

# MINUTES

AIRPORTS SPECIAL MANAGEMENT COMMITTEE MEETING

AUGUST 18, 2020

A meeting of the Airports Special Management Committee (ASMC) was held this date, August 18, 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  
Scott Cameron  
Dana Carr

**Committee member John Goodrich was 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 August and the Procurement Status Report for August.

**Public Comment on Consent or Administrative Agenda Items:**

Committee Chair Robbie Roepstorff called for public comment and there were two speakers:

- Jason Pearson, Aero Bridgeworks
- Renae Oldham, Aero Bridgeworks

**The following are Consent Agenda items pulled for discussion:**

Robbie Roepstorff (Chair)	None
Noel Andress (Vice Chair)	None
Randy Krise	None
Fran Myers	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 Fran Myers; called and carried with John Goodrich absent (6-0).**

**CONSENT AGENDA ITEMS**

**ADMINISTRATION**

1. Request Committee approve the minutes of the July 21, 2020 Airports Special Management Committee (ASMC) meeting.  
**Term:**  
N/A  
**Funding Source:**  
N/A
2. Request Board approve a professional service agreement between PFM Financial Advisors, LLC and the Lee County Port Authority to provide professional financial advisory services.  
**Term:**  
3 years with 2 one year renewal options  
**Funding Source:**  
Net revenues from the normal operation of the airport
3. Request Board approve the write off of Accounts Receivable in accordance with Fiscal Policy Section 640 for Air Berlin in the amount of \$111,431.30.  
**Term:**  
N/A  
**Funding Source:**  
Net revenues from the normal operation of the Southwest Florida International Airport.
4. Recommend Board approve a contract with Sourcewell to provide office supplies via their competitive agreement with Staples.  
**Term:**  
October 1, 2020 - June 6, 2024  
**Funding Source:**  
Net operating revenues from the normal operation of the Southwest Florida International Airport
5. Request Board approve an amendment to the “Lease of TSA Office Space at Southwest Florida International Airport’s Midfield Terminal” with the United States of America.  
**Term:**  
through September 30, 2021  
**Funding Source:**  
n/a

6. Request Board approve a “First Amendment to Fuel System Agreement for Southwest Florida International Airport” with RSW Fuel Company LLC.  
**Term:**  
October 1, 2011, to September 30, 2041  
**Funding Source:**  
n/a

## **AVIATION**

7. Request Board award RFB 20-31MLW Runway Rubber Removal for Southwest Florida International Airport to Danton Hydroblasting, LLC (Primary vendor) and to Waterblasting, LLC (Secondary vendor), the two lowest, most responsive and responsible bidders and authorize Chairman to execute service provider agreements.  
**Term:**  
Two-year term with two (2) optional two-year renewal terms.  
**Funding Source:**  
Account WJ5300041200.503490
8. Request Board award RFB 20-18MLW Airfield Isolation Transformers for the Lee County Port Authority to Integro, LLC, the lowest, responsive, and responsible bidder and authorize Chairman to execute service provider agreement.  
**Term:**  
Initial two-year term with one (1) optional two-year renewal.  
**Funding Source:**  
Account WJ5300041200.504635
9. Request Board award RFB 20-09LKD Mulch Delivery and Installation for Lee County Port Authority at Southwest Florida International Airport and Page Field to TCI Sod and Landscape, LLC and authorize Chairman to execute service provider agreement.  
**Term:**  
Three (3) years with two (2) one-year renewal options.  
**Funding Source:**  
Account WJ5300041200.503490
10. Request Board award RFB 20-39MLW Fire Alarm Testing & Inspections for Southwest Florida International Airport to Commercial Fire & Communications, the lowest, responsive, and responsible bidder and authorize Chairman to execute service provider agreement.  
**Term:**  
Initial two-year term with one (1) optional two-year renewal.  
**Funding Source:**  
Account WJ5200041200.503190

11. Request Board approve a Second Amendment and Extension to the Service Provider Agreement for Interior Plant Installation, Leasing, and Maintenance Services for the Lee County Port Authority, to Plant Partners, Inc., d/b/a Greenery Unlimited.

**Term:**

October 1, 2020 until December 31, 2020.

**Funding Source:**

Account WJ5422941200.503490.

