



# 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

September 09, 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: Pastor Sean Bunger, Gateway Trinity Lutheran Church**
- Pledge of Allegiance**
- Convene as Board of County Commissioners**
- Public Comment**
- Administrative Agenda**
- Adjourn as Board of County Commissioners**
- Reconvene as Board of Port Commissioners**
- 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**
- 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	

**CONVENE AS BOARD OF COUNTY COMMISSIONERS**

**ADMINISTRATIVE AGENDA**

**ATTORNEY – Mark Trank**

1. Convene as BoCC Request Board approve grant of permanent non-exclusive underground utility easement to Florida Power & Light Company to provide electrical service to the FMY Holdings, LLC hangar at Page Field Airport.  
Term:  
N/A  
Funding Source:  
N/A
  
2. Request Board Convene as Board of County Commissioners to approve grant of perpetual Access Road Easement to South Florida Water Management District to provide non-exclusive access for vehicular and pedestrian access, ingress and egress, and maintenance purposes to access the easement area.  
Term:  
N/A  
Funding Source:  
N/A

**ADJOURN AS BOARD OF COUNTY COMMISSIONERS**

**RECONVENE AS BOARD OF PORT COMMISSIONERS**

**CONSENT AGENDA**

**ADMINISTRATION – Brian McGonagle**

3. Request Board approve the minutes for the Board of Port Commissioners meeting on June 1 and June 24, 2021.  
Term:  
N/A  
Funding Source:  
N/A
  
4. Request Board approve a Budget Amendment to the FY 2020-21 Lee County Port Authority Operating Fund to increase both revenue and expenses for Page Field  
Term:  
N/A  
Funding Source:  
41203

**CONSENT AGENDA - Continued**

**ADMINISTRATION – Brian McGonagle**

5. Request Board approve a “First Amendment to Airline-Airport Use and Lease Agreement with Frontier Airlines, Inc.”  
Term:  
extending from September 30, 2021, to September 30, 2023  
Funding Source:  
N/A
6. Request Board approve an “Aircraft Parking Agreement” with Olympus Aviation LLC.  
Term:  
month-to-month commencing May 1, 2021  
Funding Source:  
N/A
7. Request Board approve a Fifth Amendment to “Airline-Airport Use and Lease Agreement with Southwest Airlines Co.”  
Term:  
extending from September 30, 2021, to September 30, 2023  
Funding Source:  
N/A
8. Request Board approve a “Permit Agreement For Provision of Into-Plane Fueling Service at Southwest Florida International Airport” with FSM Group, LLC.  
Term:  
month-to-month, beginning August 1, 2021  
Funding Source:  
N/A
9. Request Board approve a “Lease of Terminal Space at Southwest Florida International Airport” with FSM Group, LLC.  
Term:  
month-to-month, beginning August 1, 2021  
Funding Source:  
N/A
10. Request Board approve an “Off-Airport Parking Company Airport Use Permit Agreement” with Ft Myers Airport Parking LLC.  
Term:  
month-to-month beginning August 1, 2021  
Funding Source:  
N/A

**CONSENT AGENDA - Continued**

**ADMINISTRATION – Brian McGonagle**

11. Request Board approve the Authority’s Shared Tenant Services business plan for airlines.  
Term:  
NA  
Funding Source:  
NA

**COMMUNICATIONS & MARKETING – Vicki Moreland**

12. Request Board approve a Professional Services Agreement with Ailevon Pacific Aviation Consulting, LLC for Air Service Consultant Services for Southwest Florida International Airport.  
Term:  
Three (3) years with optional two (2) one-year extensions  
Funding Source:  
General Airport Operating Revenue Fund - WC5121841200.503190, Air Service Development

**AVIATION – Steven Hennigan**

13. Request Board approve a three-year collective bargaining agreement effective October 1, 2021 through September 30, 2024, between Lee County Port Authority and Southwest Florida Professional Fire Fighters & Paramedics, Local 1826, District 22, I.A.F.F., Inc.  
Term:  
Three (3) years commencing October 1, 2021 through September 30, 2024.  
Funding Source:  
NA
14. Request Board Approval of Voluntary Cooperation Agreement between Lee County Sheriff’s Office and Lee County Port Authority Police Department  
Term:  
Termination upon written execution of chief executive officers and receipt of delivery.  
Funding Source:  
No funding required

**CONSENT AGENDA - Continued**

**AVIATION – Steven Hennigan**

15. Request Board approve:  
- A 3.25% wage increase for the Airport Police Department’s Collective Bargaining Unit, effective October 1, 2021.  
- Reimbursement of up to \$300 annually for supplemental personal law enforcement liability insurance.  
Term:  
Effective October 1, 2021.  
Funding Source:  
N/A
16. Request Board award RFB 21-32MLB: Palm Frond Trimming at Southwest Florida International Airport to P&T Lawn and Tractor Service, Inc., the lowest, most responsive, responsible bidder in the estimated annual amount of \$41,200 per the terms and conditions of the contract, and authorize the Executive Director to approve and execute the contract renewal terms.  
Term:  
One initial three-year term with one (1) additional two-year renewal period with services to commence on or around October 01, 2021.  
Funding Source:  
General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport. Funds are available in Account String WJ5300041200.503490, Other Contracted Services.
17. Request Board award RFB 21-35MLB Airfield Runway Photometric Testing at the Southwest Florida International Airport, to Malms Navaid Inc., the lowest, most responsive, responsible bidder in the annual estimated amount of \$27,700 per the terms and conditions of the contract, and authorize the Executive Director to approve and execute contract renewal terms.  
Term:  
One (1) initial three-year term with two (2) additional one-year renewal periods with services to commence on or about October 01, 2021.  
Funding Source:  
General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport. Funds are available in Account String WJ5300041200.503490, Other Contracted Services.

