

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. All persons speaking will follow conduct as set forth by Canaveral Port Authority Policy POL-2016-001-EXE-3, Public Participation and Conduct at Board Meetings.

1. Before approaching the podium, please remove hats and sunglasses and turn all cell phones off or to vibrate.
2. Please proceed to the podium when your name is called by the Commission Chairman and state your name, business affiliation, and city of residency for the recording secretary.
3. You will have **THREE MINUTES** to speak before the Board of Commissioners.
4. Do not make threats or rude comments, including the use of profanity, to or about members of the Board or Canaveral Port Authority Employees.
5. All statements are to be directed to the Commission Chairman. You may not address or question Board members or Port Staff individually unless directed by the Chairman.
6. Be respectful of other people's ideas or situations when you talk. Try not to judge them or point fingers.
7. Be patient when listening to others speak and do not interrupt them.

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**

**February 22, 2017**

**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
- D. Commission Discussion Items
  1. Consideration of approving evening Commission meetings on April 26 and October 25, 2017. (Commissioner Allender)
  2. Consideration of approving moving the May 24, 2017 to June 7, 2017. (Commissioner Allender)
- E. Reports
  1. Accounting and Finance
    - a. Consideration of approving the Financial Statements for October, November and December 2016. (Rodger Rees)
    - b. Consideration of approving the Financial Reports for January 2017. (Pat Poston)
      1. Statistical Report
      2. Aging Report
      3. List of Bills
      4. List of Disposals
      5. Attorney Fees
      6. Commissioner Expenses

## 2. Chief Executive Officer

### a. Status of on-going business

1. Environmental Update (Bob Musser)
2. Engineering Update (Bill Crowe)
3. CEO Update (John Murray)

### b. Public Comment for Consent Agenda Items

### c. Consent Agenda

- (1) Consideration of approving the Minutes of the January 18, 2017 Commission Meeting. (Melanie Bradford)
- (2) Consideration of approving various project contract change orders including:
  - (a) Change Order #6 to Dutra Dredging Company for the Canaveral Harbor 44ft channel Project. Decrease P14964 by (\$891,316.72) for unused contingency funds and unused funds from change order #5. Decrease P16678 by (\$16,017.00) for unused funds from change order #3. Total contract deduction of (\$907,333.72).
  - (b) Change Order #1 to AD Morgan Corporation for the CT8 Renovations Project. Decrease P18177 by (\$237,527.23) for unused allowance funds and owner direct purchases, freight and taxes.
  - (c) Change Order #1 to Vortex Marine Construction Inc. for the North Cargo Pier 2 Dolphin Demolition Project. Decrease P18399 by (\$10,209.60) for unused allowance funds.
- (3) Consideration of approving and executing Florida Department of Environmental Protection (FDEP) Grant Agreement No. 15BE2 Amendment No. 3 for the Port Canaveral Inlet Management Plan Implementation. (Bob Musser)
- (4) Consideration of authorizing staff to issue a formal solicitation for the North Cargo Piers 1 and 2 Fenders, Bollards and Deck Renovations project. (Patrick Hammond/Bill Crowe)
- (5) Consideration of authorizing staff to issue a formal solicitation from licensed vendors for a contract to perform maintenance and repair for Port owned facilities of the fire detection systems, fire suppression systems, and system central station monitoring. (Bill Hammond)
- (6) Consideration of approving a purchase order to Kimley - Horn under their continuing contract for traffic studies to perform a traffic study along the George King Blvd. corridor to include conceptual cross sections and preliminary cost estimates in an amount not to exceed \$52,500. (Tom

Foxhoven/Bill Crowe)

- (7) Consideration of approving a purchase order to CH2m under their GEC continuing contract for a middle reach surge study (see the attached map for the affected area), in an amount not to exceed \$98,976. (Tom Foxhoven/Bill Crowe)
- (8) Consideration of approving the selection committee recommendation to short list the selected firms for the Northside Cruise Terminals Roadway Network Design / Build Project (PUR-RFP-16-5). The selection committee recommends Ivey's Construction Inc. and P & S Paving, Inc. (Maureen Whitford/Bill Crowe)
- (9) Consideration of approving the sale of 271 acres of the SR 524/ I-95 site known as the Orlando-Port Canaveral Logistics Park, authorizing the execution on the Purchase and Sales Agreement and authorizing execution of the closing documents. (Scott Shepard)
- (10) Consideration of approving first amendment to one (1) year lease dated January 22, 2016 with Autoport Canaveral, LLC to acknowledge election of a three (3) year lease extension, revise extension options to provide up to four (4) extensions of three years each (total term not to exceed 16 years), and update potential expansion sites. The first amendment has been reviewed and approved by General Counsel and the Port Attorney. (Craig Langley)
- (11) Consideration of approving revisions to the following Human Resources Policies: (Amanda Brailsford-Urbina)
  - (a) POL-2014-024-HRO-3, Rev 1, Internal Communications and Solicitation Policy
  - (b) POL-2014-020-HRO-5, Rev 1, Educational Assistance Policy
  - (c) POL-2014-019-HRO-5, Rev 1, Employee Benefits
  - (d) POL-2014-024-HRO-3, Rev 1, Performance Evaluation Policy
- (12) Consideration of approving the Selection Committee's recommendation of selected firms for Strategic Advertising & Marketing Services (PUR-RFQ-16-6) and authorize staff to negotiate contracts with the selected firms. (Jim Dubea)
- (13) Consideration of approving the Selection Committee's recommendation of Ivey's Construction Co. and design/build team members for the Port Wide Wayfinding and Signage Design Build Project (PUR-16-4/CN-15-019) and to issue a purchase order for pre-construction design services in an amount not to exceed \$419,087 and to authorize staff to enter into negotiations with Ivey's to negotiate a Guaranteed Maximum Price contract to be submitted for approval by the commission at a future commission meeting. (Patrick Hammond/Bill Crowe)

- F. Public Comments – three minutes per person
- G. CEO Annual Review (Chairman Weinberg/Attorney Bistline)
- H. Commissioner Reports
- I. Adjournment until next scheduled meeting to be held on **Wednesday, March 22, 2017.**