Charlotte County Airport Authority

Punta Gorda Airport

Robert D. Hancik	James W. Herston	Kathleen Coppola	Vanessa Oliver	Paul Andrews	James W. Parish	Darol Carr
Chair	Vice-Chair	Secretary/ Treasurer	Asst. Secretary/ Treasurer	Commissioner	CEO	Authority Attorney

Thursday, October 19, 2023
9:00 A.M.
7375 Utilities Road, Building 313, Punta Gorda, FL

This meeting will be live-streamed and available for playback on the Punta Gorda Airport's YouTube page.
Note: Streaming service is for listening purposes only.

AGENDA

1. **Call to Order:** Reminder to turn off your cell phones.
2. **Invocation:** For those who wish to join, please rise for the invocation.
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Citizen's Input:** Anyone wishing to address the Board during this portion should state their name for the record. Each citizen is allowed up to two minutes to express their opinion on agenda items.
6. **Additions and/or Deletions to the Agenda**
7. **Employee Recognition**
8. **Consent Agenda:** All matters listed under this item are considered routine and action will be accomplished by one motion without separate discussion of each item. If discussion is desired by a Commissioner, item(s) will be removed from the Consent Agenda and considered separately.

Secretary/Treasurer

Minutes Regular Meeting with Final Budget Hearing – September 21, 2023

CEO

Hurricane Repairs – Design Build Contracts:
Building #103 - staff received a GMP quote of $195,500 for interior repairs.
Staff Recommended Action: Board accept the scope of work and fee in the amount of $195,000 and allow the CEO to execute the contract.

9. Secretary/Treasurer's Report — **Mrs. Coppola**

- **a.** Accounts Receivables — Mr. Parish
- **b.** Income Statement — Mr. Parish
- **c.** Balance Sheet — Mr. Parish

10. Liaison Reports

- **a.** Punta Gorda City Council — Chair Hancik
- **b.** Board of County Commissioners — Mr. Andrews
- **c.** Metropolitan Planning Organization/Economic Development — Mr. Herston
- **d.** Community — Mrs. Coppola
- **e.** State Legislation — Mrs. Oliver

11. Attorney's Report — **Attorney Carr**

12. CEO's Report — **Mr. Parish**

- **a.** Development Update — Mr. Parish
- **b.** Marketing Update — Mrs. Miller
- **c.** Aviation Report — Mr. Duncan

13. Old Business

14. New Business

- **a.** Amendment #1 to Concession License Agreement ("License") with Faber Coe & Gregg of Florida, Inc. (Licensee) for Premises located in the Airport Terminal — Mr. Parish

15. Public Comments – Punta Gorda Airport – Anyone wishing to address the Board during this portion should state their name for the record. Each citizen is allowed up to two minutes to express their opinion.

16. Commissioner's Comments

17. Adjournment

Agenda items for October 19, 2023 Meeting
A copy of all the attachments are at www.flypgd.com/airport-authority/meeting-minutes-and-agendas/

13. Old Business

14. New Business

a. **Amendment #1 to Concession License Agreement ("License") with Faber Coe & Gregg of Florida, Inc. (Licensee) for Premises located in the Airport Terminal** - On 4/19/2022 Licensee was awarded a License to occupy, utilize, and maintain the Premises for the purpose of producing and conducting concessions sales.

   Amendment #1 -The parties identified items in the License that require an amendment.

   - Licensee requested to replace vending machines located in the baggage claim area with a Dunkin Donut Kiosk. The parties agreed this will benefit the public and Airport. Exhibits A and A-2 have been replaced and attached to the Amendment.
     - The sales from the Dunkin Donut Kiosk will be included in the Annual Gross Receipts.
     - No rent increase as the Licensee pays the Authority an annual concession fee based on the Annual Gross Receipts.
   - Section 8 of the License required amended (Non-Discrimination) to adhere to current regulations.
   - The parties anticipate the Dunkin Donut Kiosk will be installed by the end of 2023 and has made the effective date on 12/1/2023.

   Staff Recommended Action: Board to authorize Chair to execute Amendment #1 to Concession License Agreement with Faber Coe & Gregg of Florida, Inc.

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING & FINAL BUDGET HEARING
SEPTEMBER 21, 2023 – 9:00 A.M.

1. Call to Order

2. Invocation

Chair Herston gave the invocation.

3. Pledge of Allegiance

4. Roll Call

Present: Chair Hancik; Commissioners Herston, Andrews, Coppola, and Oliver; Attorney Carr; CEO Parish; Mrs. McLaughlin; Mr. Laroche; Mr. Duncan; Mrs. Miller; Mr. Clayton; Mrs. Straw; Mr. Rosenstein; Mrs. Crites; Mr. Thames; Mr. White; Mrs. Miller and Mrs. Gutzler. **Others present:** Councilmember Dryburgh; Commissioner Deutsch; Dr. Pitts; Mr. Piro; Mr. Kisler; Mr. Paul Dick, and others from the private sector, and a member of the press.

5. Citizen's Input

6. Additions and/or Deletions to the Agenda

Addition to new business 16e. FDOT Public Transportation Grant Agreement – Terminal Expansion Project.

7. Employee Service Recognition

Mr. Thames recognized Katie Gutzler for her completion of the AAAE ACE Trusted Agent Certification.

8. Consent Agenda

Commissioner Andrew motioned to approve the Consent Agenda as presented. Commissioner Herston seconded. Motion passed unanimously.

9. Adopt FY 2023-24 Final Budget

Chair Hancik commented on the proposed budget was advertised on July 27, 2023. The budget was available on the website and on that same date, the Airport Authority held a proposed budget presentation by Mr. Parish on August 3rd. An overview of the proposed budget was the subject of the September 14th Sun newspaper article. There were no public comments from the workshop on August 4th. A public hearing was also held on August 17th with a change to the capital project expenditures, but no public comments were received. The Board will need to entertain and adopt an FY 2023-24 Budget Resolution totaling $56,835,560 that's both an operating and capital expenditure budget.

Commissioner Herston motioned to adopt FY 2023-24 final budget as presented. Commissioner Andrews seconded. Motion passed unanimously.

10. Accept Budget Resolution 2023-06

Commissioner Oliver motioned to accept Resolution 2023-06 as presented. Commissioner Herston seconded. Motion passed unanimously.

11. Secretary/Treasurer's Report

Mr. Parish commented on the financial review. The airport continues to do very well for the year. For the month of July, the airport was a little over in revenue and considerably under in expenses. Total gain for the month was $604,000 and for the year it's $4.4 million. Keep in mind July is the last profitable month. August and September, the airport budgets to lose a little because it's the time of year when the airlines cut back on flying once school starts back. Accounts Receivables has mostly paid in full except for one account and they have been contacted for payment. The income statement was reviewed during the financial review. The balance sheet continues as we add new projects that have been completed to the balance sheet.

12. Liaison Reports

a) **Punta Gorda City Council –** Chair Hancik commented that council member Mr. Dryburgh and I have been in contact and there is nothing in the current activities of the city of Punta Gorda council that affects the airport.

b) **Board of County Commissioners –** Commissioner Andrews invited Commissioner Deutsch to give an update on the County Commissioners. Commissioner Deutsch commented that the county is officially going to be a sponsor of the Veterans Day Parade. The budget was passed on Tuesday evening, not as long as some of the other public hearings. One of the things we were challenged with is our property valuation. The county had $750 million in new property value added, thinking it's going to be pretty good. One year ago, we had $1 billion in lost property value because of the damage to homes in the community. It will come back but that was a real challenge. Two other things of interest to everyone, we're going to be rebuilding the Mid County Library won't go through everything we went through looking for a temporary site, but we finally decided let's move ahead. The cultural center is actively taking place as well. The County's in great shape.

c) **Metropolitan Planning Organization/Economic Development –** Commissioner Herston commented on the last meeting of the MPO which was held on July 17th. The next meeting is in October. The MPOAC was in Orlando on July 27th at our last meeting.

d) **Community –** Commissioner Coppola commented on a lot of people aren't going anywhere due to Covid, but she did attend the women's club meeting, which was very interesting, and a lot of people ask her about these women, and they are mostly retired are very interested in the airport.

e) **State Legislation –** Commissioner Oliver commented on the House meeting this week to vote in speaker Danny Perez. He will be the speaker from November 2024 through 2026, but Paul Rener continues to be the speaker for this year. Had a good visit this week with Cherie Denham from the governor's office. Gave her a tour of the airport and a presentation on our budget request. Mr. Parish commented that Mr. Rosenstein and I continue to work

with Florida Airports Council as well as our lobbyist Mr. Books. We've had a couple of meetings with Mr. Books and his staff on our state request. Made some modifications to the documentation and we'll be submitting it to Mr. Books. Florida Airports Council is continuing to put together our items that were concerned about this year. There are some changes to the zoning regulations through the DOT for one airport, but it affects every airport, and the Live Local Act has some negative effects on airports. I don't think we're going to be able to change that this year, but it's something we're concerned about. The Live Local Act allows the development of housing in commercial designated areas if you put in enough affordable housing. The issue is the airport worked hard to get commercial designation around the airport to keep housing away and we would like some coordination with 333 which is the Florida Zoning for Airports and to Live Local. There's a list of other items that we're developing I'll bring them back next month.

13. Attorney's Report

Attorney Carr reported that row hangar 2 transferred through Mr. Duncan's great efforts and a lot of great work by us continues to proceed. The tenants in row hangar 2 have asked for an upgrade to electrical changes in the new building. We agreed that if they would help us go ahead and allow us to tear down the old building before their actual new building was built that we would take care of it. I think the upgrades are something that we thought was going to be a good thing in the long run. I believe as of today all the documents have been agreed to and I'm waiting on row hangar two to come over and sign. The airport will have possession of the real estate and Mr. Duncan and his crew can proceed with tearing it down. Worked with Mr. Laroche on a TSA petition. The format we followed was provided to us by somebody else and it's been turned down decision to be made with TSA. TSA are now insisting that the airport screen its own employees every time they leave and enter the building. I'm getting in place the letter of intent associated with the school board. The airport is proposing to the school board an LOI. The airport wanted to make certain that it got in front of the school board to show we had a clear delineation of the history of this process, what we're proposing to do and making sure that they were bought in on it. I'm pleased to advise you with the presentation from Kaley and James of that LOI that they accepted unanimously without any comment or changes. The most major thing that we have is the design build process with the Diamond firm related to the new terminal. This is anticipated to be a $40 million design build. The design part was about $4 million the build part estimated $36 million. Mr. White was asked Diamond if they had a proposed form of contract. Diamond sent a 60-page mind-numbing form from the Design Build Institute which frankly was the most one-sided document I think I've ever read except for a TSA agreement. I have winnowed down what I'd say just the contract part of it and sent that to him for review. We're trying very hard to make this a multiple two-step process, one if we do the design, we will proceed forward with the build. Only If we reach agreement as to that bill if we decide that for whatever reason we can't do that funding, portions we don't like them, they don't like us whatever we'll have a right to bail at that time and preserve the work as part of ours. It's going to be a very narrowly sculpted contract with the efforts of staff and of course Mr. Parish working on it.

14. CEO's Report

a) **Development Update –** Mr. Parish reported on the first phase we are working through the PFC Amendment application and we're closing out PFC 1 and PFC 2. Our new application has been approved and it's in its multi-day publication until the air carriers have a chance to comment the third or fourth time but that'll be in place, and we can continue collecting. Working on a new ARF truck. Our old ARF truck is approaching 15 years in age. It also uses the old FFF. Moving to the flooring free foam with this new truck. It'll be a good time to buy one, there is now one flooring free foam approved and we're hoping by the end of the year there will be two others. The new foam is not interchangeable, whichever brand we pick will be the brand we have to stick with. An index B which means we have to have one 1500-gallon truck, we do operate two 1500-gallon trucks but with the inclusion of the 737 into the fleet. Fleet mix with Allegiant we'll be back to an index C, we already have two trucks and it's no additional expense for either us or firefighting but that requires us to update our R71. Once that one's in place we'll go through the process of cleaning RF 72 and replacing the foam in it with the new Florine free foam which is a long process, but we'll get through it. Updating the ALP and still working on the new FBO hangar. Met with a contractor and the county on cutting out some systems that weren't really required. One major was a fire pump and sprinklers which was a huge cost about half a million dollars and trying to get that price down to where we can never cash flow it but at least not lose a lot of money. Challenger and Golf Course and Perimeter Road projects moving forward. Signed an agreement with the designers for a light that's going to be required by the county at the intersection of Challenger Road and Piper. The CTC Aviation Tech facility is back on the design team and back on track. Now we have the agreement with the school board and the replacement hangars for 207, which the Board approved, and I signed the change order last month and that is in for permitting. North Side infrastructure is back on design. The fuel Farm security improvements are in the design process. The inline baggage system contract has been signed and the M&O contract has been signed. Commercial terminal Expansion Attorney Carr gave an update. Under construction you'll see a lot of dirt being moved. There's a huge pile at the end of 927 and 422 and it's all the topsoil that's being stripped off new taxiway Gulf which will connect the GA ramp to Runway 422 and taxiway Alpha which is a big time saving and safety upgrade. The 60x 60s are open, the 24T hangers should be open by the end of the month. The 50x50 is by the end of October. Airfield lighting control system were waiting on the system to come in, it's been ordered and it's just one of those things that's stuck in this morass of supply chain issues it's a complex system and waiting on all the parts to arrive then build it and then ship it to us for installation. The self-serve has been moved to the Air Center ramp. It will be hooked up next week. Taxiway Delta finished construction, it was a complete reconstruction of Delta and we have put the final coat of paint.

b) **Marketing Update –** Mrs. Miller commented on August being busy. The last part of the month was focused on Idilia preparations and communications. Fortunately, only one day of flights was cancelled and we had very little impact on the airport. I continue to focus on good things in our community in terms of Tourism. Boca Grande was named by travel and Leisure as America's best small beach town. These are all the things that that we can include about our community, our market, and our destination to get out into the world. We've been doing more highlighting, which improves our search engine optimization and marketing on a national level. We also try to highlight our terminal partners that advertise at the terminal

as well as our tenants and of course the destinations that Allegiant and Sun Country flies. We're excited to announce our new mascot Curtis the hawk costume has arrived. The first photo shoot was last week. The community will see Curits the Hawk at the Honor flight welcome home. Curtis the Hawk is making an appearance at the air show sponsored media party. Curtis will also be on the Veterans Day float for the Veterans Day Parade on November 11th and hopefully the December 9th for the Charlotte County Chamber Christmas parade and possibly the Bangor Maine inaugural flight coming in or departing on November 16th.

c) Aviation Report - Mr. Duncan reported on Operations, passenger counts, fuel sales, gallons pumped, aircraft ops, uplifts and routes.

