

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**

**July 29, 2015**

**Port Commission Room  
Port Canaveral, Florida 32920**

### **AGENDA**

This meeting is open to the public

**9:00 a.m.**

- A. Meeting called to order and Pledge of Allegiance
- B. Approval of Agenda for this Meeting
- C. Personal Appearances and Presentations
  1. Space Coast Seafarers Ministry (Mark Wodka)
  2. Employee Service Awards (Walsh)
  3. Cruise Terminal Programs (CT5, CT8, CT10) (Hicks, BEA)
  4. 524 Cocoa Site Update (Hicks)
  5. Capital Budgeting Process Update (Rees, Poston)
- D. Commission Discussion Items
  1. Kiosk update requested by Commissioner Evans.
- E. Reports
  - (1) Accounting and Finance
    - a. Presentation of Financial Statements for June 2015 (Rees)
    - b. Consideration of approving the Financial Reports for June 2015 (Poston)
      1. Statistical Report
      2. Aging Report
      3. List of Bills
      4. List of Disposals
      5. Attorney Fees
      6. Commissioner Expenses
      7. Financial Statements for June 2015 as presented in E.1.a and b.
  - (2) Chief Executive Officer
    - a. Status of on-going business (Walsh)
    - b. Public Comment for Consent Agenda Items
    - c. Consent Agenda

- (1) Consideration of approving the Minutes of the June 24, 2015 Commission Meeting (Walsh)
- (2) Consideration of authorizing staff to issue a formal solicitation for Port-wide vending services. (Blanchard)
- (3) Consideration of approving Policy 2015-001-FLT-3 Staff Vehicle Usage. This policy has been reviewed by General Counsel. (Carroll/Jendroch/Hicks)
- (4) Consideration of approving staff to issue a formal solicitation for the painting of the interior of Cruise Terminal 8. (Jendroch/Hicks)
- (5) Consideration of authorizing staff to issue a formal solicitation for roofing firms for reroofing Cruise Terminal 8. (Perley/Hicks)
- (6) Consideration of approving a purchase order to KMI International under their continuing Project Management Services contract for project management assistance for the SR-524 Logistics Center Project, the Cove Project and the Marine Terminal Phase II at NCB5 projects, in the amount not to exceed \$145,000. (Crowe/Hicks)
- (7) Consideration of approving a purchase order to Allen Engineering under their continuing General Engineering Services contract for design engineering services for improvements to the George King Blvd / Flounder Street intersection design and signalization in addition to the re-routing/re-design of an existing 54" diameter stormwater drainage pipe; both in support of the Cove development, in an amount not to exceed \$29,150. (Crowe/Hicks)
- (8) Consideration of approving a purchase order to \_\_\_\_\_ as the highest ranked in response to the PUR-RFP-15-10 / CN-15-025 Minor Sitework and Material Transport solicitation to haul approximately 500,000 cubic yards (CY) of fill material from Port Canaveral to the SR-524 ILC site in Cocoa, FL, in an amount not to exceed \$\_\_\_\_\_. (Crowe/Hicks) *(NOTE: The selection committee meeting is after the submission of the agenda books to the Commissioners and this item will be forwarded under separate cover).*
- (9) Consideration of approving a purchase order to CH2M under their general engineering services contract for detailed design and permitting services the reconstruction of NCP3 & NCP4 with dredging limits in an amount not to exceed \$585,256. (Crowe/Hicks)
- (10) Consideration of approving a deductive change order #2 for P14064 to Lucas Marine on the NOTU Boat Ramp Construction to reduce the contract by the remaining contingency balance of \$2,735. (Crowe/Hicks)
- (11) Consideration of authorizing staff to issue a formal solicitation for a design/build parking garage at CT5 and associated sitework at the North Cruise Terminals. (Perley/Hicks)
- (12) Consideration of authorizing staff to issue a formal solicitation in accordance with the Competitive Negotiations Act for requests for Port transportation services on a continuing service contract. (Perley/Hicks)
- (13) Consideration of approving Change Order #1 to W&J Construction Corporation to increase Purchase Order 16842 under their continuing service construction management contract for the construction of an additional fire training system at the Canaveral Fire Rescue training facility, in an amount not to exceed \$57,139. (Perley/Hicks)
- (14) Consideration of approving a purchase order to Canaveral Construction under their continuing service construction management contract for the interior demolition and added fire sprinklers to the Arnott Building, in an amount not to exceed \$125,400. (Perley/Hicks)

