

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**

**March 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

### **PROCLAMATION – Professional Procurement Month Proclamation**

#### C. Personal Appearances and Presentations

1. Audit Presentation by RSM
2. SpaceX (Ricky Lim)
3. Service Awards (John Murray)

#### D. Commission Discussion Items

1. Local Preference, discussion only (Commissioner Loyd)
  - a. Brevard County Purchasing Procedures Manual, page 8, section 1-F.
  - b. Brevard County Resolution No. 14-031
  - c. Brevard County Resolution No. 12-221

#### E. Reports

1. Accounting and Finance
  - a. Consideration of approving the Financial Statements for January 2017.  
(Rodger Rees)
  - b. Consideration of approving the Financial Reports for February 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 February 22, 2017 Commission Meeting. (Melanie Bradford)
    - (2) Consideration of approving entering into a five (5) year Lease Agreement with Space Exploration Technologies Corp. (SpaceX). The lease has been reviewed and approved by General Counsel and Port Attorney. (Scott Shepard)
    - (3) Consideration of approving a one (1) year extension of Satellite Shelters Inc. Lease Agreement dated April 1, 2012, as amended. The document has been reviewed and approved by General Counsel and Port Attorney. (Scott Shepard)
    - (4) Consideration of approving an Agreement Regarding Leases consenting to leasehold mortgage refinancing and Assignment of Rents and Security Agreement between Ambassador Services Inc. and Branch Banking and Trust Company (BB&T) as well as approving Termination Agreement with existing lender (TD Bank). The documents have been reviewed and approved by General Counsel and Port Attorney. (Scott Shepard)
    - (5) Consideration of authorizing staff to issue a formal solicitation for the design/build improvements of Fire Station 52. (AJ Jendroch/Bill Crowe)
    - (6) Consideration of authorizing staff to piggyback off of the US Communities Government Purchasing Alliance contract 15-JLP-023 for the removal/replacement of a HVAC chiller at Cruise Terminal 10 and authorize staff to issue a purchase order to Trane US, Inc. for a total cost not to exceed \$360,000. (AJ Jendroch/Bill Crowe)
    - (7) Consideration of authorizing staff to issue a formal solicitation for the Cruise Terminals 6 and 10 Scour Mat Repair project. (Patrick Hammond/Bill Crowe)

- (8) Consideration of approving a purchase order to HJ High Construction under the CM at Risk Landside continuing contract services for Hurricane Matthew related repairs at Cruise Terminal 10 in an amount not to exceed \$147,491.54. (Maureen Whitford/Bill Crowe)
- (9) Consideration of approving the selection committee recommendation for Minor Architecture & Engineering (A&E) Services for Continuing Contract and authorizing negotiation and execution of the standard continuing contract. (Bill Crowe)
- (10) Consideration of approving a purchase order to Customs and Border Protection (CBP) for the purchase, installation and service of CBP owned and operated security equipment in the newly renovated CT-10 in an amount not to exceed a \$443,284 one-time charge for equipment and a one- time \$2,500 charge for travel cost for installation of Voice equipment in addition to a \$30,000 annual DS-3 Circuit and connectivity cost. Total cost not to exceed \$475,784. (Tom Foxhoven/Bill Crowe)
- (11) Consideration of approving a change of dates of the previously approved Salt Water Classic. (Tara Ruch/Brian Blanchard)

F. Public Comments – three minutes per person

G. Commissioner Reports

H. Adjournment until next scheduled meeting to be held on **Wednesday, April 26, 2017 at 6:00 pm.**