



CITY OF FORT LAUDERDALE

DRAFT

**VIRTUAL AVIATION ADVISORY BOARD MEETING MINUTES
FORT LAUDERDALE EXECUTIVE AIRPORT
ADMINISTRATIVE OFFICE – MULTI-PURPOSE ROOM
6000 NW 21 AVENUE, FORT LAUDERDALE, FLORIDA
MONDAY, JUNE 29, 2020 – 1:30 P.M.**

	Attendance	Cumulative Attendance 7/2019 – 6/2020	
		Present	Absent
Edward Rebholz, Vice Chair	P	4	1
Louis Gavin	P	3	2
John Dool	P	5	0
Dana Pollitt	A	2	3
Wes Szymonik	P	4	1
Pierre Taschereau [arrived 1:49]	P	3	2
John Watt	P	4	1
Valerie Vitale	P	5	0
Mark Volchek	P	2	2
Mick Erlandson	P	1	0
Vice Mayor Marlon Bolton, [arrived 2:00]	P	5	0
City of Tamarac [non-voting]			
Jeff Helyer, City of Oakland Park [non-voting]	P	5	0

Airport Staff

Rufus A. James, Airport Manager
Carlton M. Harrison, Assistant Airport Manager
Will Ward, Operations Supervisor
Jamie Opperee, Recording Secretary, Prototype, Inc.

Others

Ed Kwoka, former Board Chair
Johannah Carter, Sheltair Property Manager
Lynda Zur and Marshall Myles, FXE Jet Center

CALL TO ORDER

Vice Chair Rebholz called the virtual meeting to order at 1:31 p.m.

1. Roll Call

Roll was called and a quorum was determined to be present.

APPROVAL OF MINUTES

- **December 5, 2019**

Motion made by Mr. Watt, seconded by Mr. Gavin, to approve the minutes of the December 5, 2019, meeting as presented. In a voice vote, the motion passed unanimously.

2. Recognition of Service

Vice Chair Rebholz recognized three departing Board Members, Ed Kwoka (March 2014-March 2020), Dana Pollitt (June 2014-June 2020), and John Dool (August 2018-July 2020). It was noted that all departing Board Members will be receiving plaques commemorating their outstanding service.

UPDATE ITEMS

A. CARES Act Grant Funding

Mr. Harrison spoke about the Coronavirus Aid Relief and Economic Security (CARES) Act, signed into law on March 27, 2020, which provided economic relief to eligible U.S. airports. On May 28, 2020, the Fort Lauderdale Executive Airport was awarded \$157,000 funding from the FAA to help offset declining revenues arising from diminished airport operations and activities. FXE received the maximum due to categorization as a national airport. The airport intends to use the grant funding for continued security enhancements around the airport.

Vice Chair Rebholz asked if there is anything in particular the funds will be used for. Mr. Harrison stated it will be used for fencing and cameras.

Mr. Gavin wanted to know if any actual losses could be quantified due to Covid-19. Mr. Harrison said the topic of loss in rent and decrease in traffic would be addressed later in the meeting's presentation.

Mr. Szymonik wondered if the Federal Government required prioritization of certain allocations of the funds. Mr. Harrison replied there was no priority except to be applied toward airport operations (not to supplement airport revenue); can be used for projects, payroll, direct operations, and recovering any losses incurred during the pandemic period. It was noted that there have been no layoffs during this time.

Mr. Watt asked if there was anything specifically for which the funds could not be used. Mr. Harrison reiterated the relief would go into the general fund as long as it was airport specific and specific to the airport operations according to FAA guidelines.

Mr. James noted that the funds could not be used on projects approved prior to January 2020.

B. Rent Deferral Option

Mr. James presented a spreadsheet reflecting the FAA deferrals (not abatements) being allowed. The rent deferrals are for both aviation and non-aviation tenants, which supports the Airports Mission Statement to help airport businesses prosper. The Commission has approved deferral of the May and June rents, to be paid back over the period of six months, July 1, 2020 to December 1, 2020. As of May 19, 2020, there are 41 total airport leases (20 aviation/21 non-aviation); 11 lessees comprise about \$560,000 in deferrals (one non-aviation tenant and two aviation tenants holding multiple leases).

Mr. Erlandson stated that while deferrals are nice, his experience is that the tenants will be needing abatements. Mr. James said discussions were held with outside counsel and the FAA; they were more in favor of the deferments; however, if extended beyond May and June, talks through outside counsel with the FAA will consider extending the deferrals through lease amendments for each lessee in need. Lease amendments will require the lessees to open their books during negotiations.

Vice Chair Rebholz clarified that the \$560,000 not collected in May and June will be collected from July to December. Then tenants can repay in shorter time if desired. [Technical difficulties prevented hearing answer as to what percentage of the lessees did not request a deferral; pause while issue was resolved.] Mr. James explained that over-all, 26% of the lessees took advantage of the rent deferment.

Ms. Vitale asked if any other applicants for a deferment are expected for deferments if the situation continues into July and August. Mr. James explained that it would definitely be available, but it would require a lease amendment; the requirements were explained.

Mr. Szymonik asked if lessees (such as Sheltair) can extend the program to their sub-lessees. Mr. James was not sure, but will investigate; Mr. Kwoka was recognized to speak, stating that the answer is no. He had specifically made the request of Sheltair and they denied it, that is, they did not extend it further to sub-lessees.

Mr. Erlandson suggested perhaps in the next round of negotiations with outside counsel that some inclusion/consideration of subtenants be included. Mr. James agreed that could be done with the blessings of the FAA.

Mr. Watt asked if there are any tenants who have closed with no plans to reopen. Mr. James said no one has "gone out of business," to his best knowledge.

Mr. Volchek wondered about estimates on fuel flow and general activity at the airport, was there a decline and are rebounds expected. Mr. James said this will be addressed under Item D below.

Open Comments from Tenants:

- **Johannah Carter, Sheltair Property Manager**, affirmed that Sheltair has offered deferrals to their subtenants upon request. Vice Chair Rebholz asked to be kept apprised of how this works out with the sublessees; Mr. James will have the information at the next meeting.

C. Noise Compatibility Program

Mr. James referred to a chart of noise calls/complaints over the years [attached]. Since 2014 there have been a drop in calls with an increase in traffic. Noise calls reached a high in 2007, with a peak of 7,500 noise calls, and dropped in 2015-2016 due to phasing out Phase 2 aircraft. Today there are less than 400 calls. A contributing factor is also due to engagement with residents and outreach to operators/pilots. Several Board Members and Vice Mayor Bolton [arrived 2:00] expressed congratulations on the success of the program.

D. Development and Construction

Will Ward, Operations Supervisor, gave a PowerPoint presentation (see attached). The airport currently has several projects under way, both airport- and tenant-funded.

- Taxiway Foxtrot Relocation Project is currently under way with expected completion date of June 2021. Details were given through a series of construction-in-progress photos. Parcels C, B, D are being redeveloped as well (progress photos included).
- Sheltair North Side in final completion stages.
- New hangar at FXE Jet Center is under way.
- Traffic Counts:
 - YTD (January 1 to May 31) down 10% from same period 2019.
 - US Customs passengers cleared down 19% from 2019.
 - Downtown helistop down 78% from 2019.

Mr. Taschereau asked if the construction around the helistop is a factor in fewer landings/take-offs. Mr. Ward said that is a concern for helicopter operators, especially as to high-rise construction downtown.

Mr. Watt wondered if relocation of the helistop might be recommended. Mr. James noted that footprint may be considered for another high-rise development, creating the question if the developer would be willing to take on the cost of relocating the helistop elsewhere and/or making it a part of the development. In the meantime, the helistop operates as normal.

E. Arrearages – None

F. Communications to the City Commission – None

Public Input:

- **Lynda Zur / Marshall Myles, FXE Jet Center, recognized.** Mr. Myles gave an update on the construction of their newest hangar (20,000 square feet, door height 19 feet), construction is right on schedule with occupancy expect by September 1, 2020. Interest projects 100% capacity on opening. Spoke about Signature, the very large FBO operator; FXE Jet Center has just entered into Signature's licensing program to be the licensee for Signature at FXE, bringing a lot of new business in the guise of new traffic as 1,000 flight departments use Signature for trip planning and FBOs. Also discussed was their building improvement plan in progress. Mr. James asked about the trend of private charter becoming a new means of travel; Mr. Myles said demand for charter is up significantly, noting a number of new charter operations opening and partnering in new ventures bringing solid growth.

UPDATES

Mr. James had several items:

- An expectation of customs numbers picking up; the Bahamas officially open on July 1st to boats and planes.
- Commenting on March numbers, on record for as much as 18,000 operations. Despite the slowdown, March numbers surpassed by about 1,000 more operations.
- April was slow, but things picked up in May with flight schools reopening.
- June was close to matching 2019 numbers. Industry will not suffer as badly as expected.
- No more land available for aviation development.

NEXT SCHEDULED MEETING DATE: THURSDAY, JULY 23, 2020 – 1:30 P.M.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 2:35 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

Attachments: Noise Compatibility Program Statistics
Development and Construction PowerPoint Presentation

[Minutes prepared by M. Moore, Prototype, Inc.]

DATE: July 23, 2020
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
SUBJECT: Parcel 8-CE, 10-ABC, 11-ABC First Amendment to Lease Agreement

Lynx FBO Network (Lynx) leases Parcels 8-CE, 10-ABCD and 11-ABC at the Fort Lauderdale Executive Airport (FXE) (**Exhibit 1**), which is under a thirty (30) year Lease Agreement dated January 8, 2019 and is scheduled to expire on January 31, 2049. Lynx was formed in 2016, and is principally owned by the Sterling Group, a Houston based middle market private equity investment firm. During the past 3 years Lynx has acquired several Fixed Base Operations throughout the country located in Florida, Minnesota, Oregon, Arkansas, California, New Jersey, and Pennsylvania.

Parcel 8-CE consists of approximately 955,105 square feet (21.926 acres), Parcel 10-ABC consists of approximately 449,974 square feet (10.33 acres) and Parcel 11-ABC consist of 405,979 square feet (9.32 acres) of General Aviation Airport (GAA) zoned property, which have all been improved with aircraft hangars, office space and associated parking from the previous Leasehold. The total annual rent is approximately \$697,751 and is adjusted annually using the Consumer Price Index (CPI) adjustment method.