- (15) Consideration of approving the selection committee recommendation to short list the selected firms for CT5 CM at Risk Renovation Project (PUR-RFP-15-9) and proceed to the technical, pricing and schedule review and authorize staff to negotiate with the top ranked firm and execute a standard CM at Risk contract with a Guaranteed Maximum Price not to exceed of \$16,000,000. Staff will bring the this item back next month for confirmation of the selected firm.. (Perley/Hicks) *(NOTE: The selection committee meeting is after the submission of the agenda books to the Commissioners and this item will be forwarded under separate cover).*
- (16) Consideration of approving a purchase order to ECS-Florida for window and door penetration leak review and assessment on Cruise Terminal 8 in an amount not to exceed \$6,600. (Perley/Hicks)
- (17) Consideration of approving Resolution RES-2015-011-EXE-3 of the Canaveral Port Authority affirming its commitment to continued implementation of the Port Canaveral Inlet Management Plan, per the FDEP Florida Beach Management Program Long Range Budget Plan and Local Government Funding Request for FY2016-17, prepared by Olsen Associates, Inc. (Noble/Hicks)
- (18) Consideration of approving a purchase order to Allen Engineering under their continuing engineering services contract for consulting services on assessment of Cove regional pond capacity expansion options, in the amount not to exceed \$23,340. (Noble/Hicks)
- (19) Consideration of approving a purchase order to ATKINS North America under their continuing Biological and Ecological services contract for consulting services on wetland assessment/compensatory mitigation options, in the amount not to exceed \$35,905. (Noble/Hicks)
- (20) Consideration of authorizing staff to issue a formal solicitation for qualified HVAC service contractors for preventative maintenance and service work agreements on major HVAC systems located in the cruise terminals and the Maritime Center. (Jendroch/Hicks)
- (21) Consideration of authorizing staff to negotiate a Lease Extension for Port Canaveral Scrap, LLC. The initial three month extension will include certain requirements to be met and upon doing so, an optional nine month further extension will turn the extended lease into a full year. This Lease Extension is subject to General Counsel and Port Attorney review and approval. (Walsh)
- (22) A - Consideration of approving a purchase order to CH2M under their general engineering services contract for design and permitting updates to the previously designed and permitted construction of a new bulkhead at NCB8 and add construction phase services in an amount not to exceed \$185,842. (Crowe/Hicks)  
  
B - Consideration of authorizing staff to issue a formal solicitation for the construction of a new bulkhead at NCB8. (Crowe/Hicks)
- (23) Consideration of approving a purchase order to the selected consultant under their general engineering services contract for design, permitting and engineering services during construction of 5 Vehicle Staging Areas (VSAs) in the north and south sides of the Port in an amount not to exceed \$150,210. (Crowe/Hicks)
- (24) PULLED
- (25) Consideration of approving entering into a Five (5) Year Lease Agreement with Enterprise Leasing Company of Orlando, LLC at 710 Mullet Rd., contingent upon the review and approval of the lease agreement by General Counsel and Port Attorney. (Denig/Shepard)
- (26) Consideration of approving the Selection Committee's recommendation of selected firms for State and Federal Legislative Lobbying Services (PUR-RFQ-15-6) and authorize staff to execute contracts with the selected firms. (Dubea)
- (27) Consideration of approving amendment to Royal Caribbean Cruise Line contract for Majesty of the Seas incentives. (Walsh)

- (28) Consideration of approving amendment to Norwegian/Prestige Cruise Line Contract. (Walsh)
- (29) Consideration of approving staff to negotiate a long-term construction line of credit with current banking relationships for the purpose of providing construction funds to renovate Canaveral Port Authority's Cruise Terminals 5, 8 and 10. Staff is also requesting approval to use funds from the Port's existing line of credit (LOC) with PNC bank to fund capital expenses associated with the renovations projects. (Rees)
- (30) Consideration of approving an increase of \$200,539 to engineering purchase order P17085 to TranSystems for concept feasibility, design work, surveys, and environmental permitting to support lease negotiations with KSC on the Jay-Jay Bridge West Bank Rail Yard and potential Barge Rail Float Bridge connection to FEC. (Walsh)
- (31) Consideration of authorizing staff to issue a Purchase Order to Ivey's Construction under their continuing service contract to demolish the elevated road in front of Cruise Terminal 5 in an amount not to exceed \$997,500. (Perley/Hicks)

F. Staff Discussion Items

- 1. Real Estate – Cove Workshop Follow Up and Guidelines
- 2. Finance – New Tariff

G. Public Comments – three minutes per person

H. Commissioner Reports

I. Adjournment until next scheduled meeting to be held 9:00 a.m. Wednesday, August 26, 2015