



# 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

November 04, 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 Mike Jones, New Hope Presbyterian Church**

**Pledge of Allegiance**

**Public Presentation:**

- **Length of Service Award presented to Emily Underhill, division director of development, employed 25 years with the Lee County Port Authority (Presented by Mark Fisher, deputy executive director of development)**

**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<br>Chair                 | JOHN GOODRICH | ROBBIE ROEPSTORFF | RANDY KRISE                       | FRAN MYERS<br>Vice Chair |
| Dana W. Carr – Charlotte County       |               |                   | R. Scott Cameron – Collier County |                          |

**PUBLIC PRESENTATION**

1. Request Board present Length of Service Award to Emily Underhill, Division Director, Development.  
**Presenter:**  
Mark Fisher

**CONSENT AGENDA**

**ADMINISTRATION – Brian McGonagle**

2. Request Board approve the minutes for the Board of Port Commissioners meetings on 9/7/21, 9/9/21 and 9/21/21.  
**Term:**  
N/A  
**Funding Source:**  
N/A
3. Approve the Joint and ASMC meeting date schedule for the calendar year 2022.  
**Term:**  
N/A  
**Funding Source:**  
N/A
4. Request Board approve a budget amendment to the FY 2021-22 Lee County Port Authority Budget to properly reflect the issuance of the Lee County Airport Revenue Bonds Series 2021(B) AMT.  
**Term:**  
N/A  
**Funding Source:**  
N/A
5. Request Board approve a two-year extension to the professional service agreement with Ricondo & Associates and the Lee County Port Authority.  
**Term:**  
November 4, 2021 - November 3, 2023  
**Funding Source:**  
Net revenues from the normal operation of the Southwest Florida International Airport
6. Request Board approve an “On Airport Land Lease” with the Federal Aviation Administration.  
**Term:**  
October 1, 2021 to September 30, 2031.  
**Funding Source:**  
N/A

**CONSENT AGENDA – Continued****ADMINISTRATION – Brian McGonagle**

7. Request Board approve a “First Amendment to Lease of Terminal Space at Southwest Florida International Airport” with American Sales and Management Organization, LLC (d/b/a Eulen America).  
**Term:**  
commenced March 1, 2021; month-to-month  
**Funding Source:**  
N/A
8. Request Board approve a “Nonparticipating Airline Airport Use Permit” agreement with Air Transat A.T. Inc.  
**Term:**  
from December 1, 2021, until terminated.  
**Funding Source:**  
N/A
9. Request Board approve a proposed sublease from Ft. Myers Airport Plaza, LLC, to Airport RSW Donuts LLC to operate a Dunkin’ franchise.  
**Term:**  
10 years, plus one option to extend by 5 years  
**Funding Source:**  
N/A
10. Request Board approve a “Page Field Office Lease and Aeronautical Operator Agreement” with The Sundowners Inc.  
**Term:**  
month-to-month, commenced April 1, 2021  
**Funding Source:**  
n/a
11. Request Board approve a “Second 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
12. Request Board consent to assignment of a Lease Agreement from Societe Internationale De Telecommunications Aeronautiques, a Belgium Co-operative, to SITA Information Networking Computing USA Inc., a Delaware corporation.  
**Term:**  
commenced September 9, 2005; continues month-to-month  
**Funding Source:**  
N/A

**CONSENT AGENDA - Continued****AVIATION – Steven Hennigan**

13. Request Board award RFB 21-33MLB Generator Inspections for the Lee County Port Authority, to LJ Power Inc., the lowest, most responsive, responsible bidder in the annual estimated amount of \$22,790 per the terms and conditions of the contract.
- Term:  
One (1) initial three-year term with one (1) additional two-year renewal period with services to commence on or around November 15, 2021.
- Funding Source:  
General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport. Funds are available in Account String WJ5100041200.503490 - Other Contracted Services.
14. Request Board approve Second Amendment to 2019-2022 Collective Bargaining Agreement between Lee County Port Authority and Southwest Florida Professional Fire Fighters & Paramedics, Local 1826/District 10, I.A.F.F., Inc., amending Article 17-Pay Plan and Article 23-Incentive Pay.
- Term:**  
One Year
- Funding Source:**  
NA

**DEVELOPMENT – Mark Fisher**

15. Request Board approve Interlocal Agreement for Coordinated Tall Structure Permitting with the Village of Estero.
- Term:**  
Continue unless terminated, per Section 163.01, F.S.
- Funding Source:**  
N/A
16. Request Board approve a Contract Amendment with Manhattan Construction (Florida), Inc. clarifying and restating the contract term for the RSW Terminal Expansion Project as previously approved by the Board.
- Term:**  
Contract Term extended through January 31, 2025.
- Funding Source:**  
N/A
17. Request Board approve a Contract Amendment with Atkins North America, Inc. clarifying and restating the contract term for the RSW Terminal Expansion Project as previously approved by the Board.
- Term:**  
Contract Term extended through January 31, 2025.
- Funding Source:**  
N/A

**CONSENT AGENDA – Continued**

**DEVELOPMENT – Mark Fisher**

18. Request Board approve a Contract Amendment with Kimley-Horn & Associates, Inc. clarifying and restating the contract term for the RSW Rehabilitation of Airside Pavement project as previously approved by the Board.

**Term:**

Contract Term extended through Contract Term extended through March 1, 2022.

