Minutes
December 4, 2019
Consultant Selection Committee

A. ROLL CALL

Meeting was called to order by Consultant Selection Committee Chair Lenhard at 9:04 a.m. in the Airport Office Building, 2nd Floor Conference Room. Also present were Commissioner Rideoutte, Committee Member; and Commissioner Brousseau, who opted in. Staff and Legal Counsel present were Ms. Terrill, Mr. Owens, Mr. Keith, Ms. LeDuc, Ms. Vandersluis, Ms. Conner and Ms. Menard.

B. PLEDGE OF ALLEGIANCE

Chair Lenhard led the Pledge of Allegiance.

C. AGENDA

There were no changes to the agenda.

D. DISCUSSION ITEMS

Mr. Keith provided introductory comments regarding the interviews and ranking process for the engineering services for the North General Aviation Ramp Rehabilitation – Design, Permitting, Bidding and Construction Administration Services Request for Qualifications (RFQ). He gave an overview of the RFQ process which was issued on October 14th with responses due on November 12th. The four submittals received were from Hole Montes, Inc., Hanson Professional Services Inc., AVCON INC. and American Infrastructure Development, Inc. (AID). He stated that each firm would provide a 15-minute presentation and focus on their understanding of the project. Following the four interviews, the Committee will discuss, evaluate and rank the firms.

1. **Interviews and Rankings of Qualified Respondents to North GA Ramp Rehabilitation – Design, Permitting, Bidding and Construction Administration Services – Request for Qualifications**

    a. **AVCON, INC.**

Mr. Craig Sucich, Principal-in-Charge, of AVCON INC. introduced himself and Mr. Robert (Bobby) Palm, Senior Project Manager. He thanked the Committee for the opportunity to present and provided a summary of their experience, their firm's history, project team and past projects completed at the airport. Mr. Sucich noted that AVCON provided design work on the North GA Ramp Rehabilitation project in 2016, but it was put on the shelf awaiting funding. He said that the scope for the recent RFQ is the same scope plus additional work. He added that Mr. Palm was the project manager at that time and is knowledgeable about the project.

Mr. Palm reviewed the original project, what has changed over the past four years and project considerations moving into the additional scope.

A copy of AVCON's overall preliminary phasing plan was distributed. Mr. Palm and Mr. Sucich reviewed the plan with the Committee and commented that it was developed based on minimizing costs and impact to tenants as primary considerations.

A question and answer period followed.

b. Hanson Professional Services Inc.

Mr. Blake Swafford, Vice President and Project Principal of Hanson Professional Services, Inc. introduced himself and Mr. Mike Harris, Project Manager. Mr. Swafford provided an overview of their proven experience at the Naples Airport and presented a list of their subcontractors to assist with the project.

Mr. Harris reviewed their understanding of the project scope, project approach and key issues. He reviewed the schedule and phasing plan in order to complete the project by October 2019, before season begins.

Mr. Swafford concluded the presentation by highlighting their experience and the importance of finding the right balance in the phasing plan for minimal impact to the businesses and tenants while controlling the costs.

A question and answer period followed.

c. American Infrastructure Development, Inc. (AID)

Ms. Sabina Mohammadi, President and CEO of AID, thanked the Committee for the opportunity to present their firm's capabilities relevant to the project. She introduced Mr. Mohsen Mohammadi, Project Manager, who presented an overview of their firm's experience and their team. He noted that Ms. Mohammadi would be the Principal in Charge/Quality Assurance and Mr. Scott Brady of EG Solutions, who was in the audience, would be the key Quality Control Manager.

Mr. Mohammadi reviewed their understanding of the project, approach and key issues, taking into consideration the airport's future development plan. He presented similar apron work performed at several other airports and highlighted the importance of the schedule and phasing plan to minimize impact to aircraft operations. He recapped their extensive expertise, commitment and desire to be selected for the project

A question and answer period followed.

d. Hole Montes, Inc.

Mr. Timothy Parker, Project Manager of Hole Montes, Inc. introduced himself and Mr. Austin Brown, Design Engineer. Mr. Parker presented their project understanding, their project approach and key issues. He stated that coordination and phasing of the project was a critical component in order to minimize disruption to airport tenants and construction traffic over newly placed asphalt. He reviewed a proposed phasing plan for consideration.

A question and answer period followed.

Chair Lenhard opened the discussion to evaluate the four firms and asked staff for their input.

Mr. Keith commented that all four firms have the ability to perform the work. He added that AVCON completed a good portion of the work in 2016 and their familiarization of the project gives them an advantage.

Chair Lenhard said that he was impressed with Hanson's recommendations for the concrete aprons. Mr. Keith said that he had previously discussed the concrete apron idea with Mr. Harris who is our on-call general engineering consultant and that it is something staff will insist on in this project.

Commissioner Rideoutte and Commissioner Brousseau agreed with Mr. Keith's and Chair Lenhard's comments.

There was discussion regarding the timing of the project and the necessity to complete the project before season. Mr. Keith said that it would be beneficial to get the plans done in order to start construction in May. He said that by waiting until July, rainy season will likely cause significant delays.

Mr. Owens advised the Committee on procedural matters. He recommended that the Committee rank all four firms.

After further discussion, there was unanimous consensus to rank the four firms as follows and to recommend the rankings to the full Board at the December 21st Regular Board Meeting:

(1) AVCON, INC.
(2) Hanson Professional Services Inc.
(3) American Infrastructure Development, Inc.
(4) Hole Montes, Inc.

E. PUBLIC COMMENTS

There were no public comments.

F. CORRESPONDENCE/COMMISSIONER COMMENTS & REQUESTS/ MEETINGS

There were no additional comments or requests/meetings.

G. ADJOURN

The meeting adjourned at 11:28 a.m.

Christopher A. Rozansky
Secretary

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

FINAL AGENDA

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

Wednesday, December 4, 2019
9 a.m.

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 to North GA Ramp Rehabilitation - Design, Permitting, Bidding and Construction Administration Services - Request For Qualifications**

a. AVCON, INC.	9:05 a.m.
b. Hanson Professional Services Inc.	9:45 a.m.
c. American Infrastructure Development, Inc. (AID)	10:25 a.m.
d. Hole Montes, Inc.	11:05 a.m.

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.