

February 15, 2022

Sarasota Manatee Airport Authority
 Dan P McClure Auditorium
 6000 Airport Circle, Sarasota FL 34243



February 15, 2022 11:00 AM

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4. Public Comments	
<p>Members of the public who wish to speak on a topic, whether on the agenda or not, are asked to fill out a Citizen's Comment card and present it to the Board secretary at this time. Comments must be limited to five minutes per person. If a public hearing is on the agenda, that item will be heard at the point indicated on the agenda. This is the time for anyone wishing to speak on any agenda item, even those that may involve a contract in excess of the threshold amount of \$325,000. A later item on the agenda is set aside for those wishing to speak on items not on the agenda.</p>	
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	Anyone wishing to speak on items not on the agenda must complete a Citizen's Comment card and present it to the Board secretary at the beginning of the meeting. Comments are limited to five minutes per person. No individual may give their time to another speaker.	
11.	Commissioners' Comments	
12.	Adjournment	
	Proceedings at this public meeting are digitally recorded. You may purchase copies from the SMAA Executive Assistant, telephone number 941-359-2770 ext 4216. Anyone wishing to appeal a decision made by the Airport Authority concerning any matter considered at this public meeting will need a record of the proceedings and must ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based.	

AGENDA ITEM NO. 3



Minutes for November 22, 2021 Board Meeting

11/22/2021 | 01:00 PM - 01:29 PM - Eastern Time (US and Canada)

Dan P McClure Auditorium 6000 Airport Circle, Sarasota FL 34243

Attendees:

Carlos Beruff, Commissioner

Doug Holder, Chairman

Jeffrey Jackson, Commissioner (via telephone, did not vote)

Kristin Incrocci, Commissioner

Robert Spencer, Commissioner

Fredrick Piccolo, President, CEO

Kent Bontrager, Sr. VP, Engineering & Facilities

Anita Eldridge, Sr. VP, Finance & Administration

Mark Stuckey, Exec. VP, COS

C. Dan Bailey, Airport Counsel

Dori Guzman, Executive Assistant

Agenda

Item 1. Call to Order, Invocation, and Pledge to Flag

Chairman Holder called the meeting to order at 1:00 p.m., gave the invocation and led the pledge of allegiance to the flag.

Item 2. Election of Officers

Mr. Bailey took nominations from the Board for Chairman, Vice Chairman, and Secretary. He advised that in accordance with the Board By-laws, the position of Chairman should be rotated between the counties each year, therefore this year's Chairman will be from Manatee County, with the Vice Chairman and Secretary from Sarasota County.

Mr. Bailey took nominations from the Board for Chairman. Commissioner Spencer nominated Commissioner Beruff. The Board offered no other nominations for Chairman. Mr. Bailey closed the nominations. Mr. Bailey declared Commissioner Beruff elected Chairman by acclamation.

Mr. Bailey took nominations from the Board for Vice Chairman. Commissioner Spencer nominated Commissioner Jackson. The Board offered no other nominations for Vice Chairman. Mr. Bailey closed the nominations. Mr. Bailey declared Commissioner Jackson elected Vice Chairman by acclamation.

Mr. Bailey took nominations from the Board for Secretary. Commissioner Beruff nominated Commissioner Biter. The Board offered no other nominations for Secretary. Mr. Bailey closed the nominations. Mr. Bailey declared Commissioner Biter elected Secretary by acclamation.

The new officers of the Board for November 2021 to November 2022:

Carlos Beruff, Chairman

Jeffrey Jackson, Vice Chairman

Jesse Biter, Secretary

Item 3. Presentation of Plaque to Doug Holder

Newly-elected Chairman Beruff presented a plaque to Doug Holder in appreciation for his services as our past Chairman. Commissioner Holder stated he enjoyed serving as the Board's chairman.

Item 4. Introduction of New Employees and Employee Recognition

No new employees were introduced. Employees Jose Yengle, IT Technical Support Specialist, and Randy Douglas, Traffic Control Specialist, were recognized by airport customer Amber Rylak when they assisted her with a flat tire on airport property. Additionally, airport volunteer Nick Barry was recognized by passenger Donna McCall; she was appreciative that he was able to help her retrieve a lost cell phone.

Item 5. Approval: Minutes of Regular Meeting and Public Hearings of September 27, 2021

The Board approved the minutes of the Regular Meeting & Public Hearings of September 27, 2021, as presented.

MOTION: Commissioner Spencer moved approval of the minutes of the Regular Meeting & Public Hearings of September 27, 2021, as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Item 6. Public Comments - Items on the Agenda

No Public Comments were offered.

Item 7. Items Needing Action

7.1 Approval: Proposed Schedule of Calendar Year 2022 SMAA Board Meeting Dates

Mr. Piccolo requested the Board approve the schedule of meeting dates of the Authority for CY 2022:

Regular Meetings Commence at 1:00 p.m.:

Monday, JANUARY 31

Monday, MARCH 28

Monday, MAY 23 (preceded by 11:00 a.m. workshop to evaluate the President, CEO)

Monday, AUGUST 29 (preceded by 11:00 a.m. budget workshop)

Monday, SEPTEMBER 26

Tuesday, NOVEMBER 22

According to the by-laws, if necessary, the Board would schedule a second budget workshop for the first Wednesday after Labor Day, Wednesday, September 7.

MOTION: Commissioner Spencer moved to approve the schedule of Authority meeting dates for Regular Meetings and scheduled Workshops for the CY 2022. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.2 Approval: Proposed Schedule of Calendar Year 2022 SMAA Employee Holidays

Mr. Piccolo requested approval of the proposed CY 2022 employee holiday schedule.

HOLIDAY	DAY OBSERVED
New Year's Day 2022	December 31 (F)
Martin Luther King, Jr. Day	January 17 (M)
Memorial Day	May 30 (M)
Independence Day	July 4 (M)
Labor Day	September 5 (M)
Veteran's Day	November 11 (F)
Thanksgiving Day	November 24 (Th)
Day after Thanksgiving	November 25 (F)
Christmas Eve	December 23 (F)
Christmas Day	December 26 (M)
Two Floating Holidays	Not Designated

MOTION: Commissioner Spencer moved to approve the proposed 2022 employee holiday schedule as presented. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.3 Approval: Fourth Amendment to General Ground Lease with Suncoast Golf Center, LLC

Mr. Piccolo requested approval of a Fourth Amendment to the General Ground Lease with Suncoast Golf Center, LLC to provide rent relief and extend the term of the lease three years through July 31, 2026.

MOTION: Commissioner Spencer moved to approve the Fourth Amendment to the General Ground Lease with Suncoast Golf Center, LLC to provide rent relief and extend the term of the lease three years through July 31, 2026. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.4 Approval: Increase in the Fiscal Year 2022 Capital Equipment Budget and Ratify Two Emergency Purchases

After a review of the approved FY 2022 budget, Mr. Piccolo requested an increase in spending authority of \$400,000 to capital equipment due to unanticipated costs associated with growth, including irrigation control, additional shuttle buses and revenue control equipment. Additionally, Mr. Piccolo requested ratification of two emergency purchases: \$408,600 to the E.O. Koch Construction Co contract to provide stabilized grassed parking surface to meet overflow demand through the holiday; and \$134,880.05 to K2 Construction Consultants to begin modification of security checkpoint.

MOTION: Commissioner Spencer moved approve the increase to the FY 2022 Capital Equipment Budget and ratification of two emergency purchases. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.5 Approval: Professional Architectural/Engineering Services Contract for the 15th Street Airport Observation Area Project.

The Board selected Sweet Sparkman Architects as the number one ranked firm at the August 2021 Board meeting to provide professional architectural and engineering services to design, permit, and provide construction phase services. Mr. Piccolo requested the Board approve the design and permitting services which were negotiated in the amount of \$98,250 with a 15% contingency providing an authorized level of \$112,988.

MOTION: Commissioner Spencer moved to authorize the Chairman to execute a design contract with Sweet Sparkman Architects in the amount of \$98,250 with a 15% contingency providing an authorized amount of \$112,988. with an authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.6 Approval: Increase Contract Time for Construction of Wayfinding Sign Project with American Infrastructure Services, Inc.

Mr. Piccolo requested an increase in contract time with American Infrastructure Services, Inc for the Wayfinding Sign Project. The extension of 136 calendar days is due to extended lead times for materials.

MOTION: Commissioner Spencer moved to authorize the increase in contract time of 136 calendar days with AIS for Wayfinding Sign Project, with an authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.7 Approval: Increase Contract Scope for Construction of Taxiway Bravo with Ajax Paving Industries of Florida, LLC

Mr. Piccolo requested an increase in contract scope and costs with Ajax Paving Industries of Florida, LLC in the amount of \$276,139.13 to procure and install a trench drain at the Taxiway Bravo and hangarminiums connector.

MOTION: Commissioner Spencer moved to authorize an increase in contract scope and costs with Ajax Paving industries of Florida, LLC in the amount of \$276,139.13 to procure and install a trench drain, with authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.8 Approval: Revision to Resolution 2021-01 Allowing the President/CEO, or in His Absence, the Executive Vice President/Chief of Staff, the Authority to Execute a Funding Agreement with Manatee and Sarasota Counties.

At the January 2021 Board meeting, the Authority approved Resolution 2021-01 allowing the President/CEO, or in his absence, the Executive Vice President/Chief of Staff the authority to execute grants with the FAA, TSA, FDOT, and or SWFWMD for any Airport Improvement Project that is listed in the capital projects budget, the joint automated capital improvements plan, or has otherwise been authorized by prior Board action. Mr. Piccolo requested that Resolution 2021-01 be expanded to include Manatee County and Sarasota County under the same conditions.

MOTION: Commissioner Spencer moved to revise Resolution 2021-01, allowing the President/CEO, or in his absence, the Vice President/Chief of Staff, the authority to execute a funding agreement with Manatee and Sarasota Counties under the same conditions listed in Resolution 2021-01. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

7.9 Approval: #B-220002 Purchase of Boom Ditch Mower from Atmax Equipment Co.

Mr. Piccolo requested approval of a contract award to Atmax Equipment Co. for the purchase of a boom ditch mower in the amount of \$216,830, to be used for maintenance of new pond banks and ditch system.

MOTION: Commissioner Spencer moved to approve purchase of a boom ditch mower from Atmax Equipment Co. in the amount of \$216,830, with authorization for staff to prepare all documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Item 8. Items Needing Action - Over \$325,000 Threshold

Chairman Beruff stated that items 8.1 through 8.3 involve contracts in excess of the threshold of \$325,000, and pursuant to Section 332.0075(3)(b) F.S. a reasonable opportunity for public comment must be afforded before their approval, award, or ratification. No public comments were offered.

8.1 Approval: Professional Architectural/Engineering Services Contract for Terminal Concourse B Renovations and New Ground Loading Concourse Project

At the May 2021 Board meeting the Board selected Gresham Smith as the number one ranked firm to provide professional architectural and engineering services to design, permit, and provide construction phase services for Terminal Concourse B Renovations and the New Ground Loading Concourse Project. Mr. Piccolo requested approval of a design contract with Gresham Smith in the amount of \$4,542,933.77 with a 10% contingency providing an authorized level of \$4,997,227.14.

MOTION: Commissioner Holder moved to approve a professional architectural/engineering services contract with Gresham Smith in the amount of \$4,542,933.77 with a 10% contingency for the Terminal Concourse B Renovations and New Ground Loading Concourse Project, with authorization for staff to prepare all documents necessary to implement this action. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

8.2 Approval: Contract for Construction Manager at Risk for the Terminal Concourse B Renovations and New Ground Loading Concourse Project

At the August 2021 Board meeting the Board selected DeAngelis Diamond-Magnum Builders (DDM) as the number one ranked firm to provide Construction Manager at Risk services for the Terminal Concourse B Renovation and the New Ground Loading Concourse Project. Mr. Piccolo requested approval of a CMAR contract in the amount of \$398,388 with a 10% contingency providing an authorized level of \$438,227.

MOTION: Commissioner Spencer moved to approve a contract with DDM to provide Construction Manager at Risk services for the Terminal Concourse B Renovations and New Ground Loading Concourse Project in the amount of \$398,388 with a 10% contingency, with authorization for staff to prepare all

documents necessary to implement this action. Commissioner Holder seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

8.3 Approval: Increase Contract Scope for the Stormwater System Improvements Project with Quality Enterprises USA Inc.

At the May 2019 Board meeting, the Board approved Quality Enterprises USA, Inc as the low responsive bidder to upgrade the master stormwater system. Mr. Piccolo requested an increase in contract scope to include removal of abandoned pipes and asbestos material uncovered during construction; and an increased expenditure of \$504,224.15.

MOTION: Commissioner Holder moved to approve the increase in contract scope and expenditure with Quality Enterprises USA, Inc. in the amount of \$504,224.15, with authorization for staff to prepare all documents to implement this action. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

Item 9. Department Reports

The following department reports were accepted:

- 9.1 Financial Statements
- 9.2 Investment Portfolio
- 9.3 Finance & Administration Department Report
- 9.4 Real Estate Development & Properties Department
- 9.5 ARFF, Operations & Police Departments
- 9.6 Development/Community Relations Report, Activity Report
- 9.7 Engineering, Planning & Facilities Departments
- 9.8 Internal Audit & Investment Compliance Report
- 9.9 Information Technology Department

Item 10. Attorney Presentations

No Attorney Presentations offered.

Item 11. Old/New Business

No Old/New Business offered.

Item 12. Public Comments - Items Not on the Agenda

No Public Comments offered.

Item 13. Comments by Commissioners

No Commissioner Comments offered.

Item 14. Adjournment

There was no further business to come before the Authority. The meeting adjourned at 1:29 p.m.

ATTEST:

Carlos Beruff, Chairman

Jesse Biter, Secretary

DRAFT

AGENDA ITEM NO. 5



Plante & Moran, PLLC

Suite 360
4444 W. Bristol Road
Flint, MI 48507
Tel: 810.767.5350
Fax: 810.767.8150
plantemoran.com

To the Members of the Board
Sarasota Manatee Airport Authority

January 18, 2022

We have audited the financial statements of the Sarasota Manatee Airport Authority (the "Authority") as of and for the year ended September 30, 2021 and have issued our report thereon dated January 18, 2022. Professional standards require that we provide you with the following information related to our audit, which is divided into the following sections:

Section I - Required Communications with Those Charged with Governance

Section II - Management Letter and State Reporting Requirements

Section I includes information that current auditing standards require independent auditors to communicate to those individuals charged with governance. We will report this information annually to the board members of the Authority.

Section II includes comments and recommendations pursuant to Section 218.39(4), Florida Statutes, and Rule 10.557(3)(g), Rules of the Auditor General.

We would like to take this opportunity to thank the Authority's staff for the cooperation and courtesy extended to us during our audit. Their assistance and professionalism are invaluable.

This report is intended solely for the use of the board members of the Sarasota Manatee Airport Authority and management of the Authority and is not intended to be and should not be used by anyone other than these specified parties.

We welcome any questions you may have regarding the following communications, and we would be willing to discuss these or any other questions that you might have at your convenience.

Very truly yours,

Plante & Moran, PLLC

A handwritten signature in black ink that reads "Pamela L. Hill".

Pamela L. Hill
Partner

A handwritten signature in black ink that reads "Blake Roe".

Blake Roe
Partner

A handwritten signature in black ink that reads "Rumzei Abdallah".

Rumzei Abdallah
Senior Audit Manager



Section I - Required Communications with Those Charged with Governance

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated November 5, 2021, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the Authority. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of the Authority's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of the Authority, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated January 18, 2022 regarding our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our letter about planning matters dated October 22, 2021.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. The Authority changed accounting policies by adopting GASB Statement No. 84, *Fiduciary Activities*, and GASB Statement No. 90, *Majority Equity Interests*, with no significant impact. Accordingly, the accounting change has been retrospectively applied to prior periods presented as if the policy had always been used.

We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus.

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Section I - Required Communications with Those Charged with Governance (Continued)

The most sensitive estimate affecting the financial statements was the estimate of the net pension liability and related disclosures. Management's estimate of the net pension liability and related disclosures is based on actuarial valuations and other financial data. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We did not detect any misstatements as a result of audit procedures.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the Authority, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 18, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Information in Documents Containing Audited Financial Statements

Our responsibility for other information in documents containing the Authority's financial statements and report does not extend beyond the financial statements. We do not have an obligation to determine whether or not such other information is properly stated. However, we read the financial statements with management's discussion and analysis, including the supplementary and compliance reports and schedules, and nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information or manner of its presentation appearing in the financial statements.

Section II - Management Letter and State Reporting Requirements

Report on the Financial Statements

We have audited the financial statements of the Enterprise Fund and the Pension Trust Fund of the Sarasota Manatee Airport Authority as of and for the fiscal year ended September 30, 2021 and have issued our report thereon dated January 18, 2022.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and, as it relates to the federal compliance audit, the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"), and the *Passenger Facility Charge Audit Guide for Public Agencies*, issued by the Federal Aviation Administration.

During the audit, we also adhered to the requirements under Chapter 10.550, Rules of the Auditor General, which requires certain additional procedures and the reporting of certain items addressed in this letter.

Other Reporting Requirements

We have issued our independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of the financial statements performed in accordance with *Government Auditing Standards*; independent auditor's report on compliance for the major federal program as required by the Uniform Guidance, State Financial Assistance Project as required by Chapter 10.550, Rules of Auditor General, and Passenger Facility Charge Audit Guide for Public Agencies; report on internal control over compliance; schedule of findings and questioned costs; and independent accountant's report on compliance with local government investment policies, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. This letter should be considered in conjunction with those reports and schedules, which are dated January 18, 2022.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. No recommendations were made in the preceding financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The Authority has included such disclosures in Note 1 to the financial statements.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply procedures and communicate the results of our determination as to whether or not the Authority has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. Management of the Authority has determined that the Authority does not meet any of the conditions that are used in the determination of a financial emergency, as described in Section 218.503(1), Florida Statutes. In connection with our audit of the financial statements, the results of our tests did not indicate that the Authority has met any of the conditions in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the Authority based on the audited financial statements as of and for the year ended September 30, 2021. It is management's responsibility to monitor the Authority's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

**Section II - Management Letter and State Reporting Requirements
(Continued)**

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements or abuse that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. Please see the report on internal control over financial reporting dated January 18, 2022.

Purpose of This Section

Section II of this letter is intended solely to communicate certain matters prescribed by Chapter 10.550, Rules of the Auditor General. Accordingly, this section is not suitable for any other purpose.

AGENDA ITEM NO. 6.1

SARASOTA MANATEE AIRPORT AUTHORITY
FEBRUARY 15, 2022 MEETING
STAFF NARRATIVE

REQUEST FOR APPROVAL: INCREASE CONTRACT SCOPE FOR THE AIRPORT PARKING LOT EXPANSION PROJECT WITH AMERICAN INFRASTRUCTURE DEVELOPMENT, INC. (AID)

EXECUTIVE SUMMARY: The Board approved a contract for professional engineering services with AID at the May 2019 Board meeting. These services included the design, permitting, bidding, and construction phase services for Long Term, Shade Lot, and Valet drop off area. Due to the significant increase in airline traffic and the loss of three overflow lots used in 2021, it is necessary to amend these services to construct a new revenue controlled parking facility off US 41 near Dolphin Aviation. This new parking facility will include two Park and Ride Lots with service by Airport shuttle buses. The additional design and permitting fees associated with the Park and Ride Lots were negotiated in the amount of \$224,507.00.

NARRATIVE: The significant growth in passenger traffic has created high demand for vehicle parking. Currently the airport has approximately 2,000 paved parking spaces. Thanksgiving 2021 created a peak demand of approximately 3,500 spaces. To accommodate this demand, airport staff utilized various areas around the airport for overflow parking. Several of these overflow parking areas will not be available for Thanksgiving 2022. Staff has identified two locations where surface lots could be quickly designed and constructed to accommodate approximately 1,400 additional spaces. These two locations would operate as park and ride lots and would be located off U.S. 41; one south of the Air Traffic Control Tower and one north of Dolphin Aviation. Both lots will be designed to be revenue controlled, secure, with discounted rates. Airport shuttles will pick up and drop off customers. These new lots will be designed, constructed, and operational prior to Thanksgiving week, 2022.

A detailed scope was prepared by AID and was submitted to staff for review. A fee was negotiated in the amount of \$224,507.00.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority authorize the Chairman to execute a design amendment with AID in the amount of \$224,507.00 with a 10% contingency providing an authorized level of \$246,958.00. Staff also requests authorization to prepare all documents necessary to implement this action.

ATTACHMENTS: Contract amendment, scope & fee.

**AMENDMENT NO. 4
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES
BETWEEN
SARASOTA MANATEE AIRPORT AUTHORITY
Sarasota Bradenton International Airport
AND
AMERICAN INFRASTRUCTURE DEVELOPMENT, INC.**

Project Title: Parking Lot Expansion Phase 2 – Park And Ride Design Phase Services

This contract is made and entered into this ____ day of _____, 2022, by and between the Sarasota Manatee Airport Authority, hereinafter referred to as the "AUTHORITY" and American Infrastructure Development, Inc. hereinafter referred to as the "CONSULTANT." The contract is effective as of this date.

WITNESSETH:

WHEREAS, the AUTHORITY has entered into an Agreement for Professional Engineering Services, dated May 20, 2019;

WHEREAS, the AUTHORITY has entered into an Agreement for additional Professional Engineering Services, dated June 10, 2020;

WHEREAS, the AUTHORITY has entered into an Agreement for additional Professional Engineering Services for construction phase services for the Long Term and Shade Lots, dated February 18, 2021;

WHEREAS, the AUTHORITY has entered into an Agreement for additional Professional Engineering Services for Remote Lot design, dated August 23, 2021;

WHEREAS, it is the intent of the AUTHORITY and the CONSULTANT to amend the Scope of Services to include additional tasks and services associated with the design of two (2) additional Park and Ride Lots of the project; and

NOW, THEREFORE, in consideration of the foregoing and the covenants hereinafter contained, it is agreed as follows:

1. Incorporation of Prior Documents: The Agreement for Professional Engineering Services, dated May 20, 2019 is made part hereof by reference and hereinafter collectively referred to as the "Agreement".

2. Incorporation of Prior Documents: The Agreement for Professional Engineering Services, dated June 10, 2020 is made part hereof by reference and hereinafter collectively referred to as the "Agreement".

3. Incorporation of Prior Documents: The Agreement for Professional Engineering Services, dated February 18, 2021 is made part hereof by reference and hereinafter collectively referred to as the "Agreement".

4. Incorporation of Prior Documents: The Agreement for Professional Engineering Services, dated August 23, 2021 is made part hereof by reference and hereinafter collectively referred to as the "Agreement".

5. Scope of Services: The scope of services is amended to incorporate the additional work set forth in Attachment "A", which is attached hereto and which is made a part hereof by reference.

6. Compensation: The CONSULTANT'S total amount of compensation for additional services as described in Attachment "A" for two hundred twenty-four thousand, five hundred seven dollars and zero cents (\$224,507.00).

7. Provision for Payment of Additional Services: Payment shall be in an amount equal to the estimated percentage of completion for that task during each billing period on the project times the fee established for that task.

8. Effect of Amendment: Except as expressly amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, this Fourth Amendment to the Agreement for Professional Engineering Services has been executed in duplicate, by the respective parties hereto. A facsimile or electronic (including "pdf") copy of this Contract, and any amendments thereto, and any signatures thereon, shall be considered for all purposes as an original. Alternatively, such documents may be executed by electronic signatures, as determined by Florida's Electronic Signature Act and other applicable laws.

Warranty of Authority: Each person signing this Contract warrants that he or she is duly authorized to do so and to bind the respective party.

AUTHORITY:

SARASOTA MANATEE AIRPORT AUTHORITY

CONSULTANT:

AMERICAN INFRASTRUCTURE DEVELOPMENT, INC.

BY: _____

Printed Name:

Title: Chairman, SMAA

OR

Title: President, CEO Fredrick J. Piccolo, A.A.E.

BY: _____

Printed Name: Sabina C. Mohammadi

Title: President

WITNESSES as to Authority:

1. _____

2. _____

WITNESSES as to Consultant:

1. _____

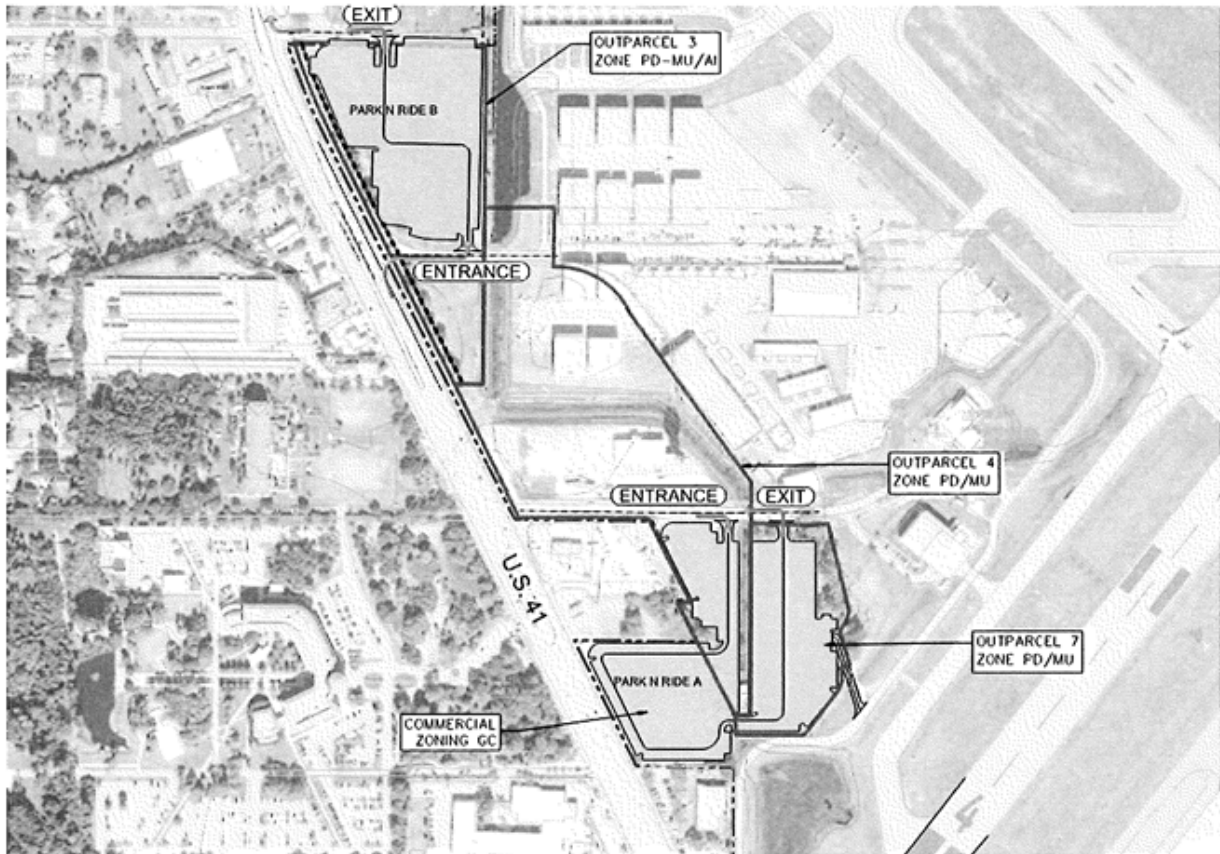
2. _____

EXHIBIT A
SCOPE OF SERVICES

AMENDMENT 4
PARK N RIDE LOTS A AND B

SARASOTA BRADENTON INTERNATIONAL AIRPORT (SRQ)
SARASOTA MANATEE AIRPORT AUTHORITY (SMAA)

SMAA intends to expand landside parking facilities at SRQ to include two new Park N Ride facilities along US 41 between Dolphin Aviation and Braden Ave. A detailed project description and scope of services are provided below:



1. Scope of Service

SMAA intends to increase the number of landside parking spaces by constructing two standalone parking lots along US 41 on the east side of the Airport. This proposal covers a phased design both parking lots to accommodate increased passenger traffic that is expected by November of

EXHIBIT A SCOPE OF SERVICES



2022. The first phase will provide as much parking as allowable with a Manatee County Off Street Parking Permit and existing DRI Plans. The second phase will expand the parking to provide as much as possible within the boundary of outparcels identified as Outparcel 3, 5 and 7. Permits will be obtained for both phases of the project, but for time constraints will be constructed in phases and as allowable by Manatee County. The scope of this work includes the following:

1. Design an asphalt or permeable paved parking lot that maximizes the parking spaces in the available space. The geometric design will avoid the drainage culvert area located within Lot A.
2. Provide a perimeter fence and gate arm-controlled entrance for revenue control.
3. Provide ingress/egress for the shuttle buses.
4. Provide passenger shelters.
5. Maintain existing landscaping buffers along US 41 and as required by Manatee County.
6. Provide Landscape Islands within the Parking Lot areas as required by Manatee County.
7. Provide high mast lighting for the parking lot.
8. Provide quantities, additional details, and technical specifications, as necessary.
9. Provide Traffic Studies as required by the FDOT for Egress onto US 41 via existing side roads and Braden Ave.
10. Provide construction documents for a change order to the existing contractor's PLE2 contract.
11. Coordinate with SMAA's Drainage Consultant (EG Solutions) to incorporate surface drainage into the overall stormwater permit for the Airport. (EG Solutions will modify any existing permits and drainage retention areas required for the new pervious areas of the parking lots under a separate contract)

Specific tasks (basic and special services) related to the above items are identified in each phase of the project as described below.

2. BASIC SERVICES

2.1. Phase 1 – Program Verification and Data Collection

During this phase, AID and subconsultants will perform one site visit and meet with SMAA to evaluate existing site conditions and identify any design elements associated with modifications to roadways, driveways, drainage system, fencing, signage, and pavement marking. Initial coordination with the Permitting agencies will begin during this phase as well to address permitting requirements.

Parking lot lighting (including photometrics), communications and revenue control infrastructure will be designed by AID's Subconsultant, TLC (See attached proposal). TLC's deliverables will

**EXHIBIT A
SCOPE OF SERVICES**



consist of electronic (PDF) copies of the 60%, 90% and 100% level documents to AID for review. Deliverables will include Plans and Specifications necessary to construct the project. Additionally, TLC will provide AID an Engineer's Estimate of Probable Costs associated with the work outlined in the basic scope of services.

Landscape islands will be designed by AID's subconsultant to meet Manatee County codes and regulations. Irrigation is not anticipated but will be maintained by the contractor until vegetation is established.

AID will also acquire and review available record drawings provided by SMAA for the existing facilities.

Deliverables: AID will prepare an outline of required permits and document meeting minutes with respective agencies detailing the findings and requirements of each. AID will also prepare a preliminary construction schedule. The findings and schedules will be submitted in PDF format to SMAA. AID will meet with SMAA to review the findings from this phase.

2.2. Phase 2 – Design Development (30%)

Additional Site Verification will be conducted prior to the 30% design for field verification of the topographic survey (provided by SMAA) and as-built conditions. AID will complete preliminary design and plans during this phase. Specifically, AID will complete the following tasks under this phase:

1. Field Verifications including Survey and Geotech
2. Prepare Phasing Alternatives for the construction of the site
3. Perform preliminary pavement design
4. Perform preliminary drainage design and coordination with Drainage Consultant (Conveyance and sizing only; permit and pond construction by others)
5. Prepare 30% drawings (PDF)
 - a. Cover Sheet
 - b. Project Site/Layout Plan
 - c. Project Safety Plan
 - d. Project Phasing/Construction Plan
 - e. General/Safety Notes Plan
 - f. Survey Control Plans
 - g. Staking and Demolition Plans
 - h. Geometric Layout Plans
6. Update the construction cost estimate
7. Update the construction schedule

EXHIBIT A SCOPE OF SERVICES



Deliverables: AID will submit electronic (PDF) copies of the 30% level documents to SMAA for review. AID will meet with SMAA to review 30% drawings, cost estimates, and schedule. Upon receipt of review comments, AID will proceed with the 90% level contract documents.

2.3. Phase 3A – Contract Documents (90%)

1. Finalize the pavement and drainage design.
2. Prepare the construction sequencing, maintenance of traffic, and phasing plans.
3. Prepare 90% level drawings, which will include:
 - a. Cover Sheet, Index and Location Map
 - b. General Notes/Legends/Abbreviation Sheet
 - c. Project Site/Layout Plan
 - d. Project Survey Control Plan
 - e. Geotechnical/Boring Location Plan
 - f. Project Safety Plan
 - g. Project Phasing/Construction Sequencing Plan
 - h. General/Safety and Security Notes Plan
 - i. Staking and Demolition Plans
 - j. Erosion and Sediment Control Plans
 - k. Drainage, Grading and Paving Plans
 - l. Pavement Marking Plans
 - m. Electrical Plans and Details
 - n. Landscaping Plans and Details
 - o. Shelter Plans (Performance Specification)
 - p. Signage plan and details
4. Revise the construction cost estimate
5. Revise the construction schedule
6. Quality Review
7. Submit 90% Documents and Attend Review Meeting
8. General Coordination with SMAA and permitting

Deliverables: AID will submit drawing PDFs and any new technical specifications to the airport for review and Draft Specifications to SMAA.

2.4. Phase 3B – Final Contract Documents (100%)

EXHIBIT A SCOPE OF SERVICES



Upon receipt of 90% comments from the SMAA, AID will proceed with final edits and the preparation of the bidding documents. This effort includes incorporating comments by updating the construction drawings and additional technical specifications, construction cost estimate, and construction schedule.

Deliverables: AID will submit electronic copies of the bid (change order) documents to SMAA. All electronic deliverables will be in PDF and AutoCAD format for plans and in PDF format for Specifications.

2.5. Phase 4 – Change Order Request, Evaluation, and Award Services

1. Issue designer's supplemental instruction for SMAA to receive a direct and informal quote for the work from up to three general contractors capable of performing the work.
2. Evaluate pricing and any new pay items that have been added to the contract.

2.6. Phase 5 – Construction Administration Assistance Services (not included)

3. SPECIAL SERVICES

In addition to the Basic Services described above, AID and its subconsultants will provide the following special services required under this contract:

1. Geotechnical Investigation

- a. Perform a total of 13 Standard Penetration Test (SPT) borings within the Park-N-Ride, parts A and B. Each boring will extend 10 feet below the existing ground surface or refusal depth.
- b. Collect bulk samples from the subgrade soils for laboratory Limerock Bearing Ratio (LBR) tests.
- c. Grout all borings to the surface.
- d. Provide a brief review of the field procedures and results of the field and laboratory testing.
- e. Provide field exploration plan or GPS coordinates indicating the approximate location of the borings.
- f. Provide graphical representation of the subsurface conditions including standard penetration resistance data and groundwater levels.
- g. Provide general evaluation of the site considering the proposed project and encountered subsurface conditions, and

EXHIBIT A
SCOPE OF SERVICES



-
- h. Provide geotechnical recommendations for general site preparation and construction of compacted fills or backfills.