Lynx proposed an initial capital investment of \$14 million in improvements, and completed the Phase 1 street front beautification of hangars and enhancement of the landscaping, which was completed on time as required (**Exhibit 2**). Phase 2 improvements involved the demolition of several hangars, concrete ramp repairs, and construction of a world class FBO terminal on Parcel 11-ABC in the location of the demolished hangars. Phase 3 improvements included construction of a new hangar on Parcel 11-ABC, and Phase 4 also included construction of a new hangar on Parcel 8-CE. Phase 5 improvements included demolition of hangars on Parcel 10-ABCD and 11-ABC, construction of 2 new hangars.

A First Amendment to the Lease Agreement is being proposed and entails two items for consideration. The first item requires the elimination of Parcel 10-CD (3.6 acres) from the Lease package in order to accommodate the Taxiway Foxtrot relocation project, which also includes the development of a new aircraft run-up area, a blast fence, and storm runoff drainage swale (**Exhibit 3**). The Airport will experience a loss of monthly rent totaling approximately \$3,420, however we have identified an improved site (1.3 acres), which is located adjacent to Parcel 11-ABC, which will be included in the Lease package as Parcel 11D, and is expected to generate approximately \$1,915 in monthly rent.

The second item for consideration is a request from Lynx for an extension on the commencement of the Phase 2 work of the new FBO terminal building. The updated Phase 2 proposal presented by Lynx identified Parcel 8-CE to be a more advantageous location for the new FBO terminal building and construction of the new hangars with twenty-eight (28') feet clear door heights that will accommodate modern day aircraft (**Exhibit 4**). In addition to fulfilling the Phase 2 requirement, Lynx has also proposed relocating the Phase 3, 4, and 5 capital expenditures to the alternative site on Parcel 8-CE, which will result in a state of the art complex with larger ramp space, new perimeter fencing and gates, new parking lot, and new landscaping and irrigation system (**Exhibit 5**).

Essentially, the Terms of the Lease Amendment still requires the minimum total capital expenditure of \$14 million and shall include all hard and soft costs without limitation as related to the design approval, permitting, professional fees, demolition, site work, grading and construction of the required Improvements.

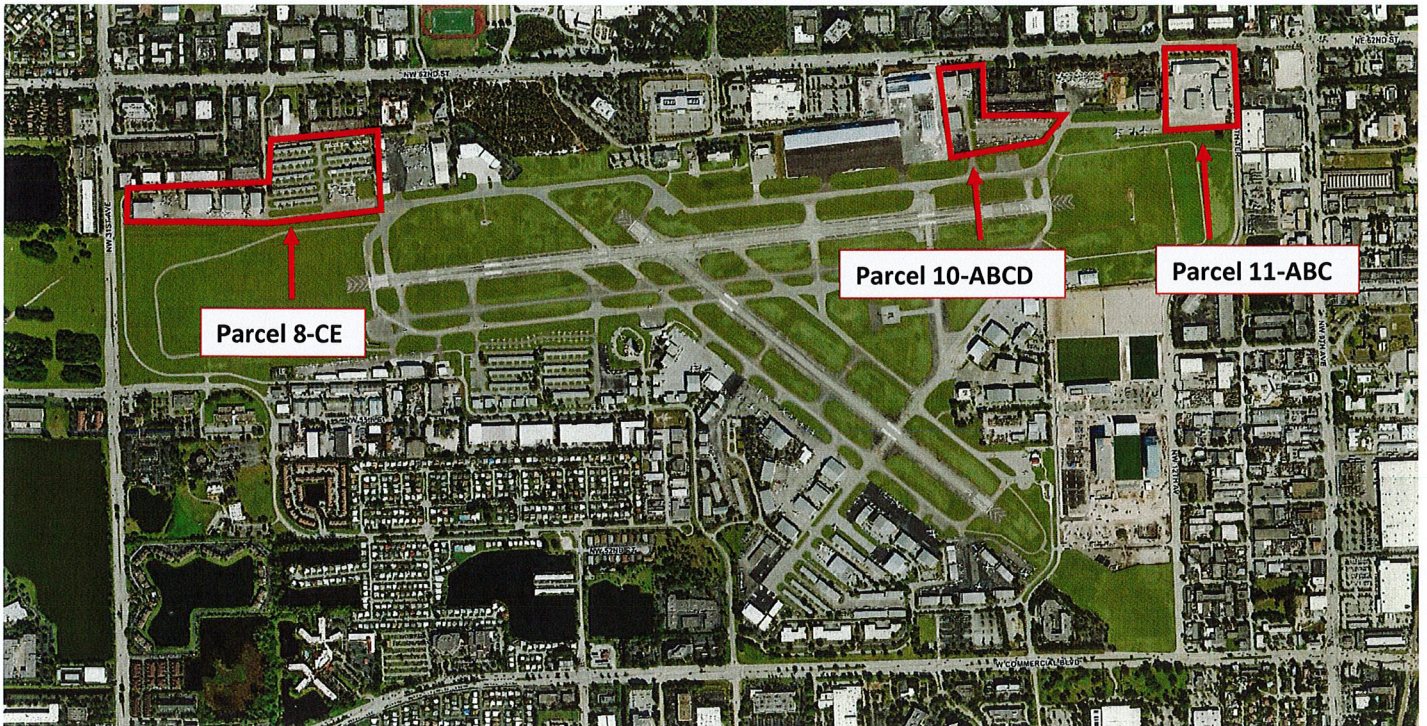
This alternative site selection brings much needed improvements and rehabilitation of older facilities, promotes continual development, and recognizes quality improvements that meet the current aviation needs of the industry.

Staff Recommendation

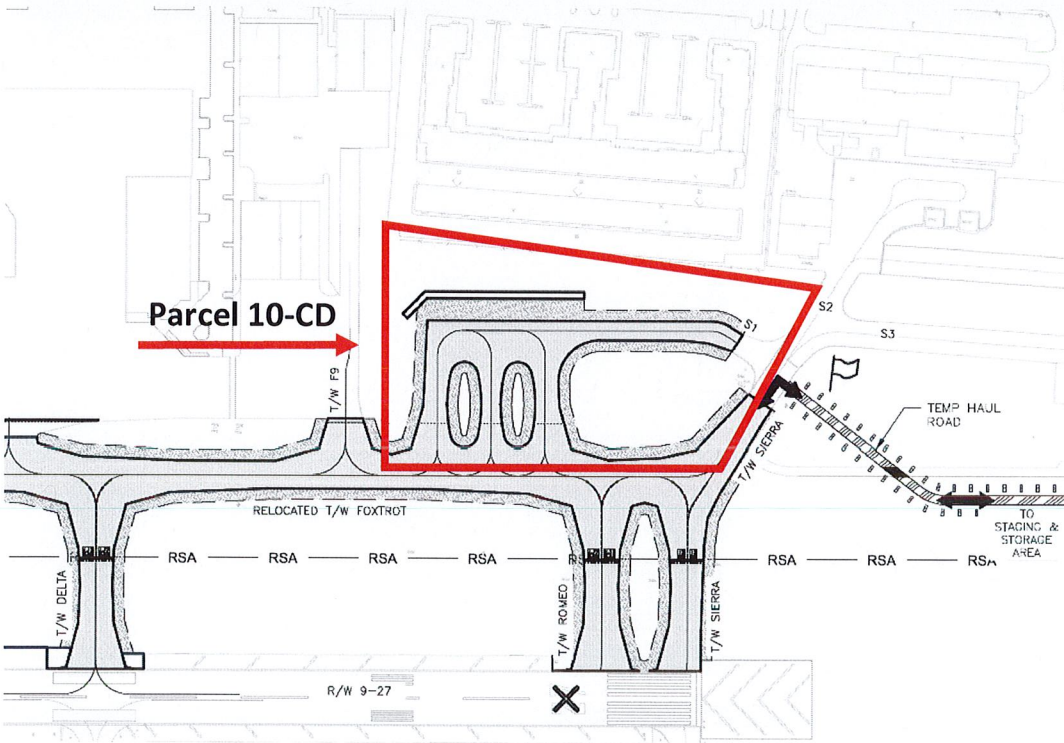
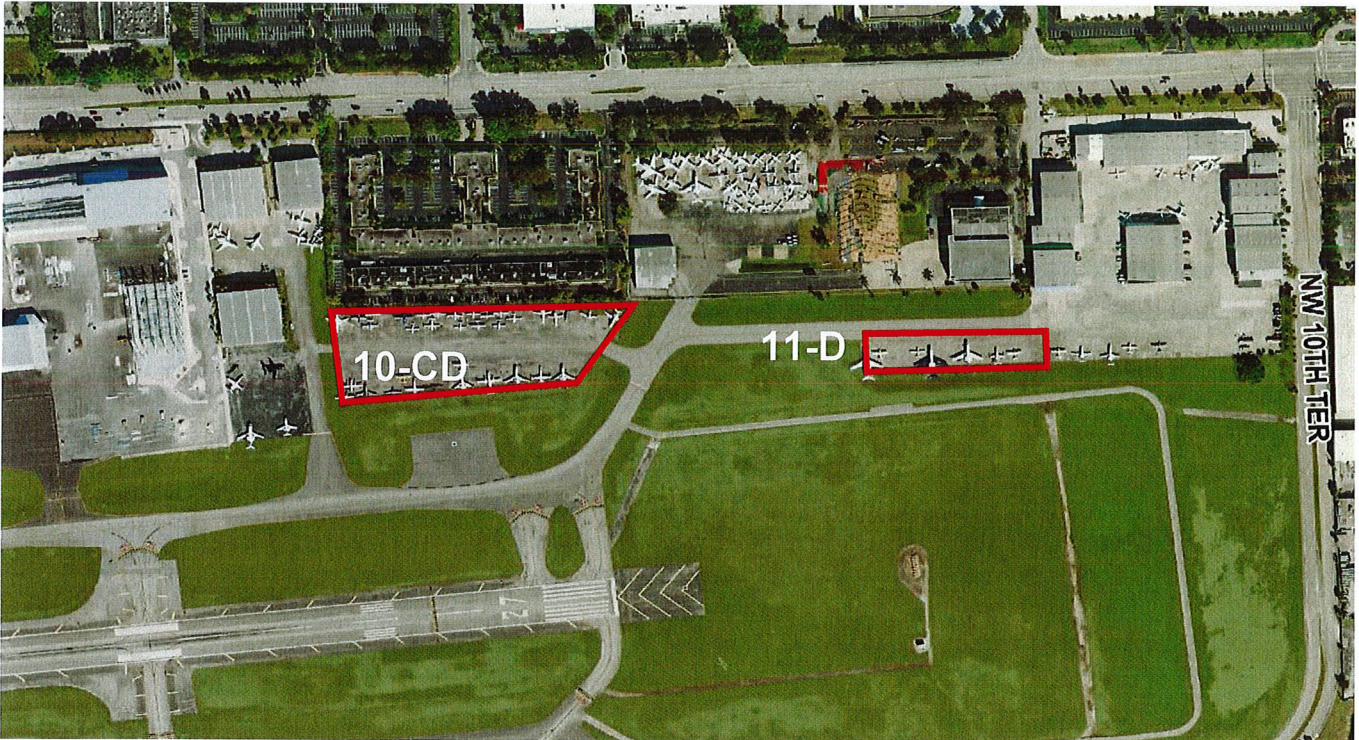
Staff recommends that the Lynx FBO Network Lease for Parcels 8-CE, 10-ABCD, and 11-ABC be Amended to include:

1. The elimination of Parcel 10-CD consisting of 3.6 acres (157,870.35 sf).
2. The addition of an improved site consisting of 1.3 acres (57,448 sf.) to Parcel 11-ABC.
3. The Construction Deadline Date for Phase 2 Improvements on or before the end of the twenty-fourth (24th) month after the Commencement Date of the Lease Amendment.
4. Relocation of Phase 2, 3, 4, and 5 capital expenditures from Parcels 10-AB and 11-ABC to Parcel 8-CE.

