



**LEE COUNTY PORT AUTHORITY
AIRPORTS SPECIAL MANAGEMENT COMMITTEE**

Tuesday, June 24, 2008
1:30 p.m.
Training and Conference Center
Southwest Florida International Airport

Pledge of Allegiance

Presentations:

- Length of Service Award to employees who have been employed 20 years with the Lee County Port Authority as of May 2008 (Presented by Peter Modys, Aviation Division Director)

Public Comment on Consent and Administrative Agenda

Consent Agenda

Administrative Agenda

Executive Director Items

Port Attorney Items

Airports Special Management Committee Items

Adjourn

PUBLIC AGENDA

CONSENT AGENDA

- (a) Request Committee approve the Minutes of the April 29, 2008, Airports Special Management Committee meeting.
What action accomplishes: Approves minutes from previous meetings.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve
- (b) Request Board approve a “Fourth Amendment to ‘Airport Use Agreement’ with JetBlue Airways Corporation” for relocation of curbside check-in and curbside storage space.
What action accomplishes: Reflects relocation of JetBlue’s curbside check-in and curbside storage space.
Term: Until December 31, 2008
Funding Source: N/A
Management Recommendation: Approve
- (c) Request Board acknowledge and ratify the acceptance of two (2) federal grants between the United States of America and the Lee County Port Authority for a combined amount of \$4,906,364 of federal participation for the Midfield Terminal Expansion Program at the Southwest Florida International Airport.
What action accomplishes: Provides federal grant funding reimbursement for costs associated with the construction of the RSW Midfield Terminal Complex.
Term: N/A
Funding Source: NA
Management Recommendation: Approve
- (d) Request Board authorize execution of a contract with Hole Montes in the amount of \$415,603 to provide design and permitting for stormwater facilities associated with the RSW I-75 Access Roadway Improvements.
What action accomplishes: Incorporates drainage design into the RSW I-75 Access Roadway project.
Term: N/A
Funding Source: General Airport Operating Revenues collected during the normal operation of the Airport and a Florida Department of Transportation Grant. Account No. 21836641231.506510.20, Airport Construction.
Management Recommendation: Approve
- (e) Request Board approve grant of a Utility Easement to Embarq Florida, Inc., formerly Sprint-Florida, Inc. for Grantee to provide telephone service to the Midfield Terminal Complex at Southwest Florida International Airport.
What action accomplishes: Provides utility rights of way for telephone service to the Midfield Terminal Complex at Southwest Florida International Airport.
Term: N/A
Funding Source: None
Management Recommendation: Approve

- (f) Request Board approve grant of two replacement 10-foot electrical easements to provide continuing electrical service for the Swanson Corporate Hangar and future corporate hangars constructed on the North Quadrant of Page Field.
What action accomplishes: Provides replacement of two 10-foot electrical utility easements.
Term: N/A
Funding Source: None
Management Recommendation: Approve
- (g) Request Board authorize execution of a contract with Parsons in the amount of \$283,196 for Phase I services related to the RSW Baggage Handling System Enhancements.
What action accomplishes: Provides a Project Management contract for the continued enhancement and expansion of the RSW bag system.
Term: Date of Board approval through September 30, 2015
Funding Source: Passenger Facility Charges. Account No. 20891741231.506510.20, Airport Construction.
Management Recommendation: Approve
- (h) Request Board authorize a contract with DMJM Aviation, Inc. for preliminary engineering associated with the RSW Parallel Runway 6R/24L Stormwater and Drainage System in the amount of \$598,210.
What action accomplishes: Provides preliminary engineering to set the elevation, fill requirements and drainage system for the future RSW Parallel Runway.
Term: N/A
Funding Source: General Airport Operating Revenues collected during the normal operation of the Airport and Passenger Facility Charges. Account No. 21815041231.506510.20, Airport Construction.
Management Recommendation: Approve
- (i) Request Board authorize execution of a contract with Kimley Horn in the amount of \$279,000 for Project Programming services related to the RSW Midfield Terminal Apron Expansion and Airfield Improvements.
What action accomplishes: Provides a contract for the design of added aircraft parking ramp at RSW.
Term: Date of Board approval through September 30, 2015
Funding Source: Passenger Facility Charges and a Florida Department of Transportation Grant. Account No. 21818841231.506510.20, Airport Construction.
Management Recommendation: Approve