15. Old Business – No old business.

16. New Business

a) Purchasing Policy – Mr. Parish commented on the purchasing policy had a minor update in 2015 because of some law changes. This is a significant update which goes through all the changes to the state laws to federal laws and it provides some definitions, adds requirements to update statutes 332 the airport transparency act that changed last year. We updated the simplified acquisition thresholds to meet federal law. There are some other updates to thresholds to meet state law. Outlined our competitive selection methods and outlined our bid protest procedures. Added some purchasing card policies for our credit card use by staff and then address the disposal of property to meet the state law. Added the DBE program requirements into the manual itself.
Commissioner Herston motioned to approve the Purchasing Manual update as presented. Commissioner Andrew seconded the motion. Motion passed unanimously.

b) Roof Replacement Building 121 – Mr. Parish commented on the roof replacement building 121 which is the Supertrak building. It was damaged due to hurricane Ian. There's a section of the building that's being completely re-roofed. This is a lower section there was about a quarter of it damaged so we decided it would be beneficial to replace the entire roof, it's over 25 years old. Insurance will fund $74,000, and the airport will fund $170,000 total expenses is $244,000 that's the lowest of the three bids.
Commissioner Herston motioned to authorize the CEO to execute a proposal with All Steel Buildings & Components, Inc. in the amount of $244,000 as presented. Commissioner Andrews seconded the motion. Motion passed unanimously.

c) Personnel Policy and Procedure Manual – Mr. Parish commented on updating the Personnel policy and procedure manual for over a year and since Beth came on board, we put it into high gear. Staff would like to get this updated for October 2023 as the new fiscal year starts to get all the new things in place. This was provided to the Board seven days ago, it's a redline document and you can see all the changes. Mrs. Crates is here if you want to discuss it with her but the two major changes to the document are our PTO policy. Changing from a vacation and sickness to a PTO to give more flexibility, it's something that's very popular out these days. Gives the employee a little more flexibility to use their time off and it has no fiscal impact on us. Mrs. Crates commented that there's a lot of red and it was updating verbiage, it was realigning the policies to where it read a little easier,

making sure that we had the most up to date labor laws, and federal policies that we needed to include. Mr. Parish commented that its inmates a work from home program. Basically, a lot of things that have happened over the last years were separate documents and this incorporates all of that into one document. There was an internet use policy, work from home policy, computer use acceptable policy, and this gets everything into one document. It brings us up to date on all the state and federal requirements.

Commissioner Oliver motioned the Board approve the updated Personnel Policy and Procedure Manual for implementation as presented. Commissioner Herston seconded the motion. Motion passed unanimously.

d) **Taxiway "A" & "C" Reconstruction and Reconfiguration of Taxiway "C/D" Intersection – Consultant Contract –** Mr. Parish commented that last month the Board approved the selection of the contractor Kimley-Horn and Associates for the taxiway Alpha, Charlie, and Delta intersections. Alpha and Charlie were re-paved in 2006, it was a 2005 project that was put on hold after Hurricane Charlie. It was re-paved in 2006 and then we started using it with much heavier aircraft. As with most of our pavement this is a complete reconstruction project and then the intersection at Charlie and Delta due to some new design guidelines must be reconfigured. We'll get rid of that angled intersection coming at a 90 and then disconnected from the runway. There's no longer a direct connection from the ramp to the runway. A contract was negotiated with Kimley-Horn and Associates. Reviewed the independent fee estimate process and we're presenting the contract for $1.237,760 for the design. This is funded by DOT and an FAA design Grant and construction will be funded next year.

Commissioner Herston motioned the Board to authorize the CEO to execute the contract with Kimley-Horn and Associates, Inc. in the amount of $1,237,760. Commissioner Andrews seconded the motion. Motion passed unanimously.

e) **FDOT Public Transportation Grant Agreement – Terminal Expansion Project –** Mr. Parish commented on this as a $25,000 Grant which is the first of many we're going to receive. It gets us started and FDOT must have some money in the project to add money in later years. If we start the project without any money, it becomes ineligible. Received the grant early this week and that is why we added it to the agenda. This is a 50% Grant for the terminal expansion, and it includes design and construction. We're expecting multiple grants and I think they're already in the work program over the next few years.

Commissioner Herston motioned the Board accept the Public Transportation Grant Agreement in the amount of $25,000 from FDOT as presented to include acceptance of the 2023-07 resolution to be signed by our Chairman and the Secretary Treasure. Commissioner Andrews seconded the motion. Motion passed unanimously.

17. Public Comments – Punta Gorda Airport:

Gary Skelhorn - from Punta Gorda. My comment is an administrative one. I have probably the grayest hair in the audience today but I'm sure I'm not the only one with challenged hearing. I noticed microphones are either lacking today maybe I missed the memo or certainly well maybe they're a little bit functional, but I have to say that I missed a large majority of this meeting and that's sad because I like to hear what's going on and it gives me purpose to be here. Thank you and hope you take that into consideration. The microphones are too close; you know if you're using your mic it should be four or six inches

from you is my suggestion. Mr. Parish commented that is why we've gone to the lavalier mics to get a little better pickup, but we also have hearing devices that are hooked up to it.

Paul Dick - Second Lieutenant at Punta Gorda Chapter of the Civil Air Patrol. I'm here to inform the Board of what progress is going on with the Civil Air Patrol. Currently we have approximately 78 senior members and about 25 Cadets and of course we're always recruiting and getting more interest in Cadet participation. The Civil Air Patrol is aware of the shortage of pilots and air traffic controllers is having a major effect on the aviation industry in our nation. Members of the Civil Air Patrol are doing everything we can to turn this crisis around. Currently conducting classes and hands-on indoctrination with the cadets to stimulate interest in the following areas of aviation. We're doing pilot instruction with the aid of flight simulators and orientation rides. Some of our senior pilots are taking the cadets up and they get to fly the plane for a little bit to give a little idea of what it's like to fly an aircraft. We're doing indoctrination and air traffic control, we're doing airfield instruction, runway and taxiway configurations including navigational AIDS, even fundamentals of airport operations. We're giving instruction on F139 requirements of the airport's emergency plan and we're also using drones to facilitate search and rescue. We're also doing indoctrination and aircraft rescue and firefighting. The cadets are showing a lot of interest in these fields and is our desire that we keep this interest going. I'd like to add that the Civil Air patrol conducts weekend harbor patrols. They look for stranded borders and environmental hazards. These flights are funded by a grant from the county. I worked for an airport authority for 30 years and I have to say in all sincerity I am very impressed with the Board and all the managers of the Charlotte County Airport Authority. They do an excellent job facilitating the process of this airport and making it run as efficiently as it is today. Civil Air Patrol will look forward to working with the Board and doing everything we can to make this the safest airport, the most attractive airport in the State of Florida.

18. Commissioner's Comments

Commissioner Coppola – Thank you everyone for coming.

Commissioner Hancik - Thank you everyone for coming.

Commissioner Andrews – Thank everyone for being at the meeting.

Commissioner Herston – Staff great job. Every month you keep pulling off miracles. I'm proud to be associated with you. Welcome Commissioner Deutsch and Councilman Dryburgh, good to see you guys. We have Kimley-Horn in the audience, one of our great engineers and Associate Katie, CMT and Michael Baker.

Commissioner Oliver – Thank you everyone for coming.

19. Adjournment

Meeting adjourned at 10:09 a.m.

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Robert D. Hancik, A.A.E., Chair

_____
Kathleen Coppola, Secretary/Treasurer

FLORIDA PREMIER CONTRACTORS

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October 9, 2023

GMP Proposal Phase #1 for Project #7

Building #103: Storage Building – Engineering, Permitting, & Core/Shell Estimate

Mr Laroche,

The following qualifications seek to clarify our proposal and outline our understanding of the work required. These qualifications represent FPC's interpretation of the available information and our desire to provide a complete and accurate proposal to accomplish the enumerated tasks. We believe these assumptions to be reasonable and welcome the opportunity to review them with the PGD team.

Scope of Work

This proposal includes the work required to rebuild the damaged core/shell components to Building #103 as well as provide architectural and engineering documents required for permitting. The scope of work included in this proposal will allow for the development of interior build-out documents which we can base phase 2 of the project cost on. Specific work scope items can be found in the qualifications which accompany this proposal. Upon approval of this first phase, we will proceed with the following:

- Architectural design and life safety plans for Tennant Improvement permitting.
- Mechanical, Electrical, Plumbing, and Fire Engineering required to produce permit drawings.
- County Permit review and fees.
- Release of long-lead items such as:
    - 3-phase electrical gear
    - Steel stair/rail fabrication
    - Release impact windows/doors
    - Electrical fixtures
    - Other items which will be time sensitive to completion.
- Begin the selective demolition required to relocate plumbing cores and scarify the concrete floors.
- Begin interior framing and associated steel support at the CMU wall.
- Prepare the warehouse for installation of passive fresh air sidewall louvers and associated frames.

Schedule

1. Work will begin within 15 days of the receipt of all permits and a notice to proceed.
2. Demolition and structural infill will be complete within 45 days of mobilization.

Guaranteed Maximum Price

$195,500.00 (One Hundred and Ninety-Five Thousand, Five Hundred Dollars)

**there is a contingency amount of $11,783.00 included in the above total. Use of contingency funds MUST be approved by PGD before use and any savings resulting will be returned at the end of the project.*

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Exclusions

1. Hazardous material testing or reports
2. Hazardous waste/material removal
3. Sitework or site restoration
4. Fencing
5. Permits, other than interiors permit
6. NPDES notice of Intent
7. Payment & performance bonds
8. Builder's risk insurance

Allowances

The following allowances are included in the GMP and were established for budgeting and discussion purposes with the goal of providing a complete and accurate GMP. However, these items are carried as allowances because of limited information or ambiguous or conflicting information on the drawings. The allowances should be viewed as placeholders whose value is reasonable and consistent with the expected magnitude of the work. Each of these allowances will be reconciled based on final design or decisions and the GMP will be adjusted accordingly.

1. None

Alternates

The following alternates are NOT included in the GMP but may be added/deducted from the GMP if elected by the owner. Subject to contractual markups.

1. None

Thank you for the opportunity and please feel free to contact me with any questions.

Respectfully,

Carlton Hughes
Managing Partner / Director of Operations
FPC

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GMP Estimate-Qualifications, Allowances & Alternates

PGD Airport – Building 103 Interior Renovations PHASE 1

Qualifications

The following qualifications seek to clarify our GMP estimate where ambiguous or conflicting information was encountered on the GMP documents. These qualifications represent FPC's interpretation of the available information and our desire to provide a complete and accurate estimate of the construction costs. We believe these assumptions to be reasonable and welcome the opportunity to review them with the design team to validate them.

General

1. GMP Documents: FPC has based our BUDGET proposal on Florida Premier Contractors design build floor plan dated 9/07/23. Further design and engineering are required to produce permittable documents; the costs of which are included in this proposal.
2. Phased Project: This proposal is for the first of two phases required for this project. Phase 2 proposal will be provided under separate cover. Design and permitting activities can begin on the release of phase 1, however, construction activities will require the approval of both phase 1 & 2 proposals.
3. Builder's Risk Insurance: Has not been included as a part of our proposal.
4. We have included the building permit for this project.
5. Pricing does not include any work inside the warehouse area of building 103 apart from new high bay lighting fixtures, life safety exit signs, and a new stairwell to the existing mezzanine.

Div 02:

6. Landscaping & irrigation are excluded from this proposal. We have included patching sod in areas disturbed during construction.
7. Pricing assumes that the new electrical service has been brought to the building by others. FPC will bring the service into the building and provide all switchgear/panels & transformers.
8. Pricing includes (2) new 24"X36" wall penetrations and (1) 36"x36" wall penetrations for proper make-up air and exhaust for the new HVAC system.
9. Demolition pricing includes saw cutting and removal of 200 SF of interior slab for new underground plumbing work at the Kitchen & ADA Toilet Room.

Div. 03/04:

10. We have carried the cost to patch concrete slab in kitchen and ADA toilet room area.
11. Pricing assumes no concrete polishing or slab work in the existing warehouse area.

Div. 05:

12. We have included costs to furnish, install and erect a new stairwell with stair mounted railings, wall mounted railings, open grate steel stair treads, and steel stringers.
13. Pricing excludes any work to the existing steel railings at the mezzanine level except for painting them to match the new stair railings.
14. We have included 4"X4" seismic clip angles to brace the free-standing CMU wall @ the deck in the breakroom.
15. We have included duct penetration supports in the existing mezzanine slab.

Div. 06:

16. We have included new kitchen base and upper cabinets.
17. We have included solid surface countertops.

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Div.08:

18. We have included new door hardware in standard finishes.
19. We have included (7) new vinyl impact rated windows.

Div. 09:

20. We have carried an allowance of **$4.50** or **$5,134** for new acoustical ceiling tile.

Div. 13:

21. We have included an allowance of **$4,500** for (3) 24"X36" frames for new outside air and exhaust louvers in exterior metal building walls.

***Divs. 21, 22 & 23*:**

22. We have not included the furnishing or installation of a new fire protection system on this project.
23. We have included a new kitchen sink in our proposal.
24. Plumbing pricing includes a new floor drain in the ADA toilet room.
25. We have included a new water closet in the ADA toilet room.
26. We have included a new lavatory in the new ADA toilet room.

Div. 26:

27. We have carried an allowance of **$10,000** for new "high bay" lighting fixtures in the warehouse area. This allowance can be reconciled once a fixture is specified and priced.

Div. 27:

28. We have not included any low voltage tele/data hardware, wiring or terminations in this proposal.
29. We have not included any card access or CCTV hardware, wiring, or terminations in this proposal.

Allowances

The following allowances are included in the GMP and were established for budgeting and discussion purposes with the goal of providing a complete and accurate GMP. However, these items are carried as allowances because of limited information or ambiguous or conflicting information on the drawings. The allowances should be viewed as placeholders whose value is reasonable and consistent with the expected magnitude of the work. Each of these allowances will be reconciled based on final design or decisions and the GMP will be adjusted accordingly.

