

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.
3. All statements are to be directed to the Commission Chairman; you may not address or question Board members or Port staff individually unless specifically directed to.

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, September 21, 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. Vonda Welborn, Port Canaveral Association - Pink Ribbon Walk and Pink Ribbon Port Fest (Payne)
- D. Reports
 1. Chief Executive Officer
 - a. Status of on-going business
 - b. Consent Agenda
 - (1) Consideration of approving the Minutes of the August 11, 2011 Special Meeting (Payne)
 - (2) Consideration of approving the Minutes of the August 11, 2011 CEO Annual Review (Payne)
 - (3) Consideration of approving the Minutes of the August 17, 2011 Commission Meeting (Payne)
 - (4) Consideration of approving the Minutes of the September 1, 2011 Special Meeting (Payne)
 - (5) Consideration of approving a contract between Canaveral Port Authority and Brevard County for traffic signal maintenance, contingent upon legal review (Hellebrand)
 - (6) Consideration of authorizing Purchasing Services to purchase fleet vehicles, contingent on the approval of the FY2012 Capital Budget (Carroll/Hellebrand)
 - (7) Consideration of approving the Selection Committee's ranking for Custodial Services (PUR-RFP-11-10) and to authorize the staff to negotiate and for the CEO to execute a contract with the top ranked company, contingent upon legal review (Hellebrand)
 - (8) Consideration of authorizing Purchasing Services to advertise for a Request for Proposal for the purchase of an automated payment system to collect trip fees from commercial ground transportation vehicles (Hellebrand)
 - (9) Consideration of approving a Revision to the Lease Modification Agreement with respect to FP&L's Fifty Year Lease dated September 24, 1953 (Tatum)

- (10) Consideration of approving an amendment to the Fire Boat Operator Agreement for a negotiated annual compensation, contingent upon legal review (Tatum/Hellebrand)
- (11) Consideration of approving a contract between Canaveral Port Authority and McRoberts Protective Agency for Security Guard Services at the cruise terminals, contingent upon legal review (Hellebrand)
- (12) Consideration of approving a contract between Canaveral Port Authority and American Guard Services for Security Guard Services at the cruise terminals, contingent upon legal review (Hellebrand)
- (13) Consideration of amending Canaveral Port Authority Policy No. 2001-1, Policy for Leasing Land from the Canaveral Port Authority (Payne)
- (14) Consideration of approving the Selection Committee's recommendation of moving all three shortlisted firms for the Cruise Terminal 6 Gangway to proceed to Step 2 proposals (Walsh)
- (15) Consideration of awarding a contract to Doug Wilson Enterprises, Inc., Cape Canaveral, FL for site work and installation of booths for collection of Commercial Transportation trip fees at North and South Cruise Terminals in the amount of \$217,328.00 (Walsh)
- (16) Consideration of authorizing staff to advertise and solicit bids for construction of Marlin Street Improvements; project is funded by FDOT Grants associated with George King Roadways (Walsh)
- (17) Consideration of authorizing staff to advertise and solicit bids for construction of the new Truck Staging Lot on Sea Ray Drive, West end of the 50-acre Barge Canal Site (Walsh)
- (18) Item Pulled
- (19) Consideration of authorizing staff to advertise and solicit bids for construction of the North side Fire Station and Operations Buildings and solicit pricing for a Federal Contracts Administration Consultant as part of the Fire Station project (Walsh)
- (20) Consideration of approving the following CH2M Hill Engineers Inc. engineering purchase orders for General Engineering Services for the upcoming fiscal year; subject to the approval of the FY2012 Budget (Walsh)
 - 2012-01 - Engineering Support for \$100,000
 - 2012-02 - Operations Support for \$20,000
 - 2012-03 - Real Property Support for \$15,000
 - 2012-04 - Building Department Support for \$5,000
- (21) Consideration of authorizing an increase to purchase orders totaling \$53,692.66 to Safety & Environmental Assessment Services, Inc. for Harbor, Barge Canal, and Beach Water Quality Monitoring and to extend purchase orders through the end of the continuing contract period March 2012; subject to the approval of the FY2012 Budget (Noble/Walsh)
- (22) Consideration of authorizing a purchase order of up to the maximum amount of \$448,800.00, of which CPA will be responsible for 25%, to URS Corporation for continued remediation activities at the 116 George King Boulevard site; subject to approval of the FY2012 Budget (Noble/Walsh)
- (23) Consideration of authorizing purchase orders totaling \$150,000 to Olsen Associates, Inc. for Port Canaveral Inlet Management Plan implementation in accordance with the FY2011-12 Florida Beach Management Program Long Range Budget Plan; subject to the approval of the FY2012 Budget (Noble/Walsh)

- (24) Consideration of authorizing CPA Policy #2011-03, to establish advertising criteria for the website, signage, or any other Port-related media (Harvey)
- (25) Consideration of authorizing a purchase order in the amount of \$105,000 to Wolf Jesse Paquin for services related to the production of the Port's magazine for Fiscal Year 2012 (Harvey)
- (26) Consideration of adopting four Brevard County Ordinances, contingent upon legal review (Hellebrand)
- (27) Consideration of authorizing Change Order #1 to Doug Wilson Enterprises general construction contract for the Cruise Terminal 3 project in the amount of \$33,316.00 for added scope required for Carnival Ecstasy operation at the home port terminal (Walsh)
- (28) Item Pulled
- (29) Consideration of approving a technical amendment to the CEO Contract (Long)
- (30) Consideration of authorizing CPA Resolution No. 2011-11, authorizing a Joint Participation Agreement (JPA) between the Canaveral Port Authority and Florida Department of Transportation (FDOT) for the reimbursement of funds expended by the Canaveral Port Authority in conjunction with the construction and design of Cruise Terminal #6 and gangways (Poston/Long)
- (31) Consideration of authorizing permission to advertise energy retrofit projects at Cruise Terminal 5, 8, 10, including parking garages, and the Maritime Center, as funded by State of Florida Grant Assistance Pursuant to American Recovery and Reinvestment Act, U.S. Department of Energy Awards, and authorize staff to negotiate and award a contract with the selected firm(s) (Noble/Walsh)

2. Staff Discussions/Presentations

None

3. Engineering and Planning

- a. Cruise Terminal 6 Garage presentation of the three shortlisted firms with review of designs, cost and committee recommendation for contract award (Walsh)

4. Accounting and Finance

- a. Consideration of approving the Financial Reports and Attorney Fees for August 2011 (Long)

2:30 p.m.

- 5. Final hearing of Proposed FY2011-2012 Operating and Capital Budgets and Tariff Modifications (Poston/Long)

E. Public Comments

F. Commissioner Reports and Comments

G. Adjournment until next scheduled meeting to be held 2:00 p.m. Wednesday, October 19, 2011