

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 AUTHORITY BOARD OF COMMISSIONERS

October 25, 2017

Commission Room

Port Canaveral, Florida 32920

AGENDA

This meeting is open to the public.

6:00 PM

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda
3. Personal Appearances and Presentations
4. Commission Discussion Item
 - A. Consideration of approving the Commission meeting dates and times for calendar year 2018.
5. Reports
 - A. Approval of September 28, 2017 meeting minutes. (Melanie Bradford)
 - B. Finance
 1. Consideration of approving the Financial Statements for August 2017.
 2. Consideration of approving the Financial Reports for September 2017.
 - a. Statistical Report
 - b. Aging Report
 - c. List of Bills

- d. List of Disposals - None
- 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

B. Engineering, Construction, and Facilities

- 1. Consideration of approving a Resolution to adopt The Seven Performance Measures for Flood Plain Development, as recommended by the Florida Division of Emergency Management, Bureau of Mitigation. (Bill Hammond)
- 2. Consideration of approving the recommendation of a sole source award to Adelte Ports & Maritime S.L.U. the original OEM, for a 3 year Preventative Maintenance base contract with an option of two additional one-year terms for a total of 5 years, in the “not to exceed amount” of \$394,823.00. (AJ Jendroch/Bill Crowe)
- 3. Consideration of approving a contract for PUR-RFQ-17-4 Architectural and Engineering Design, Permitting and Bidding Services for a New Cruise Terminal, Parking Garage and Site Work at the old Cruise Terminal 3 site to Bermello Ajamil & Partners and issuing a not to exceed purchase order according to the following amounts:
 - a. \$3,687,740.00 for Design, Permitting and Bidding as it is less than the \$5M not to exceed amount for these services discussed at the September 28th commission meeting.
 - b. Add Alternate budget of \$1,506,260.00 for the future task of Construction Phase Services (not needed until approximately July, 2018) that was negotiated in advance. (Bill Crowe)

4. Consideration of approving the recommendation for the PUR-RFQ-17-7 Owner's Rep Services for Cruise Terminal 3 Improvements and authorize staff to negotiate a contract with KMI International and return to the December Commission Meeting for contract approval. (Tom Foxhoven/Bill Crowe)
5. Consideration of approving staff authorization to piggyback the National Joint Powers Alliance (NJPA) contract #031517-SGL with Simplex Grinnell LP for the maintenance, repair, central station monitoring and inspection of facility fire detection, fire suppression systems beginning November 1, 2017 through June 30, 2021, subject to annual renewals by NJPA, with a total fiscal year expenditure not to exceed \$85,000. And rescinding of staff authorization to solicit from licensed vendors a contract to perform maintenance, repair and inspections for fire detection, fire suppression systems and central station monitoring for Port owned facilities, approved under Agenda Item E.2.c(5), February 15, 2017. (Bill Hammond/Bill Crowe)
6. Consideration of approving a purchase order to AECOM for FY 2018 engineering support related to the former tenant contamination site at 116 George King Boulevard in the amount of \$139,606.50, of which CPA will be responsible for up to 25% (\$34,901.62) and will be reimbursed up to 75% (\$104,704.88) by Dow. (Bob Musser)

C. Executive

D. Finance

1. Consideration of authorizing CPA Resolution No. RES-2017-005-EXE-3, which will authorize reimbursement of various costs relating to the acquisition, construction and equipping of certain capital improvements as well as authorizing and appointing the Chief Financial Officer or his designee to hold public hearings on behalf of the Canaveral Port Authority. These public hearings will satisfy the public hearing requirements of the Internal Revenue Code of 1986, as amended. This Resolution also provides an effective date. (Rodger Rees)

E. Government Relations and Communications

F. Human Resources

G. Information Technology

H. Operations

I. Public Safety

J. Real Estate

1. Consideration of approving a Second Modification to Booz Allen Hamilton, Inc. Five (5) Year Lease dated December 16, 2009, as amended. The Modification document has been reviewed and approved by General Counsel/Port Attorney. (Scott Shepard)
2. Consideration of approving a First Modification to Ambassador Services Inc. two (2) Year Lease dated August 23, 2017. The Modification document has been reviewed and approved by General Counsel/Port Attorney. (Scott Shepard)
3. Consideration of approving a one (1) year extension to Lightle Beckner Robison (LBR) Exclusive Leasing Agreement and Property Management Agreement. These contracts expire December 31, 2017. Documents have been reviewed and approved by General Counsel/Port Attorney. (Scott Shepard)
4. Consideration of approving a perpetual, non-exclusive underground Utility Easement between Canaveral Port Authority (Grantor) and City of Titusville (Grantee) for a proposed 16" looping water main along the southern boundary of the Titusville Logistics Center property. (Craig Langley)

K. Recreation

8. Public Comment

9. Commissioner Reports

10. Adjourn to next meeting scheduled **Wednesday, December 6, 2017** at 9:00 am.