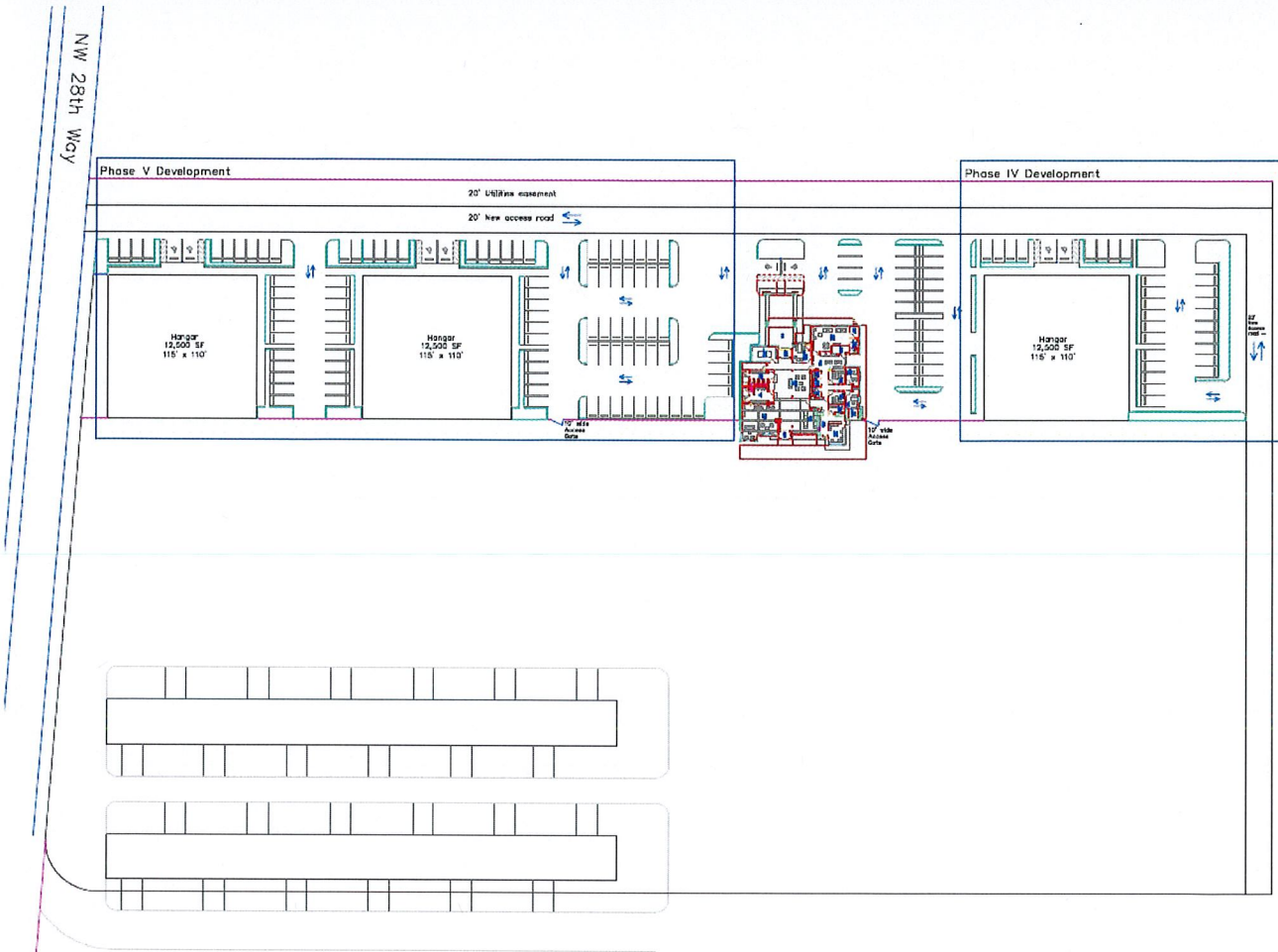
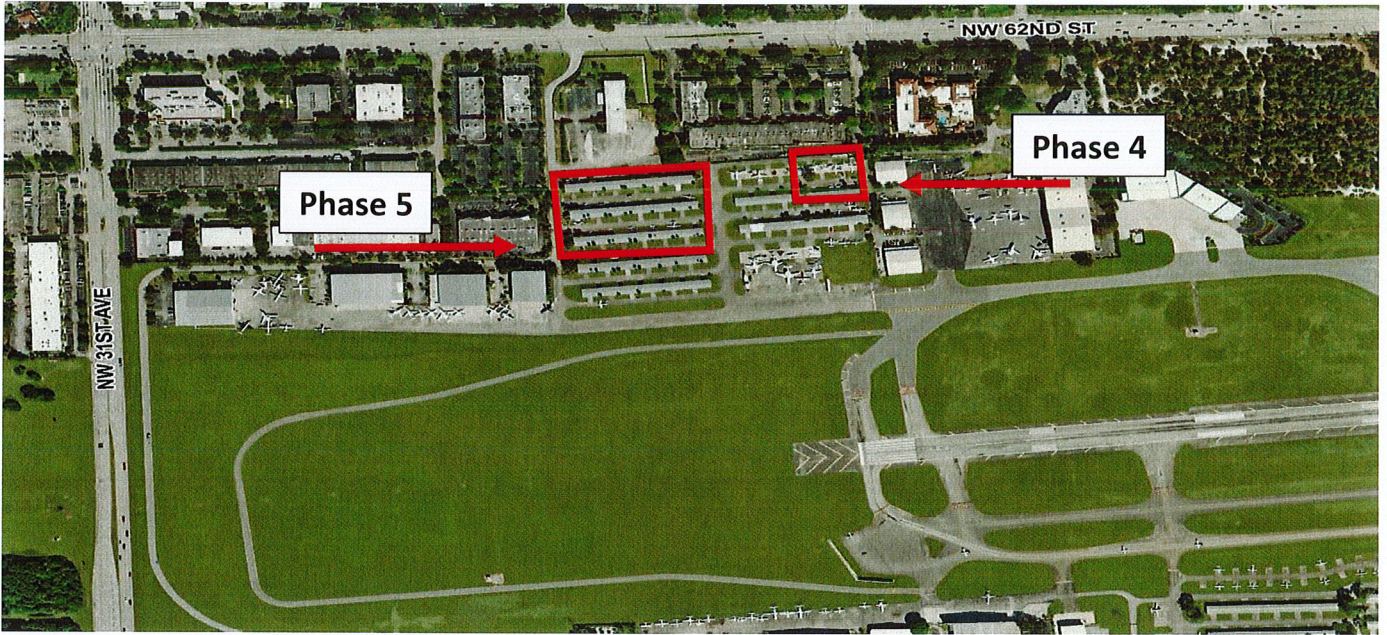
ITEM 3
Exhibit 1











ITEM 4

DATE: July 23, 2020
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
BY: Carlton M. Harrison, Assistant Airport Manager
SUBJECT: Public Transportation Grant Agreement (PTGA) with Florida Department of Transportation (FDOT) - Design and Construct Taxiway Golf Pavement Rehabilitation 445952-1-94-01

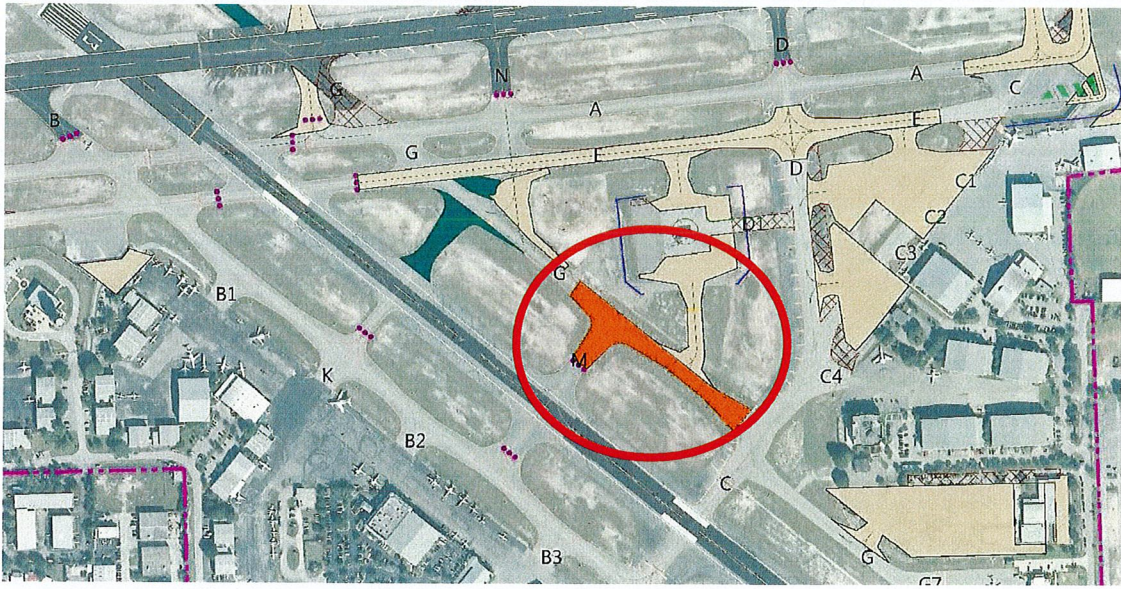
This project is for the design work associated with the pavement rehabilitation of taxiway Golf between taxiway's November and Charlie (**Exhibit 1**). The scope of work includes survey, geotechnical testing and evaluation, and project design. The pavement rehabilitation is part of the approved Airport Layout Plan (ALP) and supports the Airports long-term pavement management plan.

