



BOARD OF PORT COMMISSIONERS MEETING AGENDA

KEVIN RUANE
Chair

CECIL L. PENDERGRASS
Vice Chair

BRIAN HAMMAN

FRANK MANN

RAY SANDELLI

BENJAMIN R. SIEGEL
Executive Director

RICHARD WM. WESCH
Port Attorney

June 24, 2021

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

**Training and Conference Center, Southwest Florida
15924 Air Cargo Lane, Fort Myers, Florida**

9:30 AM

Invocation: Father Paul Dechant, Saint Cecilia’s Catholic 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 Chair	JOHN GOODRICH Vice Chair	ROBBIE ROEPSTORFF	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 April 6 and May 6, 2021.
Term:
N/A
Funding Source:
N/A

2. Request Board approve a Budget Amendment in the FY 2020/2021 Lee County Port Authority Operating Budget to increase the budgeted operating expenses and revenues for both the Southwest Florida International Airport and Page Field
Term:
N/A
Funding Source:
Net revenues from the Southwest Florida International Airport and Page Field

3. Request Board concur with the ASMC ranking of proposals submitted for RFP 21-14TLB Air Service Consultant for Southwest Florida International Airport
Term:
Three year with two one-year renewal options
Funding Source:
General Airport Operating Fund – Air Service Development

4. Request Board approve a Service Provider Agreement with PrimeGov Inc. to implement and host an Agenda Management System for the Lee County Port Authority.
Term:
five (5) years with optional five (5) one-year extensions
Funding Source:
General Airport Operating Revenue Fund - VD5131741200.503460, Information Technology

5. Request Board approve a “First Amendment to Lease of Hangars at Page Field” with Paragon Airplane Leasing Co.
Term:
10 years, plus two potential options to extend for an additional 5 years each.
Funding Source:
N/A

6. Request Board approve an interlocal agreement between Lee County and the Lee County Airports Fire District
Term:
N/A
Funding Source:
Fund 63557

CONSENT AGENDA – continued

ADMINISTRATION – Brian McGonagle

7. Approve Interlocal Agreement between the Board of County Commissioners and the Lee County Port Authority for the use of the Computer Aided Dispatching and Records Management System, and for the transfer of funds to pay for expenses associated with each entity.

Term:

N/A

Funding Source:

Account VF5132541200.504110 Information Technology

AVIATION – Mark Fisher

8. Request Board award RFB #21-31NJD, Purchase, Delivery and Installation of a new Bullet Trap to InVeris Training Solutions, Inc., the lowest, responsive and responsible bidder in the amount of \$125,000 and 2) authorize a Project Budget of \$140,000 and 3) authorize the Chair to execute the corresponding Service Provider Agreement.

Term:

N/A

Funding Source:

VB5131541200.506410

DEVELOPMENT – Mark Fisher

9. Request Board authorize a Contract Amendment with AECOM Technical Services, Inc. in the amount of \$309,640 to provide support during the FAA commissioning period for the new Airport Traffic Control Tower/Terminal Radar Approach Control facility at the Southwest Florida International Airport; and authorize a revised Total Project Budget in the amount of \$81,111,267.

Term:

1 year

Funding Source:

Florida Department of Transportation Grant 420652-1-94-04 and Passenger Facility Charges, Account No. 21845041234.506510.70

10. Request Board authorize a Contract Amendment with AECOM Technical Services, Inc. in the amount of \$137,435.51 to perform design services associated with the demolition of the former Airport Traffic Control Tower/Terminal Radar Approach Control facility at the Southwest Florida International Airport.

Term:

Five years

Funding Source:

Florida Department of Transportation Grant 420652-1-94-04 and Passenger Facility Charges, Account No. 21845041234.506510.25

CONSENT AGENDA – continued

DEVELOPMENT – Mark Fisher

- 11.** Request Board rank proposals received for RFP 21-05MLW Aircraft Administrative and Flight Services.
Term:
Five (5) years
Funding Source:
Acct. WJ5100041200.503490

ATTORNEY – Mark Trank

- 12.** Request Board approve grant of permanent non-exclusive underground utility easement to Florida Power & Light Company and Embarq Florida, Inc., d/b/a CenturyLink to provide electrical service to Alta Resources at Southwest Florida International Airport.
Term:
N/A
Funding Source:
N/A

ADMINISTRATIVE AGENDA**ADMINISTRATION – Brian McGonagle**

13. Request the Board approve (1) the FY 2021-22 Lee County Port Authority Budget, (2) the Rates & Fees pursuant to the Airline-Airport Use and Lease Agreement for the Southwest Florida International Airport, (3) the FY 2021-22 Compensation Plan, (4) the Page Field Rates and Fees for FY 2021-22, (5) a 2% salary adjustment and an average 1.25% merit for all non-union employees, (6) the authorization for the Executive Director or his designee to make interfund 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:

10/1/2021 - 9/30/2022

Funding Source:

N/A

14. Authorization to enter into a multi-year agreement with Prodigiq, Inc. for multi module software as a subscription service and support agreement.

Term:

Seven Years commencing on execution of agreement

Funding Source:

General Airport operating revenues collected during the normal operations of the Airport, account string VF5132541200.503460 Information Technology.

AVIATION – Mark Fisher

15. Request Board 1) award RFB #21-21, Temporary Employment Payroll Services to Employment Solutions of NY, Inc. as the lowest responsive bidder and 2) authorize the Executive Director, or designee, to approve expenditures up to \$100,000 per year for the term of the agreement and 3) authorize the Chair to execute the corresponding Service Provider Agreement.

Term:

Three (3) years with two (2) additional one (1) year renewals

Funding Source:

General Operating Revenues Account WD5423041200.503490

16. Request Board award the purchase and installation of modular carpet tiles to Tarkett USA, Inc. in an amount not to exceed \$430,462.74, under Florida State Contract (30167100-20-ACS) piggybacking the Sourcewell Contract for carpet and flooring (080819-TFU).

Term:

N/A

Funding Source:

Funds are available in account string: WJ5200041200.504650, Lee County Port Authority.

CONVENE AS BOARD OF COUNTY COMMISSIONERS

ATTORNEY – Mark Trank

17. Request Board convene as the Board of County Commissioners to approve a grant of a permanent non-exclusive underground public utility easement allowing Florida Power & Light and Embarq Florida, Inc., d/b/a Centurylink to provide electrical service to Alta Resources at the leased Skyplex parcel at Southwest Florida International Airport.

Term:

N/A

Funding Source:

N/A

RECONVENE AS BOARD OF PORT COMMISSIONERS

DEVELOPMENT – Mark Fisher

18. Request Board review and endorse the general scope of work and outline of the upcoming Skyplex Consultant and Brokerage Services Request for Proposals.

Term:

N/A

Funding Source:

N/A

COMMISSIONERS' ITEMS/COMMITTEE APPOINTMENTS

COMMENTS FROM THE CHAIR OF THE ASMC

EXECUTIVE DIRECTOR ITEMS

PORT ATTORNEY ITEMS

ADJOURN