

If you would like to speak before the Canaveral Port Authority Board of Commissioners during Public Comments on a topic relevant to the Canaveral Port Authority Commission Agenda for this meeting, please complete a Public Comment Request card and give the card to the recording secretary. Public Comment Request cards are located near the outside entry doors next to the agenda for this meeting.

1. Please proceed to the podium when your name is called by the Commission Chairman and re-state your name for the recording secretary.
2. You will have **THREE MINUTES** to speak before the Board of Commissioners; unless extended by the Chairman.
3. All statements are to be directed to the Commission Chairman; no person may address or question Board members individually unless specifically directed to. Staff members shall not be expected to answer questions from the audience unless called upon by the Board Chairman or the Chief Executive Officer.

No Board action will be taken on requests during Public Comments unless determined by the Commission Chairman to be an emergency. Any other requests for Board action may be placed on the agenda for a subsequent meeting.

CANAVERAL PORT DISTRICT BOARD OF COMMISSIONERS

**Wednesday, April 20, 2011
Port Commission Room
Port Canaveral, Florida 32920**

AGENDA

This meeting is open to the public

2:00 p.m.

- A. Meeting called to order and Pledge of Allegiance
- B. Approval of Agenda for this Meeting
- C. Personal Appearances and Presentations
 1. Employer Support of the Guard and Reserve – Herman W. Garrett
 2. Above & Beyond Certificates for March 30, 2011 Storm Incident (Payne)
 3. Memo of Understanding between Delaware North Companies Parks & Resorts at the Kennedy Space Center Visitors Complex and the Canaveral Port Authority (Payne)
- D. Reports
 1. Chief Executive Officer
 - a. Status of on-going business
 - b. Consent Agenda
 - (1) Consideration of approving the Minutes of the March 9, 2011 Commission Meeting (Payne)
 - (2) Consideration of approving the Minutes of the April 7, 2011 Special Meeting (Payne)
 - (3) Consideration of approving Commissioner Minor Expenses for March 2011 (Long)
 - (4) Consideration of approving revisions to CPA Tariff No. 12 (Payne)
 - (5) Consideration of issuing a CPA purchase order to United Rentals Inc., the lowest responsible bidder for a Genie Z-45/25J RT Aerial Lift, Bid #PUR-ITB-11-1 (Carroll/Hellebrand)
 - (6) Consideration of authorizing Purchasing Services to purchase additional fleet vehicles for the Port Canaveral Police Department, as included in the FY2010/11 capital budget line item for Police Department Equipment (Hellebrand)

- (7) Consideration of authorizing staff to advertise for a Request for Proposal for consultant services for development of a strategic plan for the installation of fiber and integration of the camera system and network connectivity throughout the Port (Hellebrand)
- (8) Consideration of authorizing the CEO to execute an agreement with PortStar, a web-based training program, for its continued use in providing maritime training for Port badge holders (Klaman/Hellebrand)
- (9) Consideration of authorizing staff to advertise for bids for the purchase of microwave communications equipment (Megregian/Hellebrand)
- (10) Consideration of authorizing staff to advertise for bids for the purchase of an uninterrupted power source (UPS) for the Public Safety building (Megregian/Hellebrand)
- (11) Consideration of confirming Change Order #1 to Kinley Corporation, contract for the Inter-Agency Maritime Operation Center project for a deduction for an unallocated allowance of (\$156.16) and Special Category Materials (SCMs) of (\$60,095.99) for a total net decrease of (\$60,252.15) (Walsh)
- (12) Consideration of authorizing Change Order #1 to SignAccess, contract for the Charles M. Rowland Drive Signage project for an increase in the amount of \$37,969.45 for additional electronic signage in the Cruise Terminal area for a total net increase of (\$37,969.45) (Walsh)
- (13) Consideration of approval of Technical Amendments and Plan substitution for CEO Contract (Payne)
- (14) Consideration of authorizing the selection committee's recommendation of a firm to provide Design Services for site improvements, stormwater, parking, utilities and construction management associated with Canaveral Cove (PUR-RFQ-11-2) and authorize staff to negotiate a contract with the selected firm (Walsh)
- (15) Consideration of awarding a contract for Design Services for the Northside Fire Station and Operations Building to Architects in Association Rood and Zwick, Inc. for the amount of \$183,300.00, and authorization to advertise and solicit bids for construction of same, and authorization to negotiate front-end specification services with CH2M Hill for a sum not to exceed \$7,000.00 (Walsh)
- (16) Consideration of authorizing advertising for professional services in accordance with the Consultants Competitive Negotiations Act for requests for qualifications for Threshold Services (Walsh)
- (17) Consideration of authorizing an engineering purchase order to Halcrow, Inc. in the amount of \$34,320.00 for design and bid services for Cruise Terminal 3 Pier Modification and authorization to advertise and solicit bids for construction of same (Walsh)
- (18) Consideration of authorizing staff to issue a request for proposal to local general contractors for a small project indefinite quantity unit cost basis and authorization to add to the Continuing Contract Matrix (Walsh)
- (19) Consideration of authorizing a contract modification to increase the contract with Halcrow, Inc. in the amount of \$57,290.00 for Traffic Study Services for Northside Intersection Improvements (Walsh)
- (20) Consideration of approving an increase to purchase order P07745 to CH2M Hill in the amount of \$12,981.50 for additional services related to construction permit coordination associated with the Corner Cut-off Phase 2 project (Noble)
- (21) Consideration of approving a Second Modification to Miss Cape Excursions 29 year lease dated May 1, 1997, as amended, subject to submittal and approval of a Conceptual Plan compliant with CPA's Site and Design Criteria, and approval of the document by legal counsel (Denig/Tatum)

2. Staff Discussions/Presentations

- a. Disney Cruise Line Contract Extension/Amendments (Payne)

3. Engineering and Planning

a. CT-6 Presentation

(1) Consideration of authorizing staff to negotiate a Design Build Guaranteed Maximum Price Contract (not to exceed contract within the scheduled completion date and with possible incentives for early completion and project cost savings) with the committee top ranked firm Skanska Building Corp. for Design and Construction of Cruise Terminal 6 Terminal Building (Walsh)

(2) Consideration of awarding a contract to Misener Marine for the for Cruise Terminal 6 Berth and North Cargo 8 Berth (Walsh)

b. Consideration of authorizing the selection committee's recommendation of a firm to provide Design Services for a Canaveral Cove Welcome Center, Pedestrian Promenade, Landscape Architecture and Site Planning Improvements (PUR-RFQ-11-1) and authorize staff to negotiate a contract with the selected firm (Walsh)

4. Accounting and Finance

a. Consideration of approving the Financial Reports for February and March 2011, List of Bills for March 2011 and Attorney Fees for February and March 2011 (Long)

b. Consideration of approving a revision to the FY2011 Operating and Capital Budgets (Poston/Long)

E. Public Comments

F. Commissioner Reports and Comments

G. Adjournment until next scheduled meeting to be held 2:00 p.m. Wednesday, May 18, 2011