12. Request Board approve the First Amendment to 2019-2022 Collective Bargaining Agreement between Lee County Port Authority and Southwest Florida Professional Fire Fighters & Paramedics, Local 1826, I.A.F.F., Inc., amending Article 17-Pay Plan and Article 21-Uniforms and Equipment.

**Term:**

One year.

**Funding Source:**

N/A.

**DEVELOPMENT**

13. Accept a federal grant (Other Transaction Agreement No. 70T02020T9NNCP476) in the amount of \$681,750 from the Transportation Security Administration National Explosives Detection Canine Team Program (NEDCTP) for funding certain operational expenses for the Port Authority's Canine Teams.

**Term:**

Five Years effective July 1, 2020

**Funding Source:**

N/A

14. Request Board approve a federal grant (Airport Improvement Program Grant Agreement No. 3-12-0027-021-2020) from the Federal Aviation Administration in the amount of \$404,626 for design services associated with the South Quadrant Hangars and Ramp project at Page Field (FMY).

**Term:**

N/A

**Funding Source:**

N/A

15. Request Board authorize a contract amendment with AECOM Technical Services, Inc. in the amount of \$673,391 to perform design services associated with the Page Field (FMY) South Quadrant Hangars and Ramp project.

**Term:**

Five Years

**Funding Source:**

Federal Aviation Administration Grant 3-12-0027-021-2020; Florida Department of Transportation Grant 446314; net revenues from Page Field Account No. 20860941238.506510.20

16. Request Board authorize a Contract Amendment with Owen-Ames-Kimball Company in the amount of \$101,750 to provide Construction Manager/General Contractor (CM-GC) Preconstruction Services for the Page Field (FMY) South Quadrant Hangars and Ramp Project.  
**Term:**  
Five Years  
**Funding Source:**  
Florida Department of Transportation Grant 446314; net revenues from Page Field Account No. 20860941238.506510.20
17. Request Board authorize a Total Project Budget in the amount of \$23,088,124 for all contracts to complete the RSW Airside Pavement Rehabilitation Project.  
**Term:**  
N/A  
**Funding Source:**  
Federal Aviation Administration Grant 3-12-0135-56-2020 (Pending Receipt) ;  
Florida Department of Transportation Grant 431367; Passenger Facilities Charges;  
RSW Construction Account 21859341234.506540
18. Request Board authorize execution of a contract amendment with Owen-Ames-Kimball Company in the amount of \$2,382,138 to provide Construction Management and Construction Engineering Inspection Services associated with the Rehabilitation of Airside Pavement Project at RSW  
**Term:**  
Five Years  
**Funding Source:**  
Federal Aviation Administration Grant 3-12-0135-56-2020 PENDING RECEIPT;  
Florida Department of Transportation Grant 431367; Passenger Facilities Charges;  
RSW Construction Account 21859341234.506510.50
19. Request Board authorize a contract amendment with Kimley-Horn & Associates, Inc. in the amount of \$725,731.50 to perform Construction Administration for the Rehabilitation of Airside Pavement Project at RSW.  
**Term:**  
Five Years  
**Funding Source:**  
Federal Aviation Administration Grant 3-12-0135-56-2020 PENDING RECEIPT;  
Florida Department of Transportation Grant 431367; Passenger Facilities Charges;  
RSW Construction Account 21859341234.506510.70