AID will prepare a Geotechnical Engineering Report of the findings and will deliver to the Owner a PDF copy of the report.

2. **Private Utility Locates** – a private utility locate (equivalent to SUE Level C) will be performed by a geophysical consultant. The approximate locations of underground utilities will be for the communications corridors identified by the Electrical and Technology Engineering Consultant. Locates will include Gas (Transmission & Distribution), Electric, Water, Communications, Cable TV, Sewer & All Other Utilities. The locations will then be surveyed as part of the topographical survey.
3. **Topographic Survey** – The AID Team will provide topographic surveys for the communications corridors identified by the Electrical and Technology Engineering Consultant. Above ground utility features will also be identified. Camera inspections of existing piping systems is not included.
4. **Manatee County Permitting** – AID and its subconsultants will coordinate with the Manatee County on permitting requirements for development, building, traffic, lighting, tree removal, landscaping.
5. **FDOT Coordination** – AID will contract with a traffic engineering consultant familiar with the Manatee and FDOT traffic permitting requirements to facilitate approval from both agencies.
6. **DRI Exhibits and Coordination** – AID will coordinate with SMAA's legal attorney to create necessary exhibits to rescind the Airports current DRI plan and replace it with a Development Agreement with a GDP. This is anticipated to include up to ten (10) parcels located within the City of Sarasota. AID will coordinate with necessary firms to obtain plans for each parcel and combine in an exhibit package for SMAA's legal attorney to complete the Development Agreement Application.

4. EXCLUSIONS

The following tasks are specifically excluded from this scope of services:

1. SWFWMD and Stormwater Permit/Modeling (This will be performed by others under a separate contract)
2. Stormwater Treatment or Retention design has been excluded.
3. Wetland delineation
4. Wildlife studies
5. Archaeological Studies

**EXHIBIT A
SCOPE OF SERVICES**



-
6. Building permitting services (For structures)
 7. Permit Fees (SMAA will pay all permit fees)
 8. Construction phase services
 9. Environmental assessment or categorical exclusion documentation
 10. Environmental/contaminated soil studies or management plans
 11. Utility design or relocation
 12. Design overhead sign structures
 13. Design shade structures
 14. Airspace Study Checklist preparation (outside AOA)

5. PROJECT SCHEDULE

The following provides a tentative schedule for this project. This schedule is intended to facilitate the construction of the Park N Ride lots for a substantial completion no later than November 15, 2022. It is assumed that Magnum Builders will concurrently apply for the necessary contractor permits during the Agency Permitting Phase.

<u>Design Tasks</u>	<u>Date</u>
Program Verification	January 15, 2022
Design Development (30%)	March 1, 2022
Contract Documents (90%)	April 1, 2022
Contract Documents (100%)	April 24, 2022
Total Contract Time	110 Calendar Days

Exhibit B
Park N Ride Lots A and B
Sarasota Bradenton International Airport



Amendment 4: Park N Ride - Fee Summary

TASK		Park N Ride (A and B)
Basic Services		
Phase 1 -	Program Verification	\$12,786.00
Phase 2 -	Design Development (30%)	\$33,408.00
Phase 3A -	Contract Documents (90%)	\$49,383.00
Phase 3B -	Contract Documents (100%)	\$11,864.00
Phase 4 -	Change Order Review and Award Services	\$2,998.00
	Electrical Engineering	\$29,833.00
	Landscape Island Design	\$5,000.00
	Total Basic Services:	\$145,272.00
Special Services		
NTE	1 Geotechnical Investigation	\$19,013.00
NTE	2 Private Utility Locate (Conduit Routing), budget	\$6,500.00
NTE	3 Topographic Surveys	\$22,980.00
LS	4 Manatee County Building/Development Permit	\$13,160.00
LS	5 FDOT Coordination and Traffic Study	\$12,062.00
LS	6 DRI Exhibits and Coordination	\$5,020.00
	Total Special Services:	\$78,735.00
Expenses		
	Reproduction	\$500.00
	Total Expenses:	\$500.00
Total Fees (Lump Sum):		\$224,507.00

TASK	Project Principal	Project Manager	Senior Engineer	Engineer	Senior Designer	Clerical	Totals
	\$206.00	\$181.00	\$142.00	\$115.00	\$90.00	\$67.00	

Phase 1 - Program Verification

1	Perform a Site Visit	4	4	6	4		18
2	Meet and Coordinate with Subconsultants	4	4	2		2	12
3	Prepare a Preliminary Site Plan			2	8	16	26
4	Coordinate with Permitting Agencies	4	12	4	4		24
5	Document Findings and Meeting Minutes		4	4			8
Total Labor Hours:		12	24	18	16	16	88
Total Labor Costs:		\$2,472.00	\$4,344.00	\$2,556.00	\$1,840.00	\$1,440.00	\$12,786.00

Phase 2 - Design Development (30%)

1	Field Verifications		8	4	4		16
2	Preliminary Phasing Alternatives		4	8		16	28
3	Preliminary Pavement Design			8	4		12
4	Preliminary Drainage Design Coordination		20	16	16		52
5	Develop 30% Plans						
a	Cover Sheet				2		2
b	Project Site/Layout Plan				2	8	10
c	Project Safety Plan			1	2	2	5
d	Project Phasing/Construction Plan			4	4	8	16
e	General/Safety Notes Plan				2		2
f	Survey Control Plans					4	4
g	Staking and Demolition Plans		2	2	4	32	40
h	Geometric Layout Plans		2	2	12	32	48
6	Preliminary Cost Estimate			2	6	10	18
7	Preliminary Schedule			2		2	4
8	Quality Review		4			8	16
9	Review Meeting with Owner		4	4			8
Total Labor Hours:		0	44	53	58	122	281
Total Labor Costs:		\$0.00	\$7,964.00	\$7,526.00	\$6,670.00	\$10,980.00	\$33,408.00

Phase 3A - Contract Documents (90%)

1	Final Pavement Design			4	4		8
2	Final Geometric and Drainage Design		24	16	12	16	68
3	Update Construction Sequence/Phasing		4	4	8	8	24
4	Develop 60% Plans						
a	Cover Sheet, Index and Location Map					2	2
b	General Notes/Legends/Abbreviation Sheet				2		2
c	Project Site/Layout Plan				4	8	12
d	Project Survey Control Plan					4	4
e	Geotechnical/Boring Location Plan				2	6	8
f	Project Safety Plan			2	2	6	10
g	Project Phasing/Construction Sequencing Plan	2		2	4	8	16
h	General/Safety and Security Notes Plan				2	8	10
i	Staking and Demolition Plans			4	8	32	44
j	Erosion and Sediment Control Plans		2	4	8	16	30
k	Drainage, Grading and Paving Plans			8	32	32	72
l	Pavement Marking Plans			2	8	24	34
m	Electrical Plans and Details			2			2
n	Landscaping Plans and Details			2			2
o	Shelter Plans (performance specifications)		4	4	6		14
p	Signage plan and details		4	2	6	15	27
5	Cost Estimate Update		2	4	8	8	26
6	Schedule Update			2			3
7	Quality Review	4					4
8	Review Meeting with Owner	2	2	2			6
Total Labor Hours:		8	42	64	116	193	428
Total Labor Costs:		\$1,648.00	\$7,602.00	\$9,088.00	\$13,340.00	\$17,370.00	\$49,383.00

Phase 3B - Contract Documents (100%)

TASK	Project Principal	Project Manager	Senior Engineer	Engineer	Senior Designer	Clerical	Totals
	\$206.00	\$181.00	\$142.00	\$115.00	\$90.00	\$67.00	
1 Incorporate Final Review Comments		10	8	16	32		66
2 Prepare Final CO Documents	2	4	4	8	16	2	36
Total Labor Hours:	2	14	12	24	48	2	102
Total Labor Costs:	\$412.00	\$2,534.00	\$1,704.00	\$2,760.00	\$4,320.00	\$134.00	\$11,864.00
Phase 4 - Change Order Review and Award Services							
1 Prepare ESI		4	6		8	2	20
2 Review Contractor Change Order			4				4
Total Labor Hours:	0	4	10	0	8	2	24
Total Labor Costs:	\$0.00	\$724.00	\$1,420.00	\$0.00	\$720.00	\$134.00	\$2,998.00
Total Fees (Lump Sum):							\$110,439.00

TASK	Project Manager	Senior Engineer	Engineer	Senior Designer	Clerical	Total Hours	Total Dollars	
	\$181.00	\$142.00	\$115.00	\$90.00	\$67.00			
Special Services								
1	Geotechnical Investigations							\$19,013.00
2	Utility Surveys							\$6,500.00
3	Topographic Surveys							\$22,980.00
4	Manatee County Building/Development Permit							
	a	4	12	24	12	52	\$6,268.00	
	b		2	4	8	2	\$1,598.00	
	c		8	16	12	36	\$4,056.00	
	d		2	4	4	2	\$1,238.00	
	Total County Permitting:						116	\$13,160.00
5	FDOT Coordination and Traffic Study							
	a	Traffic Control Study (LS)					\$8,400.00	
	b		6	2	2	10	\$1,262.00	
	c		2	4	4	2	\$1,238.00	
	d		4	4		2	\$1,162.00	
	Total FDOT Coordination:						32	\$12,062.00
6	DRI Exhibits and Coordination							
	Total DRI Coordination:						50	\$5,020.00
Total Fees (Lump Sum):								\$78,735.00



January 4, 2022

Mr. Kyle Holley, P.E.
American Infrastructure Development, Inc
400 Airport Ave East
Venice, FL 34285

**Re: SRQ – Park and Ride: Remote Lots A & B
Professional Engineering Services Proposal**

Dear Mr. Holley:

It was a pleasure speaking with you on December 15, 2021 regarding the SRQ – Park and Ride: Lots A & B and we look forward to working with the American Infrastructure Development, Inc. and Sarasota Manatee Airport Authority (CLIENT) are the development team on this project. As we discussed, TLC Engineering Solutions, Inc. (TLC) proposes to provide Electrical and Technology engineering services for the project, with proposed scope and fee as outlined below.

PROJECT SCOPE

We understand this project is to design a new fiber system for access control, security cameras, emergency call boxes within the remote parking lots. New site lighting will be designed in accordance with IESNA and SMAA standards for the new parking lots. TLC's proposal is based on information provided in your emails on December 13, 2021, December 21, 2021 and on Teams meeting on December 15, 2021.

BASIC SCOPE OF SERVICES

Basic Scope of Services shall be as outlined in AIA Document C401 – 2017 Edition – Standard Form of Agreement Between Architect and Consultant, Article 3. TLC shall provide professional engineering and design services for:

- a. Electrical Engineering: lighting, power, electrical distribution, and raceways for other low voltage systems.
- b. Communications/Technology Systems Engineering, including voice/data, audio/visual, and security systems

TLC anticipates submittals at the following design stages and dates:

- | | | |
|---|-----------------------------|------------------|
| ➤ | 30% Construction Documents | January 15, 2022 |
| ➤ | 60% Construction Documents | March 1, 2022 |
| ➤ | 90% Construction Documents | April 1, 2022 |
| ➤ | 100% Construction Documents | April 24, 2022 |

Up to two (2) remote design review meetings (via Teams, GoTo Meeting, Zoom, etc.) are included in TLC's proposed work scope. Up to one (1) on-site visit is included in TLC's proposal.

THINK. LISTEN. CREATE.

SRQ – Park and Ride: Lots A & B – Program Verification Phase
Professional Engineering Services Proposal
Page 2



Design modifications may occur during the design and construction process, because it is impossible to foresee or anticipate every design issue until the design work is completed. Modifications can result in increases or decreases in actual construction cost. Therefore, it is important that a reasonable allowance or contingency be included in the bid to accommodate any changes in design as developed for this proposal.

INFORMATION TO BE FURNISHED BY THE ARCHITECT/CLIENT

In addition to Architect's Responsibilities defined in AIA Document C401 – 2017 Edition – Standard Form of Agreement Between Architect and Consultant, Article 5, specific information and material that impacts the design shall be provided to TLC as shown in ATTACHMENT A.

DELIVERABLES

- Outlined in Basic Scope of Services

FEE

We propose to provide the above-described basic scope of services for the following fee structure.

- Electrical Engineering Fee \$ 11,282
- Technology Engineering Fee \$ 18,551

Reimbursable expenses include all out-of-county, travel-related costs, (TLC's Tampa office to be considered point-of-origin for all trips), airfare, mileage, meals, lodging, plotting and printing (except as required for in-house coordination), photography, courier services, shipping and express mail.

Billing will be monthly, based upon completion of the Program Verification phase and reimbursable expenses. Payment is due within 15 days of receipt of payment from Owner.

If this proposal is acceptable, your signature below will confirm TLC's authorization to proceed. Retain one copy and return one copy to TLC Engineering Solutions, Inc. This authorization constitutes OWNER's commitment to pay the fee and reimbursable expenses. Alternatively, TLC can enter into a contract agreement with OWNER using AIA Document B101 – 2017 Edition – Standard Form of Agreement Between Owner and Architect. Please refer to ATTACHMENT D for Special Conditions to the Agreement.

We look forward to your favorable selection of TLC and the opportunity to assist your team for this and future projects. Please give me a call with any questions or comments.

TLC Engineering Solutions, Inc.



**ATTACHMENT A
INFORMATION TO BE FURNISHED BY THE CLIENT**

1. Updated, CAD-generated pre-bordered base sheets, site plans, life safety plans, elevations, building sections, reflected ceiling plans and architectural floor plan backgrounds, complete with room names, numbers and rated or special wall construction, will be provided by the Architect during the course of the design (TLC standard is Revit 2021).
2. Civil, site drawings and surveys, indicating all underground and overhead mechanical, plumbing and electrical site utilities, which may affect design.
3. Landscape lighting design and fixture specifications prepared by the Landscape Architect or Lighting Consultant.
4. Reliable and accurate existing drawings. Extensive field verification or development of as-built documentation of existing systems is not anticipated or included in our scope.



ATTACHMENT B

ADDITIONAL SERVICES

Professional Engineering Services Proposal

1. AIA Document B101 – 2004 Edition – Abbreviated Standard Form of Agreement Between CLIENT and Architect, Article 4.
2. Attendance at design review meetings, as requested by the CLIENT, in excess of the number of meetings defined in this proposal.
3. Value Engineering meetings and subsequent engineering or design revisions to incorporate accepted value engineering items, including changes to system design after construction documents have been completed.
4. Detailed project phasing, preparation of multiple phasing plans, or preparation of multiple sets of construction documents or document packages.
5. Change in applicable code, resulting in redesign effort or expenses.
6. Electrical Circuit Breaker Coordination Study.
7. Design of emergency power, UPS, or generator systems.
8. Energy modeling or preparation of systems life cycle cost analysis (LCCA).
9. Currently unidentified specialty electrical, lighting or communication systems, including voice/data, audio/visual, security, or other low voltage electronic systems.
10. Acoustical consulting.
11. Document reproduction beyond those required for in-house coordination and submittals as outlined above.
12. Detailed cost estimating services.
13. Structural Engineering for support or roof modifications beyond the roof curb adaptor to the existing opening. Clarify Structural Engineering is included for design of new RTU to existing curb/roof penetration.
14. Architectural consulting beyond identifying removal and replacement of ceilings for execution of Mechanical systems work. This would include design of new ceiling layouts, soffits, and rooftop screened louver enclosures for RTUs.



ATTACHMENT D
SPECIAL CONDITIONS TO THE AGREEMENT
Professional Engineering Services Proposal

Energy and Water Estimates:

Since TLC has no control over building and equipment operation, climatic conditions or utility rate changes, TLC cannot and does not guarantee that actual building or system energy usage, water usage, or operating costs will not vary from any estimates, calculations, or models prepared by TLC.

Dispute Resolution:

Any claims or disputes made during design, construction, or post-construction between the CLIENT and TLC shall be submitted to non-binding mediation. The CLIENT and TLC agree to include a similar mediation agreement with all contractors, subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

Billing/Payments:

All invoices shall be paid within 15 days of CLIENT's receipt of invoice. If an invoice is not paid within 60 days, TLC may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT, terminate the performance of these services. Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after billing, the CLIENT shall pay all costs of collection, including reasonable attorney's fees.

Indemnification:

The CLIENT shall, to the fullest extent permitted by law, indemnify and hold harmless TLC, its officers, directors, employees, agents, subconsultants, contractors, subcontractors, suppliers and fabricators, from and against all claims, damages, losses, costs, expenses, including reasonable attorney's fees, and other liabilities, including those caused in whole or in part by the negligence or active or passive negligence of the CLIENT, its officers, directors, employees, agents, subconsultants, contractors, subcontractors, suppliers and fabricators, arising out of or in connection with the performance of the services under this Agreement.

SPECIAL CONDITIONS WILL BE AS STIPULATED IN THE OWNER'S MASTER AGREEMENT WITH THE PRIME CONSULTANT. THIS MASTER AGREEMENT IS AVAILABLE TO THE SUBCONSULTANT UPON REQUEST.

officers, including reasonable attorney's fees, and other liabilities, including those caused in whole or in part by the negligence or active or passive negligence of the CLIENT, its officers, directors, employees, agents, subconsultants, contractors, subcontractors, suppliers and fabricators, arising out of or in connection with the performance of the services under this Agreement.

Certifications:

TLC shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence TLC cannot ascertain. This includes, but is not limited to existing building conditions that cannot be known or verified without demolition or destructive investigation.

Ownership of Documents:

All documents (including electronic files) produced by TLC under this agreement shall remain the property of TLC and may not be used by the CLIENT or any of the CLIENT's other consultants, contractors, etc., for any other endeavor without the written consent of TLC.

Consequential Damages:

Notwithstanding any other provision of this Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the CLIENT or by TLC, their employees, agents, subconsultants or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.

Delays:

TLC is not responsible for delays caused by factors beyond TLC's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of any governmental or other regulatory authority to act in a timely manner, failure of the CLIENT to furnish timely information or approve or disapprove of TLC's services or work product promptly, or delays caused by faulty performance by the CLIENT or by contractors of any level. When such delays beyond TLC's reasonable control occur, the CLIENT agrees TLC is not responsible for damages, nor shall TLC be deemed to be in default of this Agreement.

Project Fee Proposal - LLC Engineering Solutions										
Sarasota Bradenton Airport										
Remote Parking Lots A & B										
1/4/2022										
Design Phases	Director	Project Manager	Sr. Elect Eng	Elect Eng II	Elect Eng I	Sr. Technology	Tech Designer	Administrative	Total	
Task 1 - Programming (30%) (5 weeks)										
1										
2		2								2
3			4				4			8
4	1	4								5
5										
Task 1 - Subtotal Hours		1.00	6.00	4.00	-	-	4.00	-	-	15
Subtotal Direct Labor		\$ 210.19	\$ 1,191.54	\$ 794.36	\$ -	\$ -	\$ 818.00	\$ -	\$ -	\$ 3,014.09
Task 2- Schematic Design (60%) (3 weeks)										
6		1				1				2
7			4		2					6
8			4		1	4	1			10
9			2		6	6	14			28
10			2			2				4
11			1			1	1			3
12			2		1	2	1			6
13		2						2		4
14										0
15										
Task 2 - Subtotal Hours		-	3.00	15.00	-	10.00	16.00	17.00	2.00	63
Subtotal Direct Labor		\$ -	\$ 595.77	\$ 2,978.85	\$ -	\$ 1,019.60	\$ 3,272.00	\$ 1,670.93	\$ 172.22	\$ 9,709.37
Task 3- Design Development (90%) (3 weeks)										
16			1			1				2
17			2							4
18			4		6	8	16			34
19			4			4				8
20			1			1				2
21			1		1	1	1			4
22			2		1	2	1			6
23		2						2		4
24										0
25										
Task 3 - Subtotal Hours		-	2.00	15.00	-	8.00	19.00	18.00	2.00	64
Subtotal Direct Labor		\$ -	\$ 397.18	\$ 2,978.85	\$ -	\$ 815.68	\$ 3,885.50	\$ 1,769.22	\$ 172.22	\$ 10,018.65
Task 4- Construction Documents (100%) (2 weeks)										
26			1			1				2
27			2			2				4
28			4		4	4	8			20
29			4			4				0
30			1			1				2
31			1		1	1	1			4
32			1							0
33		1	2					2		5
34										0
35										
Task 4 - Subtotal Hours		1.00	2.00	9.00	-	5.00	9.00	9.00	2.00	37
Subtotal Direct Labor		\$ 210.19	\$ 397.18	\$ 1,787.31	\$ -	\$ 509.89	\$ 1,840.50	\$ 884.61	\$ 172.22	\$ 5,801.81
Task 5- Bid and Permit Documents										
36			1			1				2
37		2						1		3
38			1			1				2
39										0
40										
Task 5 - Subtotal Hours		-	2.00	2.00	-	-	2.00	-	1.00	7
Subtotal Direct Labor		\$ -	\$ 397.18	\$ 397.18	\$ -	\$ -	\$ 409.00	\$ -	\$ 86.11	\$ 1,289.47
Subtotal Hours		2.00	15.00	45.00	-	23.00	50.00	44.00	7.00	0
Billing Rate		\$ 210.19	\$ 198.59	\$ 198.59	\$ 123.56	\$ 101.96	\$ 204.50	\$ 98.29	\$ 86.11	
Subtotal Direct Labor		\$ 420.38	\$ 2,978.85	\$ 8,936.55	\$ -	\$ 2,345.08	\$ 10,225.00	\$ 4,324.76	\$ 602.77	\$ 29,833.39
TOTAL FEE										\$ 29,833.39

TIERRA

December 22, 2021

American Infrastructure Development, Inc.
3810 Northdale Blvd., Suite 170
Tampa, Florida 33624

Attn: Mr. Mohsen Mohammadi, Ph.D., P.E.
Cc: Mr. Nabil Hmeidi, P.E.

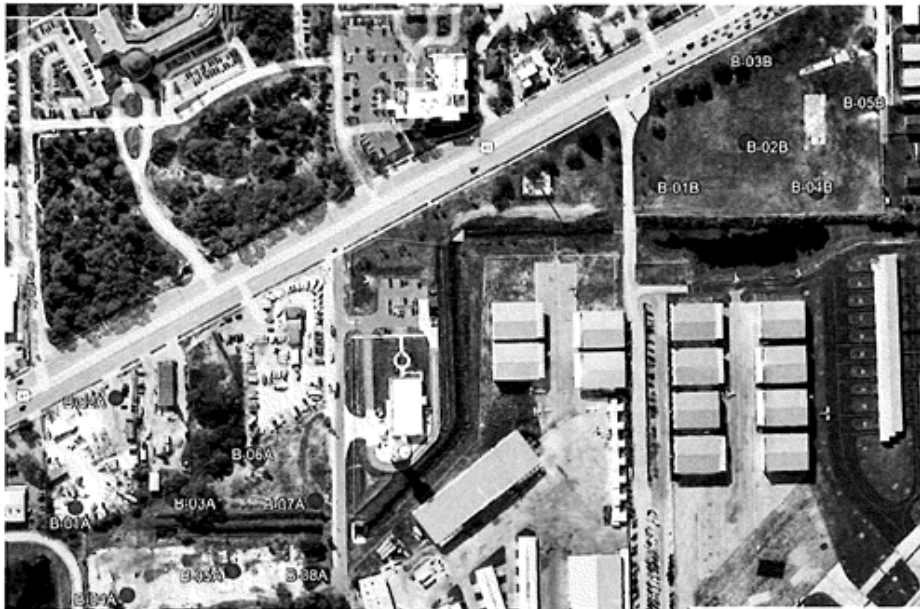
**RE: Proposal for Geotechnical Drilling Services
Sarasota Airport – Park N Ride
Sarasota County, Florida
Tierra Proposal No: 65-21-750**

Mr. Mohammadi:

Tierra, Inc. appreciates the opportunity to present this proposal. This following proposal is based on the requested scope provided.

Project Description

Based on information provided, the project consists of designing two remote parking areas designated Park N Ride "A" and "B". This proposal has been developed to provide geotechnical drilling services as requested by American Infrastructure Development, Inc (AID).



Based on a review of aerial photography, the site appears to be accessible once coordination with the airport and/or property owners is completed. Permission and access to enter airport and/or private property should be secured prior to Tierra mobilizing to the site.

7351 Temple Terrace Highway • Tampa, FL 33637
Phone (813)989-1354 • Fax (813)989-1355

Proposal for Geotechnical Drilling Services
Sarasota Airport – Park N Ride
Sarasota County, Florida
Tierra Proposal No: 65-21-750
Page 2 of 2

Scope of Services – Geotechnical Testing

As requested, Tierra will perform the following:

1. Mobilize to the site for daytime work.
2. Coordinate utility clearance with Sunshine One Call.
3. Perform thirteen (13) SPT borings [shown on the previous plan image] each extending 10' below existing grade, sampled continuously.
4. Measure and record groundwater levels immediately following completion of each boring.
5. Grout all borings to the surface and thoroughly clean work areas of loose debris, soils cuttings, mud, etc.
6. Record any surface/subsurface anomalies detected or observed;
7. Relinquish samples, field logs, etc. to AID representative.

Service Fee

It is proposed that the fee to perform the geotechnical drilling services for the project be a lump sum **\$4,400.00**. We will immediately notify you should conditions impacting our scope, schedule, or cost of services occur. The proposal is based on the assumption that no hazardous materials exist on-site that would impact our investigation.

Closure

We appreciate the opportunity to offer our services to you. If this proposal is acceptable, please sign below as notice to proceed and return one (1) copy of this proposal intact to our office. Should you have any questions regarding this proposal, please do not hesitate to contact our office.
Respectfully Submitted,

TIERRA, INC.



Daniel R. Ruel, PE
Geotechnical Engineer

American Infrastructure Development, Inc.
Cost Estimate
 Sarasota Bradenton International Airport (SRQ) / Park-N-Ride
 Sarasota, Florida
 Wednesday, December 22, 2021

Description	Unit	Estimated Quantity	Unit Cost	Estimated Total
Field Services				
A. Subconsultant (Tierra), 13 SPT Borings Each 10' [Day Time Work]	LS	1.0	\$4,400.00	\$4,400.00
B. Bulk Sample collection and preparations	Each	4.0	\$75.00	\$300.00
C. In-place Permeability Testing	Each	0.0	\$300.00	\$0.00
D. Engineer/Planner/Field Professional with drillers	Hour	24.0	\$133.00	\$3,192.00
E. Senior Engineering	Hour	4.0	\$162.00	\$648.00
			Sub-Total	\$8,540.00
Laboratory Testing				
A. Moisture Content (ASTM D 2216)	Each	6.0	\$10.00	\$60.00
B. Grain Size Analysis/Fines Content	Each	6.0	\$25.00	\$150.00
C. Liquid Limit, Plastic Limit and Plasticity Index of Soils (ASTM D 4318)	Each	1.0	\$125.00	\$125.00
D. Limerock Bearing Ratio (CBR) Test / Subgrade Soils	Each	3.0	\$450.00	\$1,350.00
			Sub-Total	\$1,685.00
Engineering & Administration				
A. Project Manager	Hour	4.0	\$186.00	\$744.00
B. Senior Engineer	Hour	40.0	\$162.00	\$6,480.00
C. Designer/Drafting/CADD	Hour	12.0	\$104.00	\$1,248.00
D. Clerical/Administration	Hour	4.0	\$79.00	\$316.00
			Sub-Total	\$8,788.00
			Lump Sum Total	\$19,013.00



January 5, 2022

Mr. Kyle Holley, P.E.
American Infrastructure Development, Inc.
3810 Northdale Boulevard, Suite 170
Tampa, Florida 33624

Re: Proposal for Professional Surveying Services
SRQ Park-n-Ride Parcels (2x): Boundary & Topographic Survey
Sarasota, Florida

Dear Mr. Holley:

Pursuant to the information you have provided, Hyatt Survey Services, Inc. is pleased to submit this proposal for the following professional surveying services required on the above-referenced project:

SCOPE OF SERVICES

- I. **Boundary & Topographic Survey:**
 - a. Hyatt Survey will perform a Boundary & Topographic Survey of the two (2) parcels as depicted in the attached exhibit, located adjacent to the Sarasota/Bradenton International Airport in Sarasota, Florida.
 - b. The Boundary Survey of this property may require escorted access to secure areas within the adjacent airport.
 - c. Hyatt Survey advises the client to obtain title reports for each parcel in order to identify the deed legal description and any right-of-way takings, easements, conveyances, restrictions, and/or other matters of survey in the Public Records that may affect subject property.
 - d. Hyatt Survey will locate visible aboveground site improvements, utilities and appurtenances. Underground utilities may be graphically depicted on the survey drawing(s) in accordance with visible appurtenances. Hyatt Survey Services, Inc. will assume NO responsibility for the completeness and/or accuracy of any subsurface data represented on the survey drawing(s) from information provided by others.
 - e. Hyatt Survey will determine site elevations on a maximum fifty (50') foot grid, at grade breaks, at changes in direction on curbing/paving to the nearest back of curb or edge of pavement within adjoining rights-of-way or to 10' offsite where accessible.
 - f. Hyatt Survey will locate/identify living trees within the survey limits with a 4-inch or greater DBH (diameter @ breast height).

2012 Lena Road, Bradenton, Florida 34211 Phone: 941-748-4693 Fax: 941-744-1643



Mr. Kyle Holley, P.E.
American Infrastructure Development, Inc.
January 5, 2022
Page 2

- g. This survey will be referenced to NAD83/11 Florida State Plane Coordinates.
- h. All elevations will be referenced to published NGS benchmarks relative to the NAVD 88 vertical datum.
- i. Hyatt Survey will deliver the final survey in both CAD and PDF format as well as signed and sealed hard copies.
- j. This survey will require no more than sixty (60) days to complete from our receipt of a written "notice to proceed."

Hyatt Survey proposes to provide these services for the lump sum fees as follows:

- 1. **Boundary & Topographic Survey of Parcel A: (9.5 ac) \$ 13,990.00**
- 2. **Boundary & Topographic Survey of Parcel B: (6.9 ac) \$ 8,990.00**

All work will be performed in accordance with the standards of practice outlined in Chapter 5J-17 of the Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

I have attached our standard "General Contract, Provisions and Conditions" as part of this agreement. To accept this proposal, please sign where indicated below and return a copy of this document as your acceptance of this agreement and our authorization to proceed.

If you have any questions or comments, please do not hesitate to contact me at 941-748-4693. I look forward to working with you on this project.

Sincerely,
HYATT SURVEY SERVICES, INC.