Based on the estimated design cost of \$65,000, FDOT has provided a Public Transportation Grant Agreement (PTGA) in the amount of \$52,000 for up to 80% of the projected costs. The grant match amount of \$13,000 is provided for in the Airport project budget.

Staff Recommendation

Staff recommends the Public Transportation Grant Agreement be approved for the City to accept \$52,000 from the Florida Department of Transportation, for up to 80% of the costs to Design and Construct Taxiway Golf Pavement Rehabilitation project.

**ITEM 4
EXHIBIT 1**



DATE: July 23, 2020
TO: Aviation Advisory Board 
FROM: Rufus A. James, Airport Manager
BY: Carlton M. Harrison, Assistant Airport Manager
SUBJECT: Public Transportation Grant Agreement (PTGA) with Florida Department of Transportation (FDOT) - Runway 9 Run-up Area Relocation 442011-1-94-01

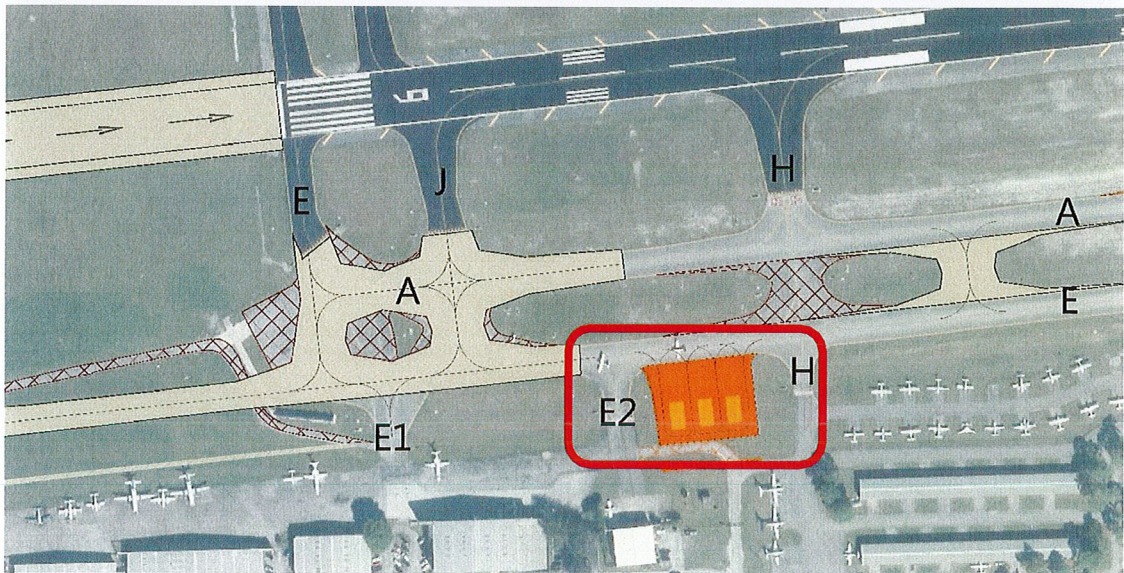
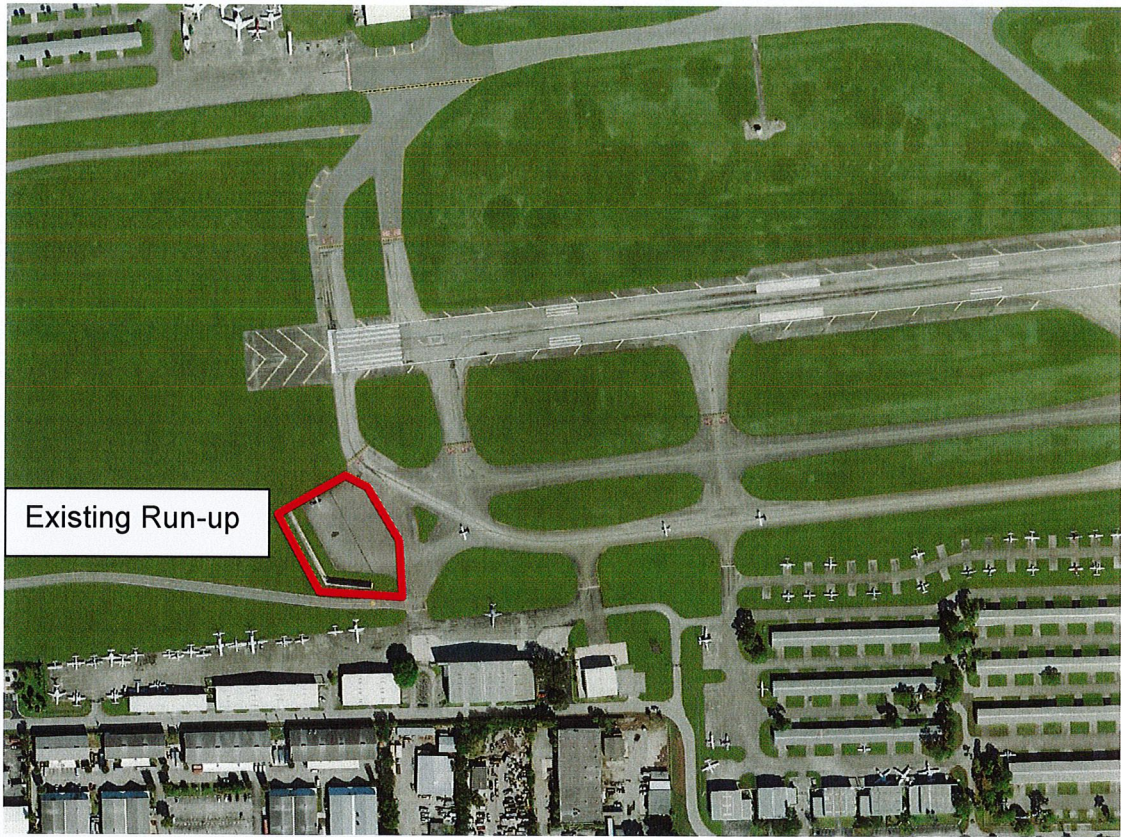
This project is for the relocation of the runway 9 southside run-up area (Exhibit 1). The scope of work includes survey, geotechnical testing and evaluation, run-up area design, LED taxiway edge lights and guidance signs as well as new asphalt pavement. The relocated run-up area is part of the approved Airport Layout Plan (ALP) and supports the Federal Aviation Administrations (FAA) new design criteria for defined entry and exit points for run-up areas.

Based on the estimated design and construction cost of \$1,041,400, FDOT has provided a PTGA in the amount of \$52,070 for up to 5% of the projected costs. The grant match amount of \$52,070 is provided for in the Airport project budget. Grant funding for the remaining balance of \$937,260 is anticipated from the FAA.

Staff Recommendation

Staff recommends the Public Transportation Grant Agreement be approved for the City to accept \$52,070 from the Florida Department of Transportation, for up to 5% of the costs for the Runway 9 Run-up Area Relocation project.

ITEM 5
EXHIBIT 1



ITEM 6

DATE: July 23, 2020
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager 
BY: Khant Myat, Airport Engineer/PM II
SUBJECT: Runway Incursion Mitigation – Federal Aviation Administration Grant Application - Project 12520

The Federal Aviation Administration (FAA) has developed a comprehensive and multi-year program to identify, prioritize, and implement solutions to address locations to mitigate runway incursions. Fort Lauderdale Executive Airport (FXE) has identified the following locations that could potentially lead to a runway incursion.. These locations have been listed in FXE's updated Airport Layout Plan as areas that could potentially lead to runway incursions (**Exhibit 1**).

The project will involve installing in-pavement and elevated LED Runway Guard Light (RGL) units. New conduit and cabling will also be installed as part of the project. The installation of both in-pavement and elevated RGL units will enhance FXE's ability to minimize and/or eliminate runway incursions and improve the overall operational safety of the Airport.

On June 15, 2020, the Procurement Services Division issued Invitation to Bid No. 12416-203. One bid was received on July 14, 2020, and the bid was reviewed for compliance with the solicitation specifications. The bid submitted by American Infrastructure Services (AIS) has been deemed the lowest cost, responsive, and responsible bidder recommended for award.

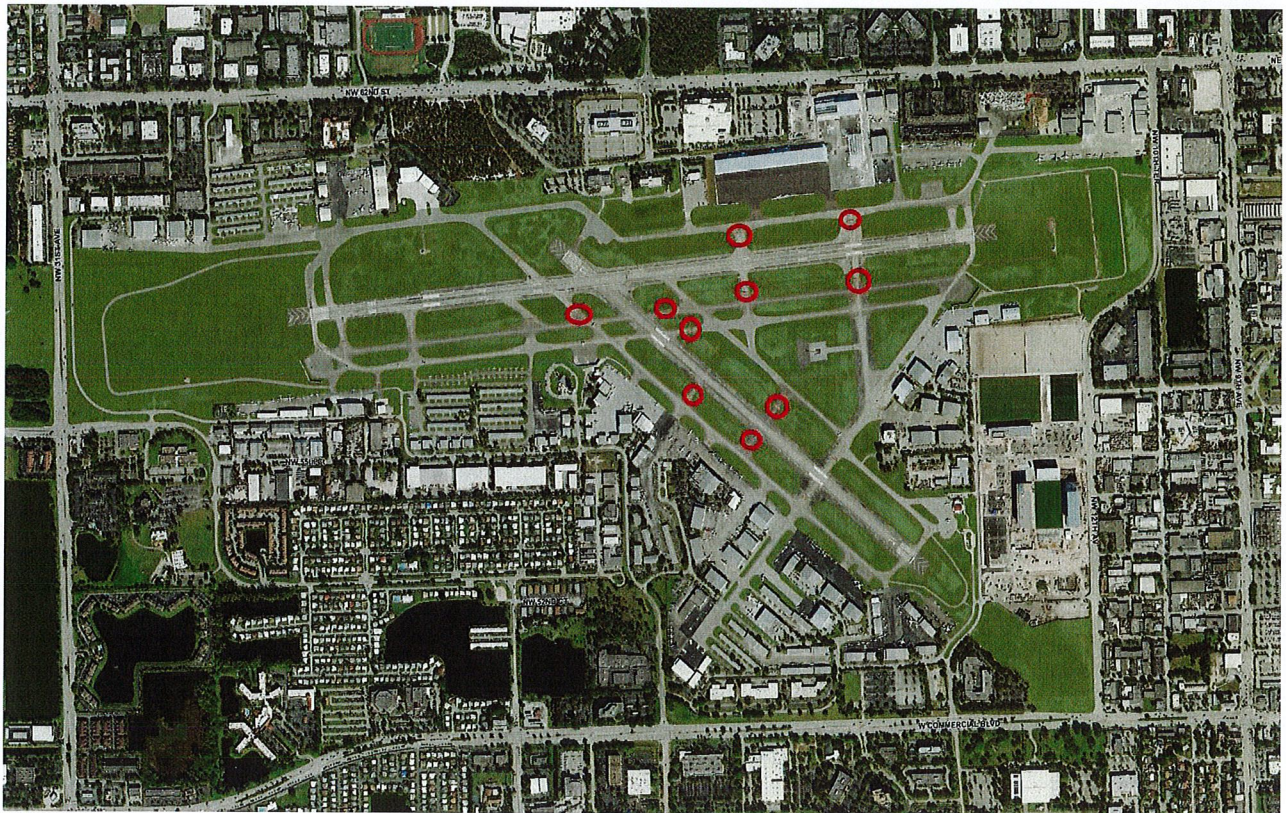
<u>Bidders</u>	<u>Bid amount</u>
American Infrastructure Services	\$1,339,510.45

