

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, December 7, 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. Resolution 2011-14, A Resolution of the Canaveral Port Authority to Commemorate the Life and Service of Port Ambassador Jacques Dubois (Harvey)
 2. Vonda Welborn, Port Canaveral Association - Pink Ribbon Walk (Payne)
 3. Presentation of CAFR Award (Long)
- D. Reports
 1. Chief Executive Officer
 - a. Status of on-going business
 - b. Consent Agenda
 - (1) Consideration of approving the Minutes of the October 25, 2011 Commission Meeting (Payne)
 - (2) Consideration of approving Commissioner Minor Expenses for November 2011 (Long)
 - (3) Consideration of approving the dates of the 2012 Canaveral Port Authority Commission Meetings (Payne)
 - (4) Consideration of amending the contract with JW Marriott Corporation for the 2013 American Association of Port Authorities (AAPA) Annual Convention (Harvey)
 - (5) Consideration of authorizing deductive Change Order #1 to GSA Security, Inc. for the Cruise Terminal 8 CCTV Systems Expansion and Upgrade project in the amount of (\$2,960.94) (Hellebrand)
 - (6) Consideration of approving a Collateral Assignment between Ambassador Services Inc. and TD Bank, contingent upon approval of the documents by Port Counsel (Denig/Long)
 - (7) Consideration of confirming Change Order #1 to Orion Marine Construction, Inc. aka Misener Marine Construction, Inc., Florida for the Cruise Terminal 3 Pier Modifications for the deduction of an unallocated allowance of (\$13,591.30) and Special Category Materials (SCMs) of \$43,679.41 for a total net decrease of (\$57,270.71); this will close out the contract (Perley/Walsh)

- (8) Consideration of authorizing Change Order #1 to Doug Wilson Enterprises, Inc., Cape Canaveral, Florida for the Commercial Vehicle Access Staging at Cruise Terminals for the deduction for an unallocated allowance of (\$8,345.75) for a total net decrease of (\$8,345.75); this will close out the contract (Perley/Walsh)
- (9) Consideration of authorizing Change Order #3 to Doug Wilson Enterprises, Inc., general construction contract for the Cruise Terminal 3 project in the amount of \$16,359.27 for added scope required for Carnival Ecstasy operation at the home port terminal (Walsh)
- (10) Consideration of approving the Selection Committee's recommendation of moving the top six shortlisted firms for the First Response Fire Station and Operations Center Construction Manager at Risk Services to proceed to Step 2 proposals (Walsh)
- (11) Consideration of approving the Selection Committee's recommendation of moving the top five shortlisted firms for the Cove Welcome Center Construction Manager at Risk Services to proceed to Step 2 proposals (Walsh)
- (12) Consideration of authorizing advertising for professional services in accordance with the Competitive Negotiations Act for requests for qualifications for Waterside General Engineering Services (Walsh)
- (13) Consideration of authorizing advertising for professional services in accordance with the Competitive Negotiations Act for requests for qualifications for Water Quality Monitoring and Analysis (Noble/Walsh)
- (14) Consideration of authorizing advertising for professional services in accordance with the Competitive Negotiations Act for requests for qualifications for Architectural, Planning, and Design Specific Services (Walsh)
- (15) Consideration of authorizing advertising for a Request for Proposal for professional commercial real estate leasing services for the Maritime Center and other Port owned office/warehouse/retail property (Walsh)
- (16) Consideration of approving revisions to the Employment Agreement of the CEO (Long)
- (17) Consideration of authorizing staff to advertise for a "Request For Proposal" for consultant services for development of a strategic plan for the installation of 2009 grant funded "Waterside Security Detection and Interdiction System" within the Port (Hellebrand)
- (18) Consideration of approving the Selection Committee's ranking for Plans and Studies as recommended in the Port Canaveral Consolidated System-Wide Risk Management/Mitigation, Continuity of Operations, and Resumption of Trade Plan (PUR-RFP-11-11), and authorize staff to negotiate and execute a contract with the top ranked company, Good Harbor Consulting, LLC (Hellebrand)
- (19) Consideration of approving a First Modification to CH2M Hill's 5 year lease dated January 1, 2007, contingent upon approval of the document by Port Counsel (Denig/Long)
- (20) Consideration of approving an Eighth Modification to Ambassador Services Inc. 30 year lease dated June 1, 1988, Lease ID #129, for the terms previously presented and approved at the October 25, 2011 Commission Meeting, contingent upon approval of the document by Port Counsel (Denig/Long)
- (21) Consideration of approving a modification to the following Ambassador Services, Inc. leases, contingent upon the approval of the documents by Port Counsel (Denig/Long)
 - a. 50 Year Lease dated August 1, 1995, Lease ID #26
 - b. 30 Year Lease dated September 1, 1985, Lease ID #167
 - c. 30 Year Lease dated January 1, 1986, Lease ID #130
 - d. 30 Year Lease dated July 17, 1986, Lease ID #131

(22) Consideration of approving a Retainer Agreement between the Canaveral Port Authority and Harold T. Bistline, Attorney at Law (Payne)

2. Engineering and Planning
 - a. Consideration of approving the Selection Committee's recommendation of awarding a negotiated contract for the NCB-5 (Walsh)
 - b. Update on CT-6 (Walsh)
3. Accounting and Finance
 - a. Consideration of approving the List of Bills and Attorney Fees for October and November 2011 (Long)
 - b. Presentation by Mitch Owens of RBC Financial (Long)
4. Staff Discussions/Presentations
 - a. Robert Stuart, GrayRobinson, PA - State Legislative Update (Payne)
- E. Public Comments
- F. Commissioner Reports and Comments
- G. Adjournment until next scheduled meeting to be held 2:00 p.m. Wednesday, January 25, 2012