Pamela A. Hyatt, P.S.M.
President

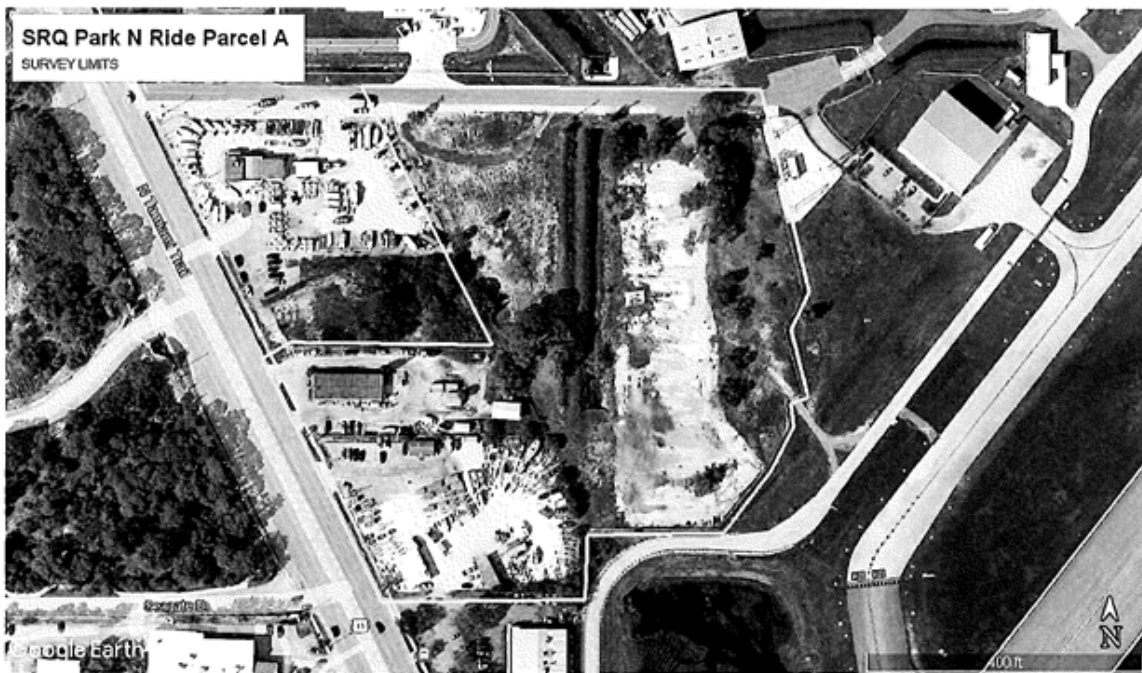
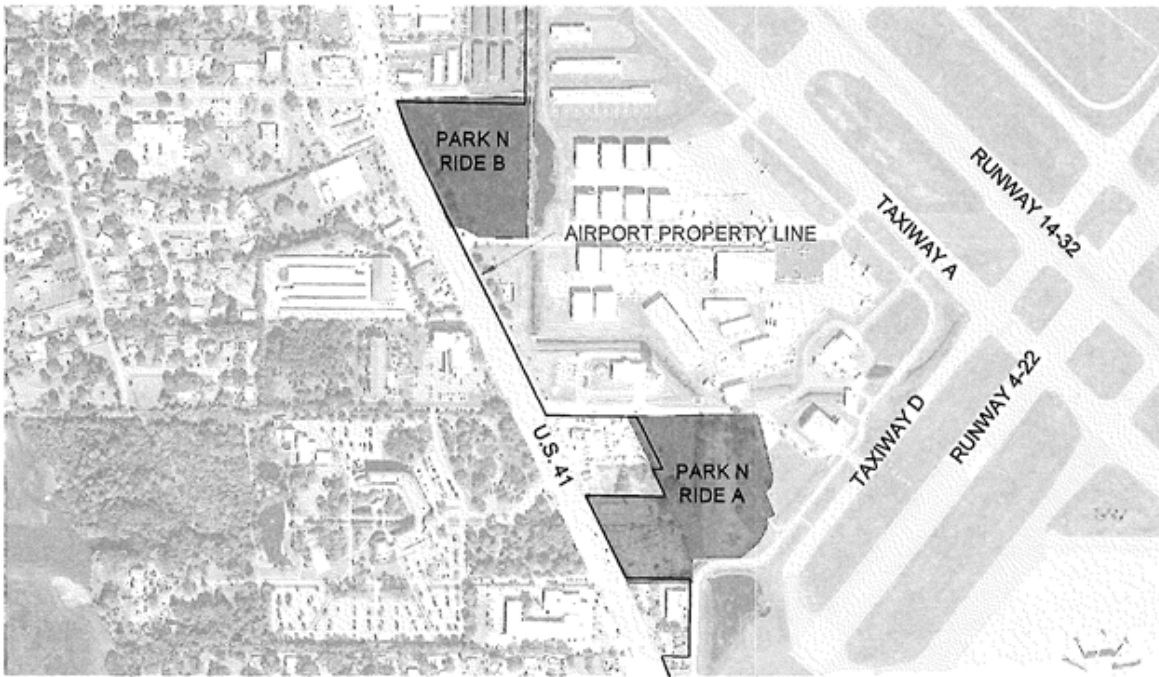
Accepted by: **American Infrastructure Development, Inc.**

Sign here: _____ **Date:** _____

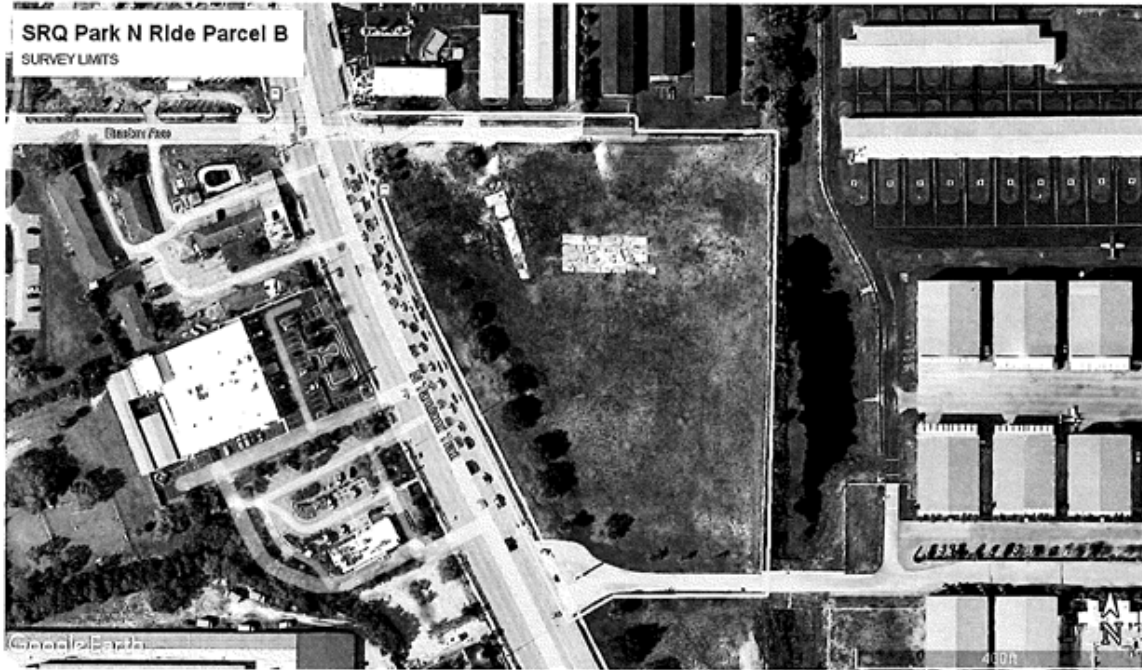
Print name here: _____



EXHIBITS



2012 Lena Road, Bradenton, Florida 34211 Phone: 941-748-4693 Fax: 941-744-1643



2012 Lena Road, Bradenton, Florida 34211 Phone: 941-748-4693 Fax: 941-744-1643



TRUCKIN TRAFFIC, LLC
721 Gulf Boulevard, Suite 200
Indian Rocks Beach, Florida 33785
(727) 647-8196

January 3, 2022

Kyle Holley, P.E.
Project Manager
AMERICAN INFRASTRUCTURE DEVELOPMENT, INC.
3810 Northdale Blvd., Suite 170
Tampa, FL 33624

**Reference: Traffic Engineering Services
SRQ – 2 New Park-N-Ride Lots on US 41**

Dear Kyle,

Thank you for the opportunity to submit this proposal to provide traffic engineering services for the above captioned project. The scope of services is to assist you in obtaining FDOT Driveway Connection permits for the 2 proposed Park-N-Ride Lots on US 41.

Scope of Work

TASK 1 - FDOT DRIVEWAY CONNECTION PERMIT – FDOT TRAFFIC STUDY

1. Contact FDOT to establish a methodology for the required traffic study.
2. Attend joint meeting (virtual) with FDOT and Manatee County to review the project and discuss any special traffic study requirements gain approval from both agencies.
3. Conduct new AM and PM peak hour turning movement traffic counts at following intersections:
 - US 41 at Seagate Drive – Loc 1
 - US 41 at FAA SRQ Drive – Loc 2
 - US 41 at Dolphin Aviation Drive – Loc 3
 - US 41 at Braden Ave – Loc 4 (Traffic Signal)
4. Calculate the trip generation estimates for the proposed park-n-ride Lots A and B. The new generation estimates for the park-n-ride lots will be based on the recently published edition of the ITE Trip Generation Manual.
5. Determine the site traffic assignment to the inbound and outbound users of the parking lots as well as the busses/shuttles that will transport users to and from the Airport Main Terminal.
6. Prepare future buildout year AM and PM peak-hour, peak-season traffic conditions for the four study intersections listed in item 2 above.
7. Evaluate the existing and build-out year post development conditions during the AM and PM peak hour for the four study intersections listed above.
8. Evaluate the need for left or right turn deceleration lane(s) at the 3 study intersections.
9. Determine the required queue storage for each impacted turn lane at the 4 study intersections.

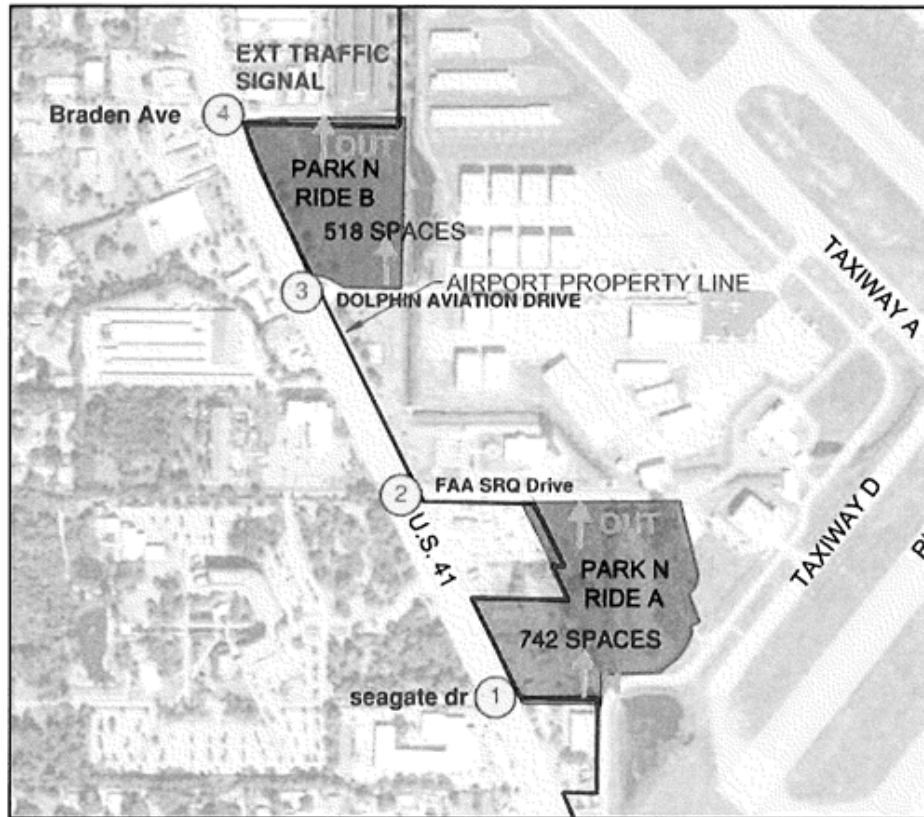
Initials _____



10. Prepare a detailed traffic report (signed & sealed) that documents the procedures and finding of the traffic study.
11. Attend one technical review meetings (virtual) with FDOT staff to review results of the traffic study.

NOTE: *If the results of the methodology negotiations with FDOT/Manatee County result in an expanded traffic study, the scope of services and fee estimate will be revised accordingly.*

Not Included: *Regional Transportation Modeling*



Project Location and Preliminary Access Plan

Duration

The scope, terms, and conditions of this proposal are valid for a period of three months from the date of this proposal, after which this proposal is subject to renegotiation.

Fees/Invoicing

Task as described above will be billed based on lump sum basis, plus reimbursables. The lump sum fees per task are listed below:

Task 1 - \$8,400

Invoices will be submitted monthly based on the percent of work accomplished for each task.

Initials _____

AGENDA ITEM NO. 6.2

SARASOTA MANATEE AIRPORT AUTHORITY
FEBRUARY 15, 2022 MEETING
STAFF NARRATIVE

RE: RATIFICATION OF AN INCREASE IN CONTRACT SCOPE FOR CONSTRUCTION OF THE PARKING LOT EXPANSION PROJECT WITH MAGNUM BUILDERS OF SARASOTA, INC.

EXECUTIVE SUMMARY: An analysis was prepared to forecast parking demand for peak holiday traffic. It was determined that up to 3,500 spaces could be needed to meet demand during Thanksgiving week 2021 and Christmas 2021. The president/CEO informed each Commissioner of the need to increase in the scope with Magnum Builders to improve the Old Avis Lot and Commercial Ramp area to provide sufficient overflow parking spaces. Under the emergency purchase policy the Chairman approved an increase in scope with Magnum Builders to make these improvements under the CEO's emergency signing authority. Staff is requesting ratification of the emergency expenditures of \$253,100.67 that was needed to complete these improvements.

NARRATIVE: At the January 2021 Board meeting, the Authority awarded the low responsive bidder, Magnum Builders of Sarasota, Inc. (Magnum), a contract to expand the Long-Term Parking Lot and pave the Shade Overflow parking area. The project also includes replacement of the shuttle kiosks, adds additional lighting, extends fiber optics conduit and cable to new security camera locations, removes the return loop road, and provides security fencing with landscaping to the southern boundary of the Long-Term Lot.

In this change order request, staff is requesting ratification of an increase in scope to Magnum's contract to allow for improvements to the Old Avis Lot for overflow parking, and improvements needed to secure the Commercial Ramp for overflow parking which were completed before the Thanksgiving holiday. Improvements to the Old Avis Lot included modifying and paving entrance and exits, installing overhead lights, adding revenue control, conduit/fiber infrastructure, fencing, installing wheel stops, and restriping the paved sections. The Commercial ramp area required a new entrance from the Shade Lot to the Ramp, security fencing, signage, and modification to the sidewalk. Staff evaluated the change order and found it to be in conformance with current construction costs.

Staff is requesting ratification of the increase of \$253,100.67 to Magnum's contract and an additional 99-calendar days to complete these improvements.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority ratify the increase in contract scope and fee of \$253,100.67 with Magnum improve the Old Avis Overflow Lot. Staff also requests authorization to prepare all documents necessary to implement this action.

ATTACHMENTS: Contract Change Order

**SARASOTA BRADENTON INTERNATIONAL AIRPORT
SARASOTA MANATEE AIRPORT AUTHORITY
6000 AIRPORT CIRCLE
SARASOTA, FLORIDA 34243**



Project Title:	Parking Lot Expansion Phase 2 Project	Date Prepared:	January 14, 2022
Project Description:	Expansion of various airport parking areas.	AIP No.	N/A
Contractor:	Magnum Builders of Sarasota, Inc.	FDOT Fin. Proj. No.	N/A
Address:	4545 Northgate Court Sarasota, FL 34243	G.L. Acct. No.	17515-00-000
		Change Order #	08
ORIGINAL CONTRACT AMOUNT:		\$	2,027,774.09
COST OF PREVIOUS CHANGE ORDERS:		\$	1,919,437.78
COST OF THIS CHANGE ORDER		\$	253,100.67
REVISED CONTRACT AMOUNT:		\$	4,200,312.54
DESCRIPTION OF CHANGE	QUANTITY	UNIT PRICE	TOTAL AMOUNT
ADD Scope to expand Parking Lot Areas per attached detail:			
PCO 007: Relocate existing irrigation	1 LS	8,709.90	\$8,709.90
PCO 015: Exchange analog phones for VOIP	1 LS	7,375.26	\$7,375.26
PCO 016: Temporary Avis Lot: Survey Layout	1 LS	2,900.00	\$2,900.00
PCO 016: Temporary Avis Lot: Guard Rail Ends	1 LS	3,000.00	\$3,000.00
PCO 016: Temporary Avis Lot: Driveway Aprons	1 LS	7,000.00	\$7,000.00
PCO 016: Temporary Avis Lot: Traffic Island 18 LF x 3' wide	3 EA	2,000.00	\$6,000.00
PCO 016: Temporary Avis Lot: Traffic Island 23.25 LF x 3'7" wide	1 EA	2,500.00	\$2,500.00
PCO 016: Temporary Avis Lot: Concrete Footer	8 EA	200.00	\$1,600.00
PCO 016: Temporary Avis Lot: Bollards	16 EA	950.00	\$15,200.00
PCO 016: Temporary Avis Lot: Chain Link Fence	1 LS	1,798.00	\$1,798.00
PCO 016: Temporary Avis Lot: Yellow Bollard Covers	16 EA	100.00	\$1,600.00
PCO 016: Temporary Avis Lot: Electrical for Ticket Equipment	1 LS	19,400.00	\$19,400.00
PCO 018: Additional Demo and Tree Removal	1 LS	4,215.00	\$4,215.00
PCO 018: Additional Grading/Earthwork	1 LS	673.20	\$673.20
PCO 018: Additional Concrete Areas	1 LS	4,500.00	\$4,500.00
PCO 018: Additional D Curb	155.5 LF	14.00	\$2,177.00
PCO 018: Additional Concrete Cleanup due to pad changes	1 LS	1,500.00	\$1,500.00
PCO 018: Electrical Changes	1 LS	1,530.68	\$1,530.68
PCO 018: Asphalt Patching around pads due to changes	1 LS	6,539.30	\$6,539.30
PCO 019: Curb Skirts Behind F Curbs 12" w x 5" thick	616 LF	12.00	\$7,392.00
PCO 022: Sidewalk and Chain link Fence Demo	1 LS	5,730.00	\$5,730.00
PCO 022: Added Sidewalks	85 SY	64.15	\$5,452.75
PCO 022: New Chain link Fence w/barbed wire	190 LF	34.40	\$6,537.00
PCO 022: Temporary Chain link Fence	1 LS	1,530.00	\$1,530.00
PCO 023: Shade Lot Fence @AOA roll back/reinstall	1 LS	2,300.00	\$2,300.00
PCO 024: Repair to 3" Water Line	1 LS	3,267.99	\$3,267.99
PCO 025: Labor and equipment to find leak	1 LS	621.50	\$621.50
PCO 026: Removal of sod and soil	1 LS	13,967.80	\$13,967.80
PCO 027: Realign curb	1 LS	1,369.50	\$1,369.50
PCO 029: Raise Verizon box	1 LS	1,280.40	\$1,280.40
PCO 030: Demo Pine Tree	1 LS	1,902.45	\$1,902.45
PCO 031: Additional 2" bore to Air Cargo	1 LS	12,305.78	\$12,305.78
PCO 033: Electrical changes for license plate readers and light pole	1 LS	45,750.00	\$45,750.00
PCO 034: Replacement of existing rainbird conductor	1 LS	7,191.45	\$7,191.45

Subtotal:			\$214,816.96
Overhead:			\$21,481.70
Profit:			\$11,814.93
Insurance:			\$2,481.13
Bond:			\$2,505.95
Change Order Total:			\$253,100.67

Reason for Change Order: Changes due to owner requested additions.

Subject to the conditions set forth below, an equitable adjustment is established as follows:

The contract price is ...		The contract time to complete work is ...	
	not changed.		not changed.
X	Increased	X	Increased 99-days

The foregoing is in accordance with your contract dated April 10, 2020 and as listed below:
 A. The aforementioned change and work affected thereby are subject to all contract stipulations and covenants.
 B. The rights of the Owner are not prejudiced; and
 C. All claims against the Owner which are incidental to or as a consequence of the aforementioned change are satisfied.

SIGNATURE		TITLE	DATE
Owner Representative:		Chairman, SMAA	
Contractor		Magnum Builders	
Design Consultant		AID, Inc.	
FAA: (if applicable)	N/A		
FDOT (if applicable)	N/A		

DISTRIBUTION: Copy for Each Signatory Party, SMAA Finance, SMAA Project File



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 007	5/27/2021	Relocate Irrigation Main	Reference	COR Number	PCCO Number	Approved
Category	Reason					
Change Order	Field Condition					
Notes				Task Name	Revenue Code	

Pricing to relocate the existing irrigation main that is in conflict with the new parking expansion @ long term.

No asbuilts included - we will redline the plans for record drawings.

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
10.00	0.00		10,262.14	10,262.14	10,262.14

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - RMIDEV -			Budget:	8,709.90	8,709.90	8,709.90 ✓
Relocate Irrigation Main						
Level 001 - -			Budget:	870.99	870.99	870.99 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	479.04	479.04	479.04 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	100.60	100.60	100.60 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	101.61	101.61	101.61 ✓
1.00% Bond Markup						

101
2.34

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482

PROPOSAL AND CONTRACT

TO: Magnum Builders
ATTN: Clint Riley
OFFICE PH: 204-8942
CELL: 204-8942
EMAIL: criley@magnumbuilders.com

C/O

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION:

SRQ Airport Parking Lot Expansion-Phase 2
 6000 Airport Circle
 Sarasota, FL 34243

2. DESCRIPTION OF WORK:

320' of 4" PVC Pipe

\$1,478.40
 7/5% Tax \$ 110.88
 Sub-Total \$1,589.28

P/U and delivery from Tamps
 1-4" Valve
 Fitting for valve

\$ 275.00
 \$ 287.20
 \$ 125.00
 Sub-Total \$ 687.20
 7% Tax \$ 48.11
 Sub-Total \$ 735.31

***Locating 4" Line 2 ½ Hours**

1-Foreman @ \$62.00/per hour
 1-Journeyman @ \$55.00/per hour
 3-Laborers @ \$38.00/per hour

\$ 155.00
 \$ 137.50
 \$ 285.00
 Sub-Total \$ 577.50

***16 Hours to Install**

1-Foreman @ \$62.00/per hour
 1-Journeyman @ \$55.00/per hour
 3-Laborers @ \$38.00/per hour
 12 Hours Mini Excavator

\$ 992.00
 \$ 880.00
 \$1,824.00
 \$1,320.00
 Sub-Total \$5,016.00

=====
 Total \$7,918.09
 10% O.H. \$ 791.81
 Grand Total \$8,709.90



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243 Magnum Builders of Sarasota, Inc.

PCO #: 015 9/23/2021 Exchange analog phone to VOIP Phones Approved

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
Per RFI#13 Response we need to change from the approved analog phones to new VOIP Phones . This change is for the cost difference plus labor, and restocking fees.		

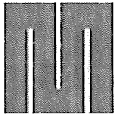
Pricing is good for (10) days.

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
3.00	3.00		8,689.65	8,689.65	8,689.65

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - WINTEC -			Budget:	7,375.26	7,375.26	7,375.26
Exchange analog phone to VOIP Phones						
Level 001 - -			Budget:	737.53	737.53	737.53 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	405.64	405.64	405.64 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	85.18	85.18	85.18 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	86.04	86.04	86.04 ✓
1.00% Bond Markup						



MAGNUM
BUILDERS

Potential Change Orders

Detailed, Grouped by Each Number



PROPOSED CHANGE ORDER

CCN # ACCI
 Date: 9/23/2021
 Project Name: SRQ Parking Lot
 Project Number: E-2121
 Page Number: 1

Client Address:

Magnum Builders
 Contact: Clint Riley
 4545 Northgate Blvd.
 Sarasota, FL 34234

Work Description

We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.
 This price is good for acceptance within 10 days from the date of receipt.
 We request a time extension of 3 days.
 We will supply and install all materials, labor, and equipment as per your instructions on.

1. Exchange analog phone to VoIP phones.

Itemized Breakdown

Summary

ACCI		5,967.77
Material Tax	(@ 7.000 %)	417.74
Material Total		6,385.51
Subtotal		6,385.51
Overhead	(@ 10.000 %)	638.55
Markup	(@ 5.000 %)	351.20
Subtotal		7,375.26
Final Amount		\$7,375.26

CONTRACTOR CERTIFICATION

Name:	_____
Date:	_____
Signature:	_____
I hereby certify that this quotation is complete and accurate based on the information provided.	

CLIENT ACCEPTANCE

ORIGINAL

PROPOSED CHANGE ORDER

Client Address:

Magnum Builders
4545 Northgate Blvd.
Sarasota, FL 34234

CCN # ACCI
Date: 9/23/2021
Project Name: SRQ Parking Lot
Project Number: E-2121
Page Number: 2

CCN #	ACCI
Final Amount:	\$7,375.26
Name:	_____
Date:	_____
Signature:	_____
Change Order #:	_____

I hereby accept this quotation and authorize the contractor to complete the above described work.

ORIGINAL



9/23/2021

Scope Of Services

ACCI is providing equipment and services for the following Specification Sections:

ACCI is providing equipment and services based on the following plans that are dated:

ACCI is proposing to provide the following Scope of Services:

Talk-A-Phone Change Order

Change order is to exchange Analog Phone for the Talk-A-Phone Towers to VoIP Phones.

Total of 4 Phone will be exchanged.

The phone that are being returned will have a 30% restocking fee.

Labor listed is the for the removal and reinstallation of new phones and admin time to perform RMA, rebox and ship materials.



9/23/2021

Financial Summary

Analog Talk-A-Phone	Equipment \$	2,259.00
	Re Stoking Fee 30% \$	(677.70)
	Tax	
	Subtotal \$	1,581.30

Voip Talk-A-Phone	Equipment \$	7,029.07
	Labor \$	520.00
	Tax	
	Subtotal \$	7,549.07

Specification Section	Equipment \$	-
[Spec Section #]	Labor \$	-
	Tax \$	-
	Subtotal \$	-

Specification Section	Equipment \$	-
[Spec Section #]	Labor \$	-
	Tax \$	-
	Subtotal \$	-

Specification Section	Equipment \$	-
[Spec Section #]	Labor \$	-
	Tax \$	-
	Subtotal \$	-

Project Total

Talk-A-Phone Voip CO	\$	7,549.07
Talk-A-Phone Analog CO	\$	(1,581.30)
	Tax	
Grand Total	\$	5,967.77



9/23/2021

Clarifications

[Empty box for Clarifications]

Assumptions

1. ACCI assumes cable rough-in will begin and be completed prior to the installation of Ceiling grid.
2. ACCI assumes all network electronics and software will be provided and installed by others.ion of the ceiling grid.
3. ACCI assumes that all new conduits installed by others shall have pull strings and will be free and clear of debris.
4. ACCI assumes that there is existing pathways with enough space to install new cabling with pull strings.
5. ACCI is not responsible for the following: Unforeseen circumstances, delays beyond our control and collateral damages.



9/23/2021

Exclusions

1. All conduit, raceway, boxes, cable tray (ladder tray inside of the comm closets by ACCI), innerduct and sleeving including fire stopping and pull strings as per plans and specifications and where applicable.
2. Grounding telecom busbar in each wiring closet and any other wire and materials necessary for the proper grounding of all communications equipment. ACCI to provide and install grounding for racks and lightning protection devices.
3. Plywood backboards with fire retardant paint.
4. AC power.
5. Tele-power poles and activation kits for under floor boxes, conduit and duct systems
6. All terminal cabinets and enclosures.
7. All power supplies and enclosures.
8. All Demo work.
9. All bore and trenching shall be by others
10. All cameras and mounting equipment
11. Network equipment



9/23/2021

MANAGEMENT CONTACTS:

Richard Schemitsch, RCDD,

President 813-978-0101 x 230

richard@accicable.com

Jobie M Smith, BICSI ITS Technician, Axis Certified Professional

Project Manager 813-978-0101 x 239

jobie@accicable.com

Esteban Agosto

Estimator 813-978-0101 x 238

esteban@accicable.com

Joyce Lane,

Project Coordinator 813-978-0101 x 225

joycel@accicable.com

General Terms and Conditions

SCHEDULE:

Price is based on a mutually agreed upon schedule between the customer and ACCI, Inc. The pricing assumes work to be conducted during normal business hours (7:00 am to 5:00 pm Monday through Friday). Pricing is based upon ACCI representatives having full and complete access to all required areas at all times. Unless expressly noted otherwise, the proposal pricing is based upon a non-phased installation.

FIT FOR PURPOSE:

This quote does not include: painting, patching, millwork or floor/wall penetrations requiring coring and is presented with the understanding that all materials will fit the space available without the need for special or custom hardware.

BONDING:

Price for bonds have not been included in the above prices. Add 1.9% to above price(s) if a performance/payment bond is required.

PRICING:

Pricing Shall be valid for 30 days from bid due date.

BILLING:

Project will be billed monthly on a "percentage complete" basis, for work performed by month end. Payment shall be net 30 days. 12% mobilization shall be invoiced upon receipt of purchase order or written authorization to proceed.

RETENTION:

Retainer to be paid upon completion of ACCI scope of work. In the event any payment is 7 days past due during construction, all past retention becomes due on demand and no further retention may be held.

TAX:

Price includes all applicable sales tax.



9/23/2021

General Terms and Conditions, Continued

WARRANTY:

ACCI warrants all installations to be: free from defects in materials for a period of one year and a lifetime warranty on workmanship. Our warranty is limited to repairing and replacing the items which prove to be defective upon our inspection. The products that ACCI sells and/or installs which are not manufactured by ACCI are subject to the manufacturer's unique warranty terms. Abuse, alteration or misuse voids all warranties.

GENERAL TERMS AND CONDITIONS:

This document must be presented for processing any claim. No returns after 3 days, 20% restocking fee on returns. Accounts that are 30 days past due pursuant to the above agreement on terms shall accrue interest at the rate of 1.5% per month. Customer agrees to pay all the sellers cost related to the collection of any sums, including overhead allocated to employee's efforts and any legal fees and expenses incurred. For all goods sold and delivered on terms or non C.O.D. basis, purchaser shall: 1) complete state UCC1 form, and 2) seller shall retain, and customer does hereby grant, a purchase money security interest on all such goods until payment has been paid in full to the seller for the goods. Offered may be voided at any time.

Important Identification Numbers

FEIN	59-2880996	CAGE	0K3H0
FL ES License #	0000181	Hub Zone #	46712
FL EC license #	0002467	SBA 8(a) #	30554
DUNS	362053696	BICSI RCDD #	171896R

Thank you for the opportunity to present this proposal for your review. Please sign below and return to your ACCI representative at your earliest convenience as you acceptance of this proposal and the ACCI general Terms and Conditions. We look forward to working with you to ensure your satisfaction with this project.

Printed Name: _____

Signature: _____

Title: _____

Company: _____

Date: _____

FL ES license # 0000181
BICSI RCDD #171896R



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243 Magnum Builders of Sarasota, Inc.

PCO #: 016 9/27/2021 Temporary Avis Lot Civil and Concrete Approved

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
-------	-----------	--------------

Avis Lot pricing per Plan Sheet CP-100/1.00 and subsequent meetings onsite. No landscape, irrigation, or sod has been included. No permits included. All work to be considered repairs to an existing parking lot. No installation of Owner's Equipment. No canopies included over ticket equipment. No grass treatment was figured for grass growing through the cracks of the existing asphalt. No modifications to the existing building structure have been included. We have included the installation of (4) additional bollards at each light pole (including 1 new light pole location) in order to protect from parked cars. Additional power and low voltage included per scope indicated on Windemuller Technical Services quote (attached).

Value Engineering Option #1:
 Utilize 4" crushed concrete base at the grass parking isles in lieu of #57 stone
 Deduct \$26,230.00

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
45.00	45.00		311,674.09	71,868.79	71,868.79

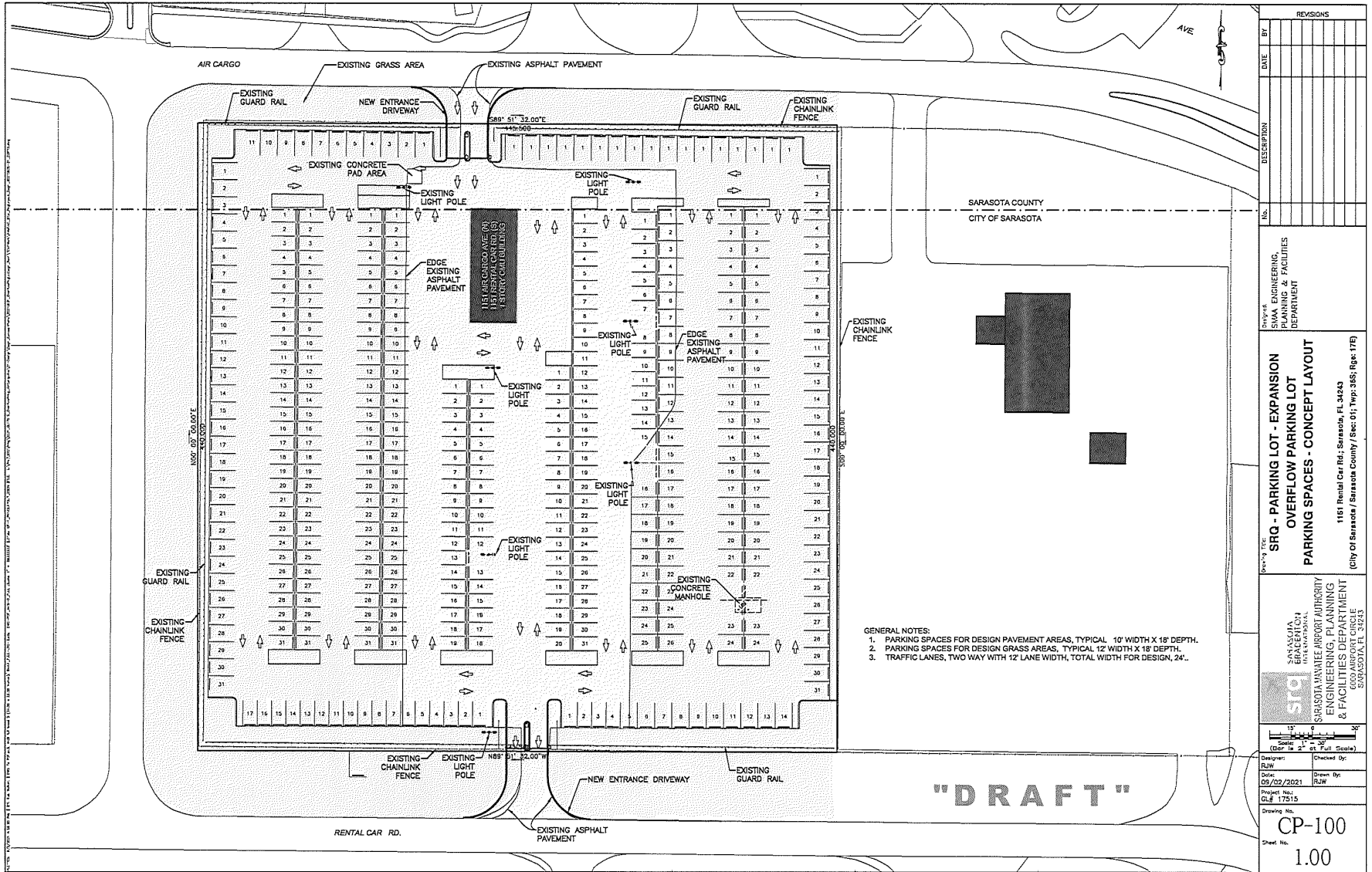
Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - SAMBUR - Survey Layout/No Asbuilt			Budget:	3,900.00	2,900.00	2,900.00
002 - RMIDEV - Guard Rail Modifications - No New Ends			Budget:	3,450.00	3,000.00	3,000.00
003 - RMIDEV - Driveway Aprons (mill, 6" base, asphalt)			Budget:	7,675.00	7,000.00	7,000.00



Potential Change Orders
Detailed, Grouped by Each Number

004 - RMIDEV -	Budget:	15,250.00	0.00	0.00
Sub-Grade @ Grass Parking Drive Isles +/- 4". Haul Soil to location on-site.				
005 - RMIDEV -	Budget:	75,200.00	0.00	0.00
Install 4" of #57 Stone (@ grass parking drive isles)				
006 - RMIDEV -	Budget:	16,043.00	0.00	0.00
Install Weed Mat @ #57 Stone				
007 - RMIDEV -	Budget:	25,130.00	0.00	0.00
Patch Pot holes in existing asphalt, sealcoat of gem seal, seal coat federal spec sealer (grass treatment not included)				
008 - RMIDEV -	Budget:	1,598.91	0.00	0.00
Stripe 115 each existing asphalt parking spaces				
009 - RMIDEV -	Budget:	12,732.23	0.00	0.00
Relocate 319 Existing Wheel Stops to grass Parking and set in place. Set 181 Existing Wheel Stops, set in place (no painted numbers)				
010 - RMIDEV -	Budget:	12,408.50	0.00	0.00
Provide 138 New Wheel Stops, set in place (no painted numbers)+ 28 Around Light Poles				
012 - RMIDEV -	Budget:	3,250.00	0.00	0.00
Patch and cleanup around light poles				
013 - PROCON -	Budget:	10,395.00	0.00	0.00
Type "D" Curb (trenched/extruded after paving) @ 630 LF @ \$16.50/LF)				
014 - PROCON -	Budget:	6,000.00	6,000.00	6,000.00
Traffic Separation Island (3 each, 18 LF, 3' wide, D curb around perimeter, slab area 4" thick, w/ fiber) (3 each @ \$2,000.00/EA)				
015 - PROCON -	Budget:	2,500.00	2,500.00	2,500.00
Traffic Separation Island (1 each, 23.25 LF, 3'-7" wide, D curb around perimeter, slab area 4" thick, w/ fiber) (1 each @ \$2,500.00/EA)				
016 - PROCON -	Budget:	1,600.00	1,600.00	1,600.00
Concrete Footer for equipment (2x2, 16" deep, no steel) (8 each @ \$200/EA)				
017 - PROCON -	Budget:	15,200.00	15,200.00	15,200.00
Bollards (16 EA @ \$950/EA, no bollard covers included, no paint included)				
018 - FORFEN -	Budget:	1,798.00	1,798.00	1,798.00
Chain Link Fence Modifications/Temp Chain link Fence Panels				
019 - MAGBUI -	Budget:	26,600.00	0.00	0.00
Additional Bollards @ Light Poles (7 light poles @ 4 bollards @ each = 28 total @ \$950/EA)				
020 - MAGBUI -	Budget:	4,400.00	1,600.00	1,600.00
Yellow Bollard Covers (16 each @ \$100/EA) in Medians Only				



- GENERAL NOTES:
1. PARKING SPACES FOR DESIGN PAVEMENT AREAS, TYPICAL 10' WIDTH X 18' DEPTH.
 2. PARKING SPACES FOR DESIGN GRASS AREAS, TYPICAL 12' WIDTH X 18' DEPTH.
 3. TRAFFIC LANES, TWO WAY WITH 12' LANE WIDTH, TOTAL WIDTH FOR DESIGN, 24'.