The FAA has agreed to provide grant funding for 100% reimbursement of eligible construction costs for this project. We have prepared a grant application to submit to the FAA for acceptance of a grant in the amount of \$1,339,510.45, of the anticipated construction costs.

Staff Recommendation:

Staff recommends award of the contract to the low responsive bidder, American Infrastructure Services in the amount of \$1,339,510.45 for the Runway Incursion Mitigation project.

ITEM 6
EXHIBIT 1



DATE: July 23, 2020
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager
SUBJECT: Reimbursement Agreement for U.S. Customs and Border Protection Information Technology Equipment at the Airport Facility

The U.S. Customs and Border Protection Facility (CBP) at the Fort Lauderdale Executive Airport (FXE) was constructed and opened in 2015. The facility operates daily from 8 a.m. to Midnight and is ranked as the number 2 busiest General Aviation CBP clearing facility in the country.

Prior to becoming operational, we were informed by CBP that all Information Technology (IT) equipment and services is the responsibility of the Airport. As a result, the Airport entered into a Memorandum of Agreement (MOA) with CBP for the cost reimbursement of purchasing, installation, connectivity, and equipment upgrades of the Automated Data Processing equipment (**Exhibit 1**). The equipment includes workstations, monitors, network switches, scanners, fingerprint scanners, cameras, printers, and additional equipment for a complete working system.

The refresh of IT Equipment occurs every three (3) to five (5) years, and under this MOA will consist of Data Equipment, Router, Switch and Recurring Circuit Costs, including Out-Year Recurring Service and Maintenance Costs that include the following:

- Estimated Data Equipment Costs total \$53,196.00.
- Network Equipment Costs for new Router, Switch and accompanying Equipment totals \$57,214.30.
- Annual Circuit Costs for the first 12-months total \$17,500.00.
- Recurring Service Costs for the Circuit and Annual Maintenance total \$20,315.00.

Based on the Cost Sign Off Document provided by CBP, the total amount for the above equipment and services is estimated at \$127,910.30, plus an annual recurring cost estimated at \$20,315.00 (**Exhibit 2**). Staff has reviewed the MOA with the City's Legal Department and Information Technology Services Division and both departments have no objection to proceeding with the agreement.

Staff Recommendation

Staff recommends entering into the five (5) year Memorandum of Agreement for the Information Technology Equipment estimated at a cost of \$127,910.30 with the U.S. Customs and Border Protection for the Fort Lauderdale Executive Airport Facility, and the annual recurring costs estimated at \$20,315.00.

**U. S. CUSTOMS AND BORDER PROTECTION (CBP)
MEMORANDUM OF AGREEMENT TO REIMBURSE CBP**

This Memorandum of Agreement (“MOA”) outlines the agreement between the below named Authority and U.S. Customs and Border Protection (“CBP”) with regard to the sponsor’s responsibility to reimburse CBP for costs related to providing the Refresh of the Equipment required for the performance of Federal Inspections Services (FIS) at the below named location. Refresh of Equipment comes every three (3) to five (5) years. The legal authority for CBP to enter into and require such an agreement is found at 8 U.S.C. § 1222-1225 and 1357; 6 U.S.C. § 231; 19 U.S.C. § 2, 482, 1433, 1434, 1448, 1449, 1461, 1459, 1463, 1467, 1499, 1552, 1581, 1644; and 19 C.F.R. §19 and 113.

Airport Authority: Fort Lauderdale Executive Airport
Location: 5301 East Perimeter Road
Fort Lauderdale, Florida 33309

**THE CITY OF FORT LAUDERDALE, FORT LAUDERDALE EXECUTIVE AIRPORT (EXE)
RESPONSIBILITIES**

Cost Reimbursement for Data Equipment as well as Equipment Cost for a New Router, Switch and accompanying equipment.

The City of Fort Lauderdale for Fort Lauderdale Executive Airport (FXE), agrees to reimburse CBP for the Refresh of the Data Equipment, Router, Switch and Recurring Circuit Costs, including Out-Year Recurring Service and Maintenance Costs as shown in the Cost Sign-Off Document (CSO) being presented. Estimated Data Equipment Costs total \$53,196.00. Network Equipment Costs for new Router, Switch and accompanying Equipment totals \$57,214.30. Total Equipment Costs will be \$110,410.30. Total Annual Circuit Costs for the first 12-months total \$17,500.00. Estimated Equipment and Service Costs total \$127,910.30. Out Year-Recurring Service Costs for the Circuit and Annual Maintenance as described in the CSO total \$20,315.00.

Attached is CBP OIT’s Cost Sign-Off Document, Rough Order of Magnitude (ROM) Estimate, FTL046A that identifies the IT, Circuit Data Equipment Costs for the CBP FIS at Executive Airport for which The City of Fort Lauderdale, Fort Lauderdale Executive Airport, will reimburse CBP all IT, Circuit, Data Equipment and recurring costs.

ADP LAN, Data, IT, Circuit and TacComm Equipment Upgrades

Upgrades to the ADP LAN, Data, IT, Circuit and TacComm equipment may be required on a schedule determined by CBP (approximately every 3-5 years, as needed). The City of Fort Lauderdale, Fort Lauderdale Executive Airport, agrees to reimburse CBP costs to upgrade ADP LAN, Data, IT, Circuit and TacComm equipment.

_____Accounts Payable Information
_____Tax Identification Number: _____
_____Bill To Representative: _____
_____Phone Number: _____
_____Email Address: _____
_____Address: _____

Payment Process

Upon execution of this MOA, CBP OIT will forward a signed original copy to the CBP National Finance Center (NFC). Upon receipt and installation of all equipment, the NFC will issue a bill for the actual ADP LAN, Data, IT, and Circuit Upgrade equipment costs not to exceed \$127,910.30. The CBP NFC will also bill The City of Fort Lauderdale, Fort Lauderdale Executive Airport, 90-days prior to the due date for the total of \$20,315.00 in recurring Out-Year network and connectivity charges owed, and any sums owed for future ADP LAN, Data, IT, Circuit Equipment upgrades and replacements.

Pursuant to 19 C.F.R. § 24.3a, any amounts due CBP under the terms of this agreement not reimbursed within 30 days of billing will begin accruing interest charges based on current U.S. Treasury borrowing rates and may ultimately be referred for collection against The City of Fort Lauderdale, Fort Lauderdale Executive Airport Surety.

Equipment Ownership

CBP will retain possessory ownership of all ADP LAN, Data, IT, Circuit and TacComm equipment ordered by CBP and reimbursed by The City of Fort Lauderdale, Fort Lauderdale Executive Airport, until CBP vacates the premises. CBP will transfer ownership rights of all ADP LAN, Data, IT, Circuit and TacComm equipment used in CBP operations and reimbursed by The City of Fort Lauderdale, Fort Lauderdale Executive Airport, when CBP vacates the premises.

_____ Equipment Administrator: _____
_____ Email Address: _____
_____ Phone Number: _____
_____ Ship to Address: _____

U.S. CUSTOMS AND BORDER PROTECTION (CBP) RESPONSIBILITIES

Equipment Connectivity and Maintenance

The CBP OIT will be responsible for ordering and installing required data equipment and connection(s) from The City of Fort Lauderdale, Fort Lauderdale Executive Airport, to the CBP National Data Center, and imaging, maintaining, and controlling all of the ADP LAN, Data, IT, Circuit and Data Equipment listed in the attached CBP OIT Cost Sign-Off Document (FTL046A) for The City of Fort Lauderdale, Fort Lauderdale Executive Airport, as required by CBP, the costs of which The City of Fort Lauderdale, Fort Lauderdale Executive Airport, shall reimburse CBP. The City of Fort Lauderdale, Fort Lauderdale Executive Airport will incur no additional costs or CBP OIT charged service fees for any required ADP LAN, Data, IT, and Circuit equipment maintenance/repair/replacement covered by CBP procured equipment warranties.

AUTHORIZATION (TWO ORIGINALS WITH SIGNATURES ARE REQUIRED)

Agreement to these terms is attested by the signatures below.

