

MINUTES

AIRPORTS SPECIAL MANAGEMENT COMMITTEE MEETING

JULY 21, 2020

A meeting of the Airports Special Management Committee (ASMC) was held this date, July 21, 2020, in the Training and Conference Center at Southwest Florida International Airport, with the following members present:

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

Committee members John Goodrich and Fran Myers were absent for the entire meeting.

Robbie Roepstorff 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 Report for July and the Procurement Status Report for July.

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:

Robbie Roepstorff (Chair)	None
Noel Andress (Vice Chair)	None
Randy Krise	None
Scott Cameron	None
Dana Carr	None

CONSENT AGENDA - A motion to approve the balance of the Consent agenda was made by Noel Andress, seconded by Randy Krise; called and carried with John Goodrich and Fran Myers absent (5-0).

CONSENT AGENDA ITEMS

ADMINISTRATION

1. Request Committee approve the minutes of the June 16, 2020 Airports Special Management Committee (ASMC) meeting.
Term:
N/A
Funding Source:
N/A
2. Request Board approve a “First Amendment to Land Lease for Construction and Operation of a Flight School at Page Field” with FMY Holdings, LLC.
Term:
initial term to June 30, 2040, with two (2) options to extend by five (5) years each.
Funding Source:
n/a
3. Request Board consent to assignment of “Lease of Terminal Space at Southwest Florida International Airport” from Arthrex, Inc., to Creekside Hospitality LLC.
Term:
commenced June 1, 2019; month-to-month
Funding Source:
n/a

ADMINISTRATIVE AGENDA ITEMS

AVIATION

4. Request Board rank proposals submitted for RFP 20-45MMW for Janitorial Services Southwest Florida International Airport.

Term:

5 yrs. with two (2) two-year renewal options.

Funding Source:

N/A.

Division Director of Aviation Gary Duncan introduced the item and gave a brief summary to update the Committee. He stated that staff recommends the ASMC rank firms in accordance with staff's review and scoring of the ten proposals and authorize staff to begin contract negotiations with the top ranked firm. However, if the ASMC members would like to hear oral presentations prior to their ranking, staff recommends these be held with the top four submitting firms, with the presentations held at a future ASMC meeting. The Committee chose to hear oral presentations and conducted a random drawing and announced the order in which oral presentations would be heard. The order is as follows:

1. SUNSHINE CLEANING SYSTEMS
2. SERVICE MANAGEMENT SYSTEMS
3. FLAGSHIP AVIATION SERVICES
4. SP+ CORPORATION & DIVERSE FACILITY SOLUTIONS JOINT VENTURE

With no further discussion, a motion to approve the item was made by Randy Krise, seconded by Noel Andress, called and carried with John Goodrich and Fran Myers absent (5-0).

DEVELOPMENT

5. Request ASMC hold a Bid Protest Hearing/Administrative Reconsideration and, subsequently, recommend to the Board the award of a contract resulting from RFB20-34MMW to the lowest responsive bidder.

Term:

490 Calendar Days

Funding Source:

FAA grants and Passenger Facility Charge revenues

Purchasing Manager Melissa Wendel introduced the item and explained the steps and expectations in the Bid Protest Hearing/Administrative Reconsideration process and stated that the two firms would be presenting their respective positions and allotted each firm a seven-minute time frame to present. Ms. Wendel then introduced Deputy Executive Director of Development Mark Fisher who updated the Committee on the item by giving a detailed summary and presentation of the project-specific requirements, including the 49 Code of Federal Regulations (CFR) Part 26 – Participation by Disadvantaged Business Enterprises (DBEs) and the good faith efforts that are applicable to this

procurement. He further explained, as a result of the Bid Protest Hearing/Administrative Reconsideration deliberations by staff, the options available to the ASMC as follows:

1. The Preferred Materials Bid is deemed nonresponsive and recommend Board award contract to Ajax Paving as the lowest, responsive bidder
2. The Preferred Materials bid is deemed responsive and recommend Board award contract to Preferred Materials as the lowest, responsive bidder
3. Any other action as deemed appropriate by the ASMC

During the presentation, Mr. Fisher responded to various questions and comments from the ASMC members to the satisfaction of all Committee members, then turned the podium back to Melissa Wendel, who introduced the presenters.

PRESENTATION ORDER:

1. PREFERRED MATERIALS - Protesting Firm
2. AJAX PAVING - Rebuttal Firm

PREFERRED MATERIALS: JERRY FLETCHER; AREA MANAGER; SARA BROOKS, ASSISTANT GENERAL COUNSEL, CRH AMERICAS, INC.

 PRESENTATION
QUESTION AND ANSWER PERIOD

AJAX PAVING: ANDRE DeCRAENE, VICE PRESIDENT OF OPERATIONS SOUTH REGION; MATT DESOTELL, AREA MANAGER FORT MYERS

 PRESENTATION
QUESTION AND ANSWER PERIOD

After the firm presentations, Mr. Fisher responded to several additional questions by Committee members before introducing DBE Manager Julio Rodriguez, who responded to inquiries by the Committee members and explained in greater detail the lengthy process of reviewing the federal requirements and certifying DBE contractors for their roles as subcontractors on Port Authority projects. After a brief discussion, the ASMC members decided to exercise option one from the list of options presented by staff: Preferred Materials Bid is deemed nonresponsive and recommends the Board award the contract to Ajax Paving as the lowest, responsive bidder.

With no further discussion, a motion to approve the item was made by Noel Andress, seconded by Scott Cameron, called and carried with John Goodrich and Fran Myers absent (5-0).

ACTING EXECUTIVE DIRECTOR ITEMS

Items of interest are contained in the Acting Executive Director Remarks dated July 21, 2020 (copy on file, electronically, in the Communications & Marketing Department at the Lee County Port Authority).

PORT ATTORNEY ITEMS

No items offered by Senior Assistant Port Authority Attorney Gregory S. Hagen.

AIRPORTS SPECIAL MANAGEMENT COMMITTEE ITEMS

Noel Andress thanked staff for the measures they took to keep the meeting attendees safe during the Covid-19 pandemic.

Randy Krise thanked Robbie Roepstorff for the excellent presentation she gave at the June 25, 2020 Joint Board meeting.

ADJOURN

The Chair adjourned the meeting at 2:34 p.m.

ON AUGUST 18, 2020 A MOTION TO APPROVE THE JULY 21, 2020 ASMC MEETING MINUTES WAS MADE BY NOEL ANDRESS, SECONDED BY FRAN MYERS, CALLED AND CARRIED WITH JOHN GOODRICH ABSENT (6-0).