"DRAFT"

REVISIONS	
NO.	DESCRIPTION

SARASOTA COUNTY
CITY OF SARASOTA

**SRQ - PARKING LOT - EXPANSION
OVERFLOW PARKING LOT
PARKING SPACES - CONCEPT LAYOUT**

1161 Rental Car Rd.; Sarasota, FL 34243
(City Of Sarasota / Sarasota County / Sec: 01; Twp: 38S; Rgs: 17E)

SARASOTA
MUNICIPAL
ENGINEERING, PLANNING
& FACILITIES DEPARTMENT
6600 AIRPORT CIRCLE
SARASOTA, FL 34243

SRQ

SARASOTA
MUNICIPAL
ENGINEERING, PLANNING
& FACILITIES DEPARTMENT
6600 AIRPORT CIRCLE
SARASOTA, FL 34243

Scale: 1" = 30'
(80% in 21" x 34" Full Scale)

Designer: RJW	Checked by:
Date: 05/05/2021	Drawn by: RJW
Project No.:	
City:	
Drawing No.:	

CP-100

Sheet No. 1.00



Potential Change Orders
Detailed, Grouped by Each Number

021 - WINTEC -	10/4/2021	Budget:	19,400.00	19,400.00	19,400.00
Electrical and Low Voltage for ticket equipment					
Level 001 - -		Budget:	26,453.06	6,099.80	6,099.80 ✓
10.00% Overhead Markup					
Level 002 - -		Budget:	14,549.18	3,354.89	3,354.89 ✓
5.00% Profit Markup					
Level 003 - -		Budget:	3,055.33	704.53	704.53 ✓
1.00% Insurance Markup					
Level 004 - -		Budget:	3,085.88	711.57	711.57 ✓
1.00% Bond Markup					

PROFESSIONAL CONCRETE, INC.

5220 McIntosh Road, Suite 1
Sarasota, FL 34233



Estimate

DATE	ESTIMATE NO.
9/24/2021	17029

NAME / ADDRESS
Magnum Builders of Sarasota, Inc. 4545 N. Gate Court Sarasota, FL 34234
ATTN: Clint/Doug

PROJECT	JOB LOCATION
Avis Lot @ SRQ	SRQ

ITEM	DESCRIPTION	QTY	UNIT	COST	Total
Type "D" Curb	(Trenched/ Extruded after paving)	630	LF	16.50	10,395.00
Traffic Separ	(Island, 15 lf, 3' wide, NO DETAILS, Figured w/D curb around perimeter, slab area 4" thick, w/fiber)	3	EA	2,000.00	6,000.00
Traffic Separ	(Island, 23.25 lf, 3'-7' wide, NO DETAILS, Figured w/D curb around perimeter, slab area 4" thick, w/fiber)	1	EA	2,500.00	2,500.00
Footers	(For Equipment, NO DETAIL, Figured 2'x2', 16" deep, no steel)	8	EA	200.00	1,600.00
Bollards- Galv.	(MODIFIED DETAIL PER MARK, 6" diam., 7 lf overall length, no rebar in concrete, PAINT BY OTHERS)	16	EA	950.00	15,200.00
Note 1	NOTES: - Grading, dewatering, backfill, waterproofing, testing, permits, surveying, demo, traffic control, final dress by others.				0.00
Note 4	- We cannot be responsible for damage to unknown buried facilities; FPL, irrigation, phone, gas, water, sewer, cable, sleeves, etc.				0.00
Note 5	- We cannot be responsible for damage to our work due to construction, vehicular or pedestrian traffic.				0.00
Thank you for the opportunity. Please call me if you have any questions. David J. Oriente, Pres.				Total	\$25,300.00 \$35,695.00

Phone #	Fax #	E-mail	Web Site
9419213660	941-921-5371	DAVID@PROFESSIONALCONCRE...	www.professionalconcrete.com



8135 25th Court East
Sarasota, FL 34243

Bill To

Magnum Builders
4545 Northgate Ct
Sarasota FL 34234

Invoice

Due Date	Date	Invoice #
10/27/2021	10/27/2021	13896

Ship To

Sarasota Airport-Avis Lot
6000 Airport Circle
Sarasota, FL 34243

Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

Balance Due	\$1,798.00
--------------------	-------------------

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT IN THE ENCLOSED ENVELOPE.

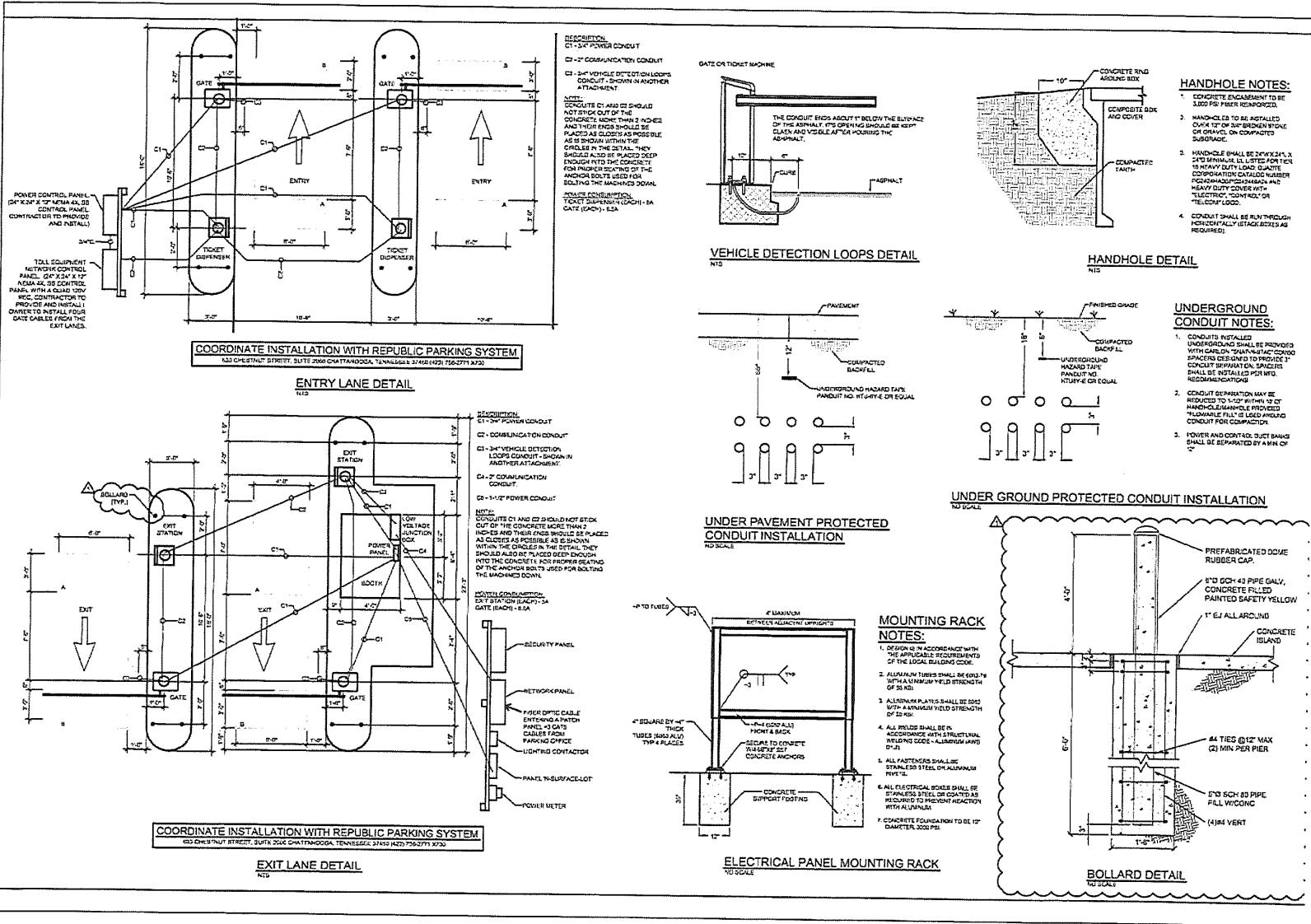
P.O. No.	Terms	Project	Rep
Avis Lot	50% down balan...	Sarasota Airport	RM

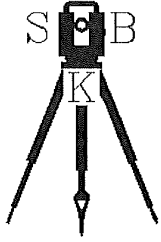
Description	Qty	Rate	Amount
Provide & install 96' of temp panels & (2) 24'w double drive gates - Tear out & haul 116' of 6'h + 1 galvanized chain link fencing & (1) cantilever gate		1,798.00	1,798.00

Credit Card Number _____
 Expiration Date _____
 CVV Code _____
 Billing Zip Code _____

Subtotal	\$1,798.00
Sales Tax (7.0%)	\$0.00
Total	\$1,798.00
Deposit	\$0.00
Balance Due	\$1,798.00

Phone #
9417482700





Sampey, Burchett and Knight, Inc.
Professional Surveyors and Mappers
1570 Global Court
Sarasota, Florida 34240
(941) 342-0349 Fax: (941) 342-7490

September 14, 2021

Clint Riley
Magnum Builders of Sarasota

Re: Sarasota Bradenton International Avis overflow lot EOR: SMAA Engineering

Dear Clint:

Thank you for the opportunity to offer a proposal on your above referenced project. After reviewing the plans we are happy to offer the following Scope of Service and Associated Fee.

Scope of Services:

Construction Layout

1. Assess and develop project horizontal and vertical control.
2. Verify existing condition grades of existing roadway(s) for tie in(s)
3. Rough stake and grade construction entrance/exit.
4. Stake lot perimeter
5. Stake centers of parking stop strips.
6. Box out the corners to address backout overlap.
7. Identify beginning of parking spaces at entrance and exit

Construction As-Built

1. Horizontal and vertical as-built data based on "as constructed" features.

Sampey, Burchett and Knight is proposing to provide engineer of record with a survey (as-built survey) of the "As Constructed" features to the EOR for their use in preparing the Record Drawings that will be required for the permitting agencies. We only work in our own drawings on Sampey, Burchett and Knight, Inc. borders. We are not proposing to develop the E.O.R. "Record Drawings".

Associated Fees:

Construction Stakeout

**Two Thousand Nine Hundred Dollars
(\$2,900)**

~~Construction Asbuilt~~

**~~One Thousand Dollars~~
~~(\$1,000)~~**

Invoicing will be monthly based on a percent complete.

Fees include survey manpower scheduling, travel time and survey CAD support.

Client Requirements: Project CAD file from engineer to facilitate construction layout.

EXCLUDED SERVICES

The professional services to be provided by the Consultant are limited to those described in the Scope of Services. All other services are specifically excluded

1. This fee is for a one-time staking only unless otherwise noted. Any re-staking or additional staking will be invoiced at the hourly rate.
3. Fee does not include safety railings, landscape staking and striping.

Acceptance

If this Proposal/Agreement satisfactorily sets forth Client's entire understanding of the agreement, please sign one copy of this agreement in the space provided and return it to by Sampey, Burchett and Knight, Inc. as authorization to proceed with the work.

Owner/Client Authorization

I hereby certify that _____, has been retained as a Contractor by the Owner of the property which is the subject of this proposal and hereby authorize the performance of the services as described herein and agree to pay the charges resulting thereby as identified above.

Accepted this ____ day of _____, 2021.

Thank you for the opportunity to provide you with this proposal. If you have any questions or comments please, call me at 342-0349.

Sincerely,

Edward T Sampey Digitally signed by Edward T
Sampey
Date: 2021.09.14 15:33:57 -04'00'

Edward Sampey



9-28-21

Magnum Builders of Sarasota
4545 Northgate Ct.
Sarasota, FL 34234

Attention: Clint Riley
Reference: SRQ Avis Gate Area, Sarasota, FL
Electrical Proposal

*Any resulting subcontract shall be the current edition of AIA 401 document.
Overhead and profit to be added to the cost of any changes in the work performed by Windemuller Technical Services, Inc. shall be 10% overhead and 5% profit, as outlined by the latest edition of National Price Services. When work is performed by subcontractors of Windemuller Technical Services, Inc. 10% overhead and 5% profit shall be added to that portion of work. This quotation is based upon the above referenced drawings/specifications. This quotation is valid for 60 days.*

Bid Total \$ 19,400.00

Scope of Work:

Inclusions:

1. Provide and install electrical conduit and conductor for exit & entrance gate areas per plans.
2. Provide and install data conduit for exit & entrance gate areas per plans
3. Provide and install Cat 6 data cabling from exterior cabinets to ticket dispenser, gates, exit station, and associated equipment.
4. ACCI to provide all data punch downs.
5. All work to be done during normal business hours Mon. thru Fri. 7a.m.-5p.m.
6. All work to meet or exceed National Electrical Code.

Exclusions:

1. Utility charges and/or Fees are not included.
2. Temporary power and/or lighting not included.
3. All/any concrete by others.
4. Permit is not included and is assumed to be by sub-form.
5. Waterproofing of any penetrations.
6. Painting of electrical conduit or equipment.
8. General Conditions: Tax for material is included for all material. Bond costs are not included and are to be added at cost of 1.7% or as listed above. Purchase Order or, an approved modified contract, is to be used for purposes of legal agreement to perform the work described in this proposal by Windemuller Technical Services.
9. Performance & payment bond is not included and is to be added if required.

If you have any questions or need additional information, please call me anytime.
Best Regards,

Justin Wegrzyn
Estimator/Project Manager

**BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482**

PROPOSAL AND CONTRACT

**TO: Magnum Builders
ATTN: Clint**

As requested, Bill Mariotti Site Development Co., Inc. Contractor, is pleased to submit a proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION AND PLAN:

SRQ Avis Lot
Overflow Parking
1151 Rental Car Road
Sarasota, FL 34243

2. DESCRIPTION OF WORK:

*Remove 1-Guard Rail End Piece at Each Driveway. \$ 3,000.00

*Add to Driveway Aprons. Sub-grade Areas. Add 6" of Crushed Concrete Base, Grade and Compact Base. Mill Both Driveways to P/L Tie-in and Pave with 2" of FDOT S-1 Asphalt. \$ 7,000.00

~~*Stripe 115 Existing Asphalt (No Bumpers)~~ ~~\$ 1,598.91~~

~~*Relocate 319 Existing Wheel Stops to Grass Parking and Set in Place (No Painted Numbers). Set 181 Existing Wheel Stops, Set in place (No Painted Numbers)~~ ~~\$ 12,732.23~~

~~*Provide 138 New Wheel Stops, Set in Place. (No Painted Numbers) + 28 Additional Install Around Light Poles~~ ~~\$ 12,408.50~~

Pricing subject to change as material costs are unstable

PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work.

This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work.

This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%.

We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us.

New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt.

If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees.

Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____

BILL MARIOTTI SITE DEVELOPMENT CO., INC.

DATE: _____

BY: _____

Bill Mariotti Revised 10/11/2021

PROPOSED CHANGE ORDER

Client Address:

Magnum Builders
4545 Northgate Blvd.
Sarasota, FL 34234

CCN # T&M RAINBIRD
Date: 12/16/2021
Project Name: SRQ Parking Lot
Project Number: E-2121
Page Number: 2

CONTRACTOR CERTIFICATION

Name: _____
Date: _____
Signature: _____
I hereby certify that this quotation is complete and accurate based on the information provided.

CLIENT ACCEPTANCE

CCN # T&M RAINBIRD
Final Amount: \$7,191.45

Name: _____
Date: _____
Signature: _____
Change Order #: _____
I hereby accept this quotation and authorize the contractor to complete the above described work.

ORIGINAL



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243 Magnum Builders of Sarasota, Inc.

PCO #: 018 **11/12/2021** **Bus Shelter changes** **In Progress**

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Consultant Directive			

Notes	Task Name	Revenue Code
-------	-----------	--------------

Pricing for the various changes ordered by AID for additional demolition, enlarged concrete pad areas for phones, added curbs, etc.

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
0.00	0.00		24,901.80	24,901.80	24,901.80

Itemized Details:

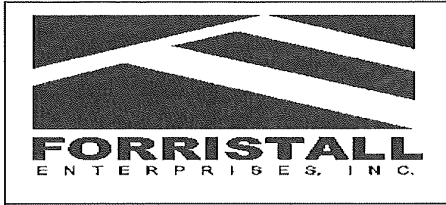
General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - FORENT -			Budget:	4,215.00	4,215.00	4,215.00
Additional Demo & Tree Removal						
002 - -			Budget:	673.20	673.20	673.20
Additional grading/earthwork						
003 - PROCON -			Budget:	4,500.00	4,500.00	4,500.00
Additional concrete areas (approx 70 SF x 9)						
004 - PROCON -			Budget:	2,177.00	2,177.00	2,177.00
Additional D Curb (155.5 LF @ \$14/LF)						
005 - PROCON -			Budget:	1,500.00	1,500.00	1,500.00
Additional Concrete cleanup of existing concrete due to pad changes						
006 - WINTEC -			Budget:	1,530.68	1,530.68	1,530.68
Electrical changes - remove/store phones						
007 - RMDEV -	11/19/2021		Budget:	6,539.30	6,539.30	6,539.30



Potential Change Orders
Detailed, Grouped by Each Number

Asphalt Patching around pads due to changes

Level 001 - -	Budget:	2,113.52	2,113.52	2,113.52	✓
10.00% Overhead Markup					
Level 002 - -	Budget:	1,162.44	1,162.44	1,162.44	✓
5.00% Profit Markup					
Level 003 - -	Budget:	244.11	244.11	244.11	✓
1.00% Insurance Markup					
Level 004 - -	Budget:	246.55	246.55	246.55	✓
1.00% Bond Markup					



2712 63rd Avenue East
Bradenton, FL 34203
Phone: (941) 729-8150
Fax: (941) 729-7345
CGC1528240

CHANGE ORDER PROPOSAL

ESI#1

June 4, 2021

TO: MAGNUM BUILDERS OF SARASOTA, INC.
ATTN: CLINT RILEY
PHONE: 941-351-5560
EMAIL: criley@magnumbuilders.com
RE: SARASOTA BRADENTON AIRPORT – PARKING LOT EXPANSION PHASE 2 –
Sarasota, FL.

SCOPE OF WORK: Selective Demolition

- C200 – Remove and disposal 5 trees. \$2,925.00
- C201 – Remove and disposal 4 trees. \$2,340.00
- C302 – Credit for 2 new ramps initially to be demolishes. (\$1,050.00)

- **Amount: \$ 4,215.00**

If you have any questions, or require additional information, please call Carlos Gomez at (941) 729-8150.

Very truly yours,

FORRISTALL ENTERPRISES, INC.

1/7/21
8:44

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
 4559 MARIOTTI COURT
 SARASOTA, FLORIDA 34233
 (941) 921-7511 FAX (941) 925-8482

PROPOSAL AND CONTRACT

TO: Magnum Builders
 ATTN: Clint Riley
 OFFICE PH: 204-8942
 CELL: 204-8942
 EMAIL: criley@magnumbuilders.com

C/O

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION:

SRQ Airport Parking Lot Expansion-Phase 2
 6000 Airport Circle
 Sarasota, FL 34243

2. DESCRIPTION OF WORK:

*Patching at 6 Shelters

- 9 Tons of Asphalt at 3 tons each
- 1-Foreman 12 Hours = \$ 624.00
- 4-Laborers 12 Hours = \$1,824.00

• Material	\$ 675.00
• Trucking	\$ 900.00
• Labor	\$2,448.00
• Equipment	<u>\$1,240.00</u>
	Sub-Total \$5,263.00
	10% O.H. \$ 526.30
	Total \$5,789.30

*Black at Arrows not Indicated on Plan or Bid Sheet

Total	<u>\$ 750.00</u>
Total for Both	\$6,539.30 ✓

3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work. This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period...Payments overdue for more than 30 days shall accrue interest at 1.5%. We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt. If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees. Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ BILL MARIOTTI SITE DEVELOPMENT CO., INC.

DATE: _____ BY: Bill Mariotti 9/7/2021

7/23/21
19

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482

PROPOSAL AND CONTRACT

TO: Magnum Builders
ATTN: Clint Riley
OFFICE PH: 204-8942
CELL: 204-8942
EMAIL: criley@magnumbuilders.com

C/O

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION:

SRQ Airport Parking Lot Expansion-Phase 2
6000 Airport Circle
Sarasota, FL 34243

2. DESCRIPTION OF WORK:

*Grade 3 Shelter Pads

- Extra 5'x5' Pad
- Extra added length and width of Shelter Pad

*Labor

- Foreman 3 Hours @ \$52.00/per hour
- 4-Laborers 12 Hours @ \$38.00/per hour

	\$156.00
	<u>\$456.00</u>
Sub-Total	\$612.00
10% O.H.	<u>\$ 61.20</u>
Total	\$673.20



3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work.

This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%.

We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt.

If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees. Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ BILL MARIOTTI SITE DEVELOPMENT CO., INC.

DATE: _____ BY: Bill Mariotti 7/23/2021

PROFESSIONAL CONCRETE, INC.

5220 McIntosh Road, Suite 1
Sarasota, FL 34233



Invoice

DATE	INVOICE NO.
7/31/2021	7459

BILL TO
Magnum Builders of Sarasota, Inc. 4545 N. Gate Court Sarasota, FL 34234
ATTN: Clint/Doug

P.O. NO.	TERMS	Monthly Est No.	PROJECT	LOCATION
	Net 30	3	SRQ Parking Ph.2	SRQ

ITEM	DESCRIPTION	QTY TO DATE	QTY THIS EST	RATE	UNIT	AMOUNT
Bus Stop Pad	C.O. #2 (ADDED area, approx. 70 sf)	3	3	500.00	EA	1,500.00
Type "D" Curb	(Added footage, field measure)	0	0	14.00	LF	0.00
Thank you for the opportunity. Please call me if you have any questions. David J. Oriente, Pres.				Total		\$41,602.00

Phone #	Fax #	E-mail	Web Site
9419213660	941-921-5371	DAVID@PROFESSIONALCONCRE...	www.professionalconcrete.com

PROFESSIONAL CONCRETE, INC.

5220 McIntosh Road, Suite 1
Sarasota, FL 34233



Invoice

DATE	INVOICE NO.
8/31/2021	7477

BILL TO
Magnum Builders of Sarasota, Inc. 4545 N. Gate Court Sarasota, FL 34234
ATTN: Clint/Doug

P.O. NO.	TERMS	Monthly Est No.	PROJECT	LOCATION
	Net 30	4	SRQ Parking Ph.2	SRQ

ITEM	DESCRIPTION	QTY TO DATE	QTY THIS EST	RATE	UNIT	AMOUNT
Bus Stop Pad Type "D" Curb	C.O. #2 (ADDED area, approx. 70 sf) (Added footage, field measure) C.O. #3	9	6 155.5	500.00 14.00	EA LF	3,000.00 2,177.00
Thank you for the opportunity. Please call me if you have any questions. David J. Oriente, Pres.				Total		

Phone #	Fax #	E-mail	Web Site
9419213660	941-921-5371	DAVID@PROFESSIONALCONCRE...	www.professionalconcrete.com

PROFESSIONAL CONCRETE, INC.

5220 McIntosh Road, Suite 1
Sarasota, FL 34233



Invoice

DATE	INVOICE NO.
8/31/2021	7477

BILL TO
Magnum Builders of Sarasota, Inc. 4545 N. Gate Court Sarasota, FL 34234
ATTN: Clint/Doug

P.O. NO.	TERMS	Monthly Est No.	PROJECT	LOCATION
	Net 30	4	SRQ Parking Ph.2	SRQ

ITEM	DESCRIPTION	QTY TO DATE	QTY THIS EST	RATE	UNIT	AMOUNT
Misc	On Wednesday 07/20/21 we were asked to clean up, and we did so, concrete demo and spoiles from our pours at the bus pads at SRQ PH2, directed by Mark Talcott. We need to be paid for this work. Some areas required removal of existing D curb based on no engineering for location of said pads given in time for construction. We are asking for a change order for ; 4 men for 3 hours. Dump truck 3 hours Skid Steer 3 hours.		1	1,500.00	LS	1,500.00
Thank you for the opportunity. Please call me if you have any questions. David J. Oriente, Pres.				Total		\$23,327.00

Phone #	Fax #	E-mail	Web Site
9419213660	941-921-5371	DAVID@PROFESSIONALCONCRE...	www.professionalconcrete.com



PROPOSED CHANGE ORDER

CCN #
 Date: 10/29/2021
 Project Name: SRQ Parking Lot
 Project Number: E-2121
 Page Number: 1

Client Address:

Magnum Builders
 Contact: Clint Riley
 4545 Northgate Blvd.
 Sarasota, FL 34234

Work Description

We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.
 This price is good for acceptance within 10 days from the date of receipt.
 We request a time extension of 3 days.
 We will supply and install all materials, labor, and equipment as per your instructions on .

Removal and re-install of 6 emergency communication stations.

Itemized Breakdown

Description	Qty	Net Price	U	Total Mat.	Labor	U	Total Hrs.
Labor & Material	1	56.32	E	56.32	22.00	E	22.00
Totals	1			56.32			22.00

Summary

General Materials		56.32
Material Tax (@ 7.000 %)		3.94
Material Total		60.26
JOURNEYMAN (11.00 Hrs @ \$65.00)		715.00
Apprentice (11.00 Hrs @ \$50.00)		550.00
Subtotal		1,325.26
Overhead (@ 10.000 %)		132.53
Markup (@ 5.000 %)		72.89
Subtotal		1,530.68
Final Amount		\$1,530.68

CONTRACTOR CERTIFICATION

Name: _____

Date: _____

Signature: _____

I hereby certify that this quotation is complete and accurate based on the information provided.

ORIGINAL

PROPOSED CHANGE ORDER

Client Address:

Magnum Builders
4545 Northgate Blvd.
Sarasota, FL 34234

CCN #

Date:

Project Name:

Project Number:

Page Number:

EM. STATIONS

10/29/2021

SRQ Parking Lot

E-2121

2

CLIENT ACCEPTANCE

CCN #	EM. STATIONS
Final Amount:	\$1,530.68
Name:	_____
Date:	_____
Signature:	_____
Change Order #:	_____

I hereby accept this quotation and authorize the contractor to complete the above described work.

ORIGINAL



"We are part of the answer,
of part of the problem."

1611 Northgate Blvd / Sarasota, FL 34234
(941) 355-8822
EC13006634

ADDITIONAL WORK AUTHORIZATION

DATE: 27 July 2021
Project: Airport Parking expansion
WTS Job No: E2121

Company Name

Magnuson

You have authorized Windemuller Technical Services to perform the following additional work:

Removal of 6 emergency communication stations
and storage placement.

We estimate the following costs:

HOURS	ESTIMATED LABOR	TYPE OF LABOR
<u>5 X 2</u>	<u>manual</u>	

ESTIMATED MATERIAL (add additional sheet if necessary)

QTY	ITEM	QTY	ITEM

TOTAL AMOUNT: _____

General Contractor/Owner Authorized to Sign (Please Print) Mark Talcott

Title: Superint Contact #: 941-284-7518

Signature: _____

Windemuller Technical Services Representative

By: _____ Date: _____

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Additional work is completed Yes No

Work authorization not signed because:

Unable to contact representatives Authorized by phone or fax

Form issued for record purposes only Authorization in dispute



"We are part of the answer,
of part of the problem."

1611 Northgate Blvd / Sarasota, FL 34234
(941) 355-8822
EC13006634

ADDITIONAL WORK AUTHORIZATION

DATE: 25 Aug 2021
Project: Airport expansion Parking
WTS Job No: E2121

Company Name

Magneson

You have authorized Windemuller Technical Services to perform the following additional work:

re-install removed talkphones X 6

We estimate the following costs:

HOURS	ESTIMATED LABOR	TYPE OF LABOR
<u>12 hrs</u>	_____	_____

ESTIMATED MATERIAL (add additional sheet if necessary)

QTY	ITEM	QTY	ITEM
<u>24</u>	<u>5/8" wedge anchors</u>		
<u>24</u>	<u>5/8" nuts</u>		
<u>24</u>	<u>5/8" washers</u>		

agreed
M.T.

TOTAL AMOUNT: _____

General Contractor/Owner Authorized to Sign (Please Print) Mark Talcott

Title: Supt Contact #: _____

Signature: Mark Talcott

Windemuller Technical Services Representative

By: _____ Date: _____

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Additional work is completed Yes No

Work authorization not signed because:

Unable to contact representatives Authorized by phone or fax

Form issued for record purposes only Authorization in dispute



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 019	11/12/2021	Curb Skirts	Approved		
Category	Reason	Reference	COR Number	PCCO Number	
Change Order	Consultant Directive				
Notes	Task Name	Revenue Code			
The added curb skirts per AID					

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
0.00	0.00		8,709.37	8,709.37	8,709.37

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
002 - PROCON -			Budget:	7,392.00	7,392.00	7,392.00
Curb skirts behind F curbs (12" wide X 5" thick X 616LF @ \$12/LF)						
Level 001 - -			Budget:	739.20	739.20	739.20 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	406.56	406.56	406.56 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	85.38	85.38	85.38 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	86.23	86.23	86.23 ✓
1.00% Bond Markup						

PROFESSIONAL CONCRETE, INC.

5220 McIntosh Road, Suite 1
Sarasota, FL 34233



Invoice

DATE	INVOICE NO.
7/31/2021	7459

BILL TO
Magnum Builders of Sarasota, Inc. 4545 N. Gate Court Sarasota, FL 34234
ATTN: Clint/Doug

P.O. NO.	TERMS	Monthly Est No.	PROJECT	LOCATION
	Net 30	3	SRQ Parking Ph.2	SRQ

ITEM	DESCRIPTION	QTY TO DATE	QTY THIS EST	RATE	UNIT	AMOUNT
Misc	C.O. #1 (Curb Skirts, behind F curb in parking islands, 12" wide, 5" thick, no reinf.)	616	616	12.00	LF	7,392.00
Thank you for the opportunity. Please call me if you have any questions. David J. Oriente, Pres.				Total		\$41,602.00

Phone #	Fax #	E-mail	Web Site
9419213660	941-921-5371	DAVID@PROFESSIONALCONCRE...	www.professionalconcrete.com



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 022 12/15/2021 Revised Shade Lot (South end) design changes Approved

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Consultant Directive			

Notes	Task Name	Revenue Code
Changes made to the south end of the Shade Lot required additional chain-link fence demo, sidewalk demo, new chain link fence, and new sidewalks. The new concrete sidewalks are in a net change to the original quantities. The sidewalk changes included adding an additional "T" connector and other work.		

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
10.00	10.00		22,680.36	22,680.36	22,680.36

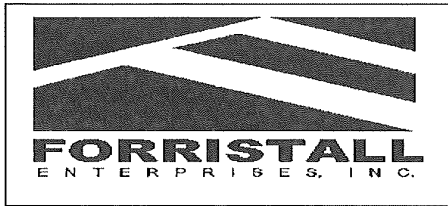
Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - FORENT - Sidewalk & Chainlink Fence Demo	12/22/2021		Budget:	5,730.00	5,730.00	5,730.00
002 - MAGBUI - Added Sidewalks (net 85 SY @ \$64.15/SY)	12/22/2021		Budget:	5,452.75	5,452.75	5,452.75
003 - FORFEN - New Chainlink Fence w/ barbed wire (190 LF)	12/22/2021		Budget:	6,537.00	6,537.00	6,537.00
004 - FORFEN - Temporary Chainlink Fence	12/22/2021		Budget:	1,530.00	1,530.00	1,530.00
Level 001 - - 10.00% Overhead Markup			Budget:	1,924.98	1,924.98	1,924.98
Level 002 - -			Budget:	1,058.74	1,058.74	1,058.74



Potential Change Orders
Detailed, Grouped by Each Number

5.00% Profit Markup				
Level 003 - -	Budget:	222.33	222.33	222.33 ✓
1.00% Insurance Markup				
Level 004 - -	Budget:	224.56	224.56	224.56 ✓
1.00% Bond Markup				



2712 63rd Avenue East
Bradenton, FL 34203
Phone: (941) 729-8150
Fax: (941) 729-7345
CGC1528240

CHANGE ORDER PROPOSAL

October 6, 2021

TO: MAGNUM BUILDERS OF SARASOTA, INC.
ATTN: CLINT RILEY
PHONE: 941-351-5560
EMAIL: criley@magnumbuilders.com
RE: SARASOTA BRADENTON AIRPORT – PARKING LOT EXPANSION PHASE 2 –
Sarasota, FL.

SCOPE OF WORK: Selective Demolition

- Remove and disposal approximately 185 LF of existing fence.
- Remove and disposal approximately 100 LF x 4 feet wide of existing sidewalk.

- **Amount:** **\$ 5,730.00**

If you have any questions, or require additional information, please call Carlos Gomez at (941) 729-8150.

Very truly yours,

FORRISTALL ENTERPRISES, INC.

ESTIMATE/ PROPOSAL/CONTRACT

 <p>ForemostFence "Contractor's You Can Depend On"</p>	<p>8135 25th Court East – Sarasota, FL 34243 Phone 941-748-2700 – Fax 941-748-2740 www.foremostfence.com</p>
<p>Date: 10/13/21</p>	<p>Company: Magnum Builders Project: SRQ airport South shade lot Street: City: Sarasota Fl. Contact: Mark Talcott Phone: Email:</p>

<p>Project Description</p>	
<p>Provide and Install:</p> <p style="text-align: center;">190' of 6'h 9gauge galvanized chain link with top rail bottom tension wire. 3" Terminal posts 2" line posts</p>	
<p><i>*Due to the tariff related volatility in the aluminum & steel markets, prices quoted will be adjusted at time of order based on market conditions.</i></p>	<p>Total Estimate \$6,537.00</p>

If you have any questions regarding this estimate, please contact us @ 941-748-2700

Prepared By: Jim Van Gundy / Rick Melchiorre

<p>APPROVED TO PROCEED:</p>		
<p>_____</p> <p style="text-align: center;">Signature</p>	<p>_____</p> <p style="text-align: center;">Company</p>	<p>_____</p> <p style="text-align: center;">Date</p>
<p>Thank you for your business!</p>		



8135 25th Court East
Sarasota, FL 34243

Invoice

Due Date	Date	Invoice #
11/19/2021	11/19/2021	13980

Bill To

Magnum Builders
4545 Northgate Ct
Sarasota FL 34234

Ship To

Sarasota Airport-Shade Lot
6000 Airport Circle
Sarasota, FL 34243

Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

Balance Due	\$1,530.00
--------------------	-------------------

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT IN THE ENCLOSED ENVELOPE.

