

AGENDA ITEM NO. 3

SARASOTA MANATEE AIRPORT AUTHORITY
REGULAR MEETING
Monday, May 24, 2021 - 1:00 p.m.
Dan P. McClure Auditorium (east)

Those Present:

Doug Holder, Chairman
Bob Spencer, Vice Chairman
Carlos Beruff, Secretary
Jesse Biter, Commissioner
Kristin Incrocci, Commissioner
Jeff Jackson, Commissioner
Fredrick J. Piccolo, President, Chief Executive Officer
C. Dan Bailey, Jr., Airport Counsel
Anita Eldridge, Sr. VP Finance & Administration
Mark Stuckey, Exec. VP, COS
Kent Bontrager, Sr. VP Engineering & Facilities
Karen Garofalo, Executive Assistant – SMAA

Those Absent

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

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

Item 2. Presentation of Recognition Awards

Chairman Holder presented Recognition Awards, on behalf of the Airport Authority, to Elliott Falcione, Bradenton Area Convention & Visitors Bureau and Virginia Haley, Visit Sarasota, for their assistance in successfully acquiring Southwest Airline service at SRQ.

Item 3. Introduction of New Employees

Ms. Eldridge introduced the following new employees to the Board:
John Mathis – Traffic Control Specialist
Brad Pearson – Traffic Control Specialist
Gary Zabler – Traffic Control Specialist
Julian Grundy – Maintenance Technician
Robert Coughlin – Maintenance Technician
Gregory Busch – Property Leasing Assistant
Tatiana Alvarado – Accounts Payable Specialist
Ray Anderson – Director Properties & Legal Affairs

Item 4. Approval of the Minutes of the Regular Meeting of March 22, 2021

The Board approved the minutes of the Regular Meeting of March 22, 2021 as presented.

MOTION: Commissioner Jackson moved approval of the minutes of the Regular Meeting of March 22, 2021 as presented. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

Item 5. Citizens Comments

Mr. Martin Sobel gave an update on the progress of the Young Eagles Flying Club (YEFC) and the Experimental Aircraft Association (EAA). The Young Eagles RV 12 aircraft is in process of being painted and is already sold with proceeds used to purchase the next aircraft kit. The fourth aircraft

is in process. He noted there are seventeen Young Eagles members, which now includes five young women. He invited the Board to join them on Saturdays from 9 – 1 PM. There were no other Citizen Comments offered.

Items Needing Action Brought Forward at this time

MOTION: Commissioner Beruff moved to present Items Needing Action before Items 6 & 7 due to time constraints. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

Item 8. Items Needing Action:

Chairman Holder stated that Items through 8A through 8E 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 on Items 8A, 8B, 8C, 8D, and 8E.**

A. **Approval: P-210004 Airport Wide WIFI System Replacement**

MOTION: Commissioner Spencer moved to approve the award of Airport Wide WIFI System to Slice Wireless Solutions, LLC for \$328,422.00 for design, hardware, and installation costs, and a five (5) year Maintenance Program at \$137,053.00 annually with an option to extend for two (2) one-year periods; and staff is authorized to prepare any and all documents necessary to implement this action. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

B. **Approval: Increase Contract Scope For Construction Of Fuel Farm Expansion Project**

MOTION: Commissioner Spencer moved to approve the increase in contract scope and fee of \$1,059,404.60 with Stellar Development to add an additional 102,000 GAL tank and authorize staff to prepare any and all documents necessary to implement this action. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

C. **Approval: Professional Engineering Services Contract AVCON, Inc. for the Ground Transportation Center**

MOTION: Commissioner Beruff moved to authorize the Chairman to execute a design contract with AVCON, Inc. for \$627,444.28 with a 15% contingency providing an authorized level of \$721,560.00 and authorize staff to prepare any and all documents necessary to implement this action. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

D. **Approval: Professional Engineering Services Contract with Kimley Horn & Associates for the Phase 1 Apron Project**

MOTION: Commissioner Biter moved to authorize the Chairman to execute a design contract with Kimley-Horn & Associates for \$391,769.18 with a 15% contingency providing an authorized level of \$450,534.00 and authorize

staff to prepare any and all documents necessary to implement this action. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

E. Approval: Pre-Approval of Various Consultant Agreements and Change Order

In order to expedite the design as well as expedite the Maintenance Hangar project the President, CEO requests pre-approval of four design contracts and one construction change order provided they do not exceed the itemized estimates of:

1. Design contract – General Aviation FIS not to exceed \$500,000
2. Change Order Improvements needed for Agape Hangar not to exceed \$500,000
3. Design contract Terminal Expansion, Phase 1 not to exceed \$1,500,000
4. Design contract Commercial Apron Expansion not to exceed \$500,000
5. Design Amendment CONRAC for a multi-level deck not to exceed \$300,000

MOTION: Commissioner Biter moved to pre-approve the consultant agreements and change order provided they do not exceed the limits as listed and authorize the Chairman to execute the contracts. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

8. ACTION ITEMS CONTINUED:

Commissioner Spencer MOVED to approve Items 8F through 8P.

