



## **Minutes for May 23, 2022 Board Meeting**

05/23/2022 | 01:00 PM - 01:34 PM

Dan P McClure Auditorium East

### **Attendees (10)**

Commissioners: Carlos Beruff; Jesse Biter; Kristin Incrocci; Robert Spencer

Staff/Council: Fredrick Piccolo; Kent Bontrager; Anita Eldridge; Mark Stuckey; Dori Guzman; Dan Bailey

### **Absent (2)**

Commissioner Holder; Commissioner Jackson

## **Agenda**

### **Call to Order, Invocation, and Pledge to Flag**

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

### **Introduction of New Employees**

Anita Eldridge introduced Jordan McPherson, Firefighter.

### **Approval: Minutes of Regular Meeting of April 25, 2022**

The Board approved the minutes of the Regular Meeting of April 25, 2022.

### **Public Comments - Items on the Agenda**

Sharon Hillstrom, President, CEO, Bradenton Area Economic Development Corp (EDC) spoke before the Board in support of the ground lease with the School District of Manatee County, which will provide aircraft maintenance technical training on the Airport. EDC research indicates the aviation industry is expected to grow by 14% over the next five years and aircraft technicians' wages will average \$60,000/year. The EDC appreciates the strong partnership with the Airport and looks forward to the development of the aircraft technical training school.

### **Recognition: Retired SMAA Fire Chief Bill Quinn**

Retired SMAA Fire Chief Bill Quinn was honored by numerous friends, co-workers, and firefighters from the surrounding communities. Carroll Monneyhan, former Longboat Key Fire Marshal, recognized Mr.

Quinn's service to SMAA from 1980 to 2022, presenting him with keepsakes as a reminder of his time as fire chief. Mr. Monneyhan also presented Mr. Piccolo and incoming fire chief Jason Hackley with a plaque; and presented the Board and Mr. Piccolo with lapel pins, in honor of all firefighters. Additional sentiments were expressed by members of the audience.

### **Update: Ground Based Terminal**

No presentation was given.

### **Items Needing Action**

#### **Item 7.1 Approval: Ground Lease with School District of Manatee County, FL to Provide Aircraft Maintenance Technical Training**

Administration would like to enter into an agreement with the School District of Manatee County, Florida for approximately 2.92 acres to develop aircraft hangars, classrooms, and offices to provide aircraft maintenance technical training.

**MOTION:** Commissioner Spencer motioned to approve the ground lease with the School District of Manatee County, Florida with a proposed initial 30-year lease with four 5-year renewals; initial rental rate of approximately \$0.39/sf, or \$50,000.00 per year, subject to an annual one percent rate adjustment implemented every five years, commencing 36 months following the effective lease date. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

### **Items Needing Action - Over \$325,000 Threshold**

#### **Item 8.1 Approval: Purchase of Parking Lot Revenue Equipment**

Administration requests authorization to purchase Parking Access and Revenue Control Systems (PARCS) for new and existing parking lots. This will update current equipment and improve customer service. Additionally, using standard solicitation procedures, allow SMAA President/CEO to execute these purchases, in an amount not to exceed \$1,100,000.00.

**MOTION:** Commissioner Biter motioned to approve the purchase of new parking revenue equipment, in an amount not to exceed \$1,100,000.00; and allow President/CEO to execute these purchases. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

#### **Item 8.2 Approval: Selection of Parking Lot Management Company**

Administration requests authorization to approve a contract award for airport parking lot management. In accordance with Airport policy, Request for Proposal P-220005 was noticed, and four firms will be reviewed and ranked by committee. Additionally, administration requests authorization for the President/CEO to execute a contract award with the number one ranked firm.