P.O. No.	Terms	Project	Rep
Shade Lot 9-temp	Progress Billing	Sarasota Airport	RM

Description	Qty	Rate	Amount
Install 190' of temp panels <i>Temp South Shade</i>		1,530.00	1,530.00

Credit Card Number
Expiration Date
CVV Code
Billing Zip Code

Subtotal	\$1,530.00
Sales Tax (7.0%)	\$0.00
Total	\$1,530.00
Deposit	\$0.00
Balance Due	\$1,530.00

Phone #
9417482700



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 023 12/15/2021 Shade Lot Fence @ AOA roll back/reinstall Approved

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
Pricing to roll back the newly installed AOA fence and to come back and reinstall.		

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
2.00	2.00		2,709.89	2,709.89	2,709.89

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - ENNEQU -	12/22/2021		Budget:	2,300.00	2,300.00	2,300.00
Shade Lot Fence @ AOA roll back/reinstall						
Level 001 - -			Budget:	230.00	230.00	230.00 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	126.50	126.50	126.50 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	26.56	26.56	26.56 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	26.83	26.83	26.83 ✓
1.00% Bond Markup						



Ennistymon Equities, LLC
 dba Florida Fence
 9219 Delft Rd
 Sarasota FL 34240
 941-921-4659

Commerical Proposal

Proposal Number 3041

Date: 11/17/2021

Contactor/Contact Info:
Magnum Builders 4545 Northgate Ct. Sarasota, FL 34242

Project Location:
Adjustments to the long term parking at Sarasota Airport

Proposal does NOT include permits and associated fees, if permits are required.

Scope of Work	Each/LF	Unit Price	Total
Remove approximately 40LF of 6 + 1 chain link fence - It will be rolled back and stored on site - Scheduled for 11/18/2021.	1	975.00	975.00
Return and reinstall material that is being stored on site - Date to be determined.	1	1,325.00	1,325.00
			\$2,300.00

Notwithstanding any contrary provision in the contract between the Parties, Contractor and Florida Fence agree that Florida Fence shall not be responsible for material cost increases that, in the total aggregate, exceed 5%. In the event of total aggregate cost increases in excess of 5%, Florida Fence shall notify Contractor and provide evidence of the cost at the time of estimating and the actual final cost of the relevant materials. Contractor, within 10 days of receipt of such evidence, shall enter into a change order, or other documentation, authorizing payment to Florida Fence for the increased material costs. This increased cost shall be paid as part of Florida Fence's next payment application.

Client Signature: _____

Date: _____



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 024 **12/15/2021** **Repair to 3" water line** **Approved**

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
Another contractor working for SRQ damaged a water line and Magnum was asked to have Mariotti make the repairs.		

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
1.00	1.00		3,850.40	3,850.40	3,850.40

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - RMIDEV -	12/22/2021		Budget:	3,267.99	3,267.99	3,267.99
Repair to 3" water line						
Level 001 - -			Budget:	326.80	326.80	326.80
10.00% Overhead Markup						
Level 002 - -			Budget:	179.74	179.74	179.74
5.00% Profit Markup						
Level 003 - -			Budget:	37.75	37.75	37.75
1.00% Insurance Markup						
Level 004 - -			Budget:	38.12	38.12	38.12
1.00% Bond Markup						

2/15/22
11

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
 4559 MARIOTTI COURT
 SARASOTA, FLORIDA 34233
 (941) 921-7511 FAX (941) 925-8482

PROPOSAL AND CONTRACT

TO: Magnum Builders
ATTN: Clint Riley
OFFICE PH: 204-8942
CELL: 204-8942
EMAIL: criley@magnumbuilders.com

C/O

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION:

SRQ Airport Parking Lot Expansion-Phase 2
 6000 Airport Circle
 Sarasota, FL 34243

2. DESCRIPTION OF WORK:

*Repair to 3" Water 8/5/2021

1-Foreman @ \$62.00/per hour	8 Hours	\$ 496.00
1-Journeyman @ \$55.00/per hour	8 Hours	\$ 440.00
3-Laborers @ \$38.00/per hour	8 Hours	<u>\$ 912.00</u>
	Sub-Total	\$1,848.00
 Fittings		 \$ 970.00
	Tax	\$ 67.90
	Sub-Total	\$1,037.90
 Delivery		 \$ 85.00
	Sub-Total	\$2,970.90
	10% O.H.	\$ 297.09
	Total	\$3,267.99

3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work.

This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%.

We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt.

If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees. Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ **BILL MARIOTTI SITE DEVELOPMENT CO., INC.**

DATE: _____ **BY:** _____
 Bill Mariotti 10/1/2021



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243 Magnum Builders of Sarasota, Inc.

PCO #: 025 **12/15/2021** **Find Leak for Owner** **Approved**

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
Provide labor and equipment to dig and find leak as directed by SRQ.		

Summary:

Requested Days:	Approved Days:	Proposed	Approved	Applied
0.00	0.00			
		Budget:	732.26	732.26

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - RMIDEV -	12/22/2021		Budget:	621.50	621.50	621.50
Find Leak for Owner						
Level 001 - -			Budget:	62.15	62.15	62.15 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	34.18	34.18	34.18 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	7.18	7.18	7.18 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	7.25	7.25	7.25 ✓
1.00% Bond Markup						

11-23

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482

PROPOSAL AND CONTRACT

TO: Magnum Builders
ATTN: Clint Riley/Mark Talcott
OFFICE PH: 204-8942
CELL: 204-8942
EMAIL: criley@magnumbuilders.com
mtalcott@magnumbuilders.com

C/O

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION: SRQ Airport Parking Lot Expansion-Phase 2
6000 Airport Circle
Sarasota, FL 34243

2. DESCRIPTION OF WORK:

*Provide Labor, Dig by Hand to Find Leak

8/19/2021
-2 Laborers 1 hour each @ \$38.00/per hour \$ 76.00

8/20/2021
-1 Service Truck \$ 75.00
-1 Foreman 2 hours \$110.00
-4 Laborers 2 hours \$304.00

Sub-Total \$565.00
10% O.H. \$ 56.50
Total \$621.5

3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work.
This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%.
We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt.
If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees.
Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ **BILL MARIOTTI SITE DEVELOPMENT CO., INC.**

DATE: _____ **BY:** Bill Mariotti 8/24/2021



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243 Magnum Builders of Sarasota, Inc.

PCO #: 026 **12/15/2021** **ESI #2 changes** **Approved**

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Consultant Directive			

Notes	Task Name	Revenue Code
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Additional demo work for ESI#2.

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
3.00	3.00		16,457.08	16,457.08	16,457.08

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - RMIDEV -	12/22/2021		Budget:	13,967.80	13,967.80	13,967.80
ESI #2 changes						
Level 001 - -			Budget:	1,396.78	1,396.78	1,396.78 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	768.23	768.23	768.23 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	161.33	161.33	161.33 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	162.94	162.94	162.94 ✓
1.00% Bond Markup						

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482
PROPOSAL AND CONTRACT

TO: Magnum Builders
 ATTN: Clint Riley
 OFFICE PH: 204-8942
 CELL: 204-8942
 EMAIL: criley@magnumbuilders.com

C/O

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION: SRQ Airport Parking Lot Expansion-Phase 2
 6000 Airport Circle
 Sarasota, FL 34243

2. DESCRIPTION OF WORK:

*Landscape, Demolition of Sod and Soil. Dispose of Organic Material Off-Site

*Labor

- Foreman 26 ½ Hours @ \$52.00/per hour \$ 1,378.00
- 4-Laborers 95 Hours @ \$38.00/per hour \$ 3,610.00

*Equipment

- Skid Steer 24 Hours @ \$115.00/per hour \$ 2,760.00
- Mini Excavator 24 Hours @ \$125.00/per hour \$ 3,000.00

*Dump Trucks

- #517 12 Hours @ \$75.00/per hour \$ 900.00
- #518 14 Hours @ \$75.00/per hour \$ 1,050.00

Sub-Total \$12,698.00
 10% O.H. \$ 1,269.80

Total \$13,967.80

3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work. This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%. We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt. If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees. Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ BILL MARIOTTI SITE DEVELOPMENT CO., INC.

DATE: _____ BY: Bill Mariotti 7/23/2021



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243 Magnum Builders of Sarasota, Inc.

PCO #: 027 **12/15/2021** **Curb alignment due to design bust** **Approved**

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Consultant Directive			

Notes	Task Name	Revenue Code
Pricing to attempt to realign curb due to a design bust.		

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
1.00	1.00		1,613.57	1,613.57	1,613.57

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - RMIDEV -	12/22/2021		Budget:	1,369.50	1,369.50	1,369.50
Curb alignment due to design bust						
Level 001 - -			Budget:	136.95	136.95	136.95 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	75.32	75.32	75.32 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	15.82	15.82	15.82 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	15.98	15.98	15.98
1.00% Bond Markup						

10/13

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482

PROPOSAL AND CONTRACT

TO: Magnum Builders
ATTN: Clint Riley
OFFICE PH: 204-8942
CELL: 204-8942
EMAIL: criley@magnumbuilders.com

C/O #4

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION: SRQ Airport Parking Lot Expansion-Phase 2
6000 Airport Circle
Sarasota, FL 34243

2. DESCRIPTION OF WORK:
***Attempt to Align Curb, because of Misalignment Issues**

-Dozer	1 Hours	\$ 125.00
-Loader	2 Hours	\$ 220.00
-Regrade curb pads, and compact		\$ 750.00
-Dump Truck	2 Hours	\$ 150.00
		<u>Sub-Total \$1,245.00</u>
		10% O.H. \$ 124.50
		Total \$1,369.50

3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work. This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%. We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt. If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees. Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ **BILL MARIOTTI SITE DEVELOPMENT CO., INC.**

DATE: _____ **BY:** Bill Mariotti 7/8/2021



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 029 12/15/2021 Raise Verizon Box Approved

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
There was an existing Verizon Box @ shade lot area not indicated on the plans and required to be raised.		

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
1.00	1.00		1,508.59	1,508.59	1,508.59

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - RMIDEV -	12/22/2021		Budget:	1,280.40	1,280.40	1,280.40
Raise Verizon Box						
Level 001 - -			Budget:	128.04	128.04	128.04 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	70.42	70.42	70.42 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	14.79	14.79	14.79 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	14.94	14.94	14.94 ✓
1.00% Bond Markup						

**BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482
PROPOSAL AND CONTRACT**

**TO: Magnum Builders
ATTN: Clint Riley
OFFICE PH: 204-8942
CELL: 204-8942
EMAIL: criley@magnumbuilders.com**

C/O

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION: SRQ Airport Parking Lot Expansion-Phase 2
6000 Airport Circle
Sarasota, FL 34243

2. DESCRIPTION OF WORK:

*Raise Verizon Box (Not on Plans)

*Material

-Re-bar	\$ 75.00
-1/4 C.Y. of Concrete	\$ 125.00
-Forms	\$ 50.00
Sub-Total	\$ 250.00

*Labor

-Service Truck	\$ 85.00
-Foreman 4 Hours @ \$62.00/per hour	\$ 248.00
-3 Laborers 4 Hours @ \$38.00/per hour	\$ 456.00
-Miscellaneous Tools	\$ 125.00
Sub-Total	\$ 914.00
Total	\$1,164.00
10% O.H.	\$ 116.40
Total	\$1,280.40

3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work. This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%. We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt. If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees. Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ **BILL MARIOTTI SITE DEVELOPMENT CO., INC.**

DATE: _____ **BY:** Bill Mariotti 11/10/2021



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 030 12/15/2021 Remove large pine tree not on plans Approved

Category Reason Reference COR Number PCCO Number

Change Order Owner Directive

Notes Task Name Revenue Code

There was an existing large pine tree in conflict with the Long Term Lot plan and Magnum was directed to remove it.

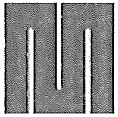
Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
0.00	0.00		2,241.48	2,241.48	2,241.48

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - RMIDEV - Mobilization	12/22/2021		Budget:	1,740.45	1,740.45	1,740.45
002 - RMIDEV - Demo Pine Tree	12/22/2021		Budget:	162.00	162.00	162.00
Level 001 - -			Budget:	190.24	190.24	190.24
10.00% Overhead Markup			Budget:	104.63	104.63	104.63
5.00% Profit Markup			Budget:	21.97	21.97	21.97
1.00% Insurance Markup			Budget:	22.19	22.19	22.19
1.00% Bond Markup			Budget:			

1,902.45



MAGNUM
BUILDERS

Potential Change Orders

Detailed, Grouped by Each Number

2/13

BILL MARIOTTI SITE DEVELOPMENT CO., INC.
4559 MARIOTTI COURT
SARASOTA, FLORIDA 34233
(941) 921-7511 FAX (941) 925-8482

PROPOSAL AND CONTRACT

TO: Magnum Builders
ATTN: Clint Riley
OFFICE PH: 204-8942
CELL: 204-8942
EMAIL: criley@magnumbuilders.com

C/O #1

As requested, Bill Mariotti Site and Development Co., Inc., Contractor, is pleased to submit a cost proposal to you as Owner for furnishing all labor and materials required for the performance of the following described work:

1. LOCATION: SRQ Airport Parking Lot Expansion-Phase 2
6000 Airport Circle
Sarasota, FL 34243

2. DESCRIPTION OF WORK:
***Remove and Dispose of One Pine Tree, and Stump**

3 Laborers 3/hours	\$ 342.00
Excavator 2.5/hours	\$ 312.50
Dump Truck	\$ 150.00
Dump Fees	\$ 925.00
Sub-Total	\$1,729.50
10% O.H.	\$ 172.95
Total	\$1,902.45

NOTE: No permits
No Stump Grinding

3. PRICE AND PAYMENT

IN FULL UPON COMPLETION

This contract shall become binding only upon written acceptance by an authorized agent of Mariotti or upon commencement of the work. This Contract constitutes the entire understanding of the parties, and other understanding, collateral, verbal or otherwise, shall be binding unless in writing, signed by both parties. Notwithstanding the foregoing, if we are verbally directed to perform work beyond that described above, you agree to pay us for that work. This proposal expires 30 days from date hereof, but may be accepted at any later date at the sole option of the Company. If the work takes more than 30 days to complete, progress payments shall be made monthly and invoiced based on our estimate of the percentage of materials stored on site and of work completed during the period. Payments overdue for more than 30 days shall accrue interest at 1.5%. We shall not be responsible for underground utilities, other objects buried sub-grade, or labor or materials not furnished and installed by us. New pavement will tend to "scuff" or "mark" within the first twelve (12) months after placement due to the curing process of asphalt. If a legal dispute arises about the interpretation or enforcement of this agreement, the prevailing party is entitled to attorney fees. Tests, permits, layout and as-builts by others. Due to the rapid escalation of petroleum products the above price is subject to change to equal the amount of the price increase(s). Not responsible for condition of existing base & sub-base materials. No other work is to be assumed other than what is specifically stated in this proposal/contract.

ACCEPTED: _____ **BILL MARIOTTI SITE DEVELOPMENT CO., INC.**

DATE: _____ **BY:** Bill Mariotti 5/3/2021



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 031 12/15/2021 Additional 2" Bore to Air Cargo Approved

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
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Additional 2" bore from existing manhole to telephone room in Air Cargo.

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
3.00	3.00		14,498.86	14,498.86	14,498.86

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - WINTEC -	12/22/2021		Budget:	12,305.78	12,305.78	12,305.78
Additional 2" Bore to Air Cargo						
Level 001 - -			Budget:	1,230.58	1,230.58	1,230.58
10.00% Overhead Markup						
Level 002 - -			Budget:	676.82	676.82	676.82
5.00% Profit Markup						
Level 003 - -			Budget:	142.13	142.13	142.13
1.00% Insurance Markup						
Level 004 - -			Budget:	143.55	143.55	143.55
1.00% Bond Markup						



PROPOSED CHANGE ORDER

CCN #
 Date: 10/27/2021
 Project Name: SRQ Parking Lot
 Project Number: E-2121
 Page Number: 1

Client Address:

Magnum Builders
 Contact: Clint Riley
 4545 Northgate Blvd.
 Sarasota, FL 34234

Work Description

We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.

This price is good for acceptance within 10 days from the date of receipt.

We request a time extension of 3 days.

We will supply and install all materials, labor, and equipment as per your instructions on .

1. Price to bore in 2" conduit from closest existing manhole to telephone room (approx. 400') at Air Cargo.

Itemized Breakdown

Description	Qty	Net Price	U	Total Mat.	Labor	U	Total Hrs.
2" CONDUIT - PVC40	100	290.00	C	290.00	9.50	C	9.50
2" ELBOW 90 DEG - PVC40	4	583.88	C	23.36	50.00	C	2.00
2" COUPLING - PVC	8	142.56	C	11.40	0.00	C	0.00
2" END BELL - PVC	3	785.34	C	23.56	7.50	C	0.23
PVC GEMENT STANDARD (1-PINT)	1	15.71	E	15.71	0.63	E	0.63
12x 12x 4" J-BOX W/ CVR NO HUBS - PVC	1	8,965.00	C	89.65	100.00	C	1.00
STANDARD UTILITY PULLBOX	1	523.00	E	523.00	6.00	E	6.00
labor	1	0.00	E	0.00	80.00	E	80.00
Totals	119			976.68			99.36

Summary

General Materials		976.68
Material Tax	(@ 7.000 %)	68.37
Material Total		1,045.05
JOURNEYMAN	(49.68 Hrs @ \$65.00)	3,229.20
Apprentice	(49.68 Hrs @ \$50.00)	2,484.00
Subtotal		6,758.25
Overhead	(@ 10.000 %)	675.83
Markup	(@ 5.000 %)	371.70
Subtotal		7,805.78
Bore	(\$4,500.00 + 0.000 % + 0.000 % + 0.000 %)	4,500.00
Subtotal		12,305.78
Final Amount		\$12,305.78

CONTRACTOR CERTIFICATION

ORIGINAL

PROPOSED CHANGE ORDER

Client Address:

Magnum Builders
4545 Northgate Blvd.
Sarasota, FL 34234

CCN #	CARGO
Date:	10/27/2021
Project Name:	SRQ Parking Lot
Project Number:	E-2121
Page Number:	2

Name:	_____
Date:	_____
Signature:	_____

I hereby certify that this quotation is complete and accurate based on the information provided.

CLIENT ACCEPTANCE

CCN #	CARGO
Final Amount:	\$12,305.78
Name:	_____
Date:	_____
Signature:	_____
Change Order #:	_____

I hereby accept this quotation and authorize the contractor to complete the above described work.

ORIGINAL



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 6000 Airport Circle Sarasota, FL 34243	Project # 2104 Tel: 941-351-5560 Fax: 941-358-9318	Magnum Builders of Sarasota, Inc.
--	---	-----------------------------------

PCO #: 033	12/15/2021	ESI#3 Electrical Changes	Approved
-------------------	-------------------	---------------------------------	-----------------

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Consultant Directive			

Notes	Task Name	Revenue Code
Electrical changes per ESI#3.		

Summary:

Requested Days:	Approved Days:		Proposed	Approved	Applied
15.00	15.00	Budget:	53,903.36	53,903.36	53,903.36

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - WINTEC -	12/22/2021		Budget:	45,750.00	45,750.00	45,750.00
ESI#3 Electrical Changes						
Level 001 - -			Budget:	4,575.00	4,575.00	4,575.00 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	2,516.25	2,516.25	2,516.25 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	528.41	528.41	528.41 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	533.70	533.70	533.70 ✓
1.00% Bond Markup						



9-17-21

**Magnum Builders of Sarasota
4545 Northgate Ct.
Sarasota, FL 34234**

Attention: Clint Riley
Reference: SRQ ESI 003., Sarasota, FL
Electrical Proposal

This bid is based upon electrical plans and specifications prepared by A.I.D.
*Any resulting subcontract shall be the current edition of AIA 401 document.
Overhead and profit to be added to the cost of any changes in the work performed by Windemuller Technical Services, Inc. shall be 10% overhead and 5% profit, as outlined by the latest edition of National Price Services. When work is performed by subcontractors of Windemuller Technical Services, Inc. 10% overhead and 5% profit shall be added to that portion of work. This quotation is based upon the above referenced drawings/specifications. This quotation is valid for 60 days.*

Bid Total \$ 45,750.00

Scope of Work:

Inclusions:

1. Provide and install 3 new bases & 3-4' poles for license plate readers (LPR).
2. Provide and bore 400' for new light pole location and LPR locations.
3. Prove and install new handholes per plans and specifications.
4. ACCI to provide and install 14 new OSP cables, 9 cables will be spares for future use, 3 are new location, 2 are to extend previous location. Terminate and test 3 new.
5. ACCI to provide and install 3 new patch panels in existing cabinets.
6. ACCI to provide and install 3 new surge protectors and 1 PEO extender.
7. Credit for removal of ER-5 included.
8. All work to be done during normal business hours Mon. thru Fri. 7a.m.-5p.m.
9. All work to meet or exceed National Electrical Code.

Exclusions:

1. Utility charges and/or Fees are not included.
2. Cameras provided by owner.
3. Temporary power and/or lighting not included.
4. All/any concrete by others.
5. Permit is not included and is assumed to be by sub-form.
6. Waterproofing of any penetrations.
7. Painting of electrical conduit or equipment.
8. General Conditions: Tax for material is included for all material. Bond costs are not included and are to be added at cost of 1.7% or as listed above. Purchase Order or, an approved modified contract, is to be used for purposes of legal agreement to perform the work described in this proposal by Windemuller Technical Services.
9. Performance & payment bond is not included and is to be added if required.

If you have any questions or need additional information, please call me anytime.
Best Regards,

Justin Wegrzyn
Estimator/Project Manager

1611 Northgate Blvd. • Sarasota, FL 34234 • (941) 355-8822 • Fax (941) 359-1219
EC #13006634 • justin@windemuller.com



Potential Change Orders

Detailed, Grouped by Each Number

SRQ Parking Lot Expansion Phase 2 Project # 2104 Magnum Builders of Sarasota, Inc.
 6000 Airport Circle Tel: 941-351-5560 Fax: 941-358-9318
 Sarasota, FL 34243

PCO #: 034 12/15/2021 Rainbird Irrigation Power Conductor/Conduit T&M Approved

Category	Reason	Reference	COR Number	PCCO Number
Change Order	Owner Directive			

Notes	Task Name	Revenue Code
Pricing via T&M as agreed by Cameron for the replacement of the old existing rainbird conductor that was not installed in the conduit.		
Revised labor rates.		

Summary:

Requested Days:	Approved Days:	Budget:	Proposed	Approved	Applied
5.00	5.00		8,473.07	8,473.07	8,473.07

Itemized Details:

General Description	Quote Due	Quote Rec'd	Allocation	Proposed	Approved	Applied
001 - WINTEC -	12/22/2021		Budget:	7,191.45	7,191.45	7,191.45
Rainbird Irrigation Power Conductor/Conduit T&M						
Level 001 - -			Budget:	719.14	719.14	719.14 ✓
10.00% Overhead Markup						
Level 002 - -			Budget:	395.53	395.53	395.53 ✓
5.00% Profit Markup						
Level 003 - -			Budget:	83.06	83.06	83.06 ✓
1.00% Insurance Markup						
Level 004 - -			Budget:	83.89	83.89	83.89 ✓
1.00% Bond Markup						



PROPOSED CHANGE ORDER

CCN # T&M RAINBIRD
 Date: 12/16/2021
 Project Name: SRQ Parking Lot
 Project Number: E-2121
 Page Number: 1

Client Address:

Magnum Builders
 Contact: Clint Riley
 4545 Northgate Blvd.
 Sarasota, FL 34234

Work Description

We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.
 This price is good for acceptance within 10 days from the date of receipt.
 We request a time extension of 3 days.

We will supply and install all materials, labor, and equipment as per your instructions on .
 1. Provide power to Rainbirds on a time and material basis.

Itemized Breakdown

Description	Qty	Net Price	U	Total Mat.	Labor	U	Total Hrs.
3/4" LOCKNUT - STEEL	2	43.21	C	0.86	0.00	C	0.00
3/4" BUSHING - PLASTIC	2	27.89	C	0.56	0.00	C	0.00
3/4" CONDUIT - PVC40	480	95.00	C	456.00	0.00	C	0.00
3/4" CONDUIT - PVC80	10	177.00	C	17.70	0.00	C	0.00
3/4" ELBOW 90 DEG - PVC40	4	143.34	C	5.73	0.00	C	0.00
3/4" COUPLING - PVC	6	38.80	C	2.33	0.00	C	0.00
3/4" ADAPTER MALE - PVC	2	67.62	C	1.35	0.00	C	0.00
3/4" TYPE LB STD CONDUIT BODY - PVC	2	834.94	C	16.70	0.00	C	0.00
PVC CEMENT STANDARD (1-QUART)	1	24.01	E	24.01	0.00	E	0.00
#10 THHN BLACK	500	339.00	M	169.50	0.00	M	0.00
#10 THHN WHITE	500	339.00	M	169.50	0.00	M	0.00
#10 THHN GREEN	500	339.00	M	169.50	0.00	M	0.00
WIRE CONN RED (#16 TO #10)	15	17.18	C	2.58	0.00	C	0.00
TRENCH (6"x 3' DEEP)	480	0.00	E	0.00	0.00	E	0.00
Labor	1	0.00	E	0.00	89.00	E	89.00
Totals	2,505			1,036.32			89.00

Summary

General Materials		1,036.32
Material Tax	(@ 7.000 %)	72.54
Material Total		1,108.86
JOURNEYMAN	(44.50 Hrs @ \$65.00)	2,892.50
Apprentice	(44.50 Hrs @ \$50.00)	2,225.00
Subtotal		6,226.36
Overhead	(@ 10.000 %)	622.64
Markup	(@ 5.000 %)	342.45
Subtotal		7,191.45
Final Amount		\$7,191.45

ORIGINAL

AGENDA ITEM NO. 6.3

**SARASOTA MANATEE AIRPORT AUTHORITY
FEBRUARY 15, 2022 MEETING
STAFF NARRATIVE**

**REQUEST FOR APPROVAL: INTERGOVERNMENTAL AGREEMENT FIRE MARSHAL SERVICES
IN UNINCORPORATED SARASOTA COUNTY**

EXECUTIVE SUMMARY: Staff requests approval of an intergovernmental agreement authorizing the SMAA Fire Marshal to function as the Authority Having Jurisdiction (AHJ) as to portions of the Airport in unincorporated Sarasota County

NARRATIVE: Staff has negotiated an intergovernmental agreement with Sarasota County whereby the SMAA Fire Marshal will be designated as the Authority Having Jurisdiction (AHJ) within the portions of the Airport within unincorporated Sarasota County, including but not limited to the ticket and baggage wings, and adjacent apron areas; the southern six gates of Airside B; the curbside areas; and rental car and passenger short-term parking areas, and, specifically, to:

- Read, interpret, and enforce federal, state, and county fire prevention and life safety codes and regulations; and
- Perform detailed inspections of buildings and facilities for compliance with pertinent codes and regulations; and
- Review and approve building and construction plans for any Airport or tenant improvements; and
- Conduct periodic inspections.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority approve the attached Intergovernmental Agreement and authorize the chairman to execute it.

Attachment: Intergovernmental Agreement

**INTER-GOVERNMENTAL AGREEMENT BETWEEN
SARASOTA-MANATEE AIRPORT AUTHORITY
AND
SARASOTA COUNTY**

Fire Marshal Services within Airport Boundaries

THIS INTER-GOVERNMENTAL AGREEMENT, hereinafter “Agreement” is made and entered into as of the date of execution by both parties, by and between the SARASOTA MANATEE AIRPORT AUTHORITY (the “Authority”), an independent district of the State of Florida; and SARASOTA COUNTY, a political subdivision of the State of Florida (“Sarasota County”).

WITNESSETH

WHEREAS, Sarasota County is empowered pursuant to s. 125.01(1)(d), Florida Statutes to provide fire protection, including the enforcement of the Florida Fire Prevention Code, as provided in ss. 633.206 and 633.208, and adopt and enforce local technical amendments to the Florida Fire Prevention Code as provided in those sections and pursuant to s. 633.202; and

WHEREAS, Sarasota County operates its own fire department which delegates to its Fire Marshal the authority to function as the “jurisdiction having authority” (“JHA”) to enforce the Florida Fire Prevention Code within unincorporated Sarasota County; and

WHEREAS, the Authority is a body politic and corporate empowered pursuant to Ch. 2003-309, Laws of Florida, as amended, to acquire and operate any airport facilities within either or both of the Counties of Sarasota and Manatee, and, as such is the owner and operator of the Sarasota Bradenton International Airport (the “Airport”); and

WHEREAS, Sec. 5.(22) of Ch. 2003-309, as amended by Ch. 2015-185, Laws of Florida, authorizes and empowers the Authority to enforce the Florida Fire Prevention Code within the Enclave of the Airport, which, pursuant to Sec. 2.(4) thereof, consists of those lands owned by the Authority in unincorporated Manatee County, including the air operations area and various tenant parcels, which are not within the boundaries of the Cedar Hammock Fire Control District and not within the boundaries of the Southern Manatee Fire Control District; and

WHEREAS, most of the air carrier terminal area is located within unincorporated Sarasota County, including but not limited to the ticket and baggage wings, and adjacent apron areas; the southern six gates of Airside B; the curbside areas; and rental car and passenger short-term parking areas; whereas the northern seven gates of Airside B are within the Enclave area of unincorporated Manatee County; and

WHEREAS, the Sarasota County Fire Marshal is the “authority having jurisdiction” (AHJ) with responsibility for exercising building plans review, permitting and inspection responsibilities throughout portions of the Airport, including the air carrier terminal area, within unincorporated Sarasota County; and

WHEREAS, by virtue of the aforesaid Sec. 5.(22) of Ch. 2003-309, Laws of Florida, the Authority possesses concurrent power to function as the AHJ in the north half of the airside wing, and, in order to achieve maximum efficiency, Sarasota County now proposes to delegate to the Authority, and the Authority is prepared to accept, AHJ responsibility for reviewing and approving building and

construction plans and conducting inspections for the portions of the Airport within unincorporated Sarasota County; and

WHEREAS, in order to achieve maximum efficiency, the parties now propose that Sarasota County delegate to the Authority, AHJ responsibility for reviewing and approving building and construction plans and for conducting inspections for the portions of the Airport within unincorporated Sarasota County.

NOW THEREFORE, in consideration of the mutual terms, conditions and promises hereafter set forth, the Sarasota-Manatee Airport Authority and Sarasota County agree as follows:

1. The Authority's Fire Marshal is hereby designated as the Authority Having Jurisdiction (AHJ) to enforce the Florida Fire Prevention Code within those portions of unincorporated Sarasota County within the boundaries of the Airport, including but not limited to the ticket and baggage wings, and adjacent apron areas; the southern six gates of Airside B; the curbside areas; and rental car and passenger short-term parking areas, and, specifically, to:
 - (a) Read, interpret, and enforce federal, state, and county fire prevention and life safety codes and regulations;
 - (b) Perform detailed inspections of buildings and facilities for compliance with pertinent codes and regulations;
 - (c) Review and approve building and construction plans for any Airport or tenant improvements; and
 - (d) Conduct periodic inspections.

The Authority's Fire Marshal shall be properly accredited and certified to provide the services listed above.

2. All construction plan applications for Airport or Airport tenant improvements shall be submitted through Sarasota County's online electronic permitting system; whereupon Sarasota County shall assign to the Authority's Fire Marshal, the responsibility for performing fire prevention and life safety code review and inspections; and the Authority's Fire Marshal shall thereafter submit any review comments, recommendations and/or inspection reports, into the online electronic permitting system. Responsibility for issuance of permits and certificates of occupancy shall remain with Sarasota County.
3. The Building Code Board of Adjustments and Appeals, pursuant to Sarasota County Code Chapter 22, Article II is designated as the local administrative board to which any decision regarding plan approval made by the local fire department official and the local Building Official may be appealed in the same manner as other matters are dealt with by the Building Code Board of Adjustments and Appeals.
4. No party to this Agreement is an agent, representative or partner of the other. Neither party shall have any right, power or authority to enter into any agreement for, or on behalf of, or incur any obligation of liability of, or to otherwise bind, the other party. This Agreement shall not be interpreted or construed to create an association, agency, joint venture, or partnership between the parties or to impose any liability attributable to such a relationship upon either party.
5. Any fees necessary to cover the costs of any inspections, review of plans and specifications or the administration of this Agreement may be established by resolution of the Sarasota County Board of County Commissioners, except to the extent such services are provided by the Authority rather

than Sarasota County. Such reduction in fees for services provided by the Authority shall be provided by resolution of the Sarasota County Board of County Commissioners. However, there shall be no reduction in the fire services special assessment payable by the Authority.

6. In the event either party hereunder desires or is required to provide any notice to the other party, the party desiring or required to provide such notice shall provide it in writing by US Postal Service, by national courier, or by hand delivery, to the other party at the address listed below:

If to SARASOTA COUNTY

Jonathan Lewis, County Administrator
1660 Ringling Blvd.
Sarasota, FL 34236
jrlewis@scgov.net

If to SARASOTA-MANATEE
AIRPORT AUTHORITY

Fredrick J. Piccolo, President/CEO
6000 Airport Circle
Sarasota, FL 34243
fredrick.piccolo@srq-airport.com

A party may update its notice address at any time upon written notice to the other party.

7. Sarasota County, as a political subdivision defined in Section 768.28, Florida Statutes, shall be solely responsible to the limits set forth in such statute for its own negligent acts or omissions. Nothing contained herein shall be construed to be a waiver by Sarasota County of any protections under sovereign immunity, Section 768.28 Florida Statutes, or any other similar provisions of law. Nothing contained herein shall be construed to be a consent by Sarasota County to be sued by third parties in any matter arising out this or any other agreement.
8. The Authority, as a political subdivision defined in Section 768.28, Florida Statutes, agrees to be fully responsible to the limits set forth in such statute for its own negligent acts or omissions, and agrees to indemnify Sarasota County up to the statutory tort limits for any damages caused by said acts or omissions. Nothing contained herein shall be construed to be a waiver by the Authority or any protections under sovereign immunity Section 768.28 Florida Statutes, or any other similar provisions of law. Nothing contained herein shall be construed to be a consent by the Authority to be sued by third parties in any matter arising out of this or any other agreement.
9. This Agreement shall commence upon the date of the last signatory hereto and shall be renewed annually for one-year terms unless terminated by either party. Either Party may terminate this Agreement without cause and without penalty, upon ninety (90) days written notice to the other party.
10. Should any section, sentence or clause of this Agreement be deemed unlawful by a court of competent jurisdiction, no other provision hereon shall be affected and all other provisions of this Agreement shall continue in full force and effect to the extent permitted by law.
11. Dispute Resolution. In the event of a dispute between Authority and County regarding the delivery of services under this Agreement, the Authority's Fire Marshal and the County Emergency Services Director shall negotiate a mutually acceptable resolution. The decision of the Authority's Fire Marshal and County Emergency Services Director shall be final. In the event the Authority Fire Marshal and County Emergency Services Director are unable to agree, the

matter shall be referred to the County Administrator and Authority President/CEO. If they are unable to agree, either party may bring a civil action. The parties expressly waive the provisions of Chapter 164, Florida Statutes.

