CITY OF NAPLES AIRPORT AUTHORITY (NAA)
Board of Commissioners
Notice of Special Meeting

AGENDA

City Hall Council Chambers
735 Eighth Street South
Naples, FL 34102

Thursday, December 20, 2018
10:30 a.m. or Immediately Following Regular Meeting

Commissioner Donna M. Messer – Chair and NCC Liaison
Commissioner Michael Lenhard – Vice Chair and Consultant Selection Committee Chair
Commissioner James Rideoutte – Audit Committee Chair, Consultant Selection Committee Member
Commissioner Ted Brousseau – Legal Liaison
Commissioner Kerry C. Dustin, Audit Committee Member
Executive Director: Christopher A. Rozansky
Authority Attorney: William L. Owens, Esq. of Bond, Schoeneck & King, PLLC

Welcome. If you wish to address the Board of Commissioners regarding an item listed on the Agenda, please complete a Speaker Registration form (available at the rear of the room) and hand it to the Executive Assistant prior to consideration of that item. We ask that speakers limit comments to 5 minutes and that large groups name a spokesperson whenever possible. All written, audio-visual, and other materials distributed to the Board or staff during this meeting will become the property of NAA and will be a public record. Thank you for your interest and participation.

NOTICE

Formal action may be taken on any item listed on the Agenda below, or added to the Agenda before or during the meeting, or discussed during the meeting without being added to the Agenda. Also, the sequence of items may be changed as the meeting progresses.

Any person who decides to appeal a decision of this Board with respect to any matter considered at this meeting (or hearing) will need a record of the proceeding and may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be heard.

Any person with a disability requiring auxiliary aids or services in order to participate in this proceeding for meetings at the City Council Chamber may call the City Clerk's Office at 213-1015, or for meetings at the Airport Office Building, the NAA Executive Assistant's Office at 643-0733, with requests at least two business days before the meeting.

Information on Action Items and other items which has been provided in advance of this meeting may be inspected at the office of the Executive Assistant, General Aviation Terminal Building, 2nd Floor, 160 Aviation Drive North. Minutes of this meeting will be prepared for Board approval, usually at the next Regular Meeting.

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. AGENDA (Add, delete or re-sequence items)

D. ACTION ITEMS (Public comments accepted for each item; 5 minute limit)

1. Interviews and Ranking of Responses to Request for Proposals for Land Leases for Development of North Quadrant Parcels 1 and 2

   a. Parcel 1 Respondents

   - Marco Hangars, LLC
   - Naples Jet Center

   b. Parcel 2 Respondents

   - Marco Hangars, LLC
   - Quality Enterprises USA, Inc./APF Development IV

E. PUBLIC COMMENTS (5 minute limit)

F. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

G. ADJOURN

Naples AIRPORT AUTHORITY

To: Honorable Chair of the Consultant Selection Committee and Commissioners

From: Christopher A. Rozansky, Executive Director

By: Diane Jackson, Director of Communications and Business Development

Meeting Date: December 20, 2018

Re: **ACTION ITEM**

1. **Interviews and Rankings of Responses to Request for Proposals for Land Leases for Development of North Quadrant Parcels 1 and 2**

ACTION REQUESTED: Interview the two (2) respondents for each parcel, establish a rank order for each parcel and authorize the Executive Director to enter into land lease negotiations with each of the top-ranked firms.

BACKGROUND: On September 28, 2018, a Request for Proposals (RFP) was issued to solicit proposals from qualified parties interested in the lease of land parcels 1 and/or 2 in the north quadrant of the airport for development of high-quality commercial aeronautical services to serve the public. The RFP was publicly advertised and posted to our website. Potential respondents were provided an opportunity to pose questions and request additional information through October 17, 2018. Responses were published in the form of addenda to the RFP.

Proposals were due on October 30, 2018. Two (2) submittals were received for each parcel and were determined to be responsive to the RFP. The submittals from the parties below are attached:

Parcel 1

- Marco Hangars, LLC
- Naples Jet Center

Parcel 2

- Marco Hangars, LLC
- Quality Enterprises USA, Inc./APF Development IV

In accordance with public procurement requirements, potential respondents were provided with the criteria by which their proposals would be evaluated, which are:

- Use of Premises
- Quality of Development
- Proven Record of Success
- Financial Capacity
- References

- Proposed Lease Terms
- Professionalism
- Presentation

Descriptions of each of these criteria are included in Section VIII. of the RFP, which can be accessed on our website at (copy link into your search bar):

http://flynaples.com/2018/10/23/rfp-land-leases-for-development-of-north-quadrant-land-parcels-1-and-2/

In the event that two (2) or more proposals for the same parcel are considered equally desirable, the RFP specified that preference would be given based on the following criteria:

- Higher-quality construction materials, methods and finishes
- Higher initial rental rate

The first 10 minutes of the meeting will allow time for Commissioner comments and questions for staff regarding the RFP and selection process followed by respondent presentations, Commissioner questions and discussion.

After all presentations, the Board will be asked to provide a ranking of the respondents for each land parcel. With Board approval, staff will work with the top-ranked respondents and Authority legal counsel to negotiate lease agreements. The resulting agreements will be presented to the Board for approval at a future meeting.

COMMUNICATIONS PLAN: The respondents will be notified of the final ranking, and the results will be posted on our web site.