**CONSENT AGENDA - Continued**

**AVIATION – Steven Hennigan**

18. Request Board award RFB 21-15MLB: Purchase & Delivery of Electric Motors for the Lee County Port Authority to Bob Dean Supply, Inc., the lowest, most responsive, and responsible bidder with an estimated annual amount of \$35,000 per the terms and conditions of the contract, and authorize the Executive Director to approve and execute the contract renewal terms.

Term:

One initial three-year term with one (1) additional two-year renewal period with services to commence on or around October 01, 2021.

Funding Source:

General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport. Funds are available in Account String WJ5100041200.504655, Repairs and Maintenance - Parts.

**DEVELOPMENT – Mark Fisher**

19. Request Board approve a contract amendment to Owen-Ames-Kimball Company (OAK), General Construction Manager/General Contractor to extend the contract time to potentially complete the ongoing Rehabilitation of Roads at the Southwest Florida International Airport.

Term:

Extended 3 years.

Funding Source:

N/A.

20. Request Board approve a contract amendment to Johnson Engineering, Design Manager, to extend the contract time to potentially complete the Rehabilitation of Roads at the Southwest Florida International Airport.

Term:

Extended 3 years.

Funding Source:

N/A.

**ATTORNEY – Mark Trank**

21. Request Board approve grant of permanent non-exclusive underground utility easement to Florida Power & Light Company to provide electrical service to the FMY Holdings, LLC hangar at Page Field Airport.

Term:

N/A

Funding Source:

N/A

**CONSENT AGENDA – Continued**

**ATTORNEY – Mark Trank**

- 22.** Request Board approval of an Access Road Easement to South Florida Water Management District for nonexclusive access to the County-owned Florida Gulf Coast University Mitigation Site for vehicular and pedestrian access, ingress and egress, and maintenance purposes.

Term:

N/A

Funding Source:

N/A

**ADMINISTRATIVE AGENDA**

**ADMINISTRATION – Brian McGonagle**

23. Request Board approve a “Land Lease for Construction of a Corporate Hangar Building at Southwest Florida International Airport” with CapStone Holdings Inc.  
Term:  
20 years, with two options to extend by five years each  
Funding Source:  
N/A

**COMMUNICATIONS & MARKETING – Vicki Moreland**

24. Request Board approve the renewal of the Air Service Incentive Plan.  
Term:  
Extend Plan to September 30, 2024  
Funding Source:  
Net operating revenues from the normal operation of Southwest Florida International Airport.

**AVIATION – Steven Hennigan**

25. Request Board approve the purchase and delivery of fleet and equipment repair parts from NAPA Auto Parts in the approximate annual amount of \$130,000, piggybacking the terms in Sourcewell Contract for aftermarket vehicle parts and supplies (32521-GPC).  
Term:  
One (1) - Four (4) year term with no renewal options that expires on May 19, 2025.  
Funding Source:  
General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport and Page Field. Funds are available in Account String WJ5100041200.504655, Repairs and Maintenance - Parts, for RSW and Account String UH5120041203.504655, Repairs and Maintenance - Parts, for FMY.
26. Request Board approve the Aircraft Administration and Flight Services Agreement with Brown Aviation for the Authority’s aircraft and authorize expenditure not to exceed \$500,000 over the 5-year term of the Agreement.  
Term:  
Five (5) years with no option for renewal.  
Funding Source:  
Acct. WJ5100041200.503190



**ADMINISTRATIVE AGENDA - Continued**

**AVIATION – Steven Hennigan**

27. Request Board approve LCPA to piggyback the State of Florida Department of Transportation Airport Pavement Marking Condition Assessment Services and Airport Pavement Marking and Related Services Contract DOT-RFP-21-9019-CA.  
Term:  
Two year term to commence after 10/01/2021 and expiring two years after the contract start date  
Funding Source:  
General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport. Funds are available in Account String WJ5300041200.503490, Other Contracted Services, contingent upon approval of the associated fiscal year operating budgets not to exceed \$250,000 annually.
28. Request Board approval for the purchase of seven (7) Ford fleet vehicles from Tamiami Ford under Collier County contract number 19-7522 and eight (8) Chevrolet fleet vehicles from Alan Jay Automotive under Sourcewell contract number 060920-NAF for the total amount of \$800,114 for all quotes received; and allow the Executive Director to approve up to an additional 15% contingency amount or \$120,017 not to exceed a total cost of \$920,131  
Term:  
One-time purchase  
Funding Source:  
General Airport Operating Revenues derived from airport user fees in the estimated amount of \$920,131 from account string VB5131541200-506430.

**AVIATION – Mark Fisher**

29. Request Board rank proposals submitted for RFP 21-44NJD On-call General Repairs, Maintenance and Project Services (acting as General Contractor).  
Term:  
5 Years  
Funding Source:  
N/A

**DEVELOPMENT – Mark Fisher**

30. Request Board approve a federal grant (Other Transaction Agreement - OTA) between the United States of America, as represented by the Transportation Security Administration (TSA), and the Lee County Port Authority for \$2,437,018.52 to partially reimburse the Port Authority for costs related to the baggage handling system for the Midfield Terminal  
Term:  
N/A  
Funding Source:  
N/A

**ADMINISTRATIVE AGENDA - Continued**

**DEVELOPMENT – Mark Fisher**

31. Request Board approve a federal grant (Airport Improvement Program Grant Agreement No. 3-12-0135-058-2021) from the Federal Aviation Administration in the amount of \$1,999,776 for the Southwest Florida International Airport's Master Plan Study update.

Term:

N/A

Funding Source:

N/A

32. Request Board endorse RSW aviation activity forecasts to be used in the RSW Master Plan Update.

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**