1. **High Bay Light Fixture Allowance - $10,000:** Allowance to provide and install new high bay lighting in the warehouse area.

Alternates

The following alternates are NOT included in the GMP but may be added/deducted from the GMP if elected by the owner. Subject to contractual markups.

none

Accounts Receivable Over 90 Days

As of August 2023

Customer Name	0-30 Days	31 - 60 Days	61 - 90 Days	91 and Over	Total Balance at Aug 2023	EXPLANATION as of Oct 9
Allegiant	$93,048.58	$50,789.13	$33,895.51	$7,824.20	$185,557.42	Paid $101,651.79
Greatlakes	$413.38	$413.38	$413.38	$413.38	$1,653.52	Paid $800
New World Trade	$6,177.00	$6,177.00	$6,177.00	$4,763.93	$23,294.93	Paid $6,000.00
Enterprise	$5,850.00			$5,850.00	$11,700.00	Paid in full
Swissport				$56.23	$56.23	Paid in full
Hertz	-$952.54	$1,723.71	$2,250.00	$2,325.00	$5,346.17	Called AP PO# was given and invoices were resubmitted
SUB-TOTALS	$104,536.42	$59,103.22	$42,735.89	$21,232.74	$227,608.27	
All Other Current Customer Balances		$2,753.00	$692.23	$0.00	$3,445.23	
Pre-Paid Accounts	(316,560.83)				-$316,560.83	
TOTALS	**(212,024.41)**	**$61,856.22**	**$43,428.12**	**$21,232.74**	**($85,507.33)**	

Charlotte County Airport Authority
STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION (Income Statement)
For the Eleven Months Ending Thursday, August 31, 2023

	August			YTD		
	Actual	*Budget*	*Variance*	*Actual*	*Budget*	*Variance*
OPERATING REVENUES						
Fuel and Oil Sales	$264,733	$298,855	-$34,122	$4,958,622	$5,237,486	-$278,864
Industrial and Commercial Park Leases	177,540	126,414	51,126	1,714,732	1,390,556	324,176
T Hangar Rentals and Tiedowns	81,889	107,433	-25,544	926,350	1,015,567	-89,217
Concessions, Vending and Fees	2,452	2,332	120	25,721	25,527	194
Airline Related Revenues:						
Advertising	11,905	6,500	5,405	104,019	71,500	32,519
Auto Parking	374,143	384,018	-9,875	4,174,134	3,978,245	195,889
Car Rentals,Security & Fuel Fees	382,071	321,831	60,240	5,963,946	7,149,975	-1,186,029
Concessions	11	20	-9	190	220	-30
Food & Beverage	63,793	44,221	19,572	914,314	836,298	78,016
Ground Handling Fuel	23,457	22,980	477	187,421	178,602	8,819
Ground Transportation	18,165	14,499	3,666	225,469	183,332	42,137
Terminal Use Fees	21,742	15,900	5,842	239,083	174,900	64,183
LEO Award	7,505	8,243	-738	97,278	102,348	-5,070
Sida Badging	3,990	2,600	1,390	30,247	28,600	1,647
Total Airline Related Revenues	906,782	820,812	85,970	11,936,101	12,704,020	-767,919
Other Revenues	14,258	0	14,258	228,566	0	228,566
TOTAL OPERATING REVENUES	**$1,447,654**	**$1,355,846**	**$91,808**	**$19,790,092**	**$20,373,156**	**-$583,064**
OPERATING EXPENSES						
Salaries & Wages	$366,884	$402,408	-$35,524	$4,313,287	$4,425,273	-$111,986
Payroll Taxes & Retirement	92,990	93,618	-628	1,042,728	1,075,523	-32,795
Personnel Expenses	110,713	129,637	-18,924	1,263,827	1,437,026	-173,199
Cost of Fuel & Oil Sales	123,946	163,184	-39,238	2,792,050	3,066,538	-274,488
Advertising	23	142	-119	5,148	1,558	3,590
Bank Charges	6,323	5,483	840	98,998	92,862	6,136
Dues & Subscriptions	2,949	5,667	-2,718	56,805	62,333	-5,528
Insurance	58,836	46,667	12,169	613,028	513,333	99,695
Legal & Professional	15,182	20,067	-4,885	431,493	260,733	170,760
Licenses & Permits	727	450	277	4,233	4,950	-717
Marketing & Promotional	8,692	16,000	-7,308	191,776	199,000	-7,224
Mowing	843	1,917	-1,074	7,251	21,083	-13,832
Postage	38	250	-212	6,598	2,750	3,848
Repairs & Maintenance	83,146	81,300	1,846	1,033,394	958,937	74,457
Computer Maintenance & Expense	94,483	40,054	54,429	402,021	470,590	-68,569
Supplies	52,326	24,870	27,456	397,120	291,372	105,748
Communications	6,474	9,704	-3,230	64,074	106,844	-42,770
Travel & Auto Allowance	9,204	10,229	-1,025	62,595	82,721	-20,126
Utilities	58,794	49,701	9,093	590,023	544,901	45,122
Security Expense	1,678	2,708	-1,030	48,039	29,792	18,247
Airline Related Expense	195,759	150,856	44,903	1,816,324	1,869,443	-53,119
TOTAL OPERATING EXPENSES	**$1,290,010**	**$1,254,912**	**$35,098**	**$15,240,812**	**$15,517,562**	**-$276,750**
OPERATING GAIN (LOSS)	***$157,644***	***$100,934***	***$56,710***	***$4,549,280***	***$4,855,594***	***-$306,314***
NON-OPERATING REVENUE & EXPENSES						
Miscellaneous Revenues / (Expenses)	-$65,274	$385,035	-$450,309	$3,960,545	$5,991,251	-$2,030,706
Other Financial Assistance-Cares Act	0	92,559	-92,559	771,854	973,485	-201,631
Gain/Loss of Asset Disposal	0	0	0	10,124	0	10,124
OPEB Post Retirement Benefit Accrual	-435	-537	102	-4,787	-5,912	1,125
Interest on Investments	175,706	11,500	164,206	993,179	126,500	866,679
Cost to Finance	-1,834	-8,215	6,381	-20,173	-90,364	70,191
Bank Fees	0	-700	700	-869	-7,700	6,831
NET NON-OPERATING REVENUE & EXPENSE	**$108,163**	**$479,642**	**-$371,479**	**$5,709,873**	**$6,987,260**	**-$1,277,387**
GAIN OR (LOSS) BEFORE CAPITAL CONTRIBUTIONS & DEPRECIATION	***$265,807***	***$580,576***	***-$314,769***	***$10,259,153***	***$11,842,854***	***-$1,583,701***
CAPITAL CONTRIBUTIONS						
Capital Grants & Contributions	1,151,708	1,520,000	-368,292	12,693,738	10,750,000	1,943,738
TOTAL CAPITAL CONTRIBUTIONS	**$1,151,708**	**$1,520,000**	**-$368,292**	**$12,693,738**	**$10,750,000**	**$1,943,738**
INCREASE OR (DECREASE) IN NET POSITION w/CONTRIBUTIONS	***$1,417,515***	***$2,100,576***	***-$683,061***	***$22,952,891***	***$22,592,854***	***$360,037***
DEPRECIATION						
Depreciation	-408,509	-400,000	-8,509	-4,487,256	-4,400,000	-87,256
TOTAL DEPRECIATION	**-$408,509**	**-$400,000**	**-$8,509**	**-$4,487,256**	**-$4,400,000**	**-$87,256**
INCREASE OR (DECREASE) IN NET POSITION	***$1,009,006***	***$1,700,576***	***-$691,570***	***$18,465,635***	***$18,192,854***	***$272,781***

Charlotte County Airport Authority
STATEMENT OF NET POSITION (Balance Sheet)
8/31/2023

ASSETS	
CURRENT ASSETS	
Cash and Cash Equivalents	$48,251,184
Net Receivables	3,443,863
Inventories	160,183
Prepaid Expenses	649,672
TOTAL CURRENT ASSETS	**52,504,902**
NOTES RECEIVABLE, non current portion	**575,000**
LEASES RECEIVABLE (ROU)	**3,073,759**
CAPITAL ASSETS	
Land	6,649,911
Buildings	53,886,516
CCAA Master Plan	1,727,490
Capital Improvements	59,339,365
Furniture, Fixtures and Equipment	8,157,608
Donated Surplus	47,300
Less: Accumulated Depreciation	(64,351,076)
Construction in Progress	58,127,517
TOTAL CAPITAL ASSETS, NET	**123,584,631**
DEFERRED OUTFLOWS OF RESOURCES-PENSIONS	**769,464**
TOTAL ASSETS	**$180,507,756**
LIABILITIES	
CURRENT LIABILITES	
Accounts and Contracts Payable	$1,944,058
Accrued Expenses	1,140,200
Deferred Revenue	151,443
Client Deposits	335,425
TOTAL CURRENT LIABILITIES	**3,571,126**
LONG-TERM LIABILITIES	
Estimated Liability for Compensated Absences	199,410
State Infrastructure Bank Loan	183,150
Net OPEB Obligation	32,751
Net Pension Liability	1,452,471
TOTAL LONG-TERM LIABILITIES	**1,867,782**
TOTAL LIABILITIES	**5,438,908**
DEFERRED INFLOWS OF RESOURCES-PENSIONS	**4,630,630**
NET POSITION	
RESERVES	
Non Catastrophic Exp Reserve	39,946
Contaminated/Pollutant Reserve	107,500
Insurance Escrow Reserve	342,017
Building Reserve	3,568,150
Parking Lot Reserve	2,949,166
Air Traffic/Navigation/Safety Reserve	208,038
Rental Car Improvement Reserve	46,522
T-Hangar Reserve	499,470
TOTAL RESERVES	**$7,760,809**
Retained Earnings	144,068,418
NET PROFIT / LOSS	18,608,993
TOTAL NET POSITION	**170,438,220**
TOTAL LIABILITIES AND NET POSITION	**$180,507,758**

PFC 1

CHARLOTTE COUNTY AIRPORT AUTHORITY

APPROVED FOR COLLECTION & USE

8/1/2017 2,475,793.00

REVISED 11/1/18 73,024.00

TOTAL APPROVED 2,548,817.00 PFC 1

PFC 1

$2.00/PASSENGER FEE

$4.50/ PASSENGER FEE 1/1/19

ALLEGIANT'S CHECK #	Received DATE	AMOUNT	PAX Month
454307	10/2/2017	57,588.30	31-Aug-17
457900	10/24/2017	43,035.30	30-Sep-17
462046	11/29/2017	97,095.97	31-Oct-17
464929	12/19/2017	100,636.83	30-Nov-17
468753	1/25/2018	115,620.75	31-Dec-17
470689	2/20/2018	115,420.02	31-Jan-18
473876	4/2/2018	129,433.53	28-Feb-18
476653	4/30/2018	182,165.76	31-Mar-18
480288	6/6/2018	250,517.61	30-Apr-18
4888595	7/2/2018	176,554.35	31-May-18
496557	8/2/2018	166,170.20	30-Jun-18
500424	9/5/2018	115,534.30	31-Jul-18
504586	10/1/2018	117,467.79	31-Aug-18
10306	11/5/2018	120,808.80	30-Sep-18
14254	12/3/2018	136,592.67	31-Oct-18
11089	1/2/2019	134,619.03	30-Nov-18
11472	2/5/2018	111,046.95	31-Dec-18
11848	3/5/2019	376,964.91	31-Jan-19
12223	4/1/2019	1,359.53	28-Feb-19

BALANCE 2,548,632.60

INTEREST 184.40

Total Revenue Re 2,548,817.00

TOTAL GRANT 2,548,817.00

REMAINING 0.00

DONE

PFC 1 AMENDMENT

CHARLOTTE COUNTY AIRPORT AUTHORITY

APPROVED FOR COLLECTION & USE

REQUEST FOR FAA DRAWDOWN

PFC 1 APPROVED FOR USE 8/9/19

8/1/2017 $ 2,750,000.00

PFC 1

MITIGATE WETLANDS

ALLEGIANT'S CHECK #	Received DATE	AMOUNT	PAX Month
12223	4/1/2019	379,864.68	28-Feb-19
12594	4/29/2019	345,792.27	31-Mar-19
12966	6/3/2019	284,612.48	30-Apr-19
133342	7/1/2019	312,774.33	31-May-19
13716	7/31/2019	278,268.93	30-Jun-19
14084	9/5/2019	272,526.81	31-Jul-19
14463	9/30/2019	252,591.82	30-Aug-19
14845	11/1/2019	285,170.01	30-Sep-19
15220	12/4/2019	329,074.86	31-Oct-19

BALANCE 2,740,676.19

INTEREST 9,323.81

Total Revenue Rec'd 2,750,000.00

TOTAL GRANT 2,750,000.00

REMAINING 0.00

PFC 1

TOTAL COLLECTIONS APPROVED 5,298,817.00

TOTAL COLLECTED 5,289,308.79

TOTAL INTEREST 9,508.21

PFC 1 TOTAL RECEIVED 5,298,817.00

REMAINING -

DONE

PFC 2

CHARLOTTE COUNTY AIRPORT AUTHORITY

APPROVED FOR COLLECTION & USE

PFC 2 8/1/2020 6,804,381.00 EXPIRES

Amenmt#19-02+-C-01-PGD 1,533,000.00 6/1/2023

TOTAL APPROVED 8,337,381.00

PFC 2

$4.50/PASSENGER FEE

ALLEGIANT'S CHECK #	Received DATE	AMOUNT	PAX Month
15220	12/4/2019	2,172.59	31-Oct-19
15599	1/6/2020	306,681.01	30-Nov-19
15972	2/5/2020	369,753.57	31-Dec-19
16354	3/3/2020	522,085.14	31-Jan-20
16732	3/30/2020	421,299.52	29-Feb-20
17747	6/30/2020	31,224.45	31-May-20
18085	8/3/2020	232,757.80	30-Jun-20
18439	9/1/2020	86,884.12	31-Jul-20
18800	10/5/2020	154,861.64	31-Aug-20
19164	11/6/2020	256,775.49	30-Sep-20
19528	12/2/2020	244,053.27	31-Oct-20
19891	1/6/2021	178,009.61	30-Nov-20
20257	2/2/2021	164,735.87	31-Dec-20
20621	3/2/2021	304,588.61	31-Jan-21
20987	4/5/2021	349,827.93	28-Feb-21
21357	5/3/2021	383,673.33	31-Mar-21
21733	6/1/2021	298,416.00	30-Apr-21
22109	7/6/2021	317,945.75	31-May-21
22482	8/2/2021	319,562.17	30-Jun-21
4618	9/2/2021	279,335.70	31-Jul-21
4996	10/4/2021	246,718.00	31-Aug-21
5376	11/2/2021	321,677.25	30-Sep-21
17828	11/2/2021	12,577.35	30-Sep-21
19271	12/1/2021	7,348.86	31-Oct-21
5707	12/22/2021	390,051.50	31-Oct-21
6144	1/5/2022	403,361.98	30-Nov-21
21009	1/11/2022	7,713.23	30-Nov-21
6524	2/1/2022	306,435.17	31-Dec-21
22518	2/2/2022	6,536.71	31-Dec-21
6905	3/1/2022	484,805.26	31-Jan-22
24145	3/7/2022	8,556.11	31-Jan-22
7270	4/1/2022	482,702.45	28-Feb-22
25775	4/6/2022	5,882.60	28-Feb-22
7670	5/4/2022	412,115.94	31-Mar-22