Signature

Email Address

Date

Dylan J. De Francisci

Port Director

Office of Field Operations

U.S. Customs and Border Protection

Email Address

Date

U.S. Customs and Border Protection Office of Information & Technology Cost Sign-Off Document*				
(*Actual costs will be derived from actual obligations)				
This is a Rough Order of Magnitude Estimate.				
Final costs will be determined once the network designs are completed				
Site: Fort Lauderdale EXE (FTL046A)				
Date Prepared: 05/26/2020				
Preparer: Donald.R.Mitchell@cbp.dhs.gov				
Equipment and Service Costs				
Data Equipment Costs (OCC-31):				
Line Item	Description	Qty	Unit Cost	Total
10	Std Desktop - Slim Line Form Factor (1TB SSD, 32 GB RAM)	15	\$1,650.00	\$24,750.00
20	Dell 22" Monitor w/built-in 3M Privacy Filter (BRAND NAME or EQUIVALENT)	10	\$425.00	\$4,250.00
30	Dell 24" Monitor, 1920 x 1080 (BRAND NAME or EQUIVALENT)	8	\$350.00	\$2,800.00
40	APC Smart-UPS 1500VA (BRAND NAME or EQUIVALENT)	2	\$700.00	\$1,400.00
50	3M (Gemalto) CR100 Passport Reader w/2M USB Cable (BRAND NAME or EQUIVALENT)	7	\$700.00	\$4,900.00
60	Integrated Biometrics Kojak 10-Print Scanner w/Bracket (BRAND NAME or EQUIVALENT)	7	\$1,000.00	\$7,000.00
70	Logitech C920 Pro WebCam w/5' Cable (BRAND NAME or EQUIVALENT)	7	\$100.00	\$700.00
80	SLIK Mini Pro V Tripod with 2-Way Pan/Tilt Head - Black (BRAND NAME or EQUIVALENT)	7	\$30.00	\$210.00
90	APC P7V 7-Outlet 840 Joule Surge Suppressor (BRAND NAME or EQUIVALENT)	20	\$30.00	\$600.00
100	Configuration Manager DP Workstation (Replaces SCCM Workstation)	1	\$1,750.00	\$1,750.00
110	10% Cost Contingency for Equipment	1	\$4,836.00	\$4,836.00
Total Data Equipment Cost:				\$53,196.00
Network Costs				
Equipment Costs (OCC-31)				
120	51 Mbps - 100 Mbps Router (ENCS 5408 100M)	1	\$19,574.00	\$19,574.00
130	Riverbed Steelhead CX780 Enterprise	1	\$17,677.00	\$17,677.00
140	48-port Stackable Access Switch	1	\$14,762.00	\$14,762.00
150	10% Cost Contingency for Equipment	1	\$5,201.30	\$5,201.30
Total Network Equipment Cost:				\$57,214.30
Total Equipment Cost:				\$110,410.30
Voice Equipment Costs (OCC-31):				
160	There are no voice costs associated with this request.	0	\$0.00	\$0.00
Total Voice Costs:				\$0.00
BSDP Video Equipment Costs (OCC-31):				
170	"There are no BSDP video equipment costs associated with this request."	0	\$0.00	\$0.00
Total BSDP Video Equipment Costs:				\$0.00
BSDP Video Services Costs (OCC-25):				
180	"There are no BSDP service costs associated with this request."	0	\$0.00	\$0.00
Total BSDP Video Services Costs:				\$0.00
Total BSDP Video Equipment and Services Costs:				\$0.00
Tactical Communication (TACCOM) Equipment Costs (OCC-31):				
190	There are no TacCom equipment costs associated with this request.	0	\$0.00	\$0.00
Tactical Communication Equipment Costs:				\$0.00
TACCOM Services Costs (OCC-25):				
200	There are no TacCom service costs associated with this request.	1	\$0.00	\$0.00
Total Tactical Communication Services Costs:				\$0.00
Total TACCOM Equipment and Installation Costs:				\$0.00
Circuit Costs (OCC-23):				
210	Comcast 100M ICP Circuit Annual Recurring Cost	12	\$1,000.00	\$12,000.00
220	Comcast 100M ICP Circuit Installation Cost	1	\$500.00	\$500.00
230	Comcast 100M ICP Special Construction Cost	1	\$5,000.00	\$5,000.00
Total Annual Circuit Costs:				\$17,500.00
Travel/Installation Costs (OCC-21):				
240	There are no travel costs associated with this request.	0	\$0.00	\$0.00
Total Travel Costs:				\$0.00
Total Estimated Initial Equipment and Service Costs:				\$127,910.30
Out Year Recurring Service Costs:				
Circuits Recurring Costs (OCC-23):				
250	Comcast 100M ICP Circuit Annual Recurring Cost	12	\$1,000.00	\$12,000.00
260	15% Cost Contingency for Tax / USF	1	\$150.00	\$1,800.00
Equipment Recurring Costs (OCC-25):				
270	ICP Router (ENCS 5408 100M) Maintenance Annual Recurring Costs	1	\$1,957.00	\$1,957.00
280	Riverbed (CX780) Maintenance Annual Recurring Costs	1	\$3,082.00	\$3,082.00
290	48-port Stackable Access Switch Maintenance Annual Recurring Cost	1	\$1,476.00	\$1,476.00
Total Equipment Annual Recurring Costs:				\$6,515.00
Total Estimated Annual Service Costs:				\$20,315.00
NOTE: The OIT Cost Sign-Off Document and the associated estimated costs listed above expires 90 days from the above				

Acceptance	
By signing below, I accept any and all costs associated with the purchase and installation of equipment itemized above.	
Authority Signature:	Date:
Authority Printed Name:	
Phone/Email Address:	

OIT REFERENCE Number: FTL046A-OFO-20817C
Document Expiration Date: 09/30/2020

UPDATE ITEM A

DATE: July 23, 2020
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager
SUBJECT: Noise Compatibility Program Update



Noise Abatement Program Update

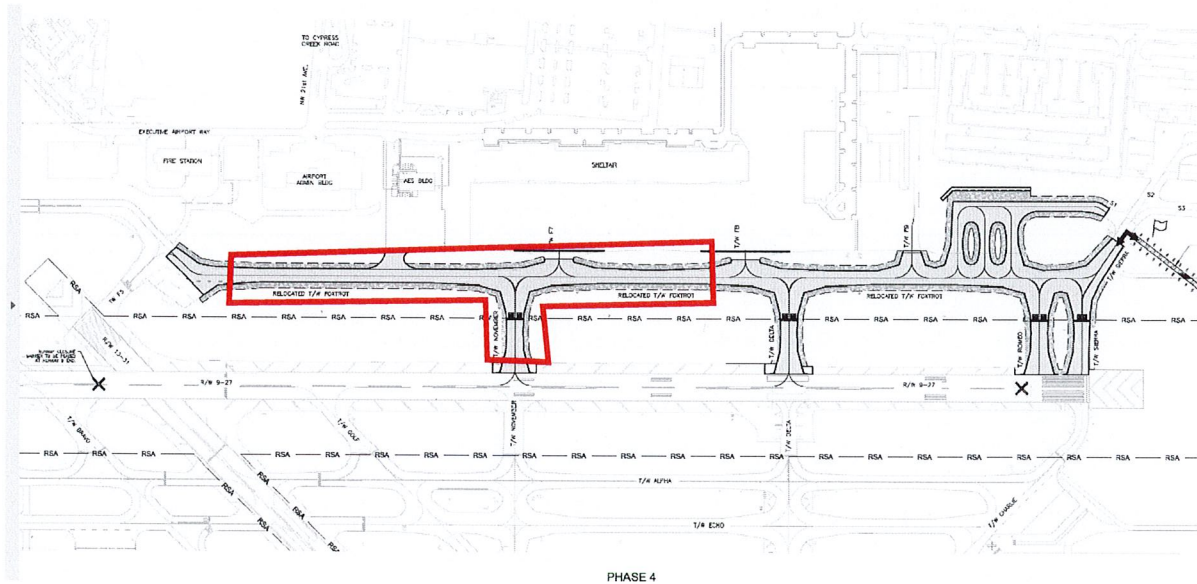
Statistical data is unavailable for this reporting period.

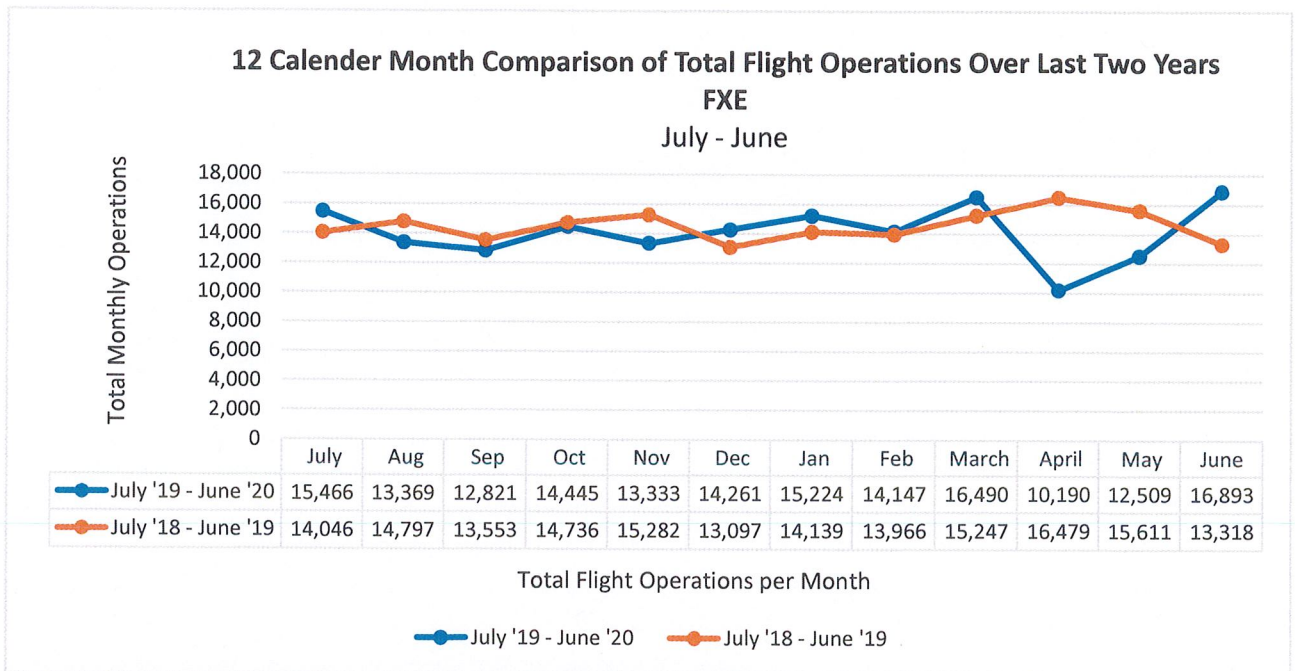
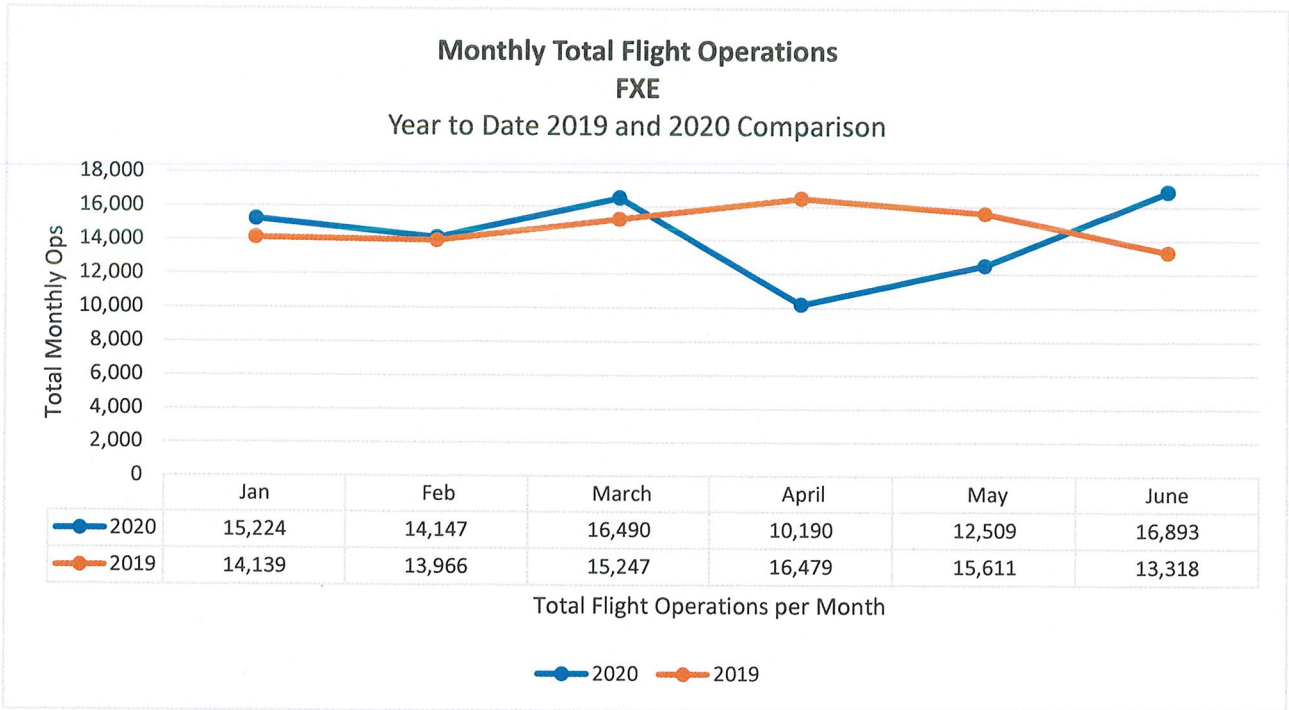
An updated report will be provided at a future Advisory Board Meeting.