12. Each of the Parties hereby knowingly, voluntarily, and intentionally waives the right either of them may have to a trial by jury in respect to any litigation based hereon, or arising out of, under or in connection with this Agreement.
13. This Agreement shall be construed and interpreted under the laws of the State of Florida without giving effect to principles of conflict of laws, except where specifically preempted by federal law. The Parties mutually agree that the exclusive venue with respect to any litigation in connection with this Agreement shall be in the State Courts in and for Sarasota County, Florida.
14. This Agreement may be modified or amended only by mutual written consent of the Parties.
15. This Agreement and the provisions hereof are for the exclusive benefit of the Parties hereto and their affiliates and not for the benefit of any third person, nor shall this Agreement be deemed to confer or have conferred any rights, express or implied, upon any other third person.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the last date written below.

SARASOTA COUNTY

**BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA**

By: _____
Chair

ATTEST:

KAREN E. RUSHING, Clerk of the
Circuit Court and Ex-Officio Clerk of
The Board of County Commissioners of
Sarasota County, Florida

By: _____
Deputy Clerk

Date Signed

Approved as to form and correctness:

By: _____
County Attorney

**SARASOTA-MANATEE
AIRPORT AUTHORITY**

Chairman

ATTEST:

Secretary

Date Signed

6638636.v1

AGENDA ITEM NO. 6.4

**SARASOTA MANATEE AIRPORT AUTHORITY
FEBRUARY 15, 2022 REGULAR MEETING
STAFF NARRATIVE**

**REQUEST TO AWARD
FBO LEASE AND DEVELOPMENT AGREEMENT
TO SHELTAIR AVIATION SRQ, LLC**

EXECUTIVE SUMMARY: Requesting award of an FBO Lease and Development Agreement to Sheltair Aviation SRQ, LLC.

NARRATIVE: Total fuel flowage at the Airport increased around 28% during the past five years, from 672,878 gallons in FY 2017, to 861,178 gallons in FY 2021. During the same time period, Jet-A fuel increased around 41%, from 547,181 gallons in FY 2017, to 771,517 gallons in FY 2021, and Av-Gas increased around 11%, from 80,456 gallons in FY 2017, to 89,539 gallons in FY 2021.

In response to the growth in fuel sales, in FY 2021, the Authority received two unsolicited inquiries from two national FBO chains, including REW Investments, a privately held affiliate of Million Air Interlink, Inc. ("Million Air"), and Sheltair Aviation SRQ, LLC ("Sheltair"), each requesting an opportunity to develop and operate an additional FBO (FBO) on the Airport. In reply, on October 29, 2021, staff issued an Invitation for Proposal (ITP) to each firm for award of an FBO Lease and Development Agreement ("Agreement") at the Airport located on a 20-acre site in the Airport's North Quadrant, identified in the Airport's Master Plan for general aviation development.

The proposed Initial Term of the Agreement to be awarded is 30 years, with one 10-year Renewal Term, subject to compliance with all terms and conditions of the Agreement. Based on an appraisal of the property obtained by the Authority, the proposed initial land rental rate is \$0.45/SF, subject to CPI adjustments every three years thereafter, and the proposed initial fuel flowage fee is \$0.09/gallon, consistent with all other FBOs on the Airport.

The ITP submittal requirements included: 1) a statement of qualifications and experience; 2) an audited set of financial statements; 3) an executed affidavit and memorandum of agreement of required business terms; 3) a commitment to comply with the airport minimum standards and rules and regulations; 4) a proposed minimum capital investment; 5) a description of the proposed minimum capital investment; 6) a funding plan for the proposed minimum capital investment; 7) a development plan for the proposed minimum capital investment; 8) a description of the aeronautical services to be provided; 9) bios and resumes of the proposed on-site management team; 10) a proposed business and marketing plan; 11) a proforma income statement; and 12) an answer to why their firm should be selected.

Pass or fail criteria were also established in the ITP as a prerequisite for the consideration of each proposal received including each firm's: 1) legal structure; 2) qualifications and experience; 3) financial capability to perform; and 4) execution of affidavit and memorandum of agreement of required business terms. Each proposal that passed the pass-fail criteria were also ranked by staff based on preestablished ranked criteria that included: 1) team qualifications and experience, on-site general manager and management team bios and resumes; 2) the proposed minimum initial capital investment, source of funds and continued investment; 3) the architectural design, site locations, architectural renderings, vertical drawings, and floor plans of the proposed improvements; 4) operational plan, services to be provided, the companies and individual who

will provide services, and their business and marketing plan; and 5) their pro-forma income statement with stated assumptions.

In response to the Authority's ITP, on December 10, 2021, staff received a proposal from each firm invited, which proposals, including the proposed value of initial investments, are summarized in part on the attached exhibit. Based on staff's evaluation of each proposal received, the preestablished pass or fail criteria, and the preestablished ranked criteria, the President/CEO recommends award of the proposed Lease and Development Agreement to Sheltair Aviation SRQ, LLC.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority Board approve an award of an FBO Lease and Development Agreement to Sheltair Aviation SRQ, LLC.

ATTACHMENT: Summary of Proposals for FBO Lease and Development Agreement at Sarasota Bradenton International Airport.

SUMMARY OF PROPOSALS
-
INVITATION FOR PROPOSALS
FBO DEVELOPMENT AND OPERATION

	SHELTAIR	MILLION AIR	
PASS/FAIL CRITERIA			NOTES
Entity's Legal Structure	Pass	Pass	Sheltair - New LLC filed with IRS and State of FL
Qualifications and Experience	Pass	Pass	Sheltair - Additional Real Estate Development Experience
Financial Capability to Perform	Pass	Fail	Million Air - Funding Contingent on Equity Investment
			Million Air - No Audited Financial Statements Received
Execution of Affidavit & MOA	Pass	Pass	Million Air - Redlined Copy Received w/o Explanations
TOTAL	PASS	FAIL	
RANKED CRITERIA			
Management Team	Initial Team Identified	Initial Team Not Identified	Sheltair - On-Site Manager w/23 Yrs. FBO Experience
Initial Investment	\$32,415, 873	\$28,300,000	Sheltair - Additional \$4,115,873 or 15% Initial Investment
Architectural Design	Tie	Tie	Each Firm Demonstrated Superior Design Standards
Operational Plan	First	Second	Sheltair - Identified All 3 rd Party Service Providers
Pro-Forma Forecast	First	Second	Sheltair - Submitted Detailed Proforma Statements
TOTAL	FIRST 4 OF 5	FIRST 0 OF 5	

AGENDA ITEM NO. 6.5

**SARASOTA MANATEE AIRPORT AUTHORITY
FEBRUARY 15, 2022, MEETING
STAFF NARRATIVE**

REQUEST FOR APPROVAL: #B-220003

REPLACEMENT ROOF FOR THE AIR CARGO BUILDING

EXECUTIVE SUMMARY: Staff requests Board approval of a contract award to Allied Roofing, Inc. to provide for an experienced and qualified firm capable of providing the technical, administrative skills, and installation expertise in replacing the current roof at the Air Cargo Building.

NARRATIVE: Staff assembled a Proposal package to secure the services of an experienced and qualified firm capable of providing the technical and administrative skills, and installation expertise in supplying a replacement roof for the Air Cargo Building. This is to replace the original gravel-tar roof when building was built in 1988.

In accordance with Authority policy, a Request for Proposal(#B-220003) was publicly noticed through the Bradenton Herald and Sarasota Herald Tribune. The Proposal was distributed on December 8, 2021, through Onvia/DemandStar to notify 334 suppliers. There were 18 firms that requested and downloaded solicitation documents for this project. A Mandatory Pre-Bid conference was held on December 22, 2021. On January 18, 2022, Purchasing received ten (10) responses.

After a thorough Committee review of all bids, Allied Roofing, Inc. was deemed as the lowest, responsive, responsible bidder meeting all specification requirements. This was a budgeted Fiscal Year 22 project for \$275,000. The winning bid was for \$214,000. Allied Roofing also has the needed materials for this project in house, ensuring price and supply in this very trying market.

RECOMMENDATION: It is hereby recommended that the Sarasota Manatee Airport Authority Board approve the award of the Replacement Roof for the air Cargo to Allied roofing, Inc. in the amount of \$214,000. Staff also requests authorization to prepare any and all documents necessary to implement this action.

Attachment: Bid Tabulation Sheet

BID TABULATION

DUE: TUESDAY, January 18, 2022 at 3:00 P.M.

B-220003 ROOF REPLACEMENT FOR AIR CARGO BUILDING

FIRM	BASE BID	LIGHTING PROTECTION REMOVAL AND INSTALL	MOISTURE TESTING	REPAIR ROOF WHER A/C REMOVED	Projected price increase		Estimated final Installation Price
ALLIED ROOFING, INC., PO Box 15238, Tampa, FL 33684	\$197,250	\$14,120	\$1,980	\$650	Quote good until third quarter	\$214,000	\$214,000
AMERITECH ROOFING SYSTEMS 49450 E.Hwy 27 E., Clewiston, FL 33440	324747	9370	1350		15% potential price increase	\$335,467	\$ 385,787.05
ADVANCED ROOFING 4909 West Knollwood St., Tampa, FL 33634	179787	19033	1527	915	12% potential price increase	\$201,262	\$ 225,413.44
JR & CO., 10972 Enterprise Ave., Bonita Springs, FL 34135	193,605	26620	2090	650	10% after 02/01	\$222,965	\$ 245,261.50
JDC COMMERCIAL & RESIDENTIAL ROOFING, 207 E. Robinson St., Ste. E, Brandon, FL 33511	QUOTED 50 MIL MATERIAL, NOT REQUESTED 60 MIL						
MGM CONTRACTING, INC., 1121 Peachtree St., Cocoa, FL 32922	537500	13520	cluded in base Price	320	5% in 3-4 months	\$551,340	\$ 567,880.20
NAILED IT ROOFING SOLUTIONS, 7816 102nd Ave., Vero Beach, FL 32967	DID NOT BID						
R&D CONSTRUCTION & ROOFING, 13375 SW 128 St. #103, Miami, FL 33186	236931	18200	3425	2000	No Estimate Given	\$260,556	\$ 260,556.00
RYMAN ROOFING, INC., 36413 State Rd. 54, Zephyrhills, FL 3541	190,363	17,000	4615	350	10% increase anticipated install 4th qtr.	\$212,328	\$ 233,560.80
SOUTHERN ROOFING CO., INC., 1727 Cypress St., Tampa, FL 33606	234767	14570	2386	1939	10% per qtr, 4-9 months	\$253,662	\$ 279,028.20
SUTTER ROOFING, 8284 Vico Ct., Sarasota, FL 34240	283620	15000	1850	250	10% 8 months install	\$300,720	\$ 330,792.00

Committee Member Signature *E. W. Moore* Date: 1-26-22

Committee Member Signature *Judy A. Rish* Date: 1/26/22

Committee Member Signature *Robert Joseph* Date: 1-26-22

AGENDA ITEM NO. 6.6

**SARASOTA MANATEE AIRPORT AUTHORITY
February 15, 2022 MEETING
STAFF NARRATIVE**

REQUEST FOR APPROVAL: ONE TIME ADDITION TO EMPLOYEE INCENTIVE PLAN POLICY

EXECUTIVE SUMMARY: Staff is requesting the Board approve a one-time addition to the SMAA Employee Incentive Plan Policy to recognize its employees' dedication and hard work associated with the substantial increase in passengers for CY 2021. The Board is requested to approve payment of \$500 to full-time and \$250 to part-time and substitute employees hired on or before September 30, 2021. The total cost of the FY 21 Employee Incentive Plan, including the approved one-time addition, would be \$50,000 less than the cost of the FY 20 Employee Incentive Plan.

NARRATIVE: The Board approved an Employee Incentive Plan Policy at its May 2017 meeting to recognize its employees' dedication and hard work, and to reward them for their contributions to the Authority's Operating Margin. With the substantial increase in passengers, the Authority added employees and created new positions. Even with the addition of these new positions, employees were working at full capacity to keep up with the increased traffic. When employees were asked to direct parking of cars, drive shuttle busses, manage lines at the checkpoint, and other duties outside their job assignments, they responded in an exceptional manner. No matter what tasks they were asked to perform, employees "stepped up" and did whatever it took to make sure we continued to give our passengers the best customer service possible under the sometimes-daunting circumstances.

With the Employee Incentive Plan based on the Authority's Operating Margin, it rewards those employees employed at least 6 months during the fiscal year; however, we think it is important to also reward those employees hired after April which includes all the newly hired baggage handling and floor maintenance personnel. These employees provided crucial assistance during the overwhelming Thanksgiving and Holiday traffic.

Given this exceptional performance and the fact this addition would be \$50,000 less than last year's payment, the Board is requested to permit a one-time only addition of \$500 to full-time and \$250 to part-time and substitute employees hired on or before September 30, 2021.

RECOMMENDED MOTION: It is hereby recommended that the Sarasota Manatee Airport Authority approve a one-time addition to the incentive plan policy of \$500 to full-time and \$250 to part-time and substitute employees hired on or before September 30, 2021

AGENDA ITEM NO. 7.1

**Sarasota Manatee Airport Authority
Balance Sheet
December 31, 2021**

Assets*Current Assets*

Cash & Investments	\$46,256,262
Accounts Receivable	912,197
Grants Receivable	2,094,268
Accrued Interest Receivable	9,908
Inventory	309,415
Prepaid Insurance	231,227
Prepaid Expense & Other Assets	1,228,621
<i>Total Current Assets</i>	<u>51,041,897</u>

Non-Current Assets

<i>Customer Facility Funds</i>	8,654,226
<i>Passenger Facility Funds</i>	215,965
Airport Facilities & Equipment	333,218,174
Accumulated Depreciation	(197,978,412)
Intangible Assets, net	136,340
Construction in Progress	37,238,014
<i>Total Non-Current Assets</i>	<u>181,484,307</u>

Total Assets**\$232,526,205****Deferred Outflow of Resources - Pension****1,058,636****Liabilities and Net Position***Current Unrestricted Liabilities*

Accounts Payable	1,486,133
Unearned Income	38,467
Accrued Expenses & Other Liabilities	1,067,693
<i>Total Unrestricted Liabilities</i>	<u>2,592,293</u>

Non-Current Liabilities

Net Pension Liabilities	3,723,725
<i>Total Non-Current Liabilities</i>	<u>3,723,725</u>

Total Liabilities**6,316,018****Deferred Inflow of Resources - Pension****1,277,223****Net Position**

Net Assets	218,674,740
Current Profit Account	7,316,860

Total Net Position**225,991,600**

Sarasota Manatee Airport Authority
Budget/Year to Date Actual
For the Period Ending December 31, 2021

	<u>This Month</u> <u>This Year</u>	<u>Total</u> <u>Budget</u>	<u>Year to Date</u> <u>This Year</u>	<u>Budget Less</u> <u>Actual YTD</u>	<u>Actual</u> <u>YTD %</u>
Airline Rentals, Fees and Charges					
Landing Fees - Signatory	\$71,809	\$759,862	\$164,272	\$595,590	21.6%
Landing Fees - Nonsignatory	1,382	59,612	4,195	55,417	7.0%
Landing Fees - Nonscheduled	725	0	1,225	(1,225)	0.0%
Preferential Apron Fees	22,880	274,106	68,639	205,467	25.0%
Concourse Circulation	267,127	3,510,739	819,808	2,690,931	23.4%
Baggage Claim Area	62,136	843,486	193,155	650,331	22.9%
Gate Use Fees - Signatory	22,517	197,530	56,419	141,111	28.6%
Terminal and Gate Fees - Nonsignatory	20,080	696,776	61,356	635,420	8.8%
Airline Terminal Rent - Signatory	114,778	1,442,509	348,561	1,093,948	24.2%
Airline Terminal Rent - Nonsignatory	3,432	46,292	9,675	36,617	20.9%
Total Airline Revenues	586,865	7,830,912	1,727,303	6,103,609	22.1%
Non-Airline Revenue					
Air Cargo Facility	14,088	100,000	42,263	57,738	42.3%
Subtotal	14,088	100,000	42,263	57,738	42.3%
Airfield					
Fuel Flowage Fees	50,554	321,000	142,542	178,458	44.4%
Ground Lease Airfield	14,974	180,000	44,921	135,079	25.0%
T-Hangar Facilities	79,394	951,500	238,193	713,308	25.0%
Fixed Base Operators - Rent	59,222	724,500	177,666	546,834	24.5%
Fuel Service - ASIG	6,307	83,000	18,922	64,078	22.8%
Subtotal	210,451	2,260,000	622,243	1,637,757	27.5%
Terminal Building					
RAC Counter Space	14,500	174,000	43,499	130,501	25.0%
Other Terminal Rents	23,375	252,000	70,125	181,875	27.8%
Advertising	32,219	300,000	105,621	194,379	35.2%
Restaurant Services	104,484	1,003,000	267,251	735,749	26.6%
Gift Shop	87,601	911,000	223,447	687,553	24.5%
Miscellaneous	126	900	267	633	29.6%
Vending	1,545	12,000	3,142	8,858	26.2%
Subtotal	263,849	2,652,900	713,351	1,939,549	26.9%
Terminal Area					
Car Rental %	789,877	8,995,000	2,103,034	6,891,966	23.4%
Auto Parking	687,220	5,220,000	2,169,694	3,050,306	41.6%
Ground Transportation	58,039	360,000	106,205	253,795	29.5%
Fuel Flowage Fees - Menzies	67,000	425,000	195,072	229,928	45.9%
RAC Ready Car Spaces	4,620	58,000	13,860	44,140	23.9%
Parking Stickers/Hang Tags	4,579	80,000	17,171	62,829	21.5%
Taxi Cab Service	10,801	105,000	24,374	80,626	23.2%
RAC Buildings Land Rent	42,005	550,000	133,894	416,106	24.3%
Subtotal	1,664,142	15,793,000	4,763,304	11,029,696	30.2%
Non-Aviation Area					
University Self Storage Income	57,762	550,000	170,250	379,750	31.0%
Buildings - Non-Aviation	12,223	315,000	36,669	278,331	11.6%
Common Area Maint - Comm Parke	0	4,500	0	4,500	0.0%
Land - Non-Aviation	48,982	535,000	126,316	408,684	23.6%
Subtotal	118,967	1,404,500	333,234	1,071,266	23.7%
Total Operating Revenue	2,858,360	30,041,312	8,201,698	21,839,614	27.3%
Investment Income + Other Income					
Investment Income					
Interest Earned - Operating	6,556	80,000	10,159	69,841	12.7%
Interest Earned - Other	0	0	0	0	0.0%
Subtotal	6,556	80,000	10,159	69,841	12.7%
Other Income					
Passenger Facility Charges	160,683	8,002,229	824,521	7,177,708	10.3%
Customer Facility Charges	548,515	7,000,000	1,569,937	5,430,064	22.4%
Grant Revenue - Other	(86,460)	0	0	0	0.0%
Grant Revenue - FAA	5,432,601	0	5,432,601	(5,432,601)	0.0%
Grant Revenue - FDOT	0	0	0	0	0.0%
Miscellaneous Income	1,060	10,000	1,589	8,411	15.9%
Miscellaneous Income - LEO	0	0	0	0	0.0%
I.D. Badges	2,052	30,000	8,374	21,626	27.9%
Profit/Loss on Disposal	22,253	15,000	24,510	(9,510)	163.4%
Extraordinary Items	0	0	0	0	0.0%
Asset Writedown/Up on Investments	(24,600)	0	(59,363)	59,363	0.0%
Subtotal	6,056,104	15,057,229	7,802,168	7,255,061	51.8%
Subtotal Investment Income & Other	6,062,660	15,137,229	7,812,327	7,324,902	51.6%
Total Revenues	8,921,020	45,178,541	16,014,025	29,164,516	35.4%

Sarasota Manatee Airport Authority
Budget/Year to Date Actual
For the Period Ending December 31, 2021

	<u><i>This Month</i></u> <u><i>This Year</i></u>	<u><i>Total</i></u> <u><i>Budget</i></u>	<u><i>Year to Date</i></u> <u><i>This Year</i></u>	<u><i>Budget Less</i></u> <u><i>Actual YTD</i></u>	<u><i>Actual</i></u> <u><i>YTD %</i></u>
Utilities					
Electric-Utility	59,523	699,000	107,609	591,391	15.4%
Refuse Collection	(241)	103,500	6,171	97,329	6.0%
Water and Sewer	19,892	129,800	34,452	95,348	26.5%
Subtotal	79,174	932,300	148,232	784,068	15.9%
Personnel					
Salary/Wages	1,159,084	10,159,801	2,483,799	7,676,002	24.4%
Health Insurance	185,638	2,575,830	553,917	2,021,913	21.5%
Retirement	123,834	1,884,999	403,795	1,481,204	21.4%
Social Security	46,258	609,682	151,109	458,573	24.8%
Medicare	11,539	147,317	37,543	109,774	25.5%
Disability	119	6,200	358	5,842	5.8%
Unemployment	0	40,199	0	40,199	0.0%
Worker's Compensation	27,530	302,679	82,591	220,088	27.3%
Employment Expenses	2,730	10,000	2,935	7,065	29.4%
Subtotal	1,556,733	15,736,707	3,716,046	12,020,661	23.6%
Administration					
Advertising	12,449	152,420	44,793	107,627	29.4%
Bad Debts Expense	0	5,000	0	5,000	0.0%
CEO Auto Expenses	1,315	20,000	4,633	15,367	23.2%
Public Relations	2,963	45,000	8,553	36,447	19.0%
Customs	54,227	200,000	96,471	103,529	48.2%
Data Processing	25,419	135,000	73,869	61,131	54.7%
Software Licenses/Annual Support	23,473	187,450	51,309	136,141	27.4%
Dues and Subscriptions	3,463	119,971	55,870	64,101	46.6%
Employee Service Awards	49	6,200	860	5,340	13.9%
Entertainment	4,538	10,000	6,926	3,074	69.3%
Insurance - Property	52,348	666,962	157,045	509,917	23.5%
Insurance - General Liability	6,354	80,413	19,061	61,352	23.7%
Insurance - Surety Bonds	4,024	44,312	12,743	31,569	28.8%
Insurance - Vehicles	6,627	73,371	19,882	53,489	27.1%
Legal Expense	49,440	400,000	130,896	269,104	32.7%
Loss & Safety Program	0	200	0	200	0.0%
Marketing Trade Show Registration	4,378	30,200	11,126	19,074	36.8%
Miscellaneous	20,948	77,700	30,973	46,727	39.9%
Office Supplies and Equipment	3,935	99,125	11,007	88,118	11.1%
Postage	282	5,200	620	4,580	11.9%
Professional Services	61,941	581,825	103,339	478,486	17.8%
Records Retention	731	1,500	791	709	52.7%
Sponsored Events	1,210	5,400	1,478	3,922	27.4%
Taxes	0	35,200	28,389	6,811	80.6%
Telephone Service	42,248	291,720	77,611	214,109	26.6%
Training	4,204	107,860	7,007	100,853	6.5%
Travel	2,262	211,200	10,819	200,381	5.1%
Uniforms	9,941	85,600	19,828	65,772	23.2%
Subtotal	398,768	3,678,829	985,898	2,692,931	26.8%
Operations					
Air Conditioning	6,460	47,000	11,510	35,490	24.5%
Carpentry	2,140	35,000	6,272	28,728	17.9%
Common Area Maint - Comm Parke	707	10,000	1,342	8,658	13.4%
Electrical	695	61,000	6,009	54,991	9.9%
Equipment Rental	235	23,000	1,882	21,118	8.2%
Equipment Repair	18,239	109,200	49,127	60,073	45.0%
Loading Bridge Repair	3,387	48,000	15,598	32,402	32.5%
Conveyor & Belts	11,311	24,000	24,587	(587)	102.4%
Terminal Audio & Paging Repairs	0	19,000	0	19,000	0.0%
Repairs Generator	0	14,000	698	13,303	5.0%
FAA Mandated Security Measures	0	500	0	500	0.0%
Fence and Gate Repair	564	18,000	2,515	15,485	14.0%
Interior Planting	0	1,200	32	1,168	2.7%
Irrigation System	284	11,000	1,420	9,580	12.9%
Janitorial Service	112,648	1,228,677	275,117	953,560	22.4%
Landscape Maintenance	705	54,700	2,586	52,114	4.7%
Miscellaneous Construction	8,944	79,400	41,986	37,414	52.9%
Paint and Markings	10,418	69,000	27,921	41,079	40.5%
Permits & Licenses	0	3,800	96	3,704	2.5%
Paving and Pavement Repairs	0	69,500	0	69,500	0.0%
Plumbing	3,829	41,300	5,736	35,564	13.9%
Radio Equipment Repairs	0	3,500	0	3,500	0.0%
Service Contracts	60,424	960,264	403,735	556,529	42.0%
Shuttle Service	4,059	11,000	6,415	4,585	58.3%
Vehicle Repairs	4,617	73,200	13,481	59,719	18.4%
Subtotal	249,666	3,015,241	898,064	2,117,177	29.8%

Sarasota Manatee Airport Authority
Budget/Year to Date Actual
For the Period Ending December 31, 2021

	<i>This Month This Year</i>	<i>Total Budget</i>	<i>Year to Date This Year</i>	<i>Budget Less Actual YTD</i>	<i>Actual YTD %</i>
Supplies					
Fabrication Supplies	480	18,500	581	17,919	3.1%
Extinguishing Agent	0	15,000	0	15,000	0.0%
First Aid Supplies	3,482	4,000	4,280	(280)	107.0%
Gas & Fuel	9,856	90,000	29,809	60,191	33.1%
Identification	6,210	14,500	7,832	6,668	54.0%
Janitorial Supplies	22,608	183,800	58,931	124,869	32.1%
Lighting	5,495	24,800	7,264	17,536	29.3%
Lighting - Airfield	4,065	50,800	24,141	26,659	47.5%
Miscellaneous Supplies	323	10,000	777	9,223	7.8%
Miscellaneous Terminal Furnishings	0	8,000	0	8,000	0.0%
Non-Capital Equipment	15,623	122,450	39,916	82,534	32.6%
Safety Supplies	0	2,500	1,369	1,131	54.7%
Shop Supplies	748	13,000	4,459	8,541	34.3%
Signage	1,332	52,500	6,645	45,855	12.7%
Small Tools and Equipment	3,525	35,800	13,915	21,885	38.9%
Vegetation Control	1,484	17,000	1,552	15,448	9.1%
Ammunition/Wildlife Disbursement	0	9,750	32	9,718	0.3%
Subtotal	75,230	672,400	201,502	470,898	30.0%
Total Operating Expenses	2,359,571	24,035,477	5,949,742	18,085,735	24.8%
Profit (Loss) from Operations	6,561,449	21,143,064	10,064,283	11,078,782	47.6%
Depreciation and Amortization					
Amortization	6,287	69,869	18,861	51,008	27.0%
Depreciation	846,508	10,170,794	2,545,817	7,624,977	25.0%
Total Depreciation and Amortization	852,795	10,240,662	2,564,678	7,675,985	25.0%
Other Expenses					
Marketing	154,777	1,150,000	182,745	967,255	15.9%
Total Other Expenses	154,777	1,150,000	182,745	967,255	15.9%
Net Profit (Loss)	\$5,553,877	\$9,752,402	\$7,316,860	\$2,435,542	75.0%

**Sarasota Manatee Airport Authority
Investment Portfolio
For the Month of December 2021**

<u>Description</u>	<u>Cusip/Invest</u>	<u>Coupon</u>	<u>Par Value Orig Face</u>	<u>Yield</u> (1)	<u>Acquisition Cost</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Int. Rec'd</u> (2)	<u>Market Value</u> (3)	<u>Yield @ Market</u>
1 US Treasury Note	91282CDA6	0.250	10,000,000	0.306	9,989,063	10/8/2021	9/30/2023	2,083.33	9,929,700	0.25
2 BankUnited CD	1815114034	0.100	20,000,000	0.100	20,000,000	10/13/2021	1/13/2022	1,666.66	20,000,000	0.10
Total Investments			<u>30,000,000</u>	<u>0.169</u>	<u>29,989,063</u>			<u>3,750</u>	<u>29,929,700</u>	

(1) US Government Bond Equivalent Yield.

(2) Interest on Notes is paid semi-annually, accrued monthly.

(3) Market value on non-restricted funds are provided by the Custodian, US Bank.

**Sarasota Manatee Airport Authority
Investment Analysis - Portfolio Activity Report
For the Month of December 2021**

<u>Transaction Date</u>	<u>Maturity Date</u>	<u>Description</u>	<u>Cusip/Invest</u>	<u>Coupon Yield</u>	<u>Original Face Purchase price</u>	<u>Sales Price Market Price</u>	<u>Gain or (Loss) on Sale</u>
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Securities Purchased:

NONE

Securities Closed:

NONE

**SARASOTA MANATEE AIRPORT AUTHORITY
FINANCE & ADMINISTRATION STAFF REPORT
FEBRUARY 15, 2022 REGULAR MEETING**

FINANCE**DECEMBER 2021**

Budget/Financial Information:

Included in the Board packet are the unaudited financial statements for **December**. Summary information contained therein for **December** is as follows: Operating revenues were approximately **9.2% higher** than anticipated in the FY 22 budget. Operating expenses were approximately **1.0% lower**.

As part of the ongoing development of investment policies and procedures, reports have been developed based on information provided by Sarasota County Clerk of the Court. The current disclosure reflects an Investment Portfolio Analysis, along with a Portfolio Activity Report. Staff continues to work closely with the Clerk's office.

Passenger Facility Charge (PFC): A separate detail which reflects PFC collections for the month of **December** and cumulative to date.