BALANCE 8,321,125.98

INTEREST 16,255.02

Total Revenue Rec'd 8,337,381.00

TOTAL GRANT 8,337,381.00

REMAINING -

ALL PFC 1 & 2

TOTAL COLLECTIONS APPROVED 13,636,198.00

TOTAL COLLECTED 13,610,434.77

TOTAL INTEREST 25,763.23

ALL PFC 1 & 2 TOTAL RECEIVED 13,636,198.00

REMAINING -

PFC 1 (COLLECT&US 2,548,817.00 DONE

PFC 1 (COLLECT&US 2,750,000.00 DONE

5,298,817.00

PFC 2 (COLLECT &U 8,337,381.00 DONE

13,636,198.00

TOTAL ALL COLLEC 13,636,198.00

REMAINING COLLEC -

DONE

PFC 3

CHARLOTTE COUNTY AIRPORT AUTHORITY

5,195,000.00

PFC 3 BEGIN COLLECTION ON 6/1/23 AND COMPLETE BY 1/1/26

TOTAL APPROVED 5,195,000.00

PFC 3

$4.50/PASSENGER FEE

CHECK #	Received DATE	AMOUNT	PAX Month
7670	5/4/2022	5,289.65	31-Mar-22
27370	5/4/2022	3,678.82	31-Mar-22
8050	6/2/2022	317,489.19	30-Apr-22
28898	6/22/2022	689.23	30-Apr-22
8437	6/28/2022	377,504.88	31-May-22
30844	7/7/2022	557.53	31-May-22
8814	8/1/2022	327,581.80	30-Jun-22
33265	8/11/2022	1,154.57	30-Jun-22
9204	8/30/2022	298,998.51	31-Jul-22
35002	9/1/2022	952.63	31-Jul-22
9935	10/5/2022	305,623.02	31-Aug-22
36285	10/10/2022	1,400.41	31-Aug-22
10025	11/2/2022	240,694.92	30-Sep-22
38625	11/7/2022	1,299.44	30-Sep-22
12456	12/7/2022	184,248.30	31-Oct-22
41695	12/23/2022	6,738.65	30-Nov-22
11068	1/5/2023	385,481.51	30-Nov-22
11311	2/2/2023	320,145.14	31-Dec-22
43355	1/27/2023	3,876.37	31-Dec-22
11801	2/22/2023	520,759.43	31-Jan-23
45306	2/27/2023	5,430.43	31-Jan-23
12170	3/24/2023	420,083.49	28-Feb-23
47051	3/28/2023	4,012.49	28-Feb-23
12535	5/3/2023	343,514.37	31-Mar-23
48983	5/3/2023	1,391.63	31-Mar-23
13698	6/5/2023	315,469.22	30-Apr-23
50056	6/8/2023	122.92	30-Apr-23
13256	6/23/2023	347,297.03	31-May-23
53126	6/27/2023	645.33	31-May-23
14314	7/25/2023	307,232.53	30-Jun-23
54937	7/26/2023	829.71	30-Jun-23
14664	8/24/2023	54,959.97	31-Jul-23
57562	8/23/2024	908.73	31-Jul-23

BALANCE 5,106,061.85

INTEREST 88,938.15

Total Revenue Rec'd 5,195,000.00

TOTAL GRANT 5,195,000.00

REMAINING -

ALL PFC 1 & 2 & 3

TOTAL COLLECTIONS APPROVED 18,831,198.00

TOTAL COLLECTED 18,716,496.62

TOTAL INTEREST 114,701.38

ALL PFC 1,2&3 TOTAL RECEIVED 18,831,198.00

REMAINING -

PFC 1 (COLLECT&USE) 2,548,817.00 DONE

PFC 1 (COLLECT&USE) 2,750,000.00 DONE

5,298,817.00

PFC 2 (COLLECT &USE) 8,337,381.00 DONE

PFC 3 (COLLECT &USE) 5,195,000.00 DONE

18,831,198.00

TOTAL ALL COLLECTED 18,831,198.00

REMAINING COLLECTIO -

PFC 4

CHARLOTTE COUNTY AIRPORT AUTHORITY

23,983,393.00

PFC 3 BEGIN COLLECTION ON 1/1/2026 AND COMPLETE BY 1/1/29

TOTAL APPROVED 23,983,393.00

PFC 3

$4.50/PASSENGER FEE

CHECK #	Received DATE	AMOUNT	PAX Month
14664	8/24/2023	226,027.10	31-Jul-23
59267	9/25/2023	1,172.13	31-Aug-23

BALANCE 227,199.23

INTEREST 14,376.14

Total Revenue Rec'd 241,575.37

TOTAL GRANT 23,983,393.00

REMAINING 23,741,817.63

ALL PFC 1 & 2 & 3

TOTAL COLLECTIONS APPROVED 24,026,341.00

TOTAL COLLECTED 19,058,397.23

TOTAL INTEREST 129,077.52

ALL PFC 1,2&3 TOTAL RECEIVED 19,187,474.75

REMAINING 4,838,866.25

PFC 1 (COLLECT&USE) 2,548,817.00 DONE

PFC 1 (COLLECT&USE) 2,750,000.00 DONE

5,298,817.00

PFC 2 (COLLECT &USE) 5,195,000.00 DONE

PFC 3 (COLLECT &USE) 23,983,393.00

34,477,210.00

TOTAL ALL COLLECTED 10,735,392.37

REMAINING COLLECTIO 23,741,817.63

CHARLOTTE COUNTY AIRPORT AUTHORITY
PUNTA GORDA AIRPORT
CAPITAL IMPROVEMENT PROGRAM REPORT
OCTOBER 19, 2023

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In Development

PROJECT TITLE & DESCRIPTION

Passenger Facility Charge (PFC) Application and Amendment

Application 2 Amendment 2 - List of Projects

- Extend and Rehabilitate Runway 15-33 – Decrease $1,249,188.
- Construct New General Aviation Apron – Increase $73,568
- Construct New General Aviation Taxiway – Decrease $181,540

Application 4 – List of Projects

- Removal of Golf Course Blvd and Extension of Challenger Blvd.
- Perimeter Road Improvements
- Terminal Building Expansion and Renovation
- Terminal Road and Curbside Improvements
- Rehabilitate Taxiway A
- Rehabilitate Taxiway C
- Building Modification for In-Line Baggage Handling System
- Reconstruct/ Rehabilitate Runway 4-22 (Modification of Standards)
- PFC Application and Administration Costs

STATUS OF PROJECT

The formal PFC 4 application was submitted on June 15, 2023, and the FAA approval was received on July 10, 2023. The formal amendment package for PFC 2 submitted to the FAA on July 18, 2023, and approval was received on August 8, 2023. On August 11, 2023, Final Agency Decision letters were mailed to Sun Country and Allegiant. Finance is currently working with the FAA to complete closeout activities for PFC 1 and PFC 2.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
PFC Development	$85,000			100%	

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Approve Scope of Work and Fee	08/18/22	✓
Internal Planning and Coordination	11/30/22	✓
Notice to Air Carriers	12/21/22	✓
Notice for Public Comment	12/21/22	✓
CCAA Resolution Approval	01/19/23	✓
Air Carrier Consultation	01/26/23	✓
Draft Submittal to FAA	02/17/23	✓
Final Application Submittal to FAA	07/18/23	✓
FAA Approve PFC Applications	08/08/23	✓
Final Agency Decision to Air Carriers	08/11/23	✓
Closeout of PFC 1 and PFC 2	Oct 2023	

In Development

PROJECT TITLE & DESCRIPTION

New ARFF Truck

PROJECT DESCRIPTION

The ARFF Vehicle, A71 (VIN: 4ENGAAA8371001833), was purchased in 2008 and has met the end of its useful life (15 years per AIP handbook). A new vehicle could see the use of an environmentally friendly F3 foam system, replacing the current AFFF system which is known to contain the chemical compound PFC / PFAS.

STATUS OF PROJECT

The Staff is working with FAA for concurrence on the procurement of a new ARFF truck funded by Entitlement and PFC.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Purchase ARFF Vehicle	$1,500,000	90%		10%	

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
FAA Procurement Concurrence	Oct-2023	
Generate Scope	Nov-2023	
Advertise RFB	Feb-2024	
Submit Grant Application	May-2024	
Receive FAA Grant	Sept-2024	
CCAA Award RFB	Sept-2024	
Delivery of New ARFF Vehicle	July-2025	
Project Closeout	Aug-2025	

Solicitations/Consultant Selection

PROJECT TITLE

Taxiway A/C Reconstruction and Taxiway C/D Intersection Improvements

PROJECT DESCRIPTION

This design-bid-build project is comprised of three sub-projects. Sub-Project 1 will include the construction of a new bypass taxiway on Taxiway D by Taxiway C. Sub-Project 2 will include the reconstruction of Taxiway C (2,000' x 60') as well as the reconfiguration of the Taxiway intersection with Runway 15-33. Sub-Project 3 would include the reconstruction of a portion of Taxiway A from Runway 22 to Taxiway C (4,300' x 60'). Work elements will include pavement demolition, new pavement and lime rock base course, new signage and lighting, and earthwork.

STATUS OF PROJECT

On August 21, Kutchins & Groh was selected to complete the Independent Fee Estimate. Staff has finalized the IFE process and submitted it to the FAA for concurrence on October 2, 2023. On October 11, a preliminary kick-off meeting was conducted with Kimley-Horn, FDOT, and CCAA. On October 12, 2023, a contract was signed with Kimley-Horn to complete the design. Survey and Geotech has been scheduled for late October 2023.

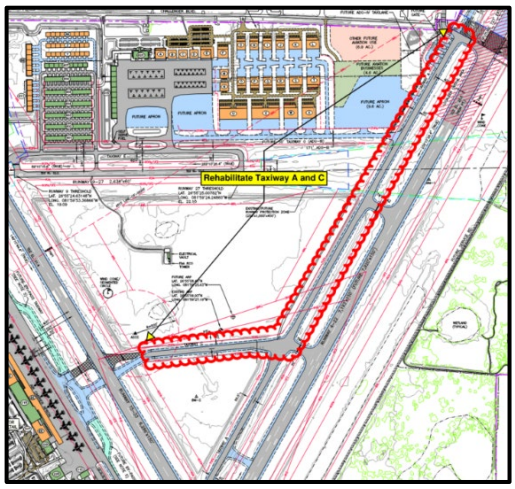
PROJECT FUNDING

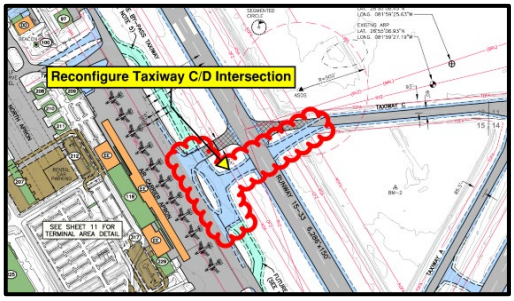
Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Design and Construction	$21M	$18.9M	$1.05M	$1.05M	

****Costs are based on Reconstruction of Taxiway A and C per FAA correspondence. These costs are consistent with the CIP. Geotechnical investigation during design will determine if Reconstruction is necessary.*

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Advertise RFQ	05/19/23	✓
CCAA Select Design Team	08/17/23	✓
Develop Scope of Work & Fee	Aug-23	✓
Complete IFE	10/2/23	✓
CCAA Board – Approve Scope & Fee	Sept-23	✓
Formal Notice to Proceed	10/12/23	✓
FAA Pre-Application	Oct-23	
Design	April-24	
Bidding	June-24	
FAA Grant Application	June-24	
FAA Grant Offer	Sept-24	
CCAA Board – Approve Grant & Contract	Sept-24	
Formal Notice to Proceed	Oct-24	
Construction	May-25	
Closeout	Aug-25	





CONTRACTS

Firm Name Services Provided	Fee
Kimley-Horn - Design	$1,237,760

Solicitations/Consultant Selection

PROJECT TITLE

Master Drainage Plan Update

PROJECT DESCRIPTION

The Airport currently has a Master Drainage Plan (MDP) whose ERP Permit was issued in December 2003. The new Master Drainage Plan will be revised to reflect the increased performance, safety, and regulatory demands for airport water management. The Master Drainage Plan submitted for an Environmental Resource Permit (ERP) from the Southwest Florida Water Management District (SWFWMD). The new ERP will need to be applied for and received prior to the effective date of the Clean Waterways Act which is anticipated to go into effect in July 2024.

