

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

April 26, 2017

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

AGENDA

This meeting is open to the public

6:00 p.m.

- A. Meeting called to order and Pledge of Allegiance
- B. Approval of Agenda for this Meeting

6:10 p.m. Time Certain – Mid Year Budget Adjustment (Rodger Rees)

- C. Personal Appearances and Presentations - None
- D. Commission Discussion Items

1. Safe Boating Week Proclamation (Vice Chairman Justice)

E. Reports

1. Accounting and Finance
 - a. Consideration of approving the Financial Statements for February and March 2017. (Rodger Rees)
 - b. Consideration of approving the Financial Reports for March 2017. (Pat Poston)
 1. Statistical Report
 2. Aging Report
 3. List of Bills
 4. List of Disposals - None
 5. Attorney Fees
 6. Commissioner Expenses

2. Chief Executive Officer

a. Status of on-going business

1. CEO Update (John Murray)

b. Public Comment for Consent Agenda Items

c. Consent Agenda

- (1) Consideration of approving the Minutes of the March 22, 2017 Commission Meeting. (Melanie Bradford)
- (2) Consideration of authorizing staff to extend on a month-to-month basis, the Multi-Function Printer/Copier State of Florida contract #600-000-11-1 with Canon Financial Services/North American Office Solutions for an additional 12 months in an amount not to exceed \$60,000. (Mark Lorusso/Jim Dubea)
- (3) Consideration of approving an increase of an amount NTE \$10,000 to Ceres Marine Terminals, to cover the gangway support and relocation, for the remainder of FY17 ship calls for Carnival Pride; bringing the total approved amount to \$260,000. (Clyde Mathis)
- (4) Consideration of approving a Consent to Mortgage of Real Estate and Security Agreement and Assignment of Leases and Rents between Branch Banking and Trust Company (BB&T) and Harbortown Marina-Canaveral, Ltd. The documents have been reviewed and approved by General Counsel and Port Attorney. (Scott Shepard)
- (5) Consideration of approving a six (6) month extension to Seafood Atlantic, Inc. 20 Year Lease dated May 1, 1997. The document has been reviewed and approved by General Counsel and Port Attorney. (Scott Shepard)
- (6) Consideration of authorizing staff to issue a formal solicitation for re-construction of the cove parking lot. (Verónica Narváez-Lugo/Bill Crowe)
- (7) Consideration of approving various project contract change orders including:
 - (a) Change Order #1 to W & J Construction Company for the Hurricane Matthew Repairs at Jetty Park. Decrease Deduct unused funds of \$13,686.53 from purchase order P19696 (Bill Crowe).
- (8) Consideration of approving:
 - (a) A purchase order to Heard Construction, Inc. under their continuing services construction/management contract for the improvements to the commission room in an amount not to exceed \$475,786.36. (Verónica Narváez-Lugo/Bill Crowe)

- (b) Permission to solicit bids for seating replacement for the commission room through the CPA direct purchase process not to exceed \$50,000. (Veronica Narváez-Lugo/Bill Crowe)
- (9) Consideration of approving a zero dollar change order to Ivey's Construction, Inc. under the North Side Cruise Terminals Tolling System contract CN-16-025 (P19579), to add the scope of procurement and installation of a pay on exit system at Cruise Terminal garages 5 and 6. (Veronica Narváez-Lugo/Bill Crowe)
- (10) Consideration of approving a zero dollar change order to Ivey's Construction, Inc. under the CT-6 elevated Roadway Demo contract CN-16-007 (P18828) to add to scope for the existing landscaping island demolition and commercial drive lanes and parking modification in front of Cruise Terminal 6 to relocate the drop-off areas. (Veronica Narváez-Lugo/Bill Crowe)
- (11) Consideration of authorizing staff to issue formal solicitations for professional services for Continuing Contract Consultants for Environmental Property Management – Engineering and Non-Engineering Services. The Engineering Services will be solicited in accordance with the Consultant's Competitive Negotiations Act (CCNA). (Bob Musser/Bill Crowe)
- (12) Consideration awarding a contract to CH2M and authorizing staff to negotiate a task order for the waterside engineering design and permitting for a new cruise terminal berth that will be submitted to the Commission for approval and execution at a subsequent meeting. (Tom Foxhoven/Bill Crowe)
- (13) Consideration of authorizing staff to issue a purchase order to Orion Marine Group under the Construction Manager at Risk Waterside continuing contract for repairs of NCP1 and NCP2 not to exceed \$1,892,984. (Tom Foxhoven/Bill Crowe)
- (14) Consideration of authorizing staff to issue a formal solicitation for the purchase of replacement Fenders and Bollards (material only) for NCP1 & 2 and award this contract for a cost up to \$500,000. (Tom Foxhoven/Bill Crowe)
- (15) Consideration of approving East Coast Boat Show for a three day event. Dates requesting are October 13th – 15th, 2017. (Tara Ruch/Brian Blanchard)
- (16) Consideration of approving an increase to purchase order P18569 to Bermello Ajamil & Partners (B&A) Incorporated in the amount of \$30,000.00 for an additional public meeting to review master planning efforts and finalize public input with the community for the Strategic Master Plan. (Jim Dubea)

F. Public Comments – three minutes per person

G. Commissioner Reports

H. Adjournment until next scheduled meeting to be held on **Wednesday, June 7, 2017 at 9:00 a.m.**