Monthly Investment Report: Prepared by Karen E. Rushing, Clerk of the Circuit Court and County Comptroller, **October 2021 and November 2021 included.**

Sarasota Manatee Airport Authority
Sarasota Bradenton International Airport (SRQ)
PFC Collections by Carrier

Carrier	Collected since		Carrier	Collected since		Carrier	Collected since	
	Dec-21	inception		Dec-21	inception		Dec-21	inception
Aces Airlines		24.86	Czech Airlines (Aviation Industry Consultants)		2,516.42	Olympic Airways		165.43
Aer Lingus		1,350.34	Delta Air Lines		30,325,213.56	Pan American		5.84
Aero California		8.64	El Al Israel Airlines	8.78	1,288.87	Panamena De Aviacion		4.39
Aero Costa Rico		2.92	Elite		61,345.86	Paradise Island		28.80
Aeroflot - Russian Airlines	30.73	952.31	Emirates		3,941.31	PenAir (Penninsula Airways)		13.17
Aeromexico	30.29	4,150.06	Empire		757.44	Private Jet		3,719.95
AeroPeru		19.02	Eva Airways	4.39	739.73	Qantas	8.56	3,793.04
Aeropostal Venezuela		17.52	ERA Aviation		84.84	Qatar		2,198.73
Air Aruba		11.68	Etiihad Airways	8.78	342.42	Reno Air		35,332.00
Air Canada		1,020,619.12	Express One		8,387.70	Republic Airlines		3,612.86
Air France	142.34	31,850.59	Falcon Express		1,454.16	Royal Air Maroc		69.66
Air India		2.88	Faucett		8.76	Royal Aviation		10,170.36
Air New Zealand		1,973.36	Finnair		365.56	Royal Jordanian		29.20
Air Pacific Ltd.		135.81	Florida Coastal Airlines		8,516.60	Sabena		393.92
Air Portugal		308.10	Front Page Tours		245.28	SAHSA		5.28
Air Serbia		338.03	Frontier Airlines		509,734.76	SAS (Scandinavian)	8.56	3,960.39
Air Sunshine		109,075.76	G-P Express		89.28	Saudi Arabian Airlines		7.31
Air Trans At		144,133.51	Gold Transportation Services		26,702.01	Sevicios Avensa		280.28
AirTran Airways		5,850,221.51	Great Lakes Aviation		44.06	Silver Airways Corp		114.14
Alaska Airlines		6,196.34	Hahn Air		2,956.82	Singapore		2,926.69
Alitalia		3,974.22	Hawaiian Airlines	8.67	978.53	Skyservice		9,903.84
All Nippon Airways (ANA)		509.46	Iberia	8.78	1,207.21	South African Airways		4,309.11
Allegiant Air		2,943,889.03	Island Air		30.73	Southeast Airlines		6,234.20
Aloha		46.64	Insel Air		4.39	Southwest	160,209.66	2,018,744.40
America West		116,500.91	JAL (Japan Airlines)		879.19	Sun Country		256,973.59
American (AMR)		4,885,345.48	Jet Airways		114.14	Sun Pacific Int'l (HMHF)		3,612.04
ATA Airlines, Inc.		2,527,486.80	Jet Blue		5,186,818.06	Sunworld Int'l Airlines		224.84
Asiana Airlines		668.85	JetsGo		6,418.18	SwissAir		5,284.00
ATA Leisure Corp.		90,614.78	Kenya		26.34	Taca Int'l Air		348.76
Austrian Airlines	3.51	639.55	KLM	134.99	7,032.80	TAM Airlines (Aviation Industry Consultants)		1,030.22
AV Atlantic		1,027.84	Korean Air	22.25	16,797.48	TAP Air Portugal		220.87
Avelo Airlines		1,914.91	Kuwait Airways		2.92	Tower Air		17.52
Avensa		43.20	Lacsa		36.54	Trans Brasil Airlines		20.44
Avianca		118.00	Laker Airways		803.00	Trans World Airways		781,609.36
Aviateca, S.A.		5.84	Lan Airlines		21.95	Turk Hava (Turkish)		1,272.59
Big Sky		2.92	Lan Argentina		4.39	Ultrair		2.88
British Airways	34.46	10,969.82	Lan Chile		157.61	United		3,186,103.03
Brussels Airlines		87.69	Lan Peru		21.95	US Air Shuttle		2.92
BWIA		78.84	LATAM Airlines Group		35.12	US Airways		8,883,648.83
Canada 3000		100,572.36	Leisure Air		33,007.40	USA 3000		79,178.04
Canadian Airlines		64,977.45	Lineas Aereas Privadas Argentinas		11.68	V Australia (Virgin Blue)		386.32
Canair		20,334.88	Lone Star		69.52	Varig		668.53
CanJet		120,295.00	Lot Polish Airlines		1,463.16	Vietnam Airlines		83.41
Cape Air / Hyannis Air Service		242.90	LTU		74.88	Virgin Atlantic		5,110.59
Carnival Air Lines		1,883.40	Lufthansa	12.29	7,031.17	Viscount Air Service		2,006.04
Casino Air Link		887.68	Malaysia		406.88	Viscount Air Tours		353.32
Casino Express		8,389.66	Malev Hungarian		241.88	Vision		2,809.60
Cathay Pacific		3,145.87	Mark Travel Corp.		10,856.56	WestJet		59,525.15
Cayman Airways		101.96	Mesa Airlines		132.20	World Airways		35.04
Champion Air (MLT, Inc.)		9,343.96	Compania Mexicana		438.74	Total	160,677.04	75,301,391.76
China Airlines		2,336.20	MGM Grand Air		302.40	PFC checking Interest	5.94	1,742,735.23
Colgan Air, Inc.		151.86	Miami Air Int'l		5,515.47	PFC investment Interest		1,526,893.55
ComAir		21,805.38	Midway Airlines		601.52	Securities-bought		32,071,184.66
Compania		33.75	Midwest		1,922.08	Securities-sold		32,058,520.85
Conquest		5.76	Mountain West		11.68	Securities interest		224,518.18
Continental Airlines		3,580,174.07	National Airlines		5.84	Service charges		6,970.26
Continental Micronesia		44.05	Nicaraguense de Aviacion		5.84	Expenditures	1,000,000.00	78,559,939.82
Copa		11.56	North American Airlines		443.39	Balance		<u>215,964.83</u>
Croatia Airlines		8.78	Northwest		1,996,108.91			

Sarasota Manatee Airport Authority
PFC Monthly Status Report - Revenue and Expenditures
Month ended December 31, 2021

Charge effective date: 9/1/1992
Total Collection Authority: \$ 92,349,300

Approved applications	Expiration	Approved Imposed / Use	Current Revenue Dec-21	Current Interest Dec-21	Total Collections	Total Interest	Total Revenue		
Appl. 1	92-01-I-00/08-SRQ	Completed	13,945,012		12,126,777	1,817,614	13,944,391		
Appl. 2	95-02-U-00/05-SRQ	Completed	5,947,682						
Appl. 3		Completed	8,746,770		675,673	74,388	750,061		
Appl. 4	10/3/2000 2/22/2002 7/23/2009 12/7/2017	00-04-C-00-SRQ 00-04-C-01-SRQ 00-04-C-02-SRQ 00-04-C-03-SRQ	36,126,915 2,368,148 22,194,884 (887,886)						
Appl. 4	00-04-C-00/03-SRQ	Completed	59,802,061		58,234,308	1,567,753	59,802,061		
Appl. 5	5/7/2019	19-05-C-00-SRQ	10/1/2022	8,817,424	160,677.04	5.94	4,264,633	14,758	4,279,391
Appl. 6	9/8/2021	21-06-C00-SRQ	4/1/2024	9,035,363					
			106,294,312	160,677	6	75,301,392	3,474,513	78,775,905	

Project number	Description	Use Appl. #	Estimated Implementation Date	Total Approved to Use	Expenditures Month end Dec-21	Total Expended to Date	Balance to Use	Status
	Various Projects	Total	2	5,947,682	-	5,947,682	-	Project complete
	Various Projects	Total	3	8,746,770	-	8,746,769	-	Project complete
118	Terminal development debt service Amendment	4	10/1/2000	60,689,947 (887,886)		59,802,061	-	Project complete 4/21
5.01	Passenger Loading Bridge	5	12/1/2022	2,579,924	1,000,000	1,575,000	1,004,924	
5.02	Administration Cost Reim	5	11/30/2021	44,700		44,700	-	Project complete
5.03	Air Traffic Control Tower	5	12/1/2022	6,192,800		2,443,727	3,749,073	
	Total			8,817,424	1,000,000	4,063,427	4,753,997	Amount budgeted for FY 2022 is \$8,002,229
6.01	RIM Project	6	5/21/2019	120,806			120,806	
6.02	Master Drainage Plan	6	5/1/2019	651,983			651,983	
6.03	Stormwater System Imp	6	11/1/2020	411,102			411,102	
6.04	Ticket Wing Bag Belt Ext	6	10/30/2019	577,190			577,190	
6.05	Runway 14 Evaluation & Rehab	6	10/30/2019	142,716			142,716	
6.06	Wildlife Hazard Assessment	6	10/12/2019	2,969			2,969	
6.07	ARFF Truck Replacement	6	7/18/2019	99,423			99,423	
6.08	Access Control & Security Enhancements	6	12/20/2020	995,819			995,819	
6.09	Obstruction Survey	6	8/15/2018	252,966			252,966	
6.10	Design & Rehab ARFF Facility	6	9/15/2020	349,271			349,271	
6.11	Master Plan Update w/ Boundary Survey	6	12/15/2020	48,878			48,878	
6.12	Taxiway Bravo North Rehab	6	12/15/2020	152,846			152,846	
6.13	PFC Administration	6	8/30/2021	81,859			81,859	
6.14	Hearing Loop System	6	12/10/2019	62,838			62,838	
6.15	Terminal Curbside Renovations	6	10/1/2022	3,250,000			3,250,000	
6.16	Blast Fence Project Gate B2	6	10/15/2020	750,000			750,000	
6.17	Baggage Handling System Design	6	10/15/2022	200,000			200,000	
6.18	Security Checkpoint Modifications	6	9/30/2020	384,697			384,697	
6.19	Waypoint Sign Project	6	6/1/2022	500,000			500,000	
				9,035,363	-	-	9,035,363	
Total all applications				92,349,300	\$1,000,000	78,559,940	13,789,360	



SARASOTA
BRADENTON
INTERNATIONAL

SARASOTA MANATEE AIRPORT AUTHORITY MONTHLY INVESTMENT REPORT

October 2021

Prepared by Karen E. Rushing, Clerk of the Circuit Court and County Comptroller



Summary of Investment Strategy: The FOMC announced at this month's meeting that they will begin tapering bond purchases by \$15 Billion a month starting in mid-November. They left the Fed's fund rate unchanged but from prior comments, tapering is to be viewed as a precursor to raising rates. If inflation remains high for a longer period of time then tapering and ultimately higher rates could come sooner than previous expectations. U.S. Treasury yields range from the 3 month Bill at 0.05% to the 5 year Note at 1.18%. Purchases this month were \$20mm BankUnited CD yielding 0.10% maturing 01/13/2022 and \$10mm U.S. Treasury yielding 0.31% maturing 09/30/2023. Operating cash at month end was \$20.7mm.

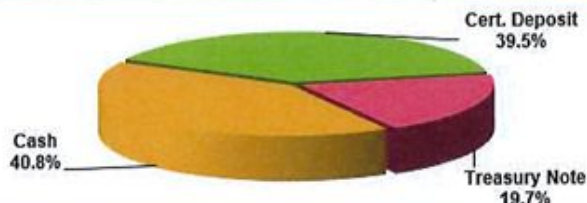
KEY ECONOMIC INDICATORS

- ISM Manufacturing came in at 61.1 in September, above expectations of 59.5 and above last month's value of 59.9.
- Non-Farm Payrolls increased by 194k in September which fell below expectations of 500k. August's figure was revised higher to 366k from the previously reported 235k.
- Average hourly earnings were up 4.6% in September – matching the market expectation of 4.6%; while the prior month reported a downward revision to 4.0% YOY increase.
- Producer prices ex-food and energy, YOY rose 6.8% in September which was lower than expectations of 7.1% increase and higher than the 6.7% last month.
- Retail sales ex auto and gas increased by 0.7% in September which came in higher than expectations of 0.4% and last month's revised 2.1%.

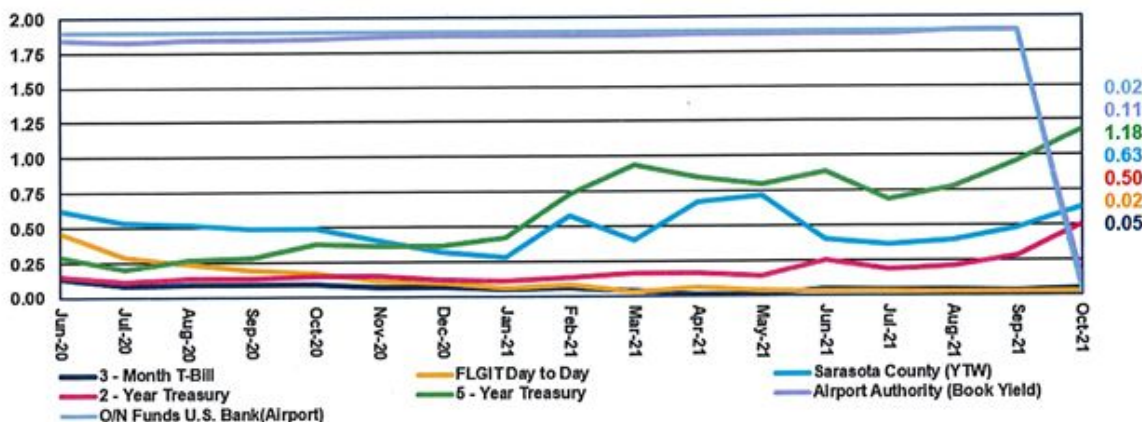
NEWS and EVENTS

- U.S. job growth fell to the slowest pace of the year in September, a sign the Delta variant of the coronavirus and a persistent shortage of workers weighed on the economic recovery.
- U.S. inflation accelerated last month and remained at its highest rate in over a decade, with price increases from pandemic-related labor and materials shortages rippling through the economy.
- Seniors and others receiving Social Security benefits in 2022 will see the largest increase in their payments in four decades, reflecting surging inflation during the pandemic.
- The U.S. incurred the second-largest budget deficit on record in the fiscal year ended Sept. 30, reflecting government expenditures tied to the pandemic.
- The Fed's Powell indicated that he is now somewhat more concerned about higher inflation and said the central bank is keeping careful watch.
- Consumer prices rose at the fastest pace in 30 years in September while workers saw their biggest compensation boosts in at least 20 years, according to new government data.

PORTFOLIO COMPOSITION



YIELD COMPARISON





October 2021



PORTFOLIO STATISTICS

*Includes Cash

	May	June	July	August	September	October
Portfolio at Cost	42,147,527	44,152,498	45,006,322	45,895,661	52,118,186	50,690,745
Market Value Portfolio	42,153,547	44,156,558	45,008,022	45,758,278	52,118,186	50,661,083
Yield Based Upon Cost	1.88%	1.88%	1.88%	1.90%	1.90%	0.11%
Interest Received (Cash Basis)	55,980	66,134	68,703	72,206	75,567	3,070
Interest Received Fiscal Year to Date						\$ 3,070

SHOCK ANALYSIS

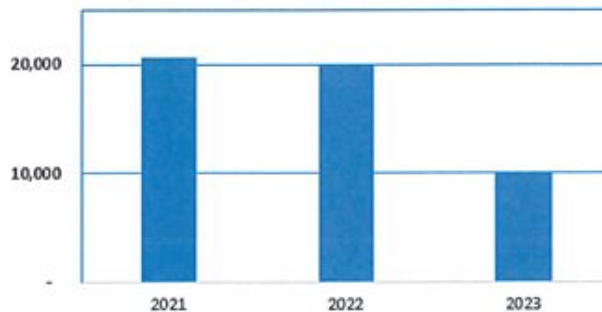
The portfolio shock analysis is a proactive risk management tool, utilized to evaluate how the Airport Authority's current portfolio would react to certain defined interest rate scenarios. This tool enables us to monitor the county's interest rate risk exposure to ensure it is aligned with the requirements of the investment policy. The table below presents the base scenario on how the portfolio is performing in the current interest rate environment, accompanied by scenarios of interest rate increases, and decreases. Cash is included in this analysis using Bloomberg analytics.

	Down 50 Basis Points	Down 25 Basis Points	Base	Up 25 Basis Points	Up 50 Basis Points
Book Value	\$ 50,690,745	\$ 50,690,745	\$ 50,690,745	\$ 50,690,745	\$ 50,690,745
Market Value	50,746,503	50,707,214	50,661,083	50,615,222	50,569,628
Gain/(loss) unrealized	57,300	18,011	(28,120)	(73,981)	(119,575)
Market price	100.46	100.07	99.61	99.15	98.69
Book Yield	0.11	0.11	0.11	0.11	0.11
WAL	0.48	0.48	0.48	0.48	0.48
Effective Duration	0.88	1.11	1.34	1.57	1.81
Effective Convexity	0.03	0.02	0.02	0.02	0.02

CASH FLOW FORECAST

The cash flow forecast chart is a graphical representation of the annual projected cash flows of the Airport Authority's investment portfolio resulting from expected investment maturities and calls. This management tool is utilized to evaluate portfolio liquidity, to make sure there is sufficient cash on hand to meet day-to-day expenses, and optimize reinvestment of excess funds.

Principal Cash Flow (1,000's)





SARASOTA MANATEE AIRPORT AUTHORITY MONTHLY INVESTMENT REPORT

November 2021

Prepared by Karen E. Rushing, Clerk of the Circuit Court and County Comptroller



Summary of Investment Strategy: Inflation and Covid-19 remain to be the headlines as we go into the holiday season which are causing spikes of volatility in the markets. Treasury Secretary Janet Yellen said the job market is tight, inflation is "the concern of the day" and supply shortages will take a couple of years to resolve. This is on the discovery of a new Covid-19 strain, Omicron. Early data suggests that both the Pfizer and the Moderna booster shots are effective against this new strain but it is too early to tell if it will be more or less disruptive when compared to earlier strains. U.S. Treasury yields range from the 3 month Bill at 0.05% to the 5 year Note at 1.16%. Operating cash at month end was \$21.5mm. The Airport Authority has advised us not to increase investment holdings until they have a better understanding of their future cash flow needs.

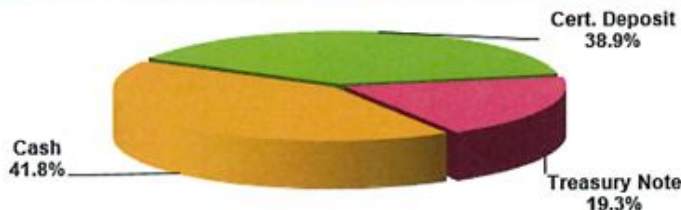
KEY ECONOMIC INDICATORS

- ISM Manufacturing came in at 60.8 in October, above expectations of 60.5 but short of last month's value of 61.1.
- Non-Farm Payrolls increased by 531k in October which was above expectations of 450k. September's figure was revised higher to 379k from the previously reported 194k.
- Average hourly earnings were up 4.9% in October – matching the market expectation of 4.9%; while the prior month reported a downward revision to 4.5% YOY increase.
- Producer prices ex-food and energy, YOY rose 6.8% in October which met expectations of 6.8% increase and equal to the 6.8% last.
- Retail sales ex auto and gas increased by 1.7% in October which came in higher than expectations of 1.0% and last month's revised 0.7%.

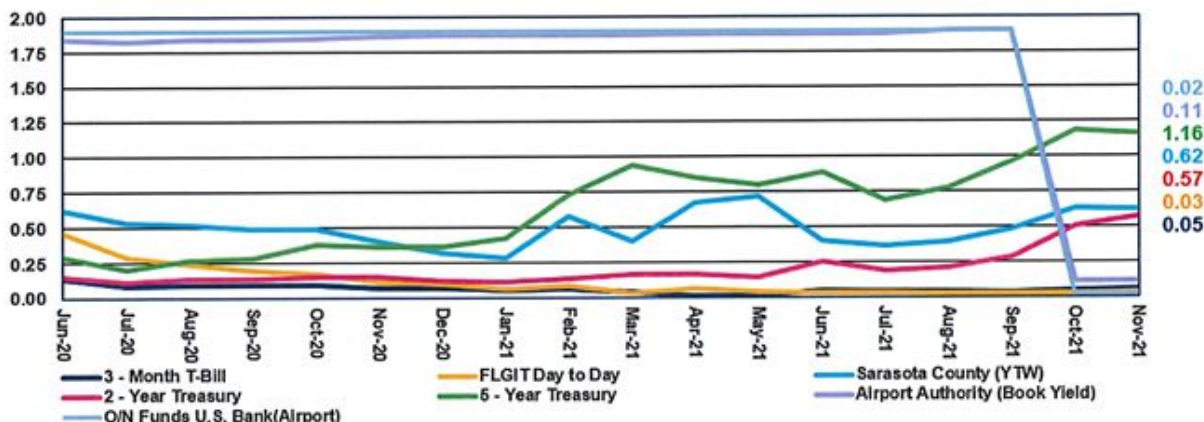
NEWS and EVENTS

- The Fed closed a chapter on its aggressive, pandemic-driven stimulus, approving plans to begin scaling back its bond-buying program this month amid concerns that inflationary pressures could last longer than officials expected earlier this year.
- Inflation in the U.S. hit a three-decade high in October, delivering widespread and sizable price increases to households for everything from groceries to cars due to persistent supply shortages and strong consumer demand.
- Fannie Mae and Freddie Mac are expected to back mortgages of nearly \$1 million for the first time, a reflection of the rapid appreciation in.
- House Democrats' education, healthcare and climate package will expand the deficit by \$367 billion over a decade, the CBO found, diverging from the administration's view that the bill's cost is fully covered with new revenue.
- The U.S. and other countries plan to tap their national strategic petroleum reserves in an attempt to bring down gasoline prices that have become a sore spot with motorists and a big contributor to inflation, Biden said.
- U.S. and European businesses reported robust demand in November that, combined with persistent parts and labor shortages, led to record price increases.

PORTFOLIO COMPOSITION



YIELD COMPARISON





November 2021



PORTFOLIO STATISTICS

*Includes Cash

	June	July	August	September	October	November
Portfolio at Cost	44,152,498	45,006,322	45,895,661	52,118,186	50,690,745	51,504,077
Market Value Portfolio	44,156,558	45,008,022	45,758,278	52,118,186	50,661,083	51,469,314
Yield Based Upon Cost	1.88%	1.88%	1.90%	1.90%	0.11%	0.11%
Interest Accrued	66,134	68,703	72,206	75,567	3,676	3,421
Interest Accrued Fiscal Year to Date						\$ 7,097

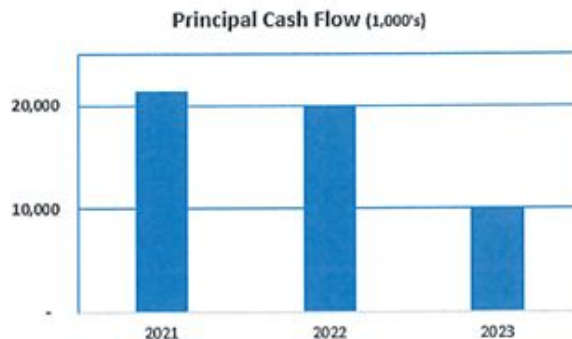
SHOCK ANALYSIS

The portfolio shock analysis is a proactive risk management tool, utilized to evaluate how the Airport Authority's current portfolio would react to certain defined interest rate scenarios. This tool enables us to monitor the county's interest rate risk exposure to ensure it is aligned with the requirements of the investment policy. The table below presents the base scenario on how the portfolio is performing in the current interest rate environment, accompanied by scenarios of interest rate increases, and decreases. Cash is included in this analysis using Bloomberg analytics.

	Down 50 Basis Points	Down 25 Basis Points	Base	Up 25 Basis Points	Up 50 Basis Points
Book Value	\$ 51,504,077	\$ 51,504,077	\$ 51,504,077	\$ 51,504,077	\$ 51,504,077
Market Value	51,554,193	51,514,967	51,469,314	51,423,926	51,378,801
Gain/(loss) unrealized	50,116	10,890	(34,763)	(80,151)	(125,276)
Market price	100.46	100.07	99.61	99.16	98.70
Book Yield	0.11	0.11	0.11	0.11	0.11
WAL	0.42	0.42	0.42	0.42	0.42
Effective Duration	0.87	1.10	1.33	1.56	1.79
Effective Convexity	0.04	0.04	0.04	0.04	0.04

CASH FLOW FORECAST

The cash flow forecast chart is a graphical representation of the annual projected cash flows of the Airport Authority's investment portfolio resulting from expected investment maturities and calls. This management tool is utilized to evaluate portfolio liquidity, to make sure there is sufficient cash on hand to meet day-to-day expenses, and optimize reinvestment of excess funds.



Sarasota Manatee Airport Authority
 6000 Airport Circle, Sarasota, FL 34243 + www.srq-airport.com

HUMAN RESOURCES**DECEMBER 2021**

**HUMAN RESOURCES DEPARTMENT
ACTIVITY FOR THE MONTH OF DECEMBER 2021**

OPEN POSITIONS

POSITION	NUMBER OF POSITIONS	NUMBER OF APPLICANTS	POSITIONS FILLED	APPLICANT(S) HIRED	STARTING DATE
Traffic Control Specialist	5	12	2	Richard Hughes Peter Randall	12/20/2021 12/30/2021
Baggage Handling System Tech	4	20	2	Jefferson Brinvert Ryan Daugherty	12/06/2021 12/07/2021
Property Leasing Assistant	1	3			
Firefighter	1	15	1	Jacob Weinberger	12/6/2021
Operations Officer	1	1			
System Administrator	2	2	2	Kimberly Steele Dan Willetts JR	12/16/2021 12/16/2021
Floor Maintenance Technician	2	2			
Technical Support Specialist	2	6			
Mechanic	1	5			
HVAC Mechanic	1	3			
Horticultural Specialist	1	2			
TOTALS	21	59	7		

SEPERATION

NAME	HIRE DATE	SEPERATION DATE	POSITION
William Rosar	2/22/2021	12/14/2021	Traffic Control Specialist
Cristina Cruz	6/16/2021	12/7/2021	Floor Maintenance Technician
Gunner Reid	9/22/2021	12/17/2021	Traffic Control Specialist
Jordan Poulos	9/9/2021	12/19/2021	Traffic Control Specialist
Charles Alejandro	5/4/2017	12/16/2021	System Administrator

The following positions(s) are funded in the FY 22 Budget, but have not been authorized to fill at this time.

POSITION	NUMBER OF POSITIONS	DEPARTMENT
Director, Human Resources	1	Finance & HR
Janitorial & Compliance Supervisor	1	Facilities
Communications Specialist PT	1	Operations

PURCHASING

DECEMBER 2021

BIDS/QUOTES: We have received our last Shuttle Bus (the 8th in the fleet) and Reef/HUB Parking has installed the new revenue equipment at the cashier's booths and for Overflow Lot A. Should be ready for the Holiday season. We have received most of the Capital Equipment approved in the budget. First shipments of the needed ARFF Breathing Air Equipment have arrived.

We have hired a floor company to diamond hone our terrazzo floors so our new floor tech crew can keep up the new appearance. The bathrooms and Ticket wing are complete and look good. So far, they have met all of our expectations. In January we will start on the Concourse floors with completion expected by the end of the month.

We are finalizing a new Contract Manager at Risk Contract for the terminal expansion and modernization. The draft contract was sent out to a consultant for review since this is our first usage of this type contract to ensure we did not miss any issues so they can be addressed up front. Contract is now being reviewed by Parker Williams.

ITS has started working with our new Managed Network Service. We have purchased new equipment through them at very favorable pricing. The new WIFI system is installed and so far seems to be meeting all expectations. Looks like the new DAS system install will happen in FY22 which will help our passengers connect to better cellular service. The system that is being installed will be 5G ready. This feature plus the new WIFI System will greatly improve our passenger's experience and allow for growth in Airport traffic.

Creating bid packages for Capital Projects for new sewer Lift Station, Roof for the Air Cargo Building, new A/C system for the TSA Checkpoint, Ditch Mower, and updating the current Flight Information Data System (FIDS).

Informal written quotes requested from prospective suppliers to provide airport lighting/lamps, artificial plants, batteries, computer hardware, technical support and software related items, electrical fixtures, extinguishing agents, firefighting gear, landscaping supplies, loading bridge repairs and supplies, industrial supplies, MRO items, office chairs, paint and paint supplies, promotional and advertising novelties, rental equipment, tires, tractor, uniforms, etc. and other misc. repairs and services.

WAREHOUSE: The Warehouse continues to add and delete items stocked in inventory and to generate purchase orders to replenish stock based on monitoring of inventory levels: **0** new items added, and we have reduced the number of items in the warehouse by **0**. Purchasing is reviewing all stock items to further reduce non-usage/slow moving items as needed.

- **On-line auction activity through GovDeals for surplus/obsolete items: There were \$19,767.00 of sales in the month of December 2021.**

DEPARTMENT PROJECTS: We still have a majority of the Masks that are for the Airlines use. Our supplies of PPE items are at good levels just in case Florida and our area has another wave. We have instructed our Janitorial Service to continue the high level of wipe downs and sanitizing all touch surfaces.

- **We have reviewed the projected passenger increases we are expecting and working with Owen's to ensure they have the needed staffing levels to meet this increased volume. We are reviewing with Owen's weekly to ensure their staffing levels meet the increased flights and passenger loads we are seeing. We have placed a handicapped toilet in the new TNC parking area at New College and add an additional unit at the cellphone lot before the Holiday Week.**
- **The A/C and new roof installation is complete at the old Honeywell building. New water fountains have been installed and the atrium windows fixed to stop the leaks. The large truck parking area off of Tallevast Road has been put on hold.**

CONTRACTS ISSUED: AtMax Equipment Company.

SUMMARY OF DEPARTMENT ACTIVITY FOR THE MONTH:

PURCHASING:

- Purchase Orders Issued: 261
- Blanket Purchase Orders Issued: 79
- Emergency Purchase Orders Issued: 0
- Change Orders Issued: 1

WAREHOUSE/RECEIVING:

- Inventory Stock Transactions: 100
- Courier Activity: 435 miles for month

NOTICE TO THE BOARD: Per the Purchasing Policy, all purchases between \$35,000 - \$65,000 require at least three informal quotes. All purchases between \$65,000 to \$150,000 value shall be publicly noticed and made on the basis of competitive sealed bids, competitive sealed proposals, or competitive sealed replies. All exceptions shall be noted to the Authority at its next regular meeting. The following are exceptions to this policy for **December 2021: None.**

AGENDA ITEM NO. 7.4

SARASOTA MANATEE AIRPORT AUTHORITY ARFF, OPERATIONS & POLICE DEPARTMENTS JANUARY 31, 2022

OPERATIONS DEPARTMENT - PROJECT/ACTIVITY/INCIDENT REPORT FOR THE MONTH OF DECEMBER

Projects and Activities

- Working with Integrated Fire & Security Solutions, to oversee the access control system replacement project. Project complete in terminal building. Still waiting for integration of Lenel and Telos. Ops corrected several minor issues during the month.
- Operations conducted multiple vehicle and aircraft escorts throughout the month.
- Operations conducted multiple "drivers training" sessions on the airfield
- Operations responded to multiple wildlife and FOD calls throughout the month.
- Runway 14/32 closed midnight to 0530 on 12/2 and the 12/5 for painting.
- Runway 4/22 closed for three hours the evening of the 4th for painting.
- Annual FAA Certification Inspection occurred 7th – 10th.
- Conducted semi-annual Security Vulnerability Assessment.
- 12/27 – SRQ Tower closed 5– 7PM for COVID cleaning. Ops closed Runway 4/22 and prohibited Touch & Go's on Runway 14/32 during closure (minimizes Air Carrier/G.A. conflicts). AIRCOM monitoring CTAF during closure.
- Closed Taxiway R5 and section of East Air Carrier Ramp for holiday overflow public parking (behind temporary fence line which required TSA approval).
- Monitored parking lots (Long Term, Short Term, Shade, Overflow Lots A, D, & Ramp). Acquired additional LED signs to keep drivers updated with parking lot status.

Alerts and Incidents

- 12/17 – Alert II: Piper Warrior inbound with a stuck (full open) throttle. Aircraft landed safely and shut down. Aircraft towed (Ops escort) to Dolphin.
- 12/18 – Piper Malibu with a flat nose wheel on TWY D. Ops escorted recovery crew to aircraft, then aircraft (under tow) to Dolphin. An hour later, Piper Arrow with a flat nose wheel on TWY B. Ops escorted recovery crew to aircraft, then aircraft (under tow) to Universal Flight Services.
- 12/28 - ATCT notified Ops of a disabled C-172 with brake issue on TWY C at end RWY 14. Ops responded and escorted Ross tug to aircraft and towed aircraft back to Ross North Ramp.
- 12/28 – Fuel Spill at gate B12; approximately 5 gallons of Jet A from a wing vent. ARFF oversaw clean up by ramp crew.
- 12/28 – Alert II: Gulfstream 4 inbound with a flight control issue. Aircraft landed safely and taxied to parking.
- 12/28 - Piper Cherokee at TWY H/D with a flat right main (landed RY22). Escorted tug from Ross North and placed aircraft on Ross dolly using Ops lift bag; towed to The Pilot Place (sic).
- 12/29 – Assisted APD with crowd control at checkpoint. Passenger volume exceeded capacity of queue; excess routed through Dewar's Restaurant.

**OPERATIONS DEPARTMENT
JANUARY 2022**

- 12/29 – C-172 with a flat main wheel on TWY D between TWY H & TWY F. Acquired a dolly from Ross North and Dolphin towed the aircraft to Ross North Ramp.
- 12/29 – Reattached gate arm to Shade Lot exit; CCTV showed driver removing arm and exiting lot.

Miscellaneous Activities

- 34 NOTAMs were issued during the month of November.
- AIRCOM dispatched & Ops responded to 28 Medical Runs (7 requiring SCFD response).
- AIRCOM dispatched ARFF for two trash can fires at terminal (both outside).
- 2 Notice of Violations (NOVs) were issued for various Safety/Security infractions by tenant employees.
- 104 CHRC (fingerprint checks) were conducted.
- 113 new I.D. badges were issued and 53 were renewed.
- 268 Security Threat Assessments were completed.
- 482 Computer Based Training Classes were conducted during the month.

**FIRE DEPARTMENT
JANUARY 2022**

SAFETY INCIDENT/RESPONSES FOR THE MONTH OF DECEMBER 2021			
TYPE OF RESPONSE	AREA OF RESPONSE	NUMBER OF RESPONSES	TOTAL YEAR TO DATE
EMT FIRST AID RESPONSES:	Aboard Aircraft	4	44
	Parking lot	3	19
	ARFF walk-in	0	0
	"B" Concourse	8	102
	Baggage Wing	6	27
	TSA Checkpoint	4	22
	2 nd floor lobby	0	5
	APD Office	2	2
	Restaurant	0	10
	Curbside	0	5
	Escalator	1	6
	Ticket wing	2	31
	Other	7	96
		37	369
FIRE RESPONSES:	Terminal	0	0
	Aircraft	0	0
	Vehicle	0	3
	Bushes	2	6
	Other	0	0
FIRE ALARM RESPONSES:	Fire Alarms	0	6
	Smoke Detector / Smell of Smoke	0	3
	TOTAL FIRE / ALARM:	2	18
HAZARDOUS MATERIALS RESPONSES:	Oil	0	0
	Fuel Spill	1	10
	Other	1	13
	TOTAL HAZARDOUS MATERIAL:	2	23
AIRCRAFT EMERGENCY RESPONSES:	Alert I	2	6
	Alert II	2	22
	Alert III	0	2
	TOTAL AIRCRAFT EMERGENCY:	4	30
SUPPLEMENT REPORT			0
	TOTAL RESPONSES	45	440

**POLICE DEPARTMENT
JANUARY 2022**

POLICE ACTIVITIES DECEMBER 2021

CRIMES	
ASSAULT/BATTERY	0
BOMB THREATS	0
GRAND THEFT AUTO	0
DAMAGE TO PROPERTY	1
DISORDERLY CONDUCT	16
FIELDS INTERVIEWS	0
DOMESTIC VIOLENCE	0
NARCOTICS	1
PERSONAL PROPERTY THEFT	0
RETAIL THEFT	0
SUSPICIOUS PERSON	3
SUSPICIOUS VEHICLE	2
TRESPASS	2
OTHER CRIMES	0
TOTAL:	25
PATROLS	
AOA	113
CONCOURSE PATROL	170
SECURITY CHECKPOINT	197
GROUND TRANS	53
PARKING LOTS	169
PERIMETER (INSIDE)	43
ROADWAY	146
BAGGAGE AREA PATROL	131
TACTICAL PATROLS	14
SECURITY PATROLS	364
TOTAL:	1400
CHECKPOINTS	
AOA BREACH	1
ASSIST TRINITY MISC.	0
CHECKPOINT BREACH	0
DOOR ALARMS	11
DRUGS-NARCOTICS	0
EXIT LANE ALARM	2
EXIT LANE BREACH	0
HOLD BAGGAGE CALLS	0
NO FLY LIST	0
OTHER PROHIBITED ITEMS	0
SUSPICIOUS ITEMS	0
OTHER	1
TOTAL	15

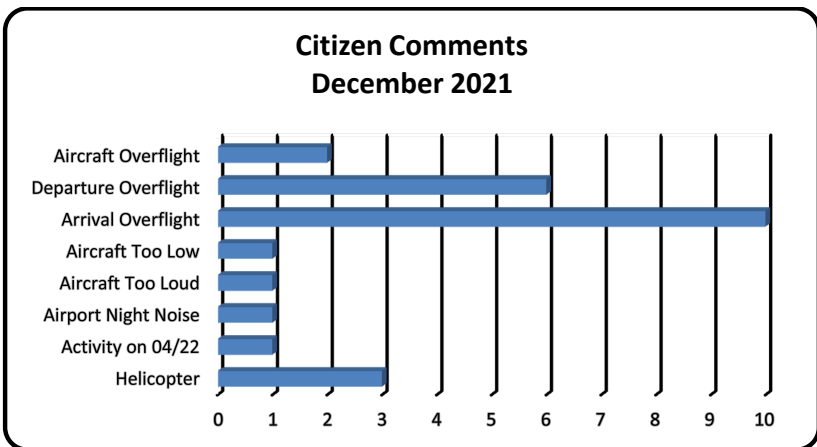
INSPECTIONS	
COMMERCIAL INSPECTION	82
GATE INSPECTION	89
GT INSPECTION	367
SIDA CHECK	124
OTHER INSPECTIONS	0
TOTAL:	662
TRAFFIC	
DISABLED VEHICLE/TOWING	0
PARKING TICKETS	2
TRAFFIC CRASHES	6
TRAFFIC CITATIONS	0
WARNINGS	3
OTHER TRAFFIC	3
TOTAL:	14
ASSISTANCE	
BAKER/MARCHMAN ACT	2
CUSTOMERS	27
MOTORISTS	4
OUTSIDE AGENCIES	9
SMAA EMPLOYEE/DEPT	0
TENANTS	20
MEDICAL CALLS	33
LOST & FOUND LOGGED	74
LOST & FOUND RETURNED	23
LOST & FOUND INQUIRIES	260
TOTAL:	452
WEAPONS	
EXPLOSIVES	0
FIREARM PARTS/AMMO	0
FIREARMS AT CHECKPOINT	1
UNDECLARED WEAPONS	0
OTHER WEAPONS	0
TOTAL:	1
ARRESTS	
ARRESTS FELONY	2
ARRESTS JUVENILE	0
ARRESTS MISD	1
E-WARRANTS	0
SAO REFERRAL	0
NOTICE TO APPEAR	0
OTHER ARRESTS	0
TOTAL:	3

**OPERATIONS
JANUARY 2022**

NOISE MONITORING AND FLIGHT TRACKING FOR THE MONTH OF DECEMBER

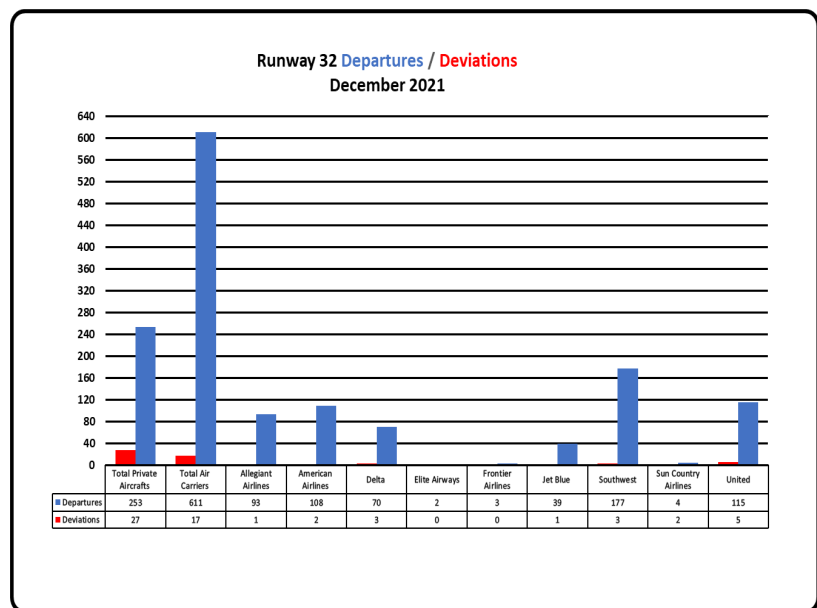
→ The chart to the right displays the distributions of noise complaints for the month of **December 2021**. There were **19 calls and 6 emails which generated 25 complaints** by the Noise Abatement Hotline or by the Operations Department.