STATUS OF PROJECT

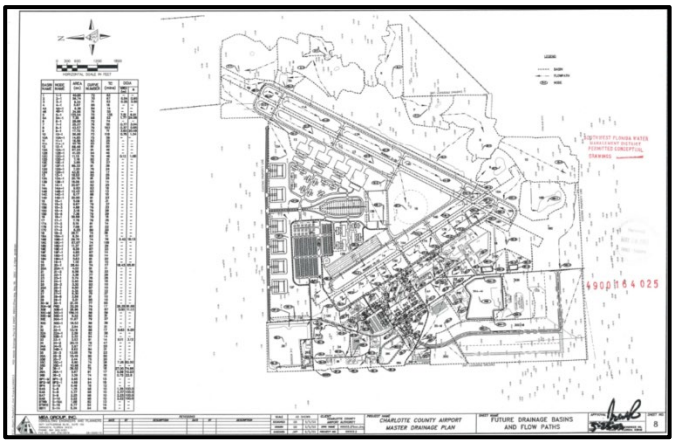
The Request for Qualifications for the selection of an engineering consultant for the project was advertised on October 10, 2023. Proposals are due on November 10, 2023.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Permitting	$500K		$250K		$250K

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Advertise RFQ	10/10/23	✓
CCAA Select Design Team	Nov-23	
Develop Scope of Work & Fee	Dec-23	
CCAA Board – Approve Scope and Fee	Jan-23	
Formal Notice to Proceed	Jan-23	
SWFWMD ERP Permitting	June-23	



Planning/Studies/Reports

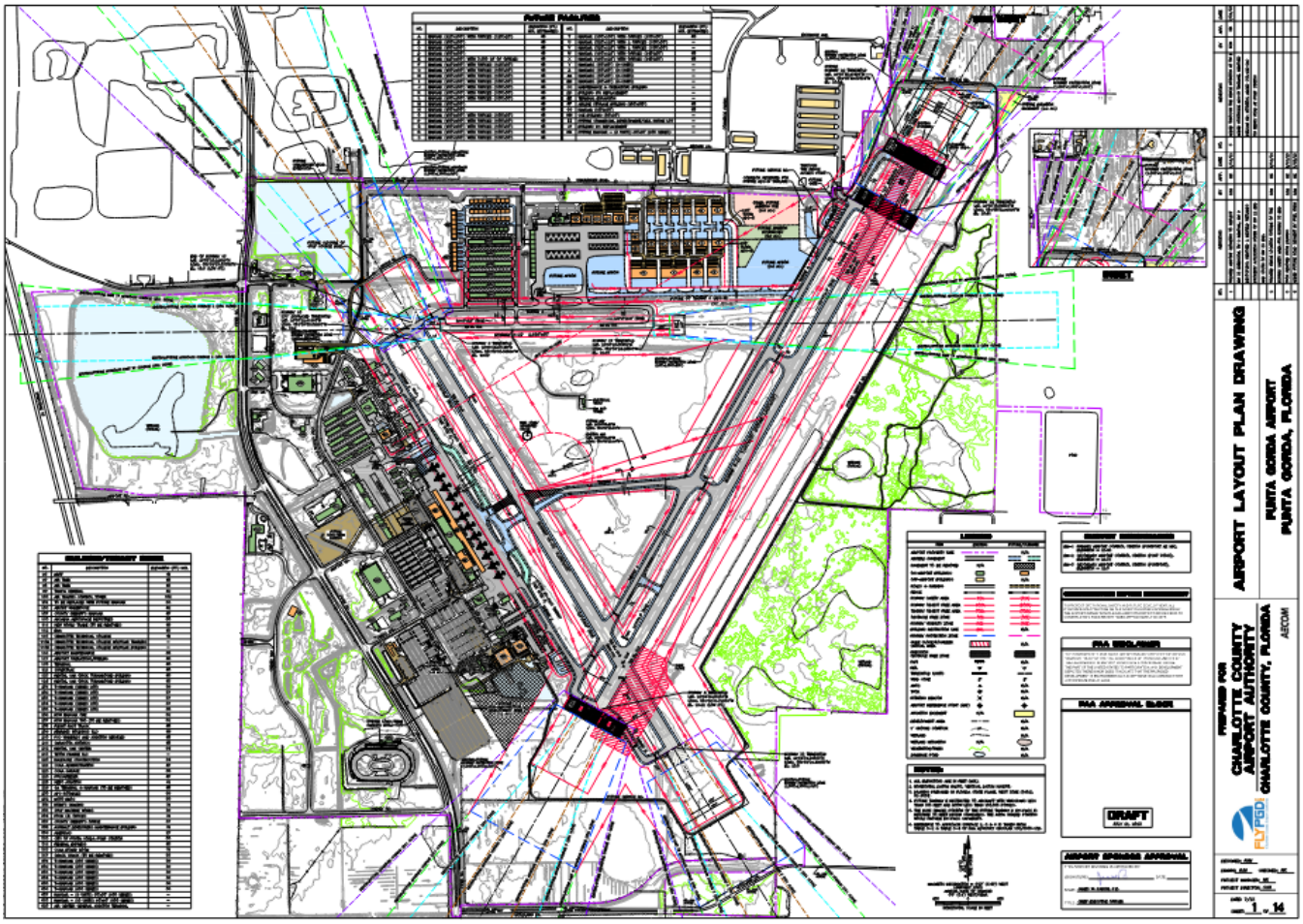
PROJECT TITLE
Airport Layout Plan Update

PROJECT DESCRIPTION
AECOM is updating the Airport Layout Plan (ALP) to reflect the completion of recent projects along with proposed facilities from recent planning studies. The updates include Terminal Expansion, Administration Building Expansion, Taxiway E, Taxiway G, RW 4-22 Blast Pads, TVOR To Be Decommissioned, Add Air Center Improvements, New Hangar Units, Add Northside and Westside Plans, Add New M&O Facility, Remove Filled Wetlands, and other miscellaneous items.

STATUS OF PROJECT
The draft ALP was submitted to FAA on April 14, 2023. Comments received on July 18,2023 and final APL re-submitted on July 19, 2023, to the FAA for approval. Staff are currently awaiting FAA approval of the updated ALP.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Airport Layout Plan Update	$11,440	90%		10%	



Design

PROJECT TITLE

New FBO Hangar - CIP No. 0112

PROJECT DESCRIPTION

This design-build project will construct a new 12,000 square foot FBO Hangar and approximately 2,000 square feet of offices east of the new General Aviation Terminal. Phase 1 is a Conceptual Design Report. Phase 2 is Design, Permitting and Bidding. Phase 3 is Construction.

STATUS OF PROJECT

No Change from Previous Report – Design-builder is looking at potential cost savings with value engineered items for design.

PROJECT FUNDING

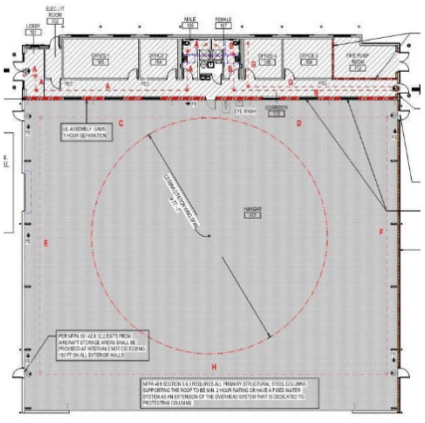
Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Design and Construction	$1.8 to $2.0M				100%

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Develop RFQ	Mar-21	✓
Advertise RFQ	04/05/21	✓
RFQ Received and Opened	05/06/21	✓
CCAA Select Design-Builder	05/20/21	✓
Phase 1 of 3 Conceptual Scope of Work Development	6/30/21	✓
Phase 1 of 3 Conceptual Report	8/31/21	✓
CCAA Board – Phase 2 Scope-Fee-Schedule for Design, Permitting, Bidding	09/16/21	✓
Phase 2 – Design/Permitting/Bidding	06/22	✓
GMP Review Meeting	07/20/22	✓
Phase 3 – CCAA Board – Approve GMP	TBD	
Phase 3 – Construction	TBD	

CONTRACTS

Firm Name Services Provided	Fee
Owen-Ames-Kimball Design-Build Services	
Phase 1 – Conceptual Report	$21,909.50
Phase 2 – Design/Permitting/Bidding	$129,780.00
Phase 3 - Construction	TBD



Design

PROJECT TITLE

Golf Course Blvd. / Challenger Blvd. / Perimeter Road - CIP No. 0119

PROJECT DESCRIPTION

This project includes the removal of Golf Course Blvd. between Mooney Ave and Challenger Blvd. to avoid encroachment in Runway Protection Zones and Airspace Surfaces. In addition, this project includes the extension of Challenger Blvd. from Golf Course Blvd. to Piper Road and the construction of a Perimeter Road from Taxiway D to Henry Street gate.

STATUS OF PROJECT

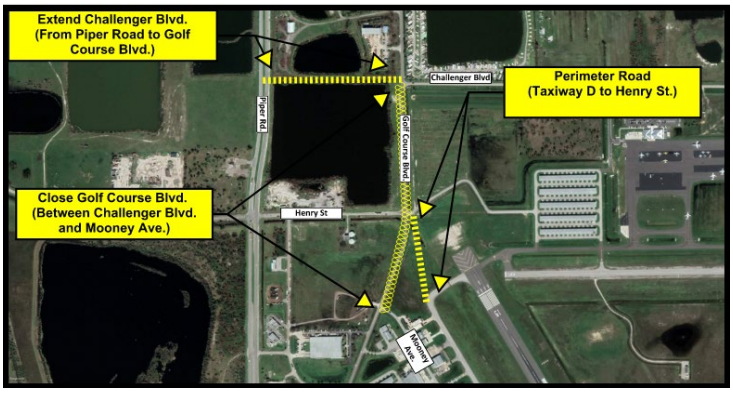
The project design has been revised to include the signal at the intersection of Piper/Challenger. In addition, airport staff are working with county EDO office on an EDA grant for funding of the Challenger extension.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC
Design	$440,992	90% (Perimeter Road)	0%	10% (Perimeter Road) 100% Remaining Design Costs
Construction	$4,800,000	90% (Perimeter Road) 0% (Golf Course/Challenger)	50% (Golf Course / Challenger)	10% (Perimeter Road) 50% (Golf Course / Challenger)

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Board – Approve Scope and Fee	10/20/22	✓
Formal Notice to Proceed	11/09/22	✓
Conceptual Design – Traffic Study	Jan-23	✓
Data Collection	Jan-23	✓
Preliminary Design – 30%	03/06/23	✓
PGD/Country Review/Turn Lane-Signals	06/23	✓
Engineering Design – 75%	Oct-23	
SWFWMD Permitting – Submit App	Nov-23	
Final Design – 100%	Dec-23	
Advertise for Construction Bids	Dec-23	
Open Bids	Jan-24	
Award Construction Contract	Jan-24	
Construction Start – Mobilization	Feb-24	
Construction Start – Field	Mar-24	



CONTRACTS

Firm Name Services Provided	Fee
Michael Baker Design Consultant	$440,992
TBD Construction	TBD

Design

PROJECT TITLE

CTC Aviation Tech Facility – CIP No. 0125

PROJECT DESCRIPTION

This project will construct a new educational facility to accommodate the relocation and expansion of the existing Charlotte County Public Schools, Charlotte Technical College, FAA-certified Aviation Maintenance Technician School. The general program components include multiple classrooms, work/conference room, breakroom, administrative offices, aircraft maintenance and repair hangar and landside parking.

STATUS OF PROJECT

The consultant's schematic design submittal received on June 1, 2023. A letter of intent was signed between CCAA and CCPS on September 6, 2023, outlining the intent to construct the project under an $8 Million budget. As a result, CCAA, CTC, and the Design team met on September 29, 2023, to continue the design of the facility. The Staff are working with the school district to secure additional funding before proceeding with final design.

PROJECT FUNDING

Description	Estimated Cost	CCAA	DEO
Design	$650,872	$1,500,000	$3,000,000
Construction	$5M to $6M		

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA-DEO Grant Agreement	09/09/22	✓
Advertise RFQ	10/10/22	✓
RFQ Submittal Due	12/01/22	✓
CCAA Select Design Firm	12/15/22	✓
Develop Scope, Fee and Schedule	Jan/Feb-23	✓
CEO – Limited Design	03/09/23	✓
CCAA Approve Full Design Contract	04/13/23	✓
Concept Design (15%)	04/21/23	✓
Schematic Design (30%)	05/31/23	✓
LOI – CTC CCPS	09/06/23	✓
Design Kickoff/Project Pause	09/29/23	✓
Design Development (60%)	Dec-23	
Construction Documents (90%)	Jan-24	
Permit Documents (100%)	Feb-24	
Bidding Phase	Mar-24	
Award Phase	Apr/May-24	
Begin Construction	Jun-24	

CONTRACTS

Firm Name Services Provided	Fee
C&S Engineers, Inc Design Consultant	$650,872
TBD Construction	$7M to $8M

Design

PROJECT TITLE

Perimeter Road, Phase 2A (Between South Ramp and East Side of Airport)

PROJECT DESCRIPTION

The project will construct a new 15-foot-wide gravel surface roadway approximately 7,000 feet in length between the south ramp and the east side of the airport, near the glide slope facility. This roadway will provide a safe route outside of the movement and safety area limits to access various airport features for safety and security patrols, inspections, and maintenance activities in order to travel without the need to contact the ATCT. In addition, to provide a safe route for ARFF access to incidents in this area.

STATUS OF PROJECT

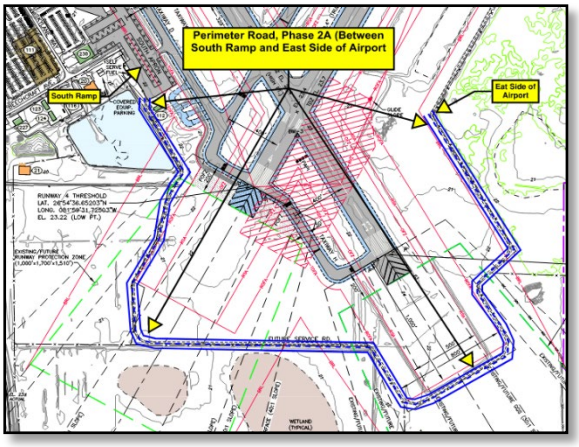
This project is planned to be funded with FY 24 FAA AIG BIL funds and will be advertised for bids at the end of this calendar year.

PROJECT FUNDING

Description	Estimated Cost	FAA	PFC
Design	$353,026	90%	10%
Construction	$3,600,000		

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Board – Award Design	12/15/22	✓
Data Collection – Survey and Geo-Tech	Jan-23	✓
Preliminary Design	03/01/23	✓
Submit SWFWMD Permit Application	May-23	
Final Design	04/17/23	✓
Advertise for Construction Bids	Dec-23	
Open Bids	Jan-24	
Execute Construction Contract and Grant Offer	Feb-24	
FAA -Submit Grant Application	Feb-24	
FAA – Receive Grant Offer	Apr-24	
Mobilization	Apr-24	
Begin Construction	Jun-24	
End Construction	Sep-24	
Closeout	Oct-24	



Design

PROJECT TITLE

Northside Infrastructure Development

PROJECT DESCRIPTION

This project will design, permit, and construct a new roadway and infrastructure to unrestricted access to aviation development. The project includes electric service, water, and sewer facilities.