**Funding Source:**

N/A

**ATTORNEY – Mark Trank**

19. Request Board approve natural gas line easement to Peoples Gas System, a Division of Tampa Electric Company, to provide natural gas service to the Qdoba Restaurant Corporation leased property at Page Field Commons

**Term:**

N/A

**Funding Source:**

N/A

**ADMINISTRATIVE AGENDA****AVIATION – Steven Hennigan**

20. Request Board approval to 1) enter into a purchase agreement with Allen Enterprises, Inc. for the supply and delivery of ADB Safegate Airfield Lighting and Related Airfield Parts on an as-needed basis to meet operational requirements at Southwest Florida International Airport and Page Field Airport. 2) Request board authorize the executive Director to exercise the option to renew the agreement for one additional two-year period at the same terms and conditions as the initial agreement.

**Term:**

Three-year term with one (1) additional two-year renewal period.

**Funding Source:**

General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport, account WJ5300041200.504655 and account UH5120041203.504655 for Page Field Airport - Repairs and Maintenance – Parts for building and equipment maintenance.

21. Recommend Board award RFB 21-46CDE, Purchase and Delivery of Aircraft Rescue and Fire Fighting (ARFF) Crash Truck for Lee County Port Authority, to the lowest, responsive, responsible bidder, Rosenbauer Minnesota, LLC for the base bid amount of \$915,369 and in addition approve the purchase of the items listed in Appendix B in the amount of \$215,992 including contingency, for a total cost of \$1,131,361.

**Term:**

NA

**Funding Source:**

Federal Aviation Administration Grant 3-12-0135-059-2021; Florida Department of Transportation Grant 429511-1-94-01; and General airport operating revenues collected during the normal operation of the Airport. Account String: 20862141231.506430

**DEVELOPMENT – Mark Fisher**

22. Request Board approve a federal grant (Airport Improvement Program No. 3-12-0135-059-2021) in the amount of \$915,368 from the Federal Aviation Administration towards the acquisition of an Aircraft Rescue and Fire Fighting Crash Vehicle for the Southwest Florida International Airport.

**Term:**

N/A

**Funding Source:**

N/A

**ADMINISTRATIVE AGENDA – Continued****AVIATION – Mark Fisher**

23. Request the Board approve a Service Provider Agreement with Chris-Tel Construction to provide On-Call General Repairs, Maintenance and Project Services (acting as general contractor) and 2) authorize the Executive Director, or designee, to approve expenditures up to \$100,000 per project, not to exceed \$1 million annually for the term of the agreement.

**Term:**

Five (5) years

**Funding Source:**

Account WJ5422941200.503490, Other Contracted Services

**COMMUNICATIONS & MARKETING – Vicki Moreland**

24. Request Board approve the Lee County Port Authority 2021 Strategic Plan

**Term:**

N/A

**Funding Source:**

N/A

**ADMINISTRATION – Brian McGonagle**

25. Request Board approve the first amendment to the service provider agreement with UDT Corporation exercising the option to extend the agreement's term for a period of three additional years.

**Term:**

Three Years commencing January 17, 2022 – January 16, 2025

**Funding Source:**

General Airport Operating Revenues collected during the normal operation of Southwest Florida International Airport, Account Number VF5132541200.3190, Information Technology

26. Request Board (1) approve the use of Contract 081419CDW to purchase Technology Catalog Solutions from CDW-G Government, LLC. through a Sourcewell cooperative agreement and (2) Request Board authorize the Executive Director to exercise the optional one year renewal at the same terms and conditions as the initial contract.

**Term:**

From execution of agreement until 10/30/2023 with an optional one-year (1) renewal

**Funding Source:**

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

**ADMINISTRATIVE AGENDA – Continued****ADMINISTRATION – Brian McGonagle**

27. Request Board (1) approve use of Contract 2018011-01 to purchase Information Technology Solutions and Services from CDW-G Government, LLC. through Omnia Partners cooperative agreement and (2) Request Board authorize the Executive Director to exercise the optional two one (1) year renewals at the same terms and conditions as the initial contract.
- Term:**  
From execution of agreement until 2/28/2023 with two one (1) year options until 2/28/2025.
- Funding Source:**  
General Airport operating revenues collected during the normal operations of the Airport, account string VF5132541200.505280 Information Technology
28. Request Board approve a “Ground Lease for Construction and Operation of an Air Freight Building at Southwest Florida International Airport” with AFCO Cargo RSW, LLC.
- Term:**  
25 years, plus two (2) options to extend for 5 years each
- Funding Source:**  
N/A
29. 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 April 25, 2022
- Funding Source:**  
N/A
30. Request Board approve a Third Amendment to “Airline-Airport Use and Lease Agreement with United Airlines, Inc.”
- Term:**  
extending from September 30, 2021, to September 30, 2023
- Funding Source:**  
N/A
31. Request Board approve a Sixth Amendment to “Airline-Airport Use and Lease Agreement” with Spirit Airlines, Inc.
- Term:**  
extending from September 30, 2021, to September 30, 2023
- Funding Source:**  
N/A



**ADMINISTRATIVE AGENDA – Continued**

**ADMINISTRATION – Brian McGonagle**

32. Request Board approve a Fifth Amendment to “Airline-Airport Use and Lease Agreement” with American Airlines, Inc.  
**Term:**  
extending from September 30, 2021, to September 30, 2023  
**Funding Source:**  
N/A
33. Request Board approve a participating airline “Airline-Airport Use and Lease Agreement” with Sun Country, Inc.  
**Term:**  
October 1, 2021 to September 30, 2023  
**Funding Source:**  
N/A
34. Request Board approve the key terms and proposed concepts to Paradies for the terminal concession program.  
**Term:**  
N/A  
**Funding Source:**  
N/A
35. Request Board approve the key terms and proposed concepts to Host for the terminal concession program.  
**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**