DATE: July 23, 2020
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager *RFJ*
BY: William Ward, Airport Operations Supervisor
SUBJECT: Development and Construction

12243 – Taxiway Foxtrot Relocation Project

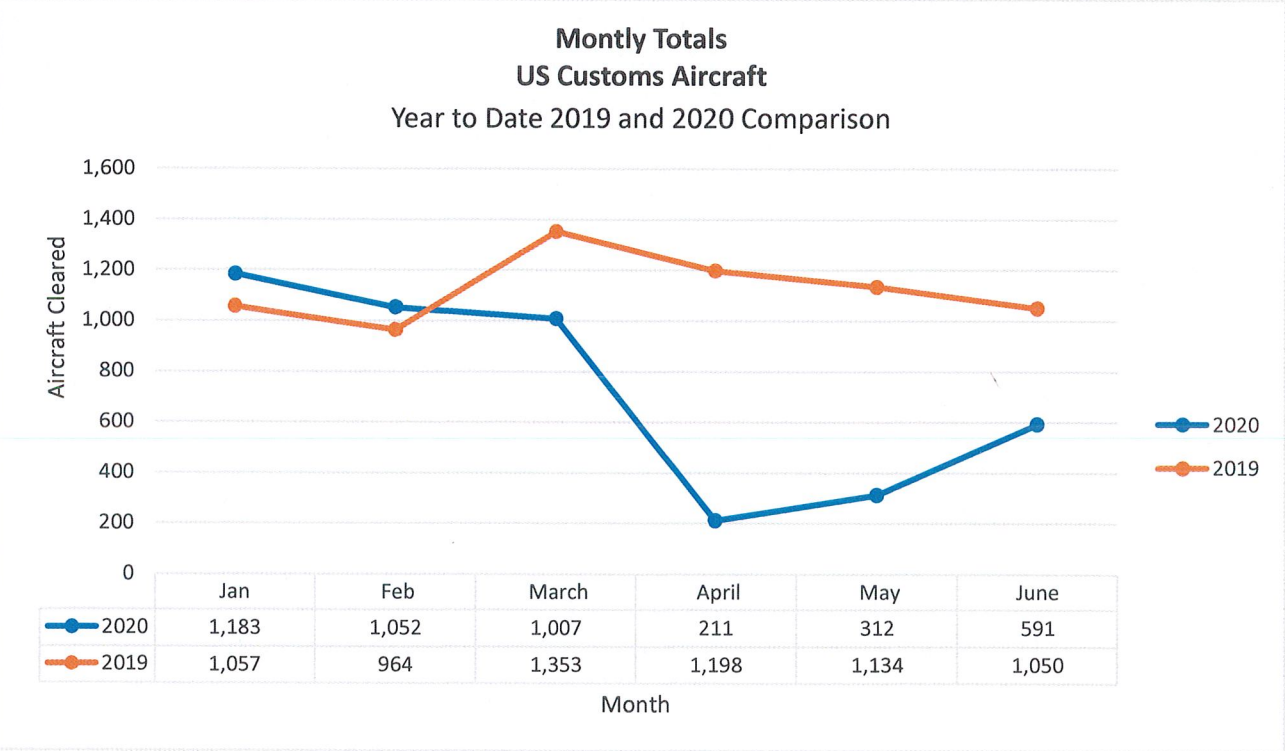
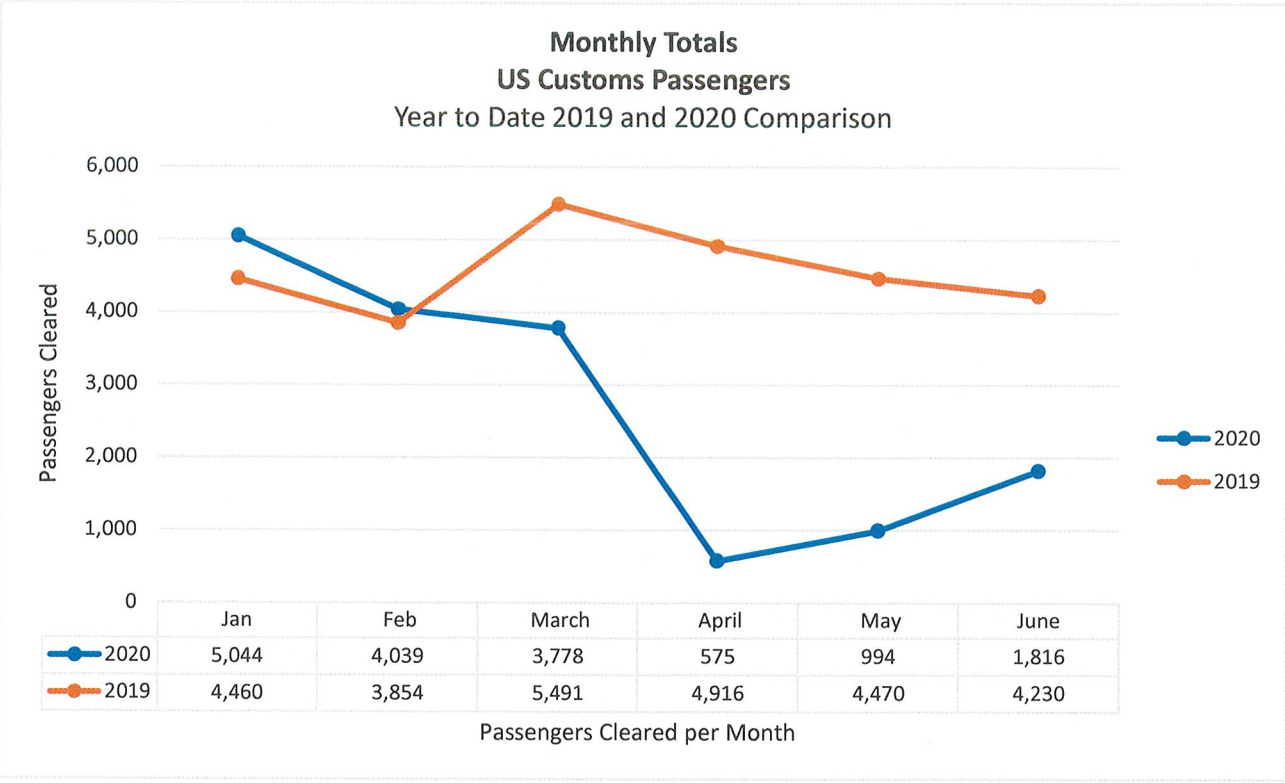
The relocation of Taxiway Foxtrot moved into Phase 1B and 1C located between the Airport Maintenance Facility and Taxiway Foxtrot 8 on July 21, 2020. During this time, contractors will be performing clearing and grubbing, installation of a drainage pipe across the existing Taxiway Foxtrot, paving of the new taxiway as well as completing all electrical work associated with the new taxiway. The estimated length of time to complete this phase is 21 days. In order to facilitate this work, a 21-day closure was required between Taxiways Foxtrot 5 and Foxtrot 8.