STATUS OF PROJECT

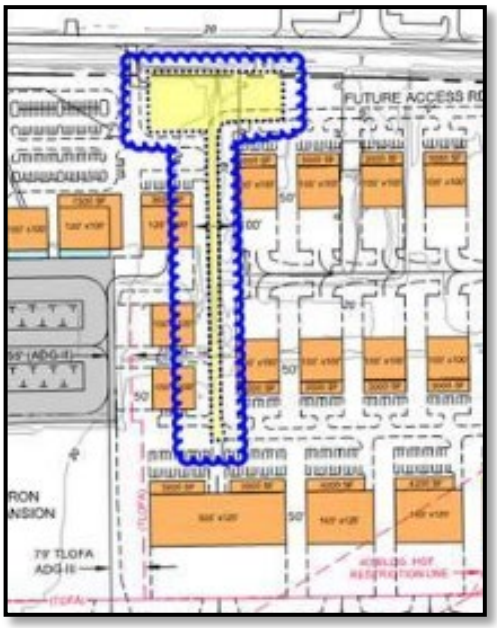
Final Design Plans were submitted to CCAA and are currently under review. SWFWMD/DEP/City permits are expected to be applied for by the end of October 2023.

PROJECT FUNDING

Description	Estimated Cost	CCAA
Survey and Geo Tech	$25,000	100%
Design	$149,351	
Construction	TBD	100%

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Board – Approve Scope and Fee	06/15/23	✓
Formal Notice to Proceed	06/27/23	✓
Data Collection	Aug-23	✓
Design	10/06/23	✓
SWFWMD Permitting – Submit App	Oct-23	
SWFWMD Permitting – Permit Issued	Dec-23	
Advertise for Construction Bids	Nov-23	
Open Bids	Dec-23	
Award Construction Contract	Dec-23	
Construction Start – Mobilization	Jan-24	
Construction Start – Field	Mar-24	



CONTRACTS

Firm Name Services Provided	Fee
Kimley Horn Design Consultant	$149,351
TBD Construction	TBD

Design

PROJECT TITLE & DESCRIPTION

Fuel Farm Security Improvements- This project will construct 2 vehicle gates for the fuel farm and a new access road from the 200 series hangars to the fuel farm allowing direct access.

STATUS OF PROJECT

The Contract for Kimley-Horn has been fully executed and the FDOT PTGA has been received. The final design plans were submitted to CCAA and are currently under review.

PROJECT FUNDING

Description	Estimated Cost	CCAA	FDOT
Design	$88,920	50%	50%
Construction	TBD	50%	50%

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Board – Approve Scope and Fee	06/15/23	✓
Formal Notice to Proceed	07/7/23	✓
Data Collection	Aug-23	✓
Design	10/05/23	✓
SWFWMD Permitting – Submit App	Oct-23	
SWFWMD Permitting – Permit Issued	Dec-23	
Advertise for Construction Bids	Nov-23	
Open Bids	Dec-23	
Award Construction Contract	Jan-23	
Construction Start	Feb-24	
Construction Complete	May-24	

CONTRACTS

Firm Name Services Provided	Fee
Kimley Horn Design Consultant	$88,920
TBD Construction	500K-700K

Bidding/Award/Grant Funding

PROJECT TITLE

Commercial Terminal Expansion

PROJECT DESCRIPTION

Expand and renovate the existing commercial terminal building to address the current need to provide more space and improve efficiency for handling passengers. The proposed terminal expansion project is anticipated to provide approximately 51,500 additional square feet of space for hold rooms, public circulation, public restrooms, and concessions. The project also includes the renovation of approximately 30,500 square feet of the existing terminal. These renovations will include modifying the existing hold room spaces into expanded security screening checkpoint space, queuing, public circulation, arrivals, concessions, and other support space.

The project also includes the relocation of aircraft parking positions, the relocation of drainage structures and any required grading modifications to the aircraft parking apron as a result of the relocation of the drainage structures, expanded terminal space/support building space, relocation of rental car ready spaces, and construction of a new access road.

The study confirms that the existing terminal space does not accommodate existing passenger enplanement levels. As information, the 2018 Master Plan Update forecasted that annual enplanements would be at 841,169 by the year 2036. Comparatively, in 2019, enplanements were 821,557. Following COVID in 2020, 2021 enplanements were 783,397. Year 2022 enplanements through October were 769,685. Using 2021 as a basis, PGD estimates 2023 enplanements to be approximately 939,861.

STATUS OF PROJECT

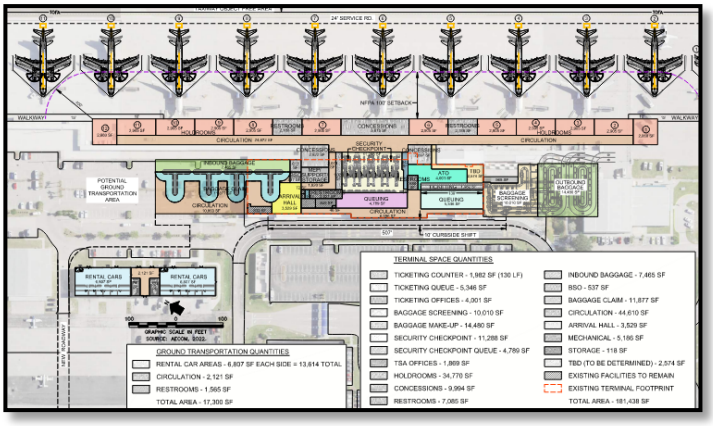
On April 13, 2023, the Board selected the Design-build firm of DeAngelis Diamond/AECOM. Currently the IFE and scope of work is complete. Staff received FAA concurrence 8/18/23 for the design/build method. Staff submitted the ATP grant application early October (NOFO received 9/12/23). The staff is working on a contract that will be submitted to the Board at a future meeting for approval. On September 24, 2023, The Airport executed an FDOT PTGA for $25,000. Additional funding via amendments is expected in outer years.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Design and Construction	$44.4M	$16.9M	$12.5M	$15M	TBD

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Develop RFQ	Feb-23	✓
Advertise RFQ	02/27/23	✓
RFQ Submittal Due	03/30/23	✓
CCAA Select Design-Builder	04/13/23	✓
Scope of Work, Fee, Schedule, IFE	Jun-23	✓
FDOT PTGA Executed	09/24/23	✓
FAA ATP Funding Request	10/05/23	✓
CCAA Approve Design-Builder Contract	Nov-23	
Design-Builder Notice to Proceed	Nov-23	
Design-Builder GMP Submittal	Jul-24	
Submit Funding Applications to FAA and FDOT	Jul-24	
Secure Funding	TBD	
CCAA Approve Design-Builder GMP	TBD	



Construction

PROJECT TITLE

In-Line Baggage System - CIP No. 0113

PROJECT DESCRIPTION

This project provides construction services for a new In-Line Baggage Handling System located at the south end of the commercial terminal building. The design includes new expanded baggage screening and make-up areas and utilizes the current version of the TSA guidelines and standards.

STATUS OF PROJECT

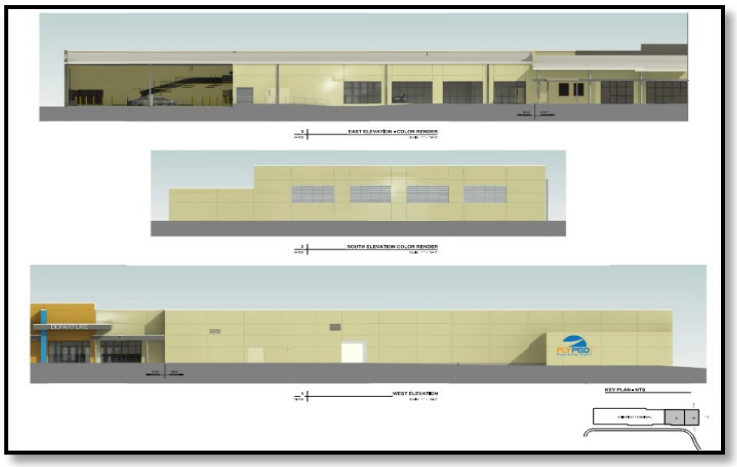
Construction bids were opened on April 19, 2023. The recommendation of award was submitted to TSA, FDOT and FAA (as part of the PFC 4 Application) for review and comment for funding. The PTGA for FDOT funding was fully executed on August 4, 2023. TSA Grant and a construction contract was approved at the August 17, 2023, Board meeting. Construction is expected to start in the first part of 2024.

PROJECT FUNDING

Description	Estimated Cost	TSA	PFC	FDOT
Design	$825,303	95%	5%	
Construction	$20,852,925	$12M	$4.2M	$3.2M

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
TA Accept Scope of Work	Mar-21	✓
TSA Review	Jun/Jul-21	✓
TSA Grant Offer	07/29/21	✓
CCAA Accept Grant and Approve Consultant Agreement	08/19/21	✓
Issue Notice to Proceed	09/03/21	✓
Pre-Design Phase	12/21	✓
Schematic Design Phase	02/22	✓
Detailed Design Phase (Includes 30%, 70%, 100% submittals)	12/22	✓
Advertise for Bids	03/06/23	✓
Bid Opening	04/19/23	✓
Submit Grant Applications	Jun/23	✓
PTGA Grant Offer	8/4/2023	✓
OTA - Construction Grant Offer	8/17/2023	✓
Construction Notice to Proceed	Sept-2023	✓
Construction Start	Jan 24	



CONTRACTS

Firm Name Services Provided	Fee
AECOM - Design	$825,303
A2 – Construction	$20,852,925

Construction

PROJECT TITLE

Maintenance and Operations Facility - CIP No. 0120

PROJECT DESCRIPTION

This project will design and construct a new maintenance and operations facility.

STATUS OF PROJECT

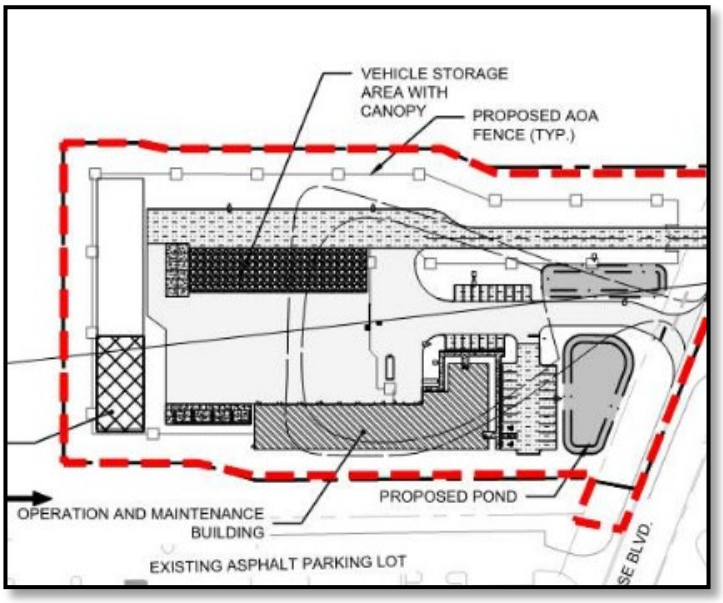
SWFWMD permitting and Charlotte County site plan review process are underway. The advertisement date for construction bids was March 31, 2023. Open bids were scheduled on May 15, 2023; however, this date has been revised to July-23 due to plan revisions to reduce project cost. The construction contract for A2 was approved at the August 17, 2023 meeting.

PROJECT FUNDING

Description	Estimated Cost	FDOT	CCAA
Design – M&O Facility Design – New Industrial Facility (on hold)	$575,200 $377,500		100% 100%
Construction – M&O Facility	$7.3M	50%	50%

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Board – Approve Scope and Fee	05/26/22	✓
Initial Meeting	06/03/22	✓
Formal Notice to Proceed	06/14/22	✓
Conceptual Design – 15%	07/13/22	✓
Schematic Design – 30%	08/18/22	✓
Survey and Geotechnical	Nov-22	✓
Preliminary Design – 75%	11/18/22	✓
Final Design – 90%	12/16/22	✓
Begin SWFWMD Permitting & County Site Plan Review	Mar-23	✓
End SWFWMD Permitting & County Site Plan Review	Sep-23	
Advertise for Construction Bids	03/31/23	✓
Accept FDOT Initial Grant	04/13/23	✓
Open Bids and Award Contract	Jul-23	✓
Issue NTP for Construction	Sep-23	✓
Contractor Secure Building Permit	Oct-23	
Construction Start – Field	Dec-23	



CONTRACTS

Firm Name Services Provided	Fee
Michael Baker Design Consultant	$952,700
A2 Construction	$7,300,000.00

Construction

PROJECT TITLE

New Taxiway "G" – CIP No. 0121

PROJECT DESCRIPTION

This project will design and construct a new Group III taxiway / taxi lane between Taxiway "A" and the new General Aviation Ramp.