**MOTION:** Commissioner Spencer motioned to approve to allow the President/CEO to execute a contract award with the number one ranked parking lot management company. Contract will be for five years, with



the option of two one-year extensions. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.3 Approval: Construction Contract Award to Archer Western Construction, LLC for the Baggage Handling System Project**

Administration requests authorization to enter into a construction contract with the low responsive bidder for a new Baggage Handling System, Archer Western Construction, LLC, pending receipt of OTA grant from Transportation Safety Administration, which is anticipated to fund approximately \$23 million of the project. The remaining portion will be funded with a 50/50 grant from FDOT; and the Authority's portion will be repaid through a Passenger Facility Charge (PFC).

**MOTION:** Commissioner Biter motioned to authorize the Chairman to execute a construction contract with Archer Western Construction, LLC, (pending receipt of an OTA grant from TSA) in the amount of \$41,861,000.00 with a 10% contingency for a total budget of \$46,047,100.00 for construction of a new Baggage Handling System. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.4 Approval: Construction Contract Award to Quality Enterprises USA, Inc for Commercial Apron Expansion Project**

Administration requests authorization to enter into a construction contract with the low responsive bidder for the Commercial Apron Expansion Project, Quality Enterprises, USA, pending receipt of grants from FAA and FDOT. It is anticipated up to 95% of project costs will be funded through these grants.

**MOTION:** Commissioner Spencer motioned to authorize the Chairman to execute a construction contract with Quality Enterprises USA (pending grants from FAA and FDOT) in the amount of \$9,965,082.75 with a 10% contingency for a total budget of \$10,961,591.00 for the Commercial Apron Expansion Project. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.5 Approval: Construction Phase Professional Services Contract with E.G. Solutions, Inc. for Commercial Apron Expansion Project**

Administration requests authorization to enter into a construction phase services contract with E.G. Solutions, Inc. to provide construction phase services for the Commercial Apron Expansion Project, to support construction.

**MOTION:** Commissioner Biter motioned to authorize the Chairman to execute a construction phase services contract with E.G. Solutions, Inc in the amount of \$569,369,000 with a 10% contingency for a total budget of \$626,306.00 for the Commercial Apron Expansion Project. Commissioner Spencer seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.6 Approval: Construction Contract Award to Stellar Development, Inc. for Construction of QTA BP1 Cell Phone Lot Project**

Administration requests authorization to enter into a construction contract with the low responsive bidder for the QTA BP1 Cell Phone Lot Project, Stellar Development, Inc. The project will be funded through a Customer Facility Charge (CFC), which is collected by the rental car companies serving the Airport.

**MOTION:** Commissioner Biter motioned to authorize the Chairman to execute a construction contract with Stellar Development, Inc. in an amount up to \$1,803,767.00 with a 10% contingency for a total budget of \$1,984,144.00. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.7 Approval: Increase Contract Scope for Construction of BP1 - QTA Cell Lot Project, with Stellar Development, Inc.**

Administration requests the Board authorize the President/CEO to execute a contract change with Stellar Development, Inc. to expand the proposed cell phone lot by an additional 50 spaces and add security fencing, cameras, utilities, and lighting.

**MOTION:** Commissioner Biter motioned to authorize the President/CEO to execute a change contract with Stellar Development, Inc. for the BP1 - QTA Cell Lot Project with a 10% contingency. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.8 Approval: Professional Engineering Services Contract with Kimley-Horn and Associates for the West Apron Expansion Project**

In May 2021 the Board selected Kimley-Horn as the number one ranked firm to provide professional engineering services to design, permit, bid, and provide construction phase services for Phase 1 Apron Project. Due to unanticipated growth, it was determined to re-scope this project to design, permit, and bid an expansion to the west commercial apron. This project has received an FDOT grant and is eligible for up to 50% funding.

**MOTION:** Commissioner Spencer motioned to authorize the Chairman to execute a design contract with Kimley-Horn and Associates in the amount of \$630,151.15 with a 10% contingency for an authorized level of \$693,166.00. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.9 Approval: Construction Phase Professional Services Contract with PGAL for Quick Turn-Around Facility Projects (BP1, BP2, and BP3)**

The Consolidated Quick Turn-Around (QTA) Facility will combine the six existing rental car facilities into one facility. The QTA project has been bid in three separate bid packages, with PGAL to provide construction phase services for all three to support the construction. Administration is requesting the Board authorize the SMAA President/CEO to approve the negotiated scope and fee and execute necessary contracts with AID. 100% of funding will be provided through Customer Facility Charges collected by the Airport rental car companies.

