISSIONERS' ITEMS/COMMITTEE APPOINTMENTS

COMMENTS FROM THE CHAIR OF THE ASMC

ACTING EXECUTIVE DIRECTOR ITEMS

PORT ATTORNEY ITEMS

ADJOURN