- F. Approval: Increase FY 2021 Capital Equipment Budget
- G. Approval: Increase Contract Scope for Construction of Access Control Project with Integrated Fire and Security Solutions, Inc.
- H. Approval: P-210005 Standby Diesel Generator for Facilities Building
- I. Approval: First Amendment to Lease and Concession Agreement with Paradies-Shell Factory III, LLC
- J. Approval: Second Amendment to Lease and Concession Agreement with Host International, Inc.
- K. Approval: Amendments to Agreements of Lease – Land, Rental Car Service Facility with Avis Budget Car Rental, LLC, Enterprise Leasing Company of Florida, LLC, and The Hertz Corporation
- L. Approval: Amendments to Tenant Rental Car Concession and Lease Agreements with Avis Budget Car Rental, LLC, Enterprise Leasing Company of Florida, LLC, and The Hertz Corporation
- M. Approval: SMAA Resolution 2021-04, Clarifying Applicability of FY 2020 – 2024 Cash Flows from Operational Relief Funds for SMAA Employee Incentive Plan, Performance Based Compensation Payments and 457 (F) Retirement Plan for FY/CY 2020-24
- N. Approval: End of Temporary Adjustment to the Definition of the Use of Sick Leave, One Time Adjustment to the Vacation Buy Back Policy and an Addition to the Exceptions to the Employment of Relatives and Hiring of Minors
- O. Approval: Scheduled Airline Operating Agreement and Terminal Building Lease with Allegiant Air
- P. Approval: Letter of Agreement with United Airlines

MOTION: Commissioner Spencer moved approval of Agenda Items 8F, 8G, 8H, 8I, 8J, 8K, 8L, 8M, 8N, 8O, and 8P as presented and authorize staff to prepare any and all documents as recommended. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

Commissioner Beruff left the meeting at this time (1:16 p.m.)

Item 6. Approval: RFQ-01-2021-CAE, Professional Architectural & Engineering Services for Design of Commercial Apron Expansion Project.

Mr. Piccolo advised staff received Request for Qualifications for a qualified firm capable of providing professional engineering and architectural design, permitting, bidding, and construction phase services to construct an expansion to the existing commercial apron. Staff reviewed the submitted responses and selected three proposing firms to make presentations today at which time the Board will rank the firms.

Mr. Bailey explained the general protocol for presenters and the voting process that would take place following the presentations. Under CCNA, no clear law exists, therefore, competing firms have the right to remain in the room while competitors are presenting. He advised that the tradition at the airport is for the firms chosen to present, leave the room during the other presentations, but it is not required.

Each firm made presentations in alphabetical order: AECOM; American Infrastructure Development, Inc. (AID) and EG Solutions. The Board selected the first, second, and third choice firm, with Mr. Bailey conducting the ballot voting process.

The ballot vote for first choice resulted in five votes for EG Solutions, no votes for AECOM or AID. The ballot vote for second choice resulted in three votes for AECOM, and two votes for AID. The Board ranked the firms as follows:

1. EG Solutions, Inc.
2. AECOM
3. American Infrastructure Development, Inc. (AID)

Contract negotiations will begin with the first ranked firm of EG Solutions and a contract will be brought back to the Board if successful.

MOTION: Commissioner Jackson moved approval of the selected firms of EG Solutions as first ranked firm; AECOM as second ranked firm; and American Infrastructure Development, Inc. as third ranked firm; and for staff to negotiate scope and fees with the first ranked firm and if successful to present contract for approval at the next Board meeting and prepare all documents necessary to implement this action. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

Item 7. Approval: RFQ-01-2021-TCE, Professional Architectural & Engineering Services for Terminal Concourse B Expansion and New Concourse A Project

Mr. Piccolo advised staff received Request for Qualifications for a qualified firm capable of providing professional engineering and architectural design, permitting, bidding, and construction phase services to expand and upgrade existing Concourse B, and provide design for

the construction of a new Concourse A. Staff reviewed the submitted responses and selected three proposing firms to make presentations today at which time the Board will rank the firms.

Each firm made presentations in alphabetical order: Atkins, Corgan, and Gresham Smith. The Board selected the first, second, and third choice firm, with Mr. Bailey conducting the ballot voting process.

The ballot vote for first choice resulted in two votes for Atkins, two votes for Gresham Smith, and one vote for Corgan. As a tie existed, a second vote for first choice resulted in three votes for Gresham Smith, two votes for Atkins and no votes for Corgan. The ballot vote for second choice resulted in three votes for Corgan, and two votes for Atkins. The Board ranked the firms as follows:

1. Gresham Smith
2. Corgan
3. Atkins

Contract negotiations will begin with the first ranked firm of Gresham Smith and a contract will be brought back to the Board if successful.

MOTION: Commissioner Spencer moved approval of the selected firms of Gresham Smith as first ranked firm; Corgan as second ranked firm; and Atkins as third ranked firm; and for staff to negotiate scope and fees with the first ranked firm and if successful to present contract for approval at the next Board meeting and prepare all documents necessary to implement this action. Commissioner Jackson seconded. **MOTION PASSED UNANIMOUSLY (5-0)**

Item 9. Department Reports

The following department reports were accepted:

- A. **Financial Statements**
- B. **Investment Portfolio**
- C. **Finance & Administration Department**
- D. **ARFF, Operations & Police Departments**
- E. **Development/Community Relations, Activity Report**
- F. **Engineering, Planning & Facilities Departments**
- G. **Internal Audit & Investment Compliance**
- H. **Information Technology Department**

Item 10. Attorney Presentations

No additional information offered.

Item 11. Old/New Business

No old/new business discussed.

Item 12. Public Comments:

No Public Comments offered.


Item 13. Commissioner Comments:

No Commissioner Comments offered.

Item 14. Adjournment

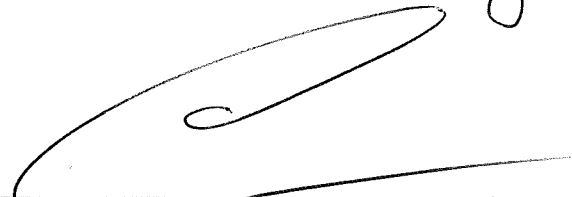
There was no further business to come before the Authority. The meeting adjourned at 2:33 p.m.

APPROVED:



Doug Holder, Chairman

ATTEST:



Carlos Beruff, Secretary