STATUS OF PROJECT

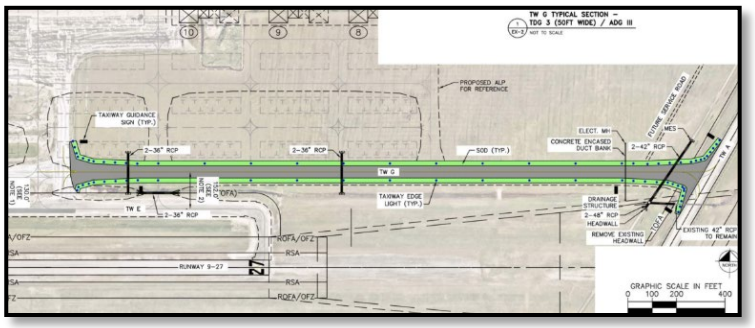
The contractor has mobilized, and construction started September 5, 2023. Project site is currently being filled. Storm drainage expected to start at the end of October. SWFWMD Permit has been approved on 9/6/2023.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Design	$620,485	90%		10%	
Construction	$6.7M	90%	5%	5%	

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Advertise RFQ	05/05/22	✓
RFQ Submittal Due Date	06/06/22	✓
Selection Committee Review	06/13/22	✓
CCAA Board – Select Consultant	06/23/22	✓
Scope Development / Independent Fee Estimate	08/09/22	✓
CCAA Board Meeting – Approve Scope of Work-Fee-Schedule	08/18/22	✓
Submit Grant Pre-Application	Nov-22	✓
Design	Feb-23	✓
Advertise/Open Construction Bids	04/06/23	✓
Submit FAA Grant Application – Bid Based	04/18/23	✓
CCAA Board Meeting – Allow CEO to execute contact and grant offer.	Jun-23	✓
CEO Receive/Execute Grant Offer and Construction Contract	Jul-23	✓
Construction – Mobilization Phase	Sep-23	✓
Construction Substantial Completion	Feb-24	
Closeout	Mar-24	



CONTRACTS

Firm Name Services Provided	Fee
Kimley-Horn Design Consultant – Approval Pending	$620,485
Dickerson Infrastructure Construction	$6,683,034

Construction

PROJECT TITLE

New Building 615 (10) 60x60 Box Hangars - CIP No. 0101

PROJECT DESCRIPTION

This project consists of the construction of six (6) new replacement hangars for tenants located in Building 207 to be relocated temporarily, and four (4) additional hangars (all 60'x60'). Building 207 will need to be demolished when the terminal access road is expanded to the north or if this area is designated for expansion of rental car parking. The replacement hangars are located west of the New GA Terminal Facility.

STATUS OF PROJECT

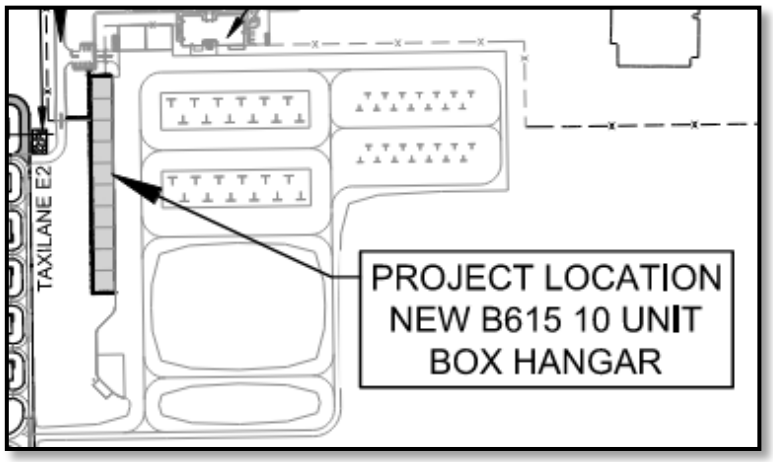
Project is in closeout and will be removed from future reports.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	CFC	CCAA
Building 207 Replacement Hangar Design and Construction	$3.0M			100%	
Total	**$3.0M**				

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Select Consultant	08/02/18	✓
Develop Scope, Fee, Schedule	09/27/18	✓
CCAA Approve Consultant Fee	10/23/18	✓
Issue Notice to Proceed	10/23/18	✓
Design and Permitting	05/01/19	✓
Design Updates to Bid with T-Hangars	Feb 20	✓
Advertise for Construction Bids	03/01/21	✓
Open Bids	04/12/21	✓
CCAA Approve Bid/Execute Contract	05/20/21	✓
Notice to Proceed "Pause" Ends	11/03/21	✓
Issued Notice to Proceed	01/03/22	✓
Mobilization / Design	05/27/22	✓
Building Permit Issued	10/20/22	✓
Construction	Jul-23	✓
Closeout	Sep-23	



CONTRACTS

Firm Name Services Provided	Fee
AECOM Engineering Design, Bidding, Construction Services, Closeout	$145,910
Stellar Development, Inc. Construction	$2,836,041

Construction

PROJECT TITLE

New Building 606 (24) T-Hangars – CIP No. 0106

PROJECT DESCRIPTION

This project includes design and permitting services for the preparation of construction plans and specifications for 24 aircraft T-hangar units adjacent to the existing 600 series T-hangar units. Door openings are to be 42 feet wide; depth is to be 34 feet and door height is to be 12 feet.

STATUS OF PROJECT

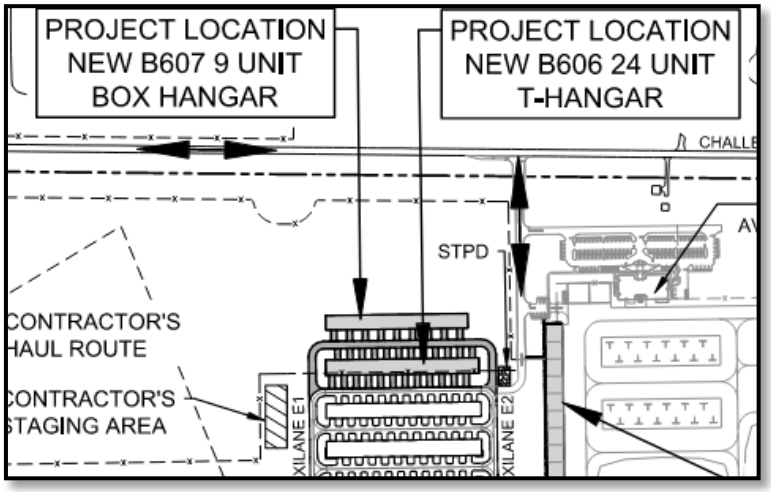
On October 10, 2023, the Substantial Completion walkthrough was conducted. The building was deemed to be substantially complete, and all final inspections have passed. The Contractor is currently completing the Punch List of work. The building is expected to be turned over to operations and leasing on October 16, 2023.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
T-Hangars Design and Construction	$3.4M				100%
Total	**$3.4M**				

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Request Project	05/16/19	✓
Develop Scope, Fee, Schedule	06/13/19	✓
CCAA Approve Scope of Work	06/20/19	✓
Issue Notice to Proceed	06/20/19	✓
50% / 60% Design	10/31/19	✓
Secure FDOT SIB Loan	Jul-20	✓
Design Updates to Bid with 207	Feb 20	✓
Advertise for Construction Bids	03/01/21	✓
Open Bids	04/12/21	✓
CCAA Approve Bid/Execute Contract	05/20/21	✓
Notice to Proceed "Pause" Ends	11/03/21	✓
Issued Notice to Proceed	01/03/22	✓
Mobilization / Design	Jul-22	✓
Permitting	10/28/22	✓
Construction	Oct-23	
Closeout	TBD	



CONTRACTS

Firm Name Services Provided	Fee
AECOM Engineering Design	$110,589
Stellar Development, Inc Construction	$3,242,879

Construction

PROJECT TITLE

New Building 607 (9) 50' x 50' Box Hangars - CIP No. 0101

PROJECT DESCRIPTION

This project includes design, permitting and construction services required to construct nine (9) new 50' x 50' aircraft box hangars located north of the 600 series T-hangars. Five units were originally designed, four units were added in May 2022.

STATUS OF PROJECT

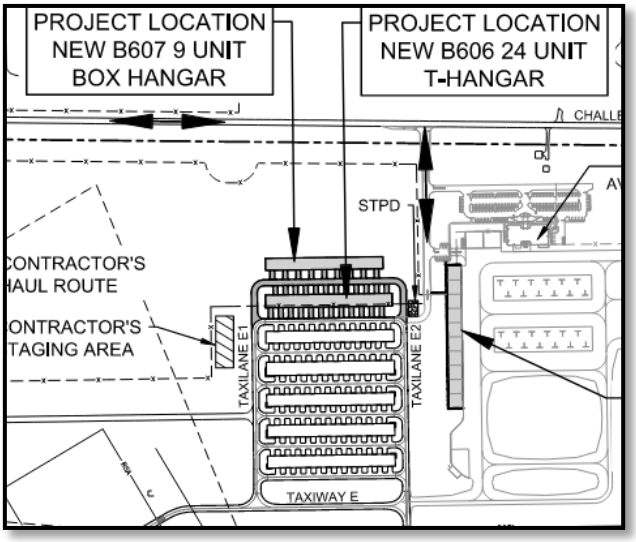
Interior work and hangar doors are in process. Construction is scheduled to be completed in October 2023.

PROJECT FUNDING

Description	Estimated Cost	CCAA
Design (5) Units	$75,130	100%
Design (4) Units	$41,850	100%
Construction (5) Units (Building and Civil)	$1,793,343	100%
Construction (4) Units (Building)	$1,154,260.00	100%
Construction (4) Units (Civil)	$240,347	100%
Total	**$3,304,930**	

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Develop Scope, Fee, Schedule - 5 Units	02/03/21	✓
CCAA Approve Scope of Work – 5 Units	02/18/21	✓
Complete Design - 5 Units	01/28/22	✓
CCAA Approve Change Order (5 units) Building and Civil	04/07/22	✓
CCAA Approve Change Order (4 units) Building Only	05/26/22	✓
Complete Design - 4 Units	08/04/22	✓
CCAA Approve Change Order (4 units) Civil Only	Dec-22	✓
Secure Building Permit	03/17/23	✓
Construction	Oct-23	
Closeout	Dec-23	



CONTRACTS

Firm Name Services Provided	Fee
AECOM Engineering Design	$116,980
Stellar Construction	$2,947,603.97

Construction

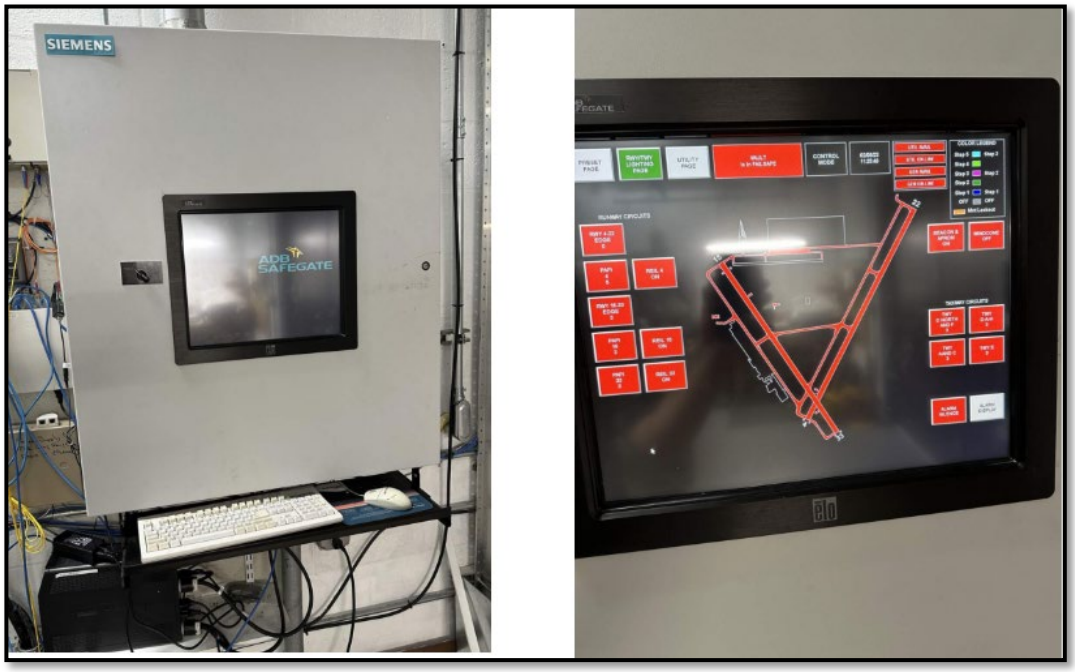
PROJECT TITLE
Airfield Lighting Control Monitoring System (ALCMS)

PROJECT DESCRIPTION
This project includes the installation of a new AFLCMS to replace the existing system. The new system includes new fiber optic connections between the air traffic control tower and the electrical vault, along with computer, software, and programming.

STATUS OF PROJECT
Submittals have been approved and equipment has been ordered. Boring of the conduit for the fiber optic cable between the vault and the tower is expected to occur in October 2024. Additional Work is scheduled to commence February-2024 and be completed April-2024.

PROJECT COST
$623,360.28

PROJECT FUNDING
This project is being funded as part of AIP 43: Runway 4/22.



Construction

PROJECT TITLE & DESCRIPTION

Self-Serve Fuel Facility at 200 Series T-Hangars

STATUS OF PROJECT

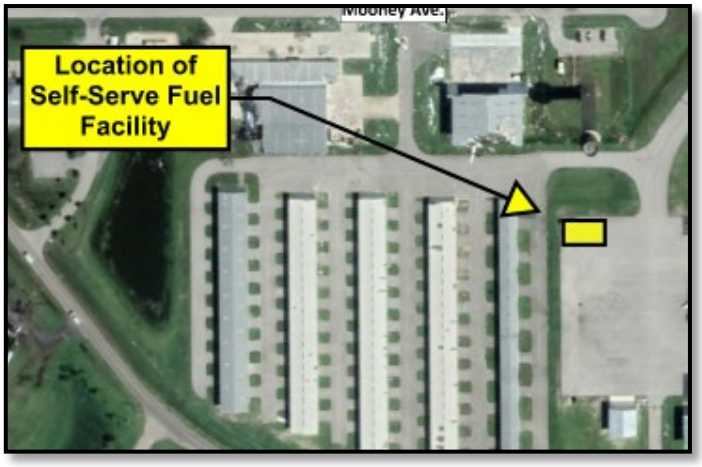
The contractor has installed power and water to site location. Contractor ordered the new tank in May 2023. The tank is scheduled to be delivered to the fueling contractor in November 2023. Installation is scheduled for January 2024.

PROJECT FUNDING

Description	Estimated Cost	PGD
Design – Michael Baker	$8,900	100%
Construction – Halfacre	$226,560	100%

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Develop RFB Package	9/24/21	✓
Advertise for Bids	9/24/21	✓
Opened One Bid	11/9/21	✓
Scope of Work Development	Apr-22	✓
Meeting	09/06/22	✓
Complete Design	Dec-22	✓
Evaluate Electrical Options	Mar-23	✓
CCAA Award Construction Contract	04/13/23	✓
Begin Construction	Apr/23	✓
End Construction	Jan/24	



Construction

PROJECT TITLE

Self-Serve Fuel Facility at Air Center Ramp - CIP No. 0114

PROJECT DESCRIPTION

This project will relocate the existing south ramp self-serve fueling facility to the new General Aviation Air Center Ramp. The project includes concrete pad, fuel tank, fire extinguishers, eye wash station, signage, lighting, and air machine.