**MOTION:** Commissioner Biter motioned to authorize the SMAA President/CEO to execute a construction phase services contract with PGAL for a negotiated amount that is based upon an independent fee estimate performed by an independent consultant with a 10% contingency. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.10 Approval: Construction Contract Award to Low Responsive Bidder (TBD) for the QTA BP3 - RV/Boat Storage Project**



Bid Package 3 (BP3) of the QTA project will relocate and improve the RV/Boat Storage Lot. Administration requests the Board authorize the SMAA President/CEO to execute a construction contract with the low responsive bidder for the QTA BP3 RV/Boat Storage Lots, with a 10% contingency.

**MOTION:** Commissioner Biter motioned to authorize the SMAA President/CEO to execute a construction contract with the low responsive bidder for the QTA BP3 RV/Boat Storage Lots, with a 10% contingency. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.11 Approval: Increase Contract Scope for the Airport Parking Lot Expansion Project with American Infrastructure Development (AID), Inc.**

In May 2019, the Board approved a contract for professional engineering services with AID, which included design, permitting, bidding, and construction phase services for Long Term Parking, Shade Lot, and Valet areas. Due to unanticipated growth, it is necessary to amend these services to include construction phase services for the construction of the Remote Economy Lot and Park and Ride Lots. Administration is requesting the Board authorize the SMAA President/CEO to approve the and execute the necessary contracts with AID.

**MOTION:** Commissioner Spencer motioned to authorize the SMAA President/CEO to amend the AID contract to include construction phase services for the Remote Economy and Park and Ride Lots for a negotiated amount that is based upon an independent fee estimate, with a 10% contingency. Commissioner Biter seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

**Item 8.12 Approval: Construction Contract Award to Low Responsive Bidder (TBD) for the Park and Ride Lot Project**

Administration requests authorize the SMAA President/CEO to execute a construction contract for the Park and Ride Lot Project, to include paving approximately 1,000 spaces, drainage improvements, striping, landscape, security fencing, lighting, revenue control, and emergency call boxes.

**MOTION:** Commissioner Biter motioned to authorize the SMAA President/CEO to execute a construction contract with the low responsive bidder for the Park and Ride Lots with a 10% contingency. Commissioner Incrocci seconded. **MOTION PASSED UNANIMOUSLY (4-0).**

## **Department Reports**

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

**Old/New Business**

There was no old/new business.

**Public Comments - Items Not on the Agenda**

There were no public comments regarding items not on the agenda.

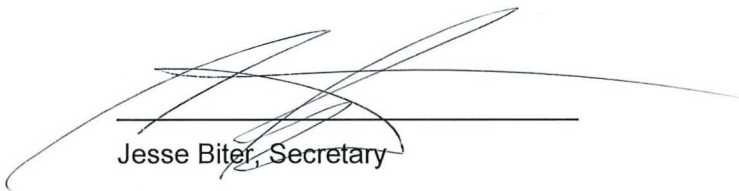
**Comments by Commissioners**

There were no comments by the commissioners.

**Adjournment**

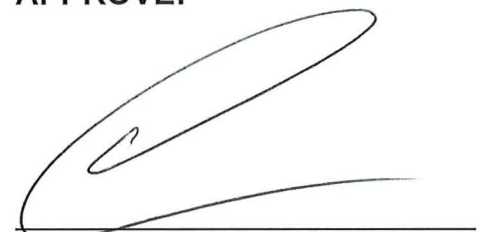
The meeting was adjourned at 1:34 p.m.

**ATTEST:**



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Jesse Biter, Secretary

**APPROVE:**



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Carlos Beruff, Chairman