CITY OF NAPLES AIRPORT AUTHORITY (NAA)
Board of Commissioners
Notice of Consultant Selection Committee Meeting

REVISED AGENDA

Airport Office Building, 2nd Floor Conference Room
200 Aviation Drive North
Naples, Florida

Thursday, January 31, 2019
10:30 a.m. or Immediately Following Noise Compatibility Committee 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 Consultant Selection Committee regarding an item listed on the Agenda, please complete a Speaker Registration form 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 Committee members 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 Committee 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. DISCUSSION ITEM

1. Interviews and Rankings of Qualified Respondents for Noise Consultant Services Request For Qualifications

    a. HMMH
    b. ESA

E. PUBLIC COMMENTS (Public comments accepted for items not otherwise listed on the Agenda; 5 minute limit)

F. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/MEETINGS

G. ADJOURN

Information on Discussion 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.

NOTE: The Consultant Selection Committee is comprised of Vice Chair Lenhard and Commissioner Rideoutte. All NAA Commissioners are welcome to attend and can "opt in" to participate and vote.

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: January 31, 2019

Re: **ACTION ITEM**

1. **Interviews and Ranking of Responses to Noise Consulting Services Request for Qualifications (RFQ)**

ACTION REQUESTED: Interview the two (2) responding firms and make a rank-order recommendation to the full Board for their meeting on February 21, 2019.

BACKGROUND: In accordance with Florida Statute 287.055, Title 49, United States Code, section 47105(d), Title 49, Code of Federal Regulations (CFR) Part 18, and FAA Advisory Circular 150/5100-14e, an RFQ was published for Noise Consulting Services on November 19, 2018. The RFQ was publicly advertised on our website (see https://flynaples.com/rfq-noise-consultant/), in the Naples Daily News and on the Florida Airports Council website.

Proposals were due on December 20, 2018. Two (2) submittals were received from the parties listed below, and both were determined to be responsive to the RFQ:

- Harris Miller Miller and Hanson (HMMH)
- Environmental Science Associates, Inc. (ESA)

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

After all presentations, the Committee will be asked to provide a ranking of the firms interviewed. The results of the Consultant Selection Committee will be presented to the full Board for approval at the Regular Meeting of the Board of Commissioners on February 21st.