Of the total complaints, **44% were from Sarasota County and 56% from Manatee**. The average number of calls received for the month were **.81 calls per day**.



→ Flight Tracking & Runway 32 Deviation data is for **December 2021**. There were **17 air carrier and 27 private jet deviations** observed during this period.

In **December 2021**, **United (UAL)** had **5 deviations**, **Southwest (SWA)** had **3 deviations**, **Delta (DAL)** had **3 deviations**, **American (AAL)** had **2 deviations**, **Sun Country (SCX)** had **2 deviations**, **Allegiant (AAY)** had **1 deviation** and **JetBlue (JBU)** had **1 deviation**. This office continues to work with representatives from the airlines, private jets and the SRQ ATCT to ensure compliance with SRQ Five & SRKUS Four Departure Procedures (NADP for Runway 32).



RUNWAY UTILIZATION

The overall runway utilization for the month of **DECEMBER 2021** is distributed as follows:

Operations	Runway 04	Runway 22	Runway 14	Runway 32
Arrivals	3%	4%	60%	33%
Departures	11%	6%	57%	26%

AGENDA ITEM NO. 7.5

SARASOTA MANATEE AIRPORT AUTHORITY DEVELOPMENT/COMMUNITY RELATIONS & ACTIVITY REPORT JANUARY 31, 2022

SRQ AMBASSADORS

In December, the SRQ Ambassadors volunteered 605 hours. Our Ambassadors gave no guided tours during the month.

MEDIA RELATIONS

Met with or contacted this month by reporters from the Sarasota Herald-Tribune, the Bradenton Herald, ABC7, SNN TV, Bay News 9 and News Channel 8.

Mark Stuckey, Executive Vice President, Chief of Staff: December 15, - January 21, 2021

12/15 Attended Allegiant inaugural Tulsa flight and met with TUL airport staff on arrival
12/17 Held conference call with Reef parking to discuss ongoing issues
12/20 Met with Properties staff and potential airfield MRO client
12/21 Met with Pangiam regarding biometric passenger processing technology
12/29 Teleconference with Avelo airlines to discuss station set up
1/5-9 Attended ACI Air Service Data Conference – New Orleans, LA
1/19 Teleconference with Allegiant Air and BACVB
1/20 Teleconference with BACVB and Aqua Marketing

Fredrick Piccolo, President, CEO: December 16, - January 13, 2021

12/16 Channel 8 interview regarding holiday traffic
12/16 Channel 10 Tampa interview regarding holiday traffic
01/03 SRQ Magazine interview/photo
01/05 Invest: Tampa Bay Magazine interview
01/05 Speaker, Manatee Chamber of Commerce Leadership event
01/06 ACI-NA Small Airports Quarterly Meeting
01/10 ACI-NA Political Affairs Subcommittee Monthly Call
01/13 Avelo Partnership Luncheon sponsored by Bradenton Area CVB

Mr. Piccolo participates in various impromptu media interviews throughout the month

ACTIVITY REPORT

DECEMBER 2021

ACTIVITY REPORT
SARASOTA-MANATEE AIRPORT AUTHORITY
SARASOTA BRADENTON INTERNATIONAL AIRPORT

ACTIVITY MONTH: DECEMBER

	2021			2020			12 MONTHS ACTIVITY THRU DECEMBER		
	2021	2020	% CHANGE	2021 YEAR TO DATE	2020 YEAR TO DATE	% CHANGE	2021	2020	% CHANGE
AIRCRAFT OPERATIONS									
ITINERANT									
AIRLINES	3,425	1,835	86.65%	32,371	15,468	109.28%	32,371	15,468	109.28%
AIR TAXI	1,422	1,092	30.22%	13,308	9,981	33.33%	13,308	9,981	33.33%
GENERAL AVIATION	6,468	5,733	12.82%	73,523	58,532	25.61%	73,523	58,532	25.61%
MILITARY	290	197	47.21%	3,110	2,629	18.30%	3,110	2,629	18.30%
TOTAL ITINERANT	11,605	8,857	31.03%	122,312	86,610	41.22%	122,312	86,610	41.22%
GENERAL AVIATION (Local)	2,200	2,515	-12.52%	35,152	34,999	0.44%	35,152	34,999	0.44%
TOTAL OPERATIONS	13,805	11,372	21.39%	157,464	121,609	29.48%	157,464	121,609	29.48%
TOTAL PASSENGERS:									
ON	164,459	53,931	204.94%	1,583,236	616,798	156.69%	1,583,236	616,798	156.69%
OFF	182,809	65,183	180.46%	1,580,307	620,188	154.81%	1,580,307	620,188	154.81%
TOTAL	347,268	119,114	191.54%	3,163,543	1,236,986	155.75%	3,163,543	1,236,986	155.75%

SARASOTA BRADENTON INTERNATIONAL AIRPORT
 TOTAL PASSENGERS - DECEMBER 2021
 MONTH / YEAR-TO-DATE COMPARISON

AIRLINES	MONTH			YEAR-TO-DATE			YTD MKT SHARE	
	2021	2020	% CHG	2021	2020	% CHG	2021	2020
[MAJOR CARRIERS]								
AIR CANADA	0	0	0.0%	0	24,989	-100.0%	0.0%	2.6%
ALLEGIANT	61,227	37,815	61.9%	527,223	372,435	41.6%	19.6%	38.8%
DELTA	58,293	24,657	136.4%	639,047	291,281	119.4%	23.7%	30.3%
ELITE AIRWAYS	530	0	100.0%	2,323	839	176.9%	0.1%	0.1%
FRONTIER	2,867	930	208.3%	82,440	55,192	49.4%	3.1%	5.8%
JETBLUE	21,177	7,035	201.0%	166,046	75,312	120.5%	6.2%	7.8%
UNITED	35,451	2,036	1641.2%	182,821	61,156	198.9%	6.8%	6.4%
AMERICAN	27,485	8,443	225.5%	291,702	68,013	328.9%	10.8%	7.1%
SOUTHWEST	96,782	0	100.0%	781,945	0	100.0%	29.0%	0.0%
SUN COUNTRY	4,086	2,572	58.9%	23,647	11,332	108.7%	0.9%	1.2%
MAJOR TOTAL:	307,898	83,488	268.8%	2,697,194	960,549	180.8%	100.0%	100.0%
(AFFILIATE AIRLINES)								
GOJET - United	0	0	0.0%	0	1,057	-100.0%	0.0%	0.4%
MESA AIRLINES-United Express	6,004	3,170	89.4%	85,600	24,508	249.3%	18.5%	8.9%
PSA AIRLINES -American	11,715	6,694	75.0%	92,108	105,317	-12.5%	19.9%	38.4%
REPUBLIC-American	3,708	3,066	20.9%	76,306	23,924	219.0%	16.5%	8.7%
Republic - United	6,553	8,400	-22.0%	87,257	47,192	84.9%	18.9%	17.2%
Republic-Delta	1,802	2,013	-10.5%	26,710	5,326	401.5%	5.8%	1.9%
SKY WEST - United	3,940	428	820.6%	30,953	13,768	124.8%	6.7%	5.0%
ENDEAVOR-Delta	0	1,021	-100.0%	411	1,623	-74.7%	0.1%	0.6%
ENVOY-American	5,380	10,512	-48.8%	63,383	51,532	23.0%	13.7%	18.8%
REGIONAL TOTAL:	39,102	35,304	10.8%	462,728	274,247	68.7%	100.0%	100.0%
[DOMESTIC-CHTR]								
SUN COUNTRY	268	322	-16.8%	3,621	2,190	65.3%	0.8%	100.0%
SUBTOTAL:	268	322	-16.8%	3,621	2,190	65.3%	0.8%	100.0%
CHARTER TOTAL:	268	322	-16.8%	3,621	2,190	65.3%	0.1%	0.2%
GRAND TOTAL:	347,268	119,114	191.5%	3,163,543	1,236,986	155.7%	100.0%	100.0%

SARASOTA BRADENTON INTERNATIONAL AIRPORT
TOTAL YOY PASSENGER COMPARISON - BY MONTH

	2021				2020				YOY	
JAN	88,497	37,983	224	126,704	JAN	154,675	70,390	590	225,655	-43.9%
FEB	99,526	60,006	240	159,772	FEB	160,150	71,664	735	232,549	-31.3%
MAR	160,206	117,072	312	277,590	MAR	107,145	45,899	202	153,246	81.1%
APR	177,077	116,762	326	294,165	APR	6,729	3,013	0	9,742	2919.6%
MAY	167,314	120,748	489	288,551	MAY	27,643	12,187	158	39,988	621.6%
JUNE	169,587	143,015	307	312,909	JUNE	41,663	11,182	0	52,845	492.1%
JULY	173,122	153,403	422	326,947	JULY	46,292	15,990	123	62,405	423.9%
AUG	118,183	125,072	594	243,849	AUG	41,160	16,832	123	58,115	319.6%
SEPT	98,879	89,384	553	188,816	SEPT	45,702	20,293	254	66,249	185.0%
OCT	146,681	128,076	572	275,329	OCT	84,861	25,736	286	110,883	148.3%
NOV	155,898	164,638	1,107	321,643	NOV	76,093	29,866	236	106,195	202.9%
DEC	175,135	171,335	798	347,268	DEC	81,452	37,340	322	119,114	191.5%
TOTAL:	1,730,105	1,427,494	5,944	3,163,543	TOTAL:	873,565	360,392	3,029	1,236,986	155.7%

AGENDA ITEM NO. 7.6

**SARASOTA MANATEE AIRPORT AUTHORITY
ENGINEERING, PLANNING & FACILITIES ACTIVITY REPORT
February 15, 2022**

ENGINEERING

→ **Master Drainage Plan (MDP)/Stormwater System Improvements**

The MDP evaluated the Airport's drainage system and determined a master system that would allow for 90+ acres of development, while reducing ponds and other wildlife hazards. Project is complete; final closeout documents being submitted to FAA for grant closure.

→ **Terminal Renovation & Upgrades (Phase 7.2)**

An RFQ was advertised to select an architectural and engineering firm to develop plans and specifications for upgrades and renovations to the Terminal. The upgrades and renovations were split into two separate phases and included the police department, a new Board room, the 3rd floor administration offices, the observation deck, and the badging offices. The Board selected Sweet Sparkman Architects to design and provide construction documents. The first phase of construction was completed that included the Board Room, Police Department, and Badging Offices. The second phase (includes renovation of the third floor, observation deck, glass block replacement, and other terminal upgrades) has been designed. However, the project has been suspended temporarily to concentrate on other high priority projects.

→ **SRQ Parking Lot Modifications**

Staff has bid the expansion portion to the long-term and overflow lot due to the recent increase in airline traffic. The Authority awarded the low-responsive bidder at the January 2021 Board meeting, and staff conducted pre-construction meeting. An NTP was issued in March 2021. The project is nearing completion, and was temporarily suspended, pending procurement of an irrigation pump controller. A temporary fix was installed on the irrigation pump controller and the contractor is scheduling crews to install landscape items in early February. A pending change order will be presented at the Board meeting for modifications to the Ready Return Lot and the Old Avis Lot.

→ **Fuel Farm Expansion**

Project is complete and has been closed out.

→ **Taxiway Bravo North Rehabilitation**

The Taxiway Bravo Project will rehabilitate Taxiway Bravo north of Runway 14-32 to Runway 22. Kimley-Horn (KH) was ranked first at the March Board meeting. KH has completed the final design plans and the project was bid. The Board approved AJAX Paving as the low responsive bidder at the May, 2020 Board meeting. Staff issued an NTP on September 17th, 2020. Project is substantially complete, and contractor has completed all punchlist items except for one low point. Contractor, Engineer, and staff have determined a change to address the low area and an NTP for this work has been re-issued for March, 2022.

→ **Access Control Project**

The Access Control Project will replace the current access control resulting in a unified security system with fully integrated video surveillance, physical access control, and access credential media issuance capabilities. AVCON has completed design, project was advertised for construction bids, and approval of the low responsive bidder was approved at the November Board meeting. A preconstruction meeting was conducted on January 23rd and an NTP was issued February 3rd. Contractor is substantially complete with original scope. Contractor is replacing airfield fiber optics approved as a change order at the May Board meeting. Contractor is substantially complete and is working on punchlist items.

→ **Wayfinding Sign Project**

The Wayfinding Sign project will replace and upgrade the signage around Airport Circle, along with the Bradenton Connector, General Spaatz Boulevard, Rental Car Road, Air Cargo Avenue, Air Cargo Road, and Old Bradenton Road. Signs will be upgraded to include the latest international symbols, and their format will be similar to the new signage recently installed in the Gateway Entrance Project. Project was advertised and the Authority awarded the contract to the low responsive bidder at the January Board meeting. The Project contract has been executed and staff conducted a pre-construction meeting. An NTP was issued March 15th; contractor has ordered material, mobilized to the site, and has installed footers for the overhead signs. Contractor had difficulty procuring the steel for the overhead signs, but material has arrived and installation is underway. Contractor expects to be complete with work in February.

→ **Blast Deflector Project**

The Blast Deflector project will construct a blast fence near the ground transportation area. Staff brought the low responsive bidder to the March 2021 board meeting, and the Authority awarded the contract to E.O. Koch Construction. Project is substantially complete, and contractor is completing punchlist items.

→ **Rental Car Office Renovations**

An RFQ was advertised to solicit design professionals to renovate the rental car offices in the baggage wing of the Terminal. Key elements will include modifying counter to meet ADA requirements, refinishing walls, ceilings, and flooring, replacing HVAC system, signing, and installing kiosks terminals. Staff selected Sweet Sparkman at the January Board meeting, and staff negotiated a scope and fee, and brought their contract to the March Board meeting for approval. Staff conducted a design kick-off meeting with stakeholders. SSA has submitted 90% plans and is preparing phasing and project specifications. Project will be suspended temporarily to concentrate on other high priority projects.

→ **Baggage Handling System Project**

The Baggage Handling System Project will consolidate the three-existing mini-inline systems into one fully inline system. This project will allow all bag belts in ticketing to feed to one checked baggage inspection room and will allow for redundant screening machines. Vic Thompson Company (VTC) was ranked first at the August Board meeting and a contract has been executed for the initial phase of work. VTC has submitted 100% plans to TSA for their review and approval. Construction funding is anticipated in March of 2023, although staff is working with TSA for possible earlier release of construction funding.

→ **Consolidated Rental Car Facility Project**

The Consolidated Rental Car Facility project will relocate all three rental car families to one lot to perform maintenance, fueling, cleaning, and storage. The Project will allow for future development of property along University Parkway and will improve efficiency of the Rental Car's Quick turn-around process. Project was advertised for architectural/engineering qualifications, and the Authority selected PGAL to design, permit, and bid the project. An amendment to the contract has been prepared to design a parking structure. The project is at 50% and pre-application meetings have been conducted with the City of Sarasota and Manatee County. Project is funded through Customer Facility Charges (CFCs) collected by the Rental Car Companies.

→ **Ground Transportation Center Project**

The Ground Transportation Center project will reconfigure and expand the ground transportation area at the west end of baggage claim. The Project will improve efficiency and space for ground transportation including TNCs, taxis, bus, and limos. Project was advertised for architectural/engineering qualifications, and the Authority selected AVCON to design, permit and bid the project. A design kickoff meeting was conducted on July 24, 2021, and the consultant completed preliminary field investigations and produced 30-percent design drawings for review.

→ **15th Street Observation Area Project**

The 15th Street Observation Area will improve the area off 15th Street East that is currently utilized for parking and aircraft viewing. Improvements will include a seating area, shade, lighting, pavement parking, landscape, and other enhancements. Project was advertised for architectural/engineering qualifications, and the Board selected Sweet Sparkman as the number one ranked firm to complete the design, bidding and permitting for the project. Staff negotiated the scope and fees and approval was received at the November Board meeting. Execution of contract is pending execution of joint funding agreement with Manatee County.

→ **Commercial Apron Expansion Project**

The Commercial Apron Expansion project will expand the commercial apron to the East to allow for additional Remain Over Night (RON) parking and overflow hardstand parking for commercial aircraft. This project will address capacity restraints caused by inclement weather and will allow additional growth from existing airlines. Project was advertised for architectural/engineering qualifications, three firms selected by staff made presentations to Board in May. EG Solutions was selected as the number one ranked firm and a contract was executed for the design, bidding, and permitting of this project. EG Solutions has prepared 30%-design plans, and is waiting terminal expansion finish floor elevations to complete their tie-ins. Staff has received FAA funding for this project.

→ **Terminal Concourse Expansion Project**

The Terminal Concourse Expansion project will expand existing Concourse B to provide increased holding room areas, concession areas and support facilities, airline podium upgrades, and upgrade escalators within the terminal. Project will also begin design and permitting for a new Concourse A as a separate design package. Project was advertised for architectural/engineering qualifications, and three firms selected by staff made presentations to Board in May. The Board ranked Gresham Smith (GS) number one, and staff negotiated a scope and fee, which was approved at the November 2020 Board meeting. GS has prepared concept plans for decluttering Concourse B and is preparing escalator improvement package. Staff continues to meet weekly with design team to expedite design and prepare early release packages.

→ **General Aviation FIS (GAF) Project**

The GAF project will design, permit, and construct a new General Aviation Federal Inspection Facility for CBP. The project will allow CBP to clear GA aircraft through a facility in the Northquod, allowing Southwest to continue to operate from Gate B8. Project was advertised for architectural/engineering qualifications, and the Board selected C&S Engineers. C&S has submitted 30-percent design plans and is now preparing 60-percent plans. Staff is working with FDOT to partially fund this project.

→ **Taxiway Charlie & Foxtrot Rehabilitation Project**

The Taxiway C & F rehab project will design, permit and rehabilitate Taxiways Charlie and Foxtrot. Project will also include airfield lighting and sign replacement as needed. The Board awarded the contract to Hanson Professional Services, Inc. at their January meeting and a design kick-off meeting was held June 11th. Initial surveying has been completed and Hanson has submitted 100% design plans for review. This project will be bid in February and is partially funded by an FAA and FDOT grants.

PLANNING

→ **Master Plan Update**

FAA has approved the ALP and accepts the MPU. The project is in closeout.

→ **Boundary Survey**

The Board selected AID at the November Board meeting to conduct a boundary survey and update the Exhibit A for the Airport Layout Plan (ALP). Staff has conducted a negotiation meeting and finalized scope/fees, and Board approved at the May Board meeting. The contract has been executed and AID is completing title work, has completed 95% of the field survey, and submitted a preliminary map. Staff has submitted Boundary Survey/Exhibit A to FAA for their approval.

→ **2022 FAA Pre-Application for AIP Funding**

Staff has submitted a pre-application for 2022 FAA AIP funding. FY 22 request will include the Terminal Expansion, Commercial Apron Expansion, and construction of Taxiway Charlie and Foxtrot projects.

→ **2022 FDOT JACIP**

Staff is updating the FDOT JACIP for FY 2022-2026, based upon recent increase in traffic and project priorities.

FACILITIES

→ **PROJECTS:** The Facilities Department is working on multiple projects and maintenance items: Ticket counter redesign, parking of cars, ARFF building repairs, baggage handling.

- ATCT: Vaccine Confirmation Directive from FAA lifted. Switched water treatment company. Planning flush of chiller loop. Water heater replaced. Repairing small plumbing problems and a couple of door issues.
- Graphics: Continuing to assist all departments and tenants with various signage projects and CAD requests. Working on property drawings for space and tenant baggage layout. Fence signage. Overflow parking signage and vehicle lettering. Shuttle bus lettering. Handouts for passenger parking.
- Loading Bridge: Monitoring for issues seven days a week due to increased usage. Treating canopies for cleanliness and preservation. Cleaning interiors. Painting of exterior for repairs underway.
- Public Works: Mowing entire property. Various landscape maintenance and improvement projects in and around terminal. Maintaining Whitfield/Uplands as needed. Irrigation repairs and pump controller replacement. Moving and stockpiling dirt and fill from various projects.
- Airfield: Mowing and cleaning markings. Working on 139 discrepancies. Scheduling rubber removal.
- Conveyor Coverage: Coverage by two, three men shifts during the week and two, three-four men shifts both weekend days, utilizing as many part time personnel as possible. Multiple repairs and modifications completed and underway to system. Hiring of 20 part-time staff/20 hired. Training of part time staff progressing well, have started reallocating full time staff.
- Industrial Mechanics: Jet Bridge PM's and checks. Conveyor system repairs and PM's. VSB storage cleaning. Plumbing repairs/inspections. Fabricating guard rails for APD golf cart parking/charging area. Removal of demising fencing for Allegiant. Fabricating roof for waste oil pit. Fabricating mobile welding trailer.
- HVAC: Cell three drive arrived and installed. VAV PM's. Coordinating with Trane for checkpoint air handler replacement. Fountain cleaning. Starbucks HVAC system cleaning.
- Electronics: Various cabling projects. Escorting contractors to pull cabling. Replacing cameras.
- Electrical: Electrical PMs on various systems underway. Awaiting material for ARFF bay re-lamp. Assisting with Vehicle Storage Building clean out. Replacement of USB outlets. Re-lamping throughout terminal. Power installation for APD golf carts.
- Carpentry: ARFF repairs. Floor equipment storage area in terminal construction underway. Avelo ticket counter and back wall build. Mobile carts for gates fabricated and installed. Door 17 repair and re-equipping. Multiple door closer replacements.
- Vehicle Fleet: Mower repairs. Shuttle bus repairs/cleaning/maintenance. One new Colorado truck equipped with service cap. Engine replacement underway in 2016 Silverado. Backhoe repairs underway.

- Janitorial: New SMAA Floor Techs are working out well, excellent results are being observed. Two have been let go, for a total of 6. Have split to 3 and 3 shift with 7 day a week coverage. New hire fell through. Restroom terrazzo polished. Concourse terrazzo will be next floors polished, in late January. Will be interviewing for vacant positions. Developing PM schedule for equipment.

➔ **TOTAL WORK ORDERS: 464**

VEHICLE MAINTENANCE/EQUIPMENT REPAIR - 11 PMs, 39 work orders

SIGN/CADD – 9 PMs, 30 work orders

AIRSIDE (Airfield) - 7 PMs, 10 work orders

LANDSIDE (Landscape, Equip Oper, Public Works) - 58 PMs, 19 work orders

INDUSTRIAL TRADES – 135 PMs, 144 work orders

AGENDA ITEM NO. 7.7

SARASOTA MANATEE AIRPORT AUTHORITY INTERNAL AUDIT/RECORDS RETENTION DEPARTMENT AND INVESTMENT COMPLIANCE REPORT FEBRUARY 15, 2022 REGULAR MEETING

The following is a recap of Internal Audit Department projects and activities during December 2021:

External Audit: Assisted the external auditors from Plante Moran PLLC relative to the audit of the Authority's fiscal 2021 financial statements and single audit procedures relative to federal and state grant programs. PM staff were on-site the week of December 6 and continued working remotely the remainder of the month.

Monthly Investment Activity Compliance Report: There were no additions, sales, maturities or calls in the investment portfolio during December.

Solicitation for Insurance Brokerage Services – An RFQ was issued during the month seeking qualified insurance brokers for the Authority's property damage, equipment breakdown, and terrorism insurance coverages.

Program Briefings – Attended briefings concerning Statewide Aviation Economic Impact Study and Federal Bi-partisan Infrastructure Law.

Proposal Evaluations – Evaluated proposals received from respondents to RFP solicitation for new FBO tenant. Also began interviewing prospects to provide construction cost avoidance services associated with terminal expansion project.

Parking: Parking operations are reviewed and tested monthly by Internal Audit. At month end, there was one vehicle in the parking lot being monitored for abandonment.

Records Requests: The Records Department received and processed 5 external/public record requests and continued assembly of records on one additional extensive request during the month.

Management of Paper Records: Preparation for the annual records destruction continued during the month. The annual destruction is planned for February 2022.

Continuing Education: During December, the department completed IT security training.

AGENDA ITEM NO. 7.8

SARASOTA MANATEE AIRPORT AUTHORITY
INFORMATION TECHNOLOGY DEPARTMENT
JANUARY 2022

System upgrades and implementation:

- Evaluation to determine redundancy and environmental needs for Network Operation Centers- Planning implementation of new server cabinets with new AC and fire suppression technologies- Airside complete. Evaluate 3rd floor vs 1st floor NOC.
- Hardware refresh of computer systems- 150+ systems upgraded. Ongoing
- Security Awareness online training- Renewed/ Ongoing.
- Anti-phishing solution to improve email security – monitoring.
- Datacenter backup solution upgrade- in progress
- Maintenance Connection Upgrade- Evaluate timing for Phase 2 mobility- On hold.

Common Use:

- Upgrade all the existing Common Use Ticket PCs- Complete
- Install Common Use equipment at empty Ticket Counters-Complete
- Working with SWA on continual support for Ticket/Gate operations- ongoing
- Evaluate use of common use mobile carts for expanded gate capacity- In progress.
- Upgrade all the Common Use network switches- in progress
- New airline Avelo starting in January 2022

Phone System:

- Evaluation of replacement of pay phones with Courtesy phones- Complete.
- ShoreTel phones will continue their upgrade to new Mitel phones- Ongoing.
- Install new conference room phones to improve calls/Teams meetings-in progress

SRQ Web Page:

- Ongoing updates- Website refresh including Home screen updates, Updated pictures and content- planning in progress.

IT Assessment

- Ongoing: Updating policies and procedure to comply with NIST, CJIS and CIS frameworks.

Training:

- Network +\ MCP Certification- In progress
- CCNA Certification- Complete
- MCSA\MCSE Training- in progress
- CJIS Training- Complete

Project Coordination:

- Conversion to digital record with Internal Audit- working with Purchasing and Internal Audit for scanning of documents including CAD files.
- FOTS cabinet upgrades- identify replacement UPS/ Cooling options- In progress.
- Distributed Antenna System (DAS) install by Crown Castle- In progress
- New Airport Wide WIFI system for planned installation- "Go Live" complete
- Working with Facilities to setup new NOC to support growth of TC1- in progress.
- Working with Facilities and vendor to install copper/fiber for new WIFI- in progress.
- RFP for new Managed Network Services provider- Complete
- Coordinate with new airline Avelo- In progress

AGENDA ITEM NO. 7.9

SARASOTA MANATEE AIRPORT AUTHORITY REAL ESTATE DEVELOPMENT & PROPERTIES STAFF REPORT FEBRUARY 15, 2022 REGULAR MEETING

Southwest Airlines: Southwest is seeking additional ticket office space and plans are in design for additional space below the Concourse at Gate B-10.

Allegiant: Properties and Allegiant are in discussions regarding additional space needs as Allegiant continues to grow at SRQ. Allegiant to expand its space in the lower concourse area in January, Properties to amend exhibits/leases accordingly.

American Airlines: Additional space for American is under construction in the lower level of the Concourse to be completed early 2022.

Property #7/NEC and #12 NWC University & Bradenton Rd: SMAA application for DRI termination and rezoning in process. A portion Property 7 is also planned to be utilized temporary for an economy parking lot to accommodate overflow parking needs while various projects are constructed.

Rental Car/Status: Phase I, remodel of ticketing, offices, and a covered walkway on hold. Phase II, development of a consolidated QTA lot/facility and expansion of the ready/return lot are both in design/planning. The site improvements and allocating additional spaces for the ready/return lot is on hold until such time parking capacity in the various parking lots are increased to accommodate parking demand.

Airport Hotel #3: The ground rent tenant is participating in the DRI/rezoning. A temporary license continues to be in place with this tenant to allow the airport to utilize the vacant hotel lot for overflow parking.

North Quad: SMAA has received responses from RFP of interested parties from two FBO operators regarding developing a new FBO. SMAA to review responses and make a recommendation the Board at the February special meeting. The relocation of the GA FIS facility to the N Quad is in process and design. Additional interest from potential tenants for hangar development remains strong and discussions/negotiations continue. An Environmental Audit is underway which will be utilized as an environmental baseline with all future tenants at the N Quad.

Team Success: The Tenants sitework and buildings are underway, and the opening of the school will be fall of 2022. Team Success has requested additional lands to expand its campus and an amendment of the lease is under consideration. The amendment to the lease has been prepared and sent to the FAA for review/approval. Provided the FAA finds no issue with the amendment, the amendment will be at the following Board meeting for consideration/approval.

Property 5 and 6: Property 5/6 are contemplated to be utilized as Park N Fly lots, SMAA has started the process to design/permit/zone.

Concessions: Redevelopment of retail, food and beverage concessions throughout the Terminal/Concourse, strategy, and plan to expand/redevelop is in process. This project will be a phased project over the next several years once implemented.

In the interim, Properties requested presentations from the existing concessions operators as to adding an island bar/limited food concession at the north end of the concourse. Only one response was received and is in review. Provided a suitable agreement can be achieved, the proposed use/agreement will be submitted to the Board for consideration.

Mitchell Management of Florida, Inc.: The Jimmy Johns franchisee (Tenant) is in design/permitting and is anticipating opening in the second quarter of 2022.

Property #10/M-lot: Construction is underway for both MTC sitework and the maintenance hangar. The MTC Ground Lease with Improvements in final drafting. The maintenance hangar is under construction and the former (Agape) hangar is under extensive remodel. Projected completion of both hangars, first quarter of 2022. Properties is negotiating with an MRO for the maintenance hangar and a flight school for the former Agape hangar, both agreements are anticipated to be ready for Board consideration in first quarter of 2022.

Property #2/Tallevast: Properties continues discussions/negotiations with Industrial development group as to a joint development of this property.

Parking: Parking demand increased dramatically and continues. Various other properties are under consideration to increase parking capacity to meet the high demand.

FBO Expansion: Additional hangars are contemplated at Dolphin and permits obtained but no construction start date has been provided to the Authority. Ross Aviation is proposing an expansion of hangars within the N Quad area. Ross has submitted concept plans and discussions are underway regarding phasing/construction.

Turo: Properties is in negotiations with Turo regarding a peer-to-peer car service agreement to legally operate at the airport. It is anticipated that an agreement will be reached by the second quarter of 2022 and collection of fees will commence at that time.

Southern Light, LLC: This tenant is nearly complete with its telecommunications facility.

General: Insurance notices, tenant inquiries, showing of properties, construction permits, meetings with surveyors, appraisers, contractors and engineering consultants, collections and past due notices, notices of insurance renewals and compliance, loss prevention committee, meetings with insurance claimants, planning and staff meetings.

General Aviation:

- Compliments: **0**
- Complaints: **0**
- Maintenance Requests: **3**
- Total number of tenants: **163**
- Total rentable spaces: **167**
- **104** tenants using auto credit card method of payment.
- **J6-112 new lease effective December 1, 2021.**
- **J6-101 transferring to D1-110 January 1, 2022.**
- **J6-101 new lease effective January 1, 2022.**
- **D2-112 & J6-110 vacating January 31, 2022.**
- **J1-102 transferring to D2-112 February 1, 2022.**
- **Expect new leases for J6-110 & J1-102 effective February 1, 2022.**
- **Co-tenancies have ended for D2-103 & J2-107.**
- **J3-110 co-tenancy effective when insurance is received.**

**T-HANGAR MONTHLY STATUS REPORT
For the Month of December 2021**

Item	Qty.	No. Leased	Wait List	Leased %	Monthly Rate	Monthly Rent	Annual Rent
T-Hangars							
51'5 W Oversize	4	4	38	100%	\$1,700.00	\$6,800.00	\$81,600.00
48' W Large	27	27	66	100%	\$602.00	\$16,254.00	\$195,048.00
42' W Standard w/additional 176 sq. ft. storage	4	4	2	100%	\$545.00	\$2,180.00	\$26,160.00
42' Standard (42' wide)	121	121	108	100%	\$440.00	\$53,240.00	\$638,880.00
42' W Standard Discounted rate for CAP & EAA	2	2		100%	\$250.00	\$500.00	\$6,000.00
Storage Rooms	7	3		43%	\$100.00	\$300.00	\$3,600.00
Storage Rooms Discounted rate for CAP & EAA)	2	2		100%	\$10.00	\$20.00	\$240.00
TOTALS	167	163	214			\$79,294.00	\$951,528.00