20. Request Board authorize a Contract Amendment with Owen-Ames-Kimball Company in the amount of \$3,092,062.03 to perform Construction Manager/General Contractor services associated with the Rehabilitation of Airside Pavement Project (Airfield Electrical Vault) at RSW
- Term:**  
Five Years
- Funding Source:**  
Florida Department of Transportation Grant 431367; Passenger Facilities Charges;  
RSW Construction Account 21859341234.506540.31
21. Request Board authorize a contract amendment with Kimley-Horn & Associates, Inc. in the amount of \$138,145 to perform Construction Administration for the Rehabilitation of Airside Pavement Project (Airfield Electrical Vault) at RSW
- Term:**  
Five Years
- Funding Source:**  
Florida Department of Transportation Grant 431367; Passenger Facilities Charges;  
RSW Construction Account 21859341234.506510.71
22. Request Board 1) authorize execution of a contract between the Port Authority and Michael Baker International, Inc. by Chairman and 2) authorize a Contract Amendment in the amount of \$159,490 for Construction Engineering & Inspection Services for the Rehabilitation of Airside Pavement Rehabilitation Project (Airfield Electrical Vault) at RSW
- Term:**  
Five Years
- Funding Source:**  
Florida Department of Transportation Grant 431367; Passenger Facilities Charges;  
RSW Construction Account 21859341234.506510.51
23. Request Board authorize a Contract Amendment with Aero Systems Engineering, Inc., in the amount of \$334,274.44 to perform Construction Administration services associated with the Passenger Boarding Bridge Replacement Project at RSW.
- Term:**  
Five Years
- Funding Source:**  
Passenger Facility Charges, RSW Construction Account No.  
20860841234.506510.70
24. Request Board authorize a Contract Amendment with Manhattan Construction (Florida), Inc. in the amount of \$4,076,000.01 to perform Construction Management and Construction Engineering Inspection services associated with the Passenger Boarding Bridge Replacement Project at RSW
- Term:**  
Five Years
- Funding Source:**  
Passenger Facility Charges, RSW Construction Account No.  
20860841234.506510.50

**ATTORNEY**

25. Request Board approve grant of non-exclusive underground utility easement to Peoples Gas System, a Division of Tampa Electric Company (“TECO”) to provide natural gas service to the Trader Joe’s East, Inc., leasehold at Page Field Commons.

**Term:**

N/A

**Funding Source:**

N/A

26. Approve Partial Release of Conservation Easement Grant to SFWMD for Imperial Marsh Mitigation Park.

**Term:**

N/A

**Funding Source:**

N/A

## ADMINISTRATIVE AGENDA ITEMS

### ADMINISTRATION

27. Request Board approve a rental and concession relief program for tenants of the Lee County Port Authority at Southwest Florida International Airport (RSW) as defined below. The rental relief program will be equal to rents and concession fees paid to the Lee County Port Authority for the month of September 2020.

**Term:**

N/A

**Funding Source:**

Airport unrestricted funds

Division Director of Administration Brian McGonagle gave a brief summary to update the Committee on this item.

**Scott Cameron asked about the possible use of promissory notes. Mr. Siegel and Mr. McGonagle responded to the inquiry. Mr. Siegel stated that promissory notes were not being considered at this time, but staff will look into it for future consideration. After a short discussion, committee member Scott Cameron made a motion to consider the use of promissory notes as a method of bringing an account current, seconded by Fran Myers. After further discussion and lack of support for the motion by additional committee members, Mr. Cameron withdrew his motion. Ms. Myers withdrew her second and the motion failed.**

**With no further discussion, a motion to approve the item as it was originally presented was made by Noel Andress, seconded by Randy Krise; the motion called and carried with Scott Cameron opposed and John Goodrich absent (5-1).**

### AVIATION

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

**Term:**

Five (5) years with two (2), two-year renewal options.

**Funding Source:**

Account WJ5422941200.503410

Deputy Executive Director of Aviation Gary Duncan gave a brief summary to update the Committee on this item. With no questions from the Committee, Mr. Duncan introduced Melissa Wendel, purchasing manager, who stated that four firms would be presenting and allotted each firm a 10-minute time frame for their presentation, unlimited question and answer period, followed by a one-minute wrap-up. At the July 21, 2020 meeting, the ASMC requested oral presentations from four firms and selected the following presentation order:

### PRESENTATION ORDER:

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



**SUNSHINE CLEANING SYSTEMS: DAVID DYREK, VP OF BUSINESS DEVELOPMENT; LAURA COENEN, PRESIDENT/CEO**

 PRESENTATION  
 QUESTION AND ANSWER PERIOD  
 WRAP-UP




**SERVICE MANAGEMENT SYSTEMS (SMS): DENNY LYONS, DIRECTOR OF BUSINESS DEVELOPMENT; GLENN DESPOSITO, DIVISION VP**

 PRESENTATION  
 QUESTION AND ANSWER PERIOD  
 WRAP-UP

**FLAGSHIP AVIATION SERVICES: COURTNEY WRIGHT, SR. DIRECTOR OF BUSINESS DEVELOPMENT; KEVIN BARTON, VP, OPERATIONS; DON TOOLE, SR. VP, SALES AND MARKETING**

