

# AGENDA ITEM NO. 4

MINUTES  
SARASOTA MANATEE AIRPORT AUTHORITY  
REGULAR MEETING  
Monday, August 23, 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

## **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. Introduction of New Employees**

Ms. Eldridge introduced the following new employees to the Board:  
Andrew Bias – Property Leasing Assistant  
Jose Flores – Maintenance Technician  
Dori Guzman – Executive Assistant  
Brian Turner – Traffic Control Specialist

## **Item 3. Approval of the Minutes of the Workshop Meeting of May 24, 2021; Regular Meeting of May 24, 2021; and Special Meeting of July 28, 2021**

The Board approved the minutes of the Minutes of the Workshop Meeting of May 24, 2021; Regular Meeting of May 24, 2021; and Special Meeting of July 28, 2021 as presented.

**MOTION:** Commissioner Biter moved approval of the minutes of the Minutes of the Workshop Meeting of May 24, 2021; Regular Meeting of May 24, 2021; and Special Meeting of July 28, 2021 as presented. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

## **Item 4. Citizens Comments**

There were no Citizens Comments offered.

## **Item 5. Items Needing Action:**

### **5A. Approval: RFQ-03-2021-AOA, Professional Architectural and Engineering Services for the 15<sup>th</sup> Street Airport Observation Area 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 the 15<sup>th</sup> Street Airport Observation Area. Staff received

two proposals and both firms were deemed by staff to be qualified and will present to the Board Authority.

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: EXP U.S. Services, Inc. and Sweet Sparkman Architecture & Interiors. The Board selected the first-choice firm, with Mr. Bailey conducting the ballot voting process.

The ballot vote for first choice resulted in four votes for Sweet Sparkman Architecture & Interiors, and two votes for EXP U.S. Services, Inc. The Board ranked the firms as follows:

1. Sweet Sparkman Architecture & Interiors
2. EXP U.S. Services, Inc.

Contract negotiations will begin with the first ranked firm of Sweet Sparkman Architecture & Interiors, and a contract will be brought back to the Board if successful.

**MOTION:** Commissioner Spencer moved approval of the selected firms of Sweet Sparkman Architecture & Interiors as first ranked firm; and EXP U.S. Services, Inc. as second 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 (6-0)**

**5B. Approval: Approval: RFQ-04-2021-CMAR, Professional Construction Manager at Risk Services for Terminal Concourse B Renovations and New Concourse A Project.**

Mr. Piccolo advised staff received Request for Qualifications for a qualified firm capable of providing construction manager at risk to expand and upgrade existing Concourse B, and 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: Beck-Envision; DeAngelis Diamond-Magnum Builders; and Halfacre Construction, with Mr. Bailey conducting the ballot voting process.

The first and second ballot votes for first choice resulted in a three-way tie with two votes for Beck-Envision, two votes for DeAngelis Diamond-Magnum, and two votes for Halfacre Construction. The third and fourth ballot votes resulted in a two-way tie with three votes each for Beck-Envision and DeAngelis Diamond-Magnum, and no votes for Halfacre Construction. After discussion, The Board ranked the firms as follows:

1. DeAngelis Diamond-Magnum Builders
2. Beck-Envision
3. Halfacre Construction

Contract negotiations will begin with the first ranked firm of DeAngelis Diamond-Magnum Builders and a contract will be brought back to the Board if successful.

**MOTION:** Commissioner Beruff moved approval of the selected firms of DeAngelis Diamond-Magnum Builders as first ranked firm; Beck-Envision as second ranked firm; and Halfacre Construction as the 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 4-2 (Commissioner Spencer and Commissioner Holder voting Nay)**

**5C. Approval: Recognition-Acknowledgment Petition for Modification of the Official Description of the Police Union Bargaining Unit**

Mr. Piccolo requested approval to execute the Recognition-Acknowledgment Petition which recognizes full-time and part-time employees holding the positions of Police Officers and Police Sergeants are part of the bargaining unit. No substantive changes are made with this recognition.

**MOTION:** Commissioner Spencer moved to approve the execution of the Recognition-Acknowledgment Petition as submitted. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

**5D. Approval: Set Public Hearing SMAA Resolution 2021-05 Adoption of Fiscal Year 2022 Budget and Establishing Airline Rental, Fees, and Charges**

Mr. Piccolo requested approval to set a Public Hearing for review and approval of SMAA Resolution 2021-05 Adoption of Fiscal Year 2022 Budget at the September 27, 2021 Regular Meeting.

**MOTION:** Commissioner Beruff moved approval to set a Public Hearing on SMAA Resolution 2021-05 Adoption of Fiscal Year 2022 Budget and Establishing Airline Rentals, Fees and Charges at the September 27, 2021 Regular Meeting. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

**5E. Approval: Increase Contract Scope for Construction Phase Services for Parking Lot Expansion Phase 2 Project with American Infrastructure Development, Inc.**

The Board approved a contract for professional engineering services with American Infrastructure Development, Inc. at the May 2019 Board meeting. Mr. Piccolo advised staff that these services included the design, permitting, bidding, and construction phase services for the Long Term, Shade Lot, and Valet drop off areas. Due to the significant increase in airline traffic, it is necessary to amend these services to expand the Ready Return Lot and construct a new Economy Lot. The additional design and permitting fees associated with the Ready Return Lot expansion and Economy Lot were negotiated in the amount of \$214,152.00.

**MOTION:** Commissioner Biter moved to authorize the Chairman to execute an amendment to the contract with American Infrastructure Development, Inc. in the amount of \$214,152.00 with a 10% contingency providing an authorized level of \$235,567.20; with authorization for staff to prepare all

documents necessary to implement this action. Commissioner Beruff seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

**5F. Approval: Increase Contract Scope for Construction of Parking Lot Expansion Phase 2 Project with Magnum Builders of Sarasota, Inc.**

The Board approved a contract with Magnum Builders of Sarasota, Inc. at the January 2021 Board meeting. Mr. Piccolo advised staff this contract included expansion of the Long-Term Parking Lot, paving the overflow parking area, replacement of shuttle kiosks, additional lighting, extension of fiber optic conduit, cable to new security camera locations, removing the return loop road, and providing fencing with landscaping to the southern boundary of the Long-Term Lot. It is necessary to increase the contract scope to include installation of communication, security, and electrical equipment. An increase to the contract of \$235,819.83 and an additional 30-calendar days are requested.

**MOTION:** Commissioner Beruff moved approval to increase contract scope and fee of \$235,819.83, and allow an additional 30 calendar days, with Magnum Builders of Sarasota, Inc. to install communication, security, and electrical equipment; with authorization for staff to prepare all documents necessary to implement this action. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (6-0)**

**Item 6. Department Reports**

The following department reports were accepted:

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

**Item 7. Attorney Presentations**

No additional information offered.

**Item 8. Old/New Business**

No old/new business discussed.

**Item 9. Public Comments:**

No Public Comments offered.

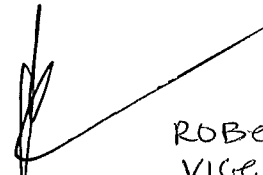
**Item 10. Commissioner Comments:**

No Commissioner Comments offered.


**Item 11. Adjournment**

There was no further business to come before the Authority. The meeting adjourned at 2:35 p.m.

APPROVED:

  
ROBERT SPENCER  
VICE CHAIRMAN, FOR  
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Doug Holder, Chairman

ATTEST:

  
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Carlos Beruff, Secretary