

BOARD OF PORT COMMISSIONERS OF THE LEE COUNTY PORT AUTHORITY

1. REQUESTED MOTION/PURPOSE: Request Board authorize a contract between the Lee County Port Authority and Passarella & Associates, Inc. to provide General Planning and Environmental Services. 2. FUNDING SOURCE: N/A 3. TERM: Three (3) year contract. 4. WHAT ACTION ACCOMPLISHES: Provides a contract for one (1) of two (2) on-call consultants to perform general planning and environmental services at both airports.	5. CATEGORY: 24 Administrative Agenda 6. ASMC MEETING DATE: 12/19/2023 7. BoPC MEETING DATE: 1/18/2024
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8. AGENDA: <div style="margin-left: 20px;"> <input type="checkbox"/> CEREMONIAL/PUBLIC PRESENTATION <input type="checkbox"/> CONSENT <input checked="" type="checkbox"/> ADMINISTRATIVE </div>	9. REQUESTOR OF INFORMATION: (ALL REQUESTS) NAME <u>Emily M. Underhill</u> DIV. <u>Development</u>
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10. BACKGROUND:

On November 9, 2023, after a competitive selection process, the Board selected Passarella & Associates, Inc. as the first top ranked firm to provide General Planning and Environmental Services for the Port Authority and authorized staff to begin contract negotiations with the top two (2) ranked firms. Since that time, staff has negotiated a professional services agreement with Passarella & Associates, Inc., that will serve as the basis for future activities to provide general planning and environmental services. Federal regulations require that projects with the potential for federal grant funding be awarded to the top ranked firm, therefore such work will be awarded to Passarella & Associates, Inc. No fees are included as part of this agreement at this time. All tasks will be contingent on the availability of funds and the issuance of a written Task Authorization in accordance with the Board-approved agreement. Only tasks authorized to begin and subsequently performed can be billed by and paid to the Consultant.

Attachments:

- 1. Professional Services Agreement

11. RECOMMENDED APPROVAL

<u>DEPUTY EXEC DIRECTOR</u>	<u>COMMUNICATIONS AND MARKETING</u>	<u>OTHER</u>	<u>FINANCE</u>	<u>PORT ATTORNEY</u>	<u>EXECUTIVE DIRECTOR</u>
Emily M. Underhill	Victoria B. Moreland	N/A	David W. Amdor	Andrea R. Fraser	Benjamin R. Siegel

12. SPECIAL MANAGEMENT COMMITTEE RECOMMENDATION: <div style="margin-left: 40px;"> APPROVED X (5-0) APPROVED as AMENDED DENIED OTHER </div>	13. PORT AUTHORITY ACTION: <div style="margin-left: 40px;"> APPROVED APPROVED as AMENDED DENIED DEFERRED to OTHER </div>
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