 PRESENTATION  
 QUESTION AND ANSWER PERIOD  
 WRAP-UP

**SP+ CORPORATION & DIVERSE FACILITY SOLUTIONS JOINT VENTURE: MARK WRIGHT, PRESIDENT/ CEO, DFS; BOB REISER, SR. VP, SP+; MELISSA ZAGORAC, COO, DFS; CHUCK VOASE, VP, REGIONAL MANAGER, SP+**

 PRESENTATION  
 QUESTION AND ANSWER PERIOD  
 WRAP-UP

Upon conclusion of presentations and the question & answer period, committee members ranked the firms and, after tallying the votes, Ms. Wendel announced the ranking results for RFP 20-45MMW for Janitorial Services Southwest Florida International Airport, as follows:

**VOTE ORDER:**

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

**A motion to approve the item was made by Randy Krise, seconded by Scott Cameron; called and carried with John Goodrich absent (6-0).**

## **DEVELOPMENT**

29. Request ASMC act as the Bid Dispute Committee to conduct a Bid Protest Hearing and, subsequently, recommend to the Board the award of a contract resulting from RFB 20-53MMW (RSW Passenger Boarding Bridge Replacement Project) to the lowest responsible bidder, and approve a Total Project Budget in the amount of \$34,892,158.

**Term:**

395 Calendar Days.

**Funding Source:**

Passenger Facility Charges, RSW Construction Account No.  
20860841234.506540.30.

Purchasing Manager Melissa Wendel introduced the item and explained the steps and expectations in the Bid Protest Hearing 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. He also explained the basis for not selecting the firm that submitted the lowest bid, Aero Bridgeworks, due to what staff determined to be a potential conflict of interest. Mr. Fisher further explained, as a result of the Bid Protest Hearing deliberations by staff, the options available to the ASMC were as follows:

- Reject the bid protest and recommend Board award a contract to Thyssenkrupp Airport Systems, Inc. as the lowest, responsive, qualified bidder and approve a Total Project Budget in the amount of \$34,892,158.
- Accept the bid protest and recommend Board award a contract to JBT AeroTech Corp as the lowest, responsive, qualified bidder and approve a Total Project Budget in the amount of \$36,278,152.
- 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. JBT AEROTECH CORP. - PROTESTING FIRM
2. THYSSENKRUPP AIRPORT SYSTEMS, INC. - REBUTTAL FIRM

**JBT AEROTECH CORP.: LAUREN (KRAMER) SUJEETH, ATTORNEY, ROGERS JOSEPH O'DONNELL; BRIAN DEROCHE, PRESIDENT, JETWAY SYSTEMS, JBT**

 PRESENTATION  
 QUESTION AND ANSWER PERIOD

**THYSSENKRUPP AIRPORT SYSTEMS, INC.: MICHAEL VITALI, ATTORNEY, BAKER HOSTETLER; GREG ENGLEBY, SALES MANAGER, NORTH AMERICA ; ENVER SARILAR, DIRECTOR OF SALES, VP**

 PRESENTATION  
 QUESTION AND ANSWER PERIOD

After the firm presentations, a lengthy discussion ensued, with representatives from both firms responding to several questions by Committee members. Acting Executive Director Ben Siegel, Port Attorney Greg Hagen and Purchasing Manager Melissa Wendel also addressed additional questions and requests for clarification to the satisfaction of all Committee members. After a brief discussion, the ASMC members decided to exercise the second option from the list of options presented by staff: Accept the bid protest and recommend Board award a contract to JBT AeroTech Corp. as the lowest, responsive, qualified bidder and approve a Total Project Budget in the amount of \$36,278,152.

**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 absent (6-0).**

**ACTING EXECUTIVE DIRECTOR ITEMS**

Acting Executive Director deferred his comments to the September 3, 2020 Joint Board meeting.

**PORT ATTORNEY ITEMS**

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

**AIRPORTS SPECIAL MANAGEMENT COMMITTEE ITEMS**

No items offered by the ASMC members.

**ADJOURN**

The Chair adjourned the meeting at 4:33 p.m.

**ON SEPTMEBER 15, 2020 A MOTION TO APPROVE THE AUGUST 18, 2020 ASMC MEETING MINUTES WAS MADE BY NOEL ANDRESS, SECONDED BY SCOTT CAMERON, CALLED AND CARRIED WITH JOHN GOODRICH ABSENT (6-0).**