

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 situation 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

August 23, 2017

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

AGENDA

This meeting is open to the public.

9:00 AM

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda
3. Personal Appearances and Presentations
 - A. 2018 Preliminary Budget Hearing (**Time Certain – 9:10 AM**)
4. Commission Discussion Items
 - A. Consideration of approving moving the November 29, 2017 Commission meeting to December 6, 2017. (Chairman Weinberg)
 - B. Consideration of approving Revision Number 3 to Policy Number: POL-2016-003-EXE-3, Port Ambassador Program. (Chairman Weinberg/Harold Bistline)
 - C. Consideration of approving Harold Bistline attending the AAPA Convention in Long Beach, California on October 1 – 5, 2017. (Chairman Weinberg)
5. Reports
 - A. Approval of June 28, 2017 meeting minutes. (Melanie Bradford)
 - B. Finance
 1. Consideration of approving the Financial Statements for May and June 2017.

2. Consideration of approving the Financial Reports for June and July 2017.

- a. Statistical Report
- b. Aging Report
- c. List of Bills
- d. List of Disposals
- e. Attorney Fees
- f. Commissioner Expenses

C. Chief Executive Officer

1. CEO Update

6. Public Comment on Consent Agenda

7. Consent Agenda

A. Business Development - None

B. Engineering, Construction, and Facilities

1. Consideration of approving various project contract change orders including:

- a. Change Order #1 HJ High Construction Company for the CT10 Renovations Project. Decrease P18878 by (\$4,044,253.14) for owner direct purchases, freight and taxes.

2. Consideration of authorizing staff under the Continuing Contracts Agreement to engage the following contractors for emergency response and repairs for any damage caused by potential named storms during the 2017 season. Staff recommends an initial Purchase Order in the amount of \$500,000 to each contractor for a total amount of \$1,500,000. This value may be adjusted with Commission approval once assessment of damage has been completed.

- Ivey's Construction
- Heard Construction
- Canaveral Construction

3. Consideration approving the recommendation of the lowest responsive bidder to The Watauga Company for the PUR-ITB-17-4 Cruise Terminal 8 Restrooms Renovation Project and authorize staff to issue a purchase

order in the amount of \$453,265. (Verónica Narváez-Lugo/Bill Crowe)

4. Consideration approving the recommendation of the lowest responsive bidder to Rush Construction for the PUR-ITB-17-3 Cove Parking Lot Project and authorize staff to issue a purchase order in the amount of \$1,163,752. (Verónica Narváez-Lugo/Bill Crowe)
5. Consideration of approving the recommendation for the PUR-RFQ-17-6 Owner's Rep Services for Purchase of Mobile Harbor Crane to Paul Bridges & Associates, LLC and authorize staff to negotiate this contract in an amount not to exceed \$60,000. (Verónica Narváez-Lugo/Bill Crowe)
6. Consideration of approving Change Order #1 to purchase order P19947 for Rush Construction Inc. under their 397 Challenger Road contract for the purchase and installation of a fueling system in an amount not to exceed \$278,902. (Patrick Hammond/Bill Crowe)
7. Consideration of approving the execution of the Bill of Sale forms to dedicate the waterlines, water mains, and appurtenances to the City of Cocoa for the potable water service for the water main at 390 Challenger Road (Parrish Medical Center), Cape Canaveral, Florida. (Patrick Hammond/Bill Crowe)
8. Consideration of approving Change Order #1 to Ivey's Construction Co. under their existing Port Wide Wayfinding and Signage Design Build contract for the construction of new wayfinding signage limited to State Road 401 in an amount not to exceed \$226,000. (Patrick Hammond/Bill Crowe)
9. Consideration of authorizing staff to issue a formal solicitation for an Owners Representative to oversee the construction for the new Cruise Terminal #3 to include Terminal, Garage, Berth, Roadways and Utilities. (Bill Crowe)
10. Consideration of acknowledging the intent of staff to take the lead in designing & building the proposed Bait & Tackle Shop and limited-service restaurant between the existing boat ramps at Freddie Patrick Park and Jetty Park. (Bill Crowe)

11. Consideration of awarding a contract to Atkins and authorizing staff to negotiate a task order for the professional services regarding berthing facilities feasibility study that will be submitted to the Commission for approval and execution at a subsequent meeting. (Tom Foxhoven/Bill Crowe)

C. Executive - None

D. Finance – None

E. Government Relations and Communications

1. Consideration of approving Policy POL-2017-001-COM-3, Logo Use Policy. The Policy has been reviewed and approved by General Counsel. (Diane Luensmann)

F. Human Resources - None

G. Information Technology - None

H. Operations

1. Consideration of authorizing a one (1) year extension option to the Agreement for On-Demand Taxi and Shuttle Services with 888 Transportation, LLC, commencing September 1, 2017 and ending August 31, 2018. (Clyde Mathis)

I. Public Safety

1. Consideration of approving Addendum to the Interlocal Agreement with the Brevard County Sheriff's Office for Seaport Security and Law Enforcement Service (the "Agreement") to extend the term for an additional three (3) years (October 1, 2017 through September 30, 2020) and establish the compensation fee paid by CPA to Sheriff for fiscal year 2018. (Barry Compagnoni)

J. Real Estate

1. Consideration of approving entering into a two (2) year Lease with Ambassador Services, Inc. for 60,000 sf of warehouse space on the Port's north side. The Lease document has been reviewed and

approved by the Port Attorney and General Counsel. (Scott Shepard)

K. Recreation - None

8. Public Comment

9. Commissioner Reports

A. Micah Loyd, Commissioner

B. Bob Harvey, Commissioner

C. Jerry Allender, Secretary/Treasurer

D. Wayne Justice, Vice Chairman

E. Tom Weinberg, Chairman

10. Adjourn to next meeting scheduled **Thursday, September 28, 2017** at 9:00 am.