- (j) Request Board approve a First Amendment and Extension to Lee County Contract No. 3115 with Swissport Fueling, Inc., for On-Airport Rent-A-Car Fuel System operation, for a period of two additional years at a fixed management fee of \$3,500 per month.
What action accomplishes: Renews existing management agreement for operation and maintenance of the common use On-Airport Rent-A-Car Fuel System for two additional years with no change to the fixed monthly management fee.
Term: September 9, 2008, through September 8, 2010
Funding Source: General Airport Operating Revenues collected during normal operation of Southwest Florida International Airport, Account WJ5422941200.503490, Airport Contract Management, contingent upon approval of the FY 08-09 and subsequent operating budgets.
Management Recommendation: Approve
- (k) Request Board award RFB #08-12, Automated Training System for the Lee County Port Authority, to the American Association of Airport Executives, the lowest responsive, responsible bidder meeting all requirements in the request for bids, in the amount of \$120,750.00.
What action accomplishes: Provides an automated interactive web-based employee training solution to meet airport training needs.
Term: N/A
Funding Source: General Airport Operating Revenue derived from the normal operation of the Airport, Account string: VB5131541231.503461, LCPA Discretionary Fund, Data Processing.
Management Recommendation: Approve
- (l) Request Board approve a First Amendment and Extension to Lee County Contract No. 3026 with Plant Partners, Inc., d/b/a Tropex Plant Leasing, for interior plant lease, installation, maintenance and other additional plant services at the Southwest Florida International Airport for a period of three additional years in the annual amount of \$99,333.00.
What action accomplishes: Renews existing service agreement for three additional years at the originally-bid unit rates for interior plant lease, installation, and maintenance services at the airport.
Term: August 15, 2008 through August 14, 2011.
Funding Source: General Airport Operating Revenues collected during normal operation of Southwest Florida International Airport, Account WJ5422941200.503490, Airport Contract Management, contingent upon approval of the FY 08-09 and subsequent operating budgets.
Management Recommendation: Approve

- (m) Request Board execution of lease agreement with Carter Pritchett Advertising, Inc. related to the right-of-way acquisition associated with the Southwest Florida International Airport I-75 Access Roadway System.
What action accomplishes: Provides for a short-term billboard lease with two years of revenue.
Term: Expires December 31, 2009
Funding Source: N/A
Management Recommendation: Approve
- (n) Request Board approve a new “Airline-Airport Use and Lease Agreement” with AirTran Airways, Inc.
What action accomplishes: Provides the terms and conditions of AirTran’s use of, and occupancy of space at, Southwest Florida International Airport, for the five-year term beginning October 1, 2008.
Term: 5 years
Funding Source: N/A
Management Recommendation: Approve
- (o) Request Board approve a Memorandum of Understanding (MOU) between the Lee County Port Authority (Authority) and the Lee County Clerk of Courts (Clerk) for implementation and training of the Clerk’s OneWorld and OnBase financial reporting system for \$298,800, plus an additional 5% contingency, for a total not-to-exceed amount of \$313,740.
What action accomplishes: Approves a partnership between the Airport and the Clerk’s office for the implementation and training of the OneWorld and OnBase financial reporting system.
Term: From date of approval until completion of project, unless renewed or extended, for a maximum period of two years.
Funding Source: General Airport Operating Revenues collected during the normal operation of the Airport; account 4274-3460, LCPA Discretionary.
Management Recommendation: Approve
- (p) Request Board accept a federal grant agreement between the United States of America and the Lee County Port Authority totaling \$6,118,766 for construction of the aircraft apron at the Page Field General Aviation Airport.
What action accomplishes: Provides federal grant funding for a new aircraft parking apron at Page Field.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve

- (q) Request Board 1) authorize execution of a contract with Owen-Ames-Kimball in the amount of \$6,208,983 to provide for General Aviation Terminal Apron improvements to serve Page Field (FMY), and 2) approve the Total Project Budget in the amount of \$7,296,133.
What action accomplishes: Provides for the construction of a new aircraft parking apron at Page Field
Term: N/A
Funding Source: Federal Aviation Administration Grant 3-12-0027-015-2008, entitlements and general airport operating revenues collected during the normal operation of the Page Field General Aviation Airport. Account No. 413000-4262-6530; Page Field Discretionary.
Management Recommendation: Approve
- (r) Request Board authorize execution of a contract with Hole Montes in the amount of \$249,000 to provide construction administration services for the FMY Terminal Apron project.
What action accomplishes: Provides engineering services during the construction of a new aircraft parking apron at Page Field.
Term: N/A
Funding Source: Federal Aviation Administration Grant 3-12-0027-015-2008, entitlements and general airport operating revenues collected during the normal operation of the Page Field General Aviation Airport. Account No. 413000-4262-6510; Page Field Discretionary.
Management Recommendation: Approve

ADMINISTRATIVE

- (a) Request Board approve a Resolution adopting a revised Airport Ground Transportation Policy for the Lee County Port Authority.
What action accomplishes: Revises the existing Ground Transportation Policy to accommodate recent changes to the airport's Ground Transportation System.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve

- (b) Request the Board approve the (1) FY 2008/2009 Lee County Port Authority Budget; (2) the Rates & Fees pursuant to the Airport Use Agreement for the Southwest Florida International Airport; (3) the FY 2008/2009 Compensation Plan; (4) approve the Page Field General Aviation Rates and Fees for FY 2008/2009; and (5) authorization for the Executive Director or his designee to make interfund transfers during the year, as necessary, to maintain proper cash flow. Staff requests tentative approval subject to Public Hearings during the month of September.

What action accomplishes: Establishes airline rates and charges for fiscal year 2008-09

Term: N/A

Funding Source: N/A

Management Recommendation: Approve

EXECUTIVE DIRECTOR

PORT ATTORNEY

AIRPORTS SPECIAL MANAGEMENT COMMITTEE

ADJOURN