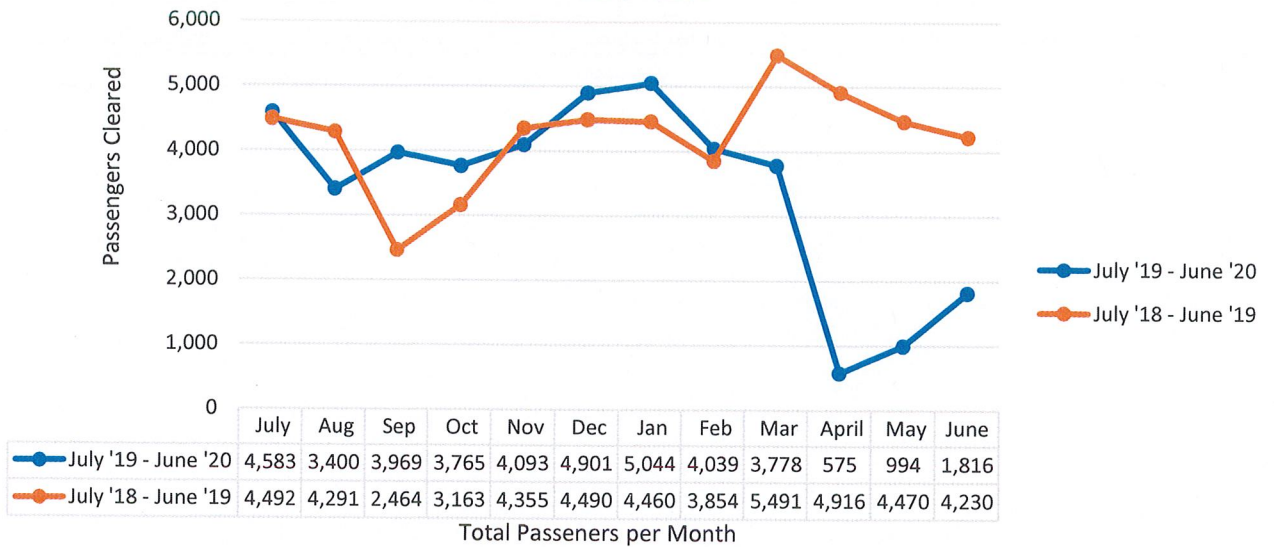
2020 Total Flight Operations YTD is down 4% from 2019

July '19 thru June '20 Air Traffic down 3% over the same period from 2018 - 2019

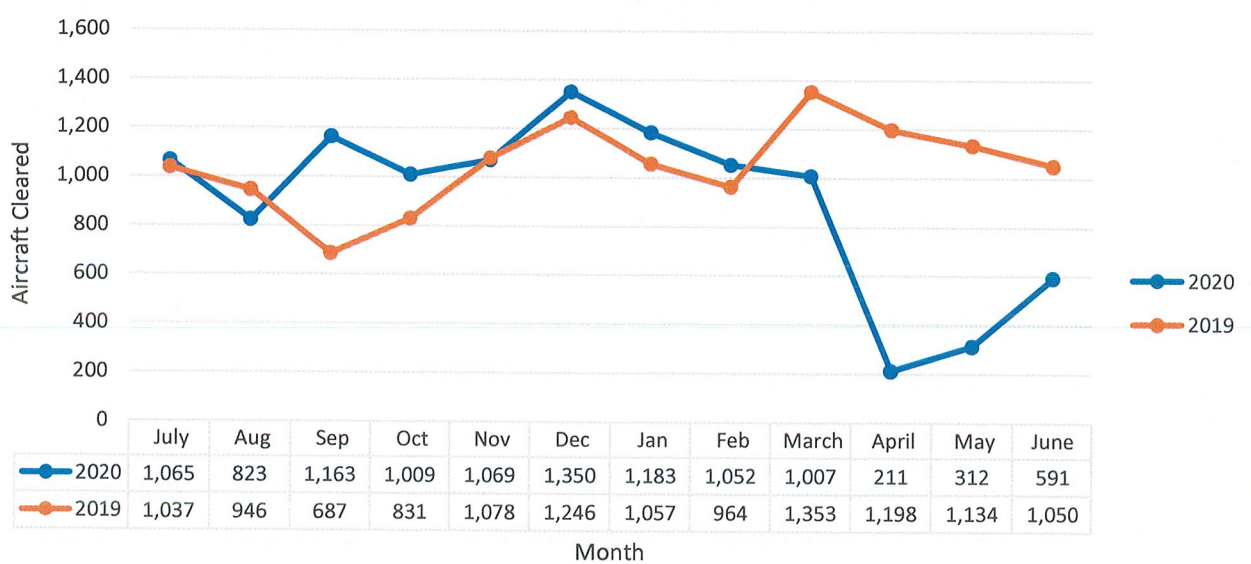


2020 Total Pax Cleared YTD is down 23% from 2019
 2020 Total A/C Cleared YTD is down 34% from 2019

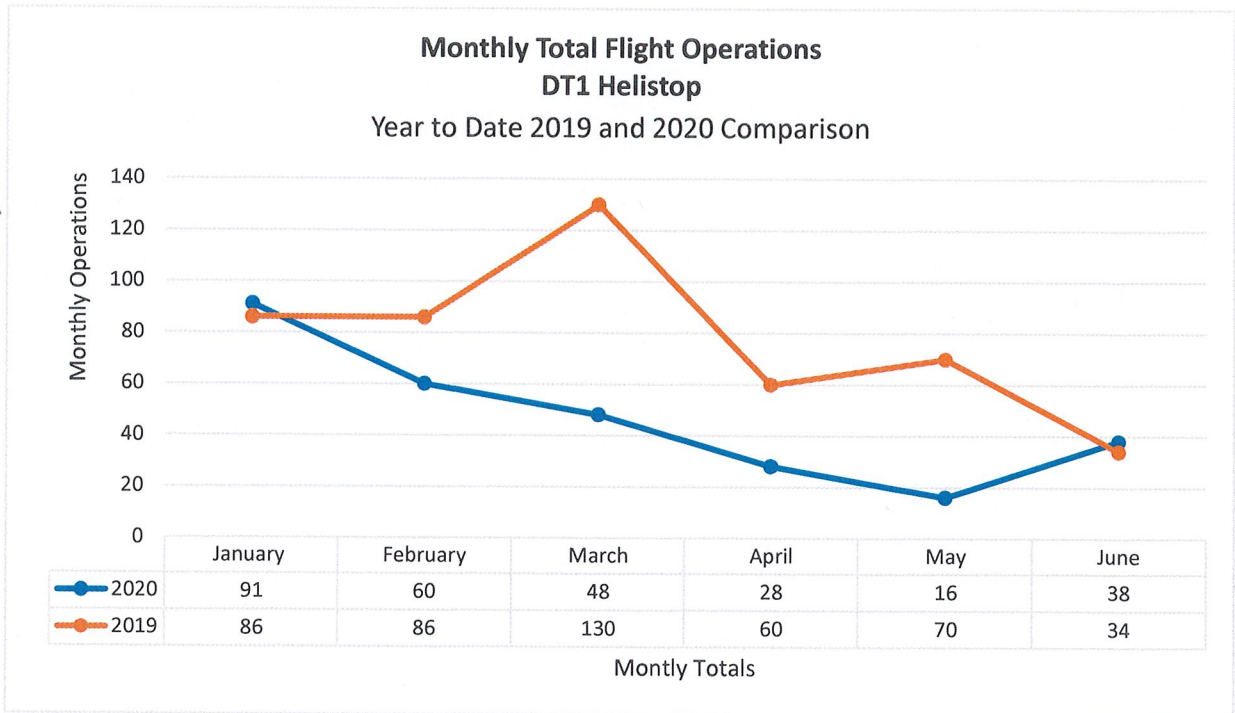
12 Calendar Month Comparison of Passengers Cleared at FXE Over Last Two Years
 July - June

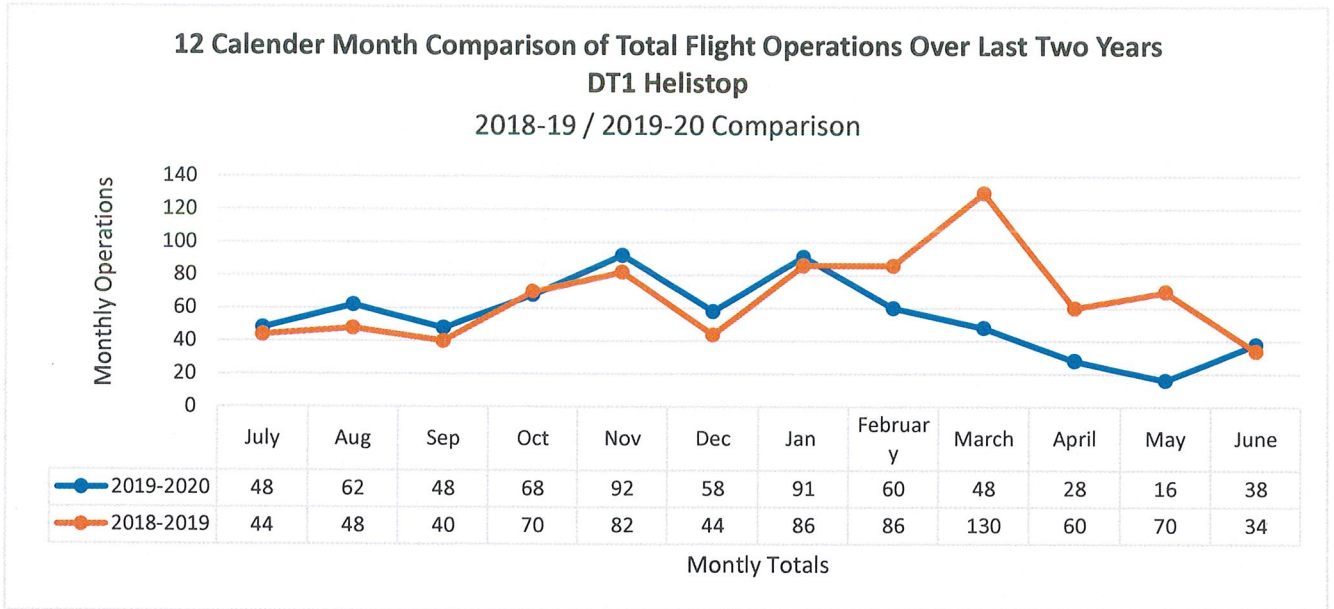


12 Calendar Month Comparison of Aircraft Cleared at FXE Over Last Two Years
 July - June



Total Pax Cleared June '19 - May '20 is down 19% from 2018-19
 Total A/C Cleared June '19 - May '20 is down 14% from 2018-19





YTD totals down 40% from 2019

July thru June 2019-20 is down 17% from the same timeframe in 2018-19

Alerts

Date	Alert Level	AC Type	Problem
6/1/20	I	Piper Cherokee Six	Radio failure
6/1/20	I	Cessna 172	Flat nose gear
6/15/20	II	Pa31 Navajo	Unsafe gear indication
6/19/20	I	Meridian	Rough running engine in run-up area
6/21/20	I	Cessna 172	Flat nose gear
6/23/20	II	Cessna 414	Unsafe gear indication
6/25/20	I	Piper Pa 32	Flat main gear
6/26/20	I	Diamond DA 62	Flat main gear
6/27/20	I	C150	Flat nose gear

UPDATE ITEM C

DATE: July 18, 2020
TO: Aviation Advisory Board
FROM: Rufus A. James, Airport Manager
SUBJECT: Arrearages



Rent

There are no arrearages to report.

Fuel Flowage

There are no arrearages to report.