STATUS OF PROJECT

The tank has been relocated and fully operational. Staff has received concurrence from FDOT to fund part of the project with remaining funds from the GA Center PTGA ($86,678.42). A future grant draw will be completed to capture the funds. This project is in close out and will be removed from future reports.

PROJECT FUNDING

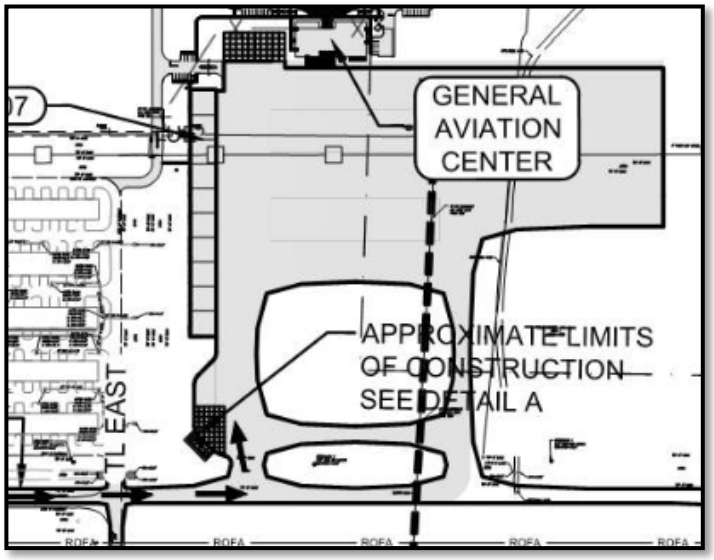
Description	Estimated Cost	PGD/CFC/FDOT
Design	$6,900	TBD
Construction	$238,690	FDOT - $86,678.42

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Develop RFB Package	9/24/21	✓
Advertise for Bids	9/24/21	✓
Opened One Bid – Rejected	11/9/21	✓
Scope of Work Development	Apr-22	✓
Meeting – Revised Scope to Move Existing Tank from South Apron	09/06/22	✓
Complete Design	Dec-22	✓
Evaluate Electrical Options	Mar-23	✓
CCAA Award Construction Contract	04/13/23	✓
Begin Construction	Apr/23	✓
End Construction	Oct/23	✓

CONTRACTS

Firm Name Services Provided	Fee
Michael Baker – Design	$6,900
Halfacre – Design-Builder	$238,690



Construction

PROJECT TITLE

Taxiway D Reconstruction – CIP No. 0116

PROJECT DESCRIPTION

This project includes design for the re-construction of Taxiway D from Runway 15 End to Taxiway "A" (4,625 feet x 50 feet). This project also includes a DBE Plan Update.

STATUS OF PROJECT

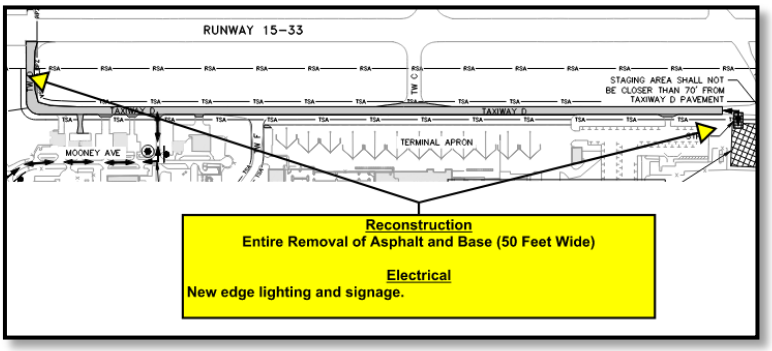
Final striping is scheduled to be completed in October 2023. Project is in closeout.

PROJECT FUNDING

Description	Estimated Cost	FAA	FDOT	PFC	CCAA
Design	$700,395	90%		10%	
Construction	$9,641,841	90%	5%	5%	
Project Inspection	$118,750	90%		10%	
DBE Plan Update	$25,000	90%		10%	

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
Advertise RFQ	08/06/21	✓
RFQ Submittal Due Date	09/07/21	✓
Selection Committee Review	09/09/21	✓
CCAA Board – Select Consultant	09/16/21	✓
Scope Development / Independent Fee Estimate	10/08/21	✓
Submit Grant Pre-Application	10/15/21	✓
CCAA Board Meeting – Approve Scope of Work-Fee-Schedule	10/21/21	✓
Design	May -22	✓
Advertise/Open Construction Bids	06/03/22	✓ ✓
Submit Grant Application – Bid Based	06/10/22	✓
CCAA Board Meeting – Allow CEO to execute contact and grant offer.	06/23/22	✓
Receive/Execute Grant Offer and Construction Contract	09/22/22	✓
Construction – Mobilization Phase	Dec-22	✓
Construction Start (After Open RW 4-22)	Jan-23	✓
Construction Substantial Completion	Aug-23	✓
Closeout	Oct-23	



CONTRACTS

Firm Name Services Provided	Fee
Kimley-Horn Design Consultant	$700,395
Ajax Construction	$9,641,841

Construction

PROJECT TITLE

Construct Replacement Hangar for Building 207 (B-611)

PROJECT DESCRIPTION

This project will construct new replacement hangars for tenants located in Building 207. The hangars in Building 207 will need to be demolished for future construction of terminal access road improvements and/or expansion of rental car facilities.

STATUS OF PROJECT

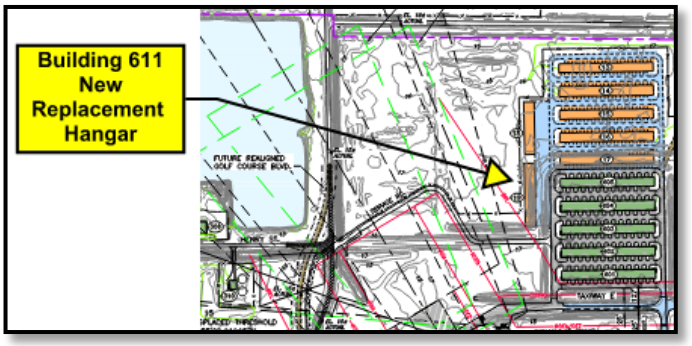
On June 28, the final design was submitted by the consultant. Staff has negotiated a Change Order with Stellar Development, Inc. to complete the work under an existing contract. The Change Order was approved at the August 17, CCAA Board Meeting. Construction is expected to start in January 2024.

PROJECT FUNDING

Description	Estimated Cost	PGD	CFC
Design	$144,725	TBD	TBD
Construction	$3.2M		

PROJECT SCHEDULE

Milestone Description	Completion Date	Completed
CCAA Board – Award Design	12/15/22	✓
Data Collection – Survey and Geo-Tech	Mar-23	✓
Preliminary Design	6/7/23	✓
Submit SWFWMD Permit Application	Jun-23	
Final Design	6/28/23	✓
Pricing	Jul-23	✓
Negotiate Proposal	Aug-23	✓
CCAA Award Change Order for Const	Sep-23	✓
Delegated Design/ EOR Review-Approvals	Oct-23	✓
Submit Building Permit Application	Oct-23	
Begin Initial Fabrication	Oct-23	
Secure Building Permit	Dec-23	
Begin Construction – Civil	Jan-24	
Complete Fabrication	Feb-24	
Begin Construction -Building	Feb-24	
End Construction	Jul-24	
Closeout	Aug-24	



CONTRACTS/CHANGE ORDERS

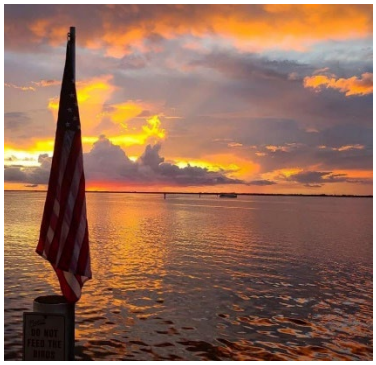
Firm Name Services Provided	Fee
AECOM Design Consultant	$144,725.00
Stellar Development, Inc. Construction	$3,237,617.59

MARKETING & COMMUNICATIONS REPORT | SEPTEMBER 2023

PGD BUZZ & E-News

BUZZ e-news, blog page & news releases:

- Reach for the Sky with Paragon Flight Training – 9/27/23
- PGD to BWI Destination Spotlight – 9/22/23
- Top 10 Places to Watch the Sunset – 9/19/23
- PGD Kicks off Aviation Gives Back Campaign – 9/18/23
- Jetsetter's Delight: Quick Bites Near PGD – 9/12/23
- Top Attraction: Seminole Casino Hotel – 9/5/23
- Must-Know Benefits For Veterans – 9/1/23



Aviation Gives Back
To United Way of Charlotte County

Tenant Touchdown BUZZ editions included:

- TENANT UPDATE – Self Serve Fuel Opening – 9/22/23
- Join Us: Aviation Gives Back for United Way – 9/19/23
- TENANT UPDATE – Self Serve Fuel Closed, Discount – 9/18/23
- TENANT UPDATE – Fuel Discount through Sept. 17 – 9/13/23

News & Media Coverage

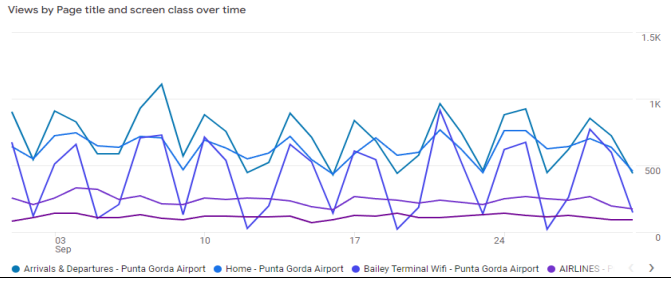
SUN Port Charlotte

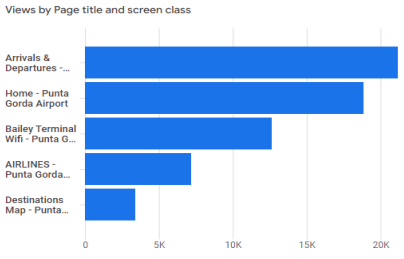
'Propelling Futures' takes flight at CTC

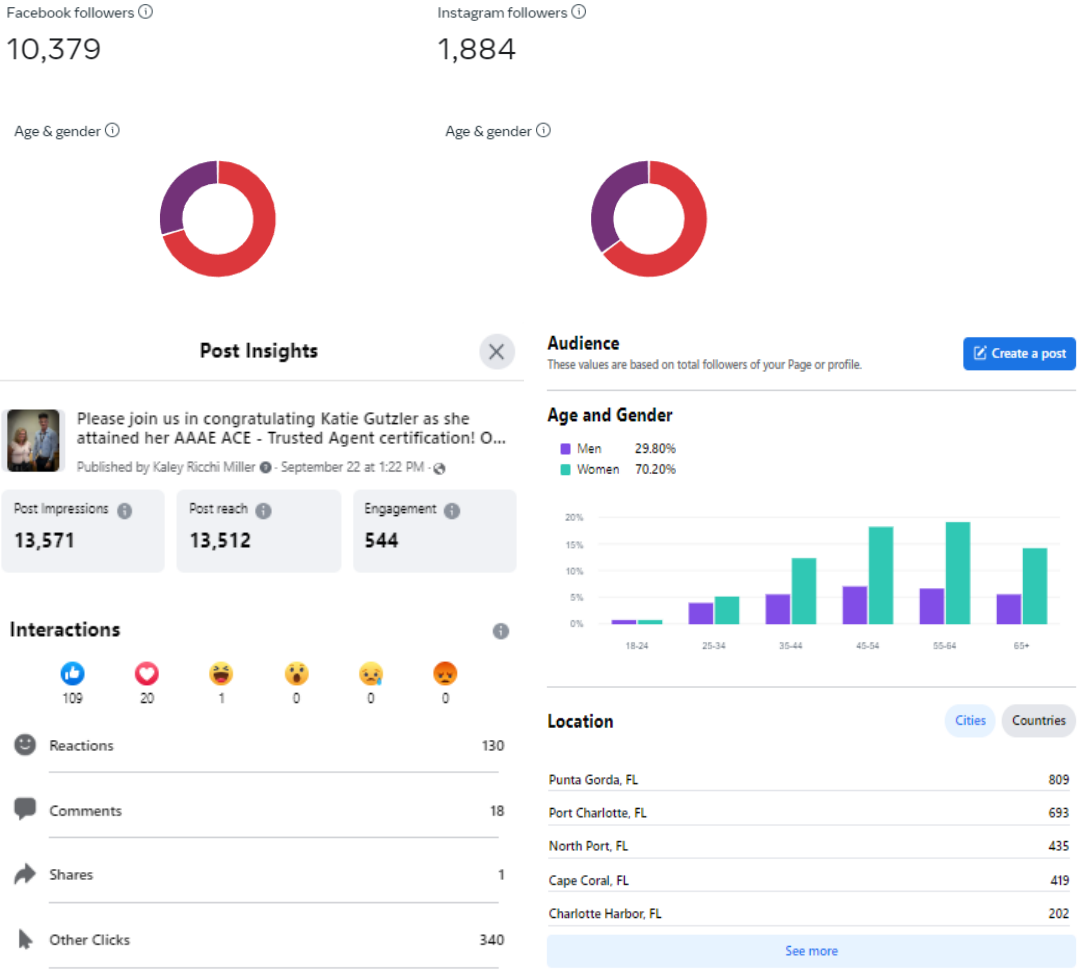
- Local news covered CTC's new Propelling Futures capital campaign, Thunderbirds coming to the Air Show, Airport Authority's budget approval and upcoming Honor Flight
- National news mentioned PGD in association with TSA PreCheck and cheapest average flights
- Continued to receive good coverage on NBC-2 and ABC-7 tower weather camera
- September news total reached 26.4 million people with estimated advertising value at $245K
- September Meltwater Dashboard Link – Password "PGD"

Website Reach

- PGDAirCenter had 1,342 page views & PGDAviex had 121 page views in September
- FlyPGD had 82K page views in September





Google Search Results	
Facebook	• Facebook followers surpassed 10.3K • Posts with most engagement included employee recognition (Katie & Josh), Allegiant to BWI, TSA liquids rule and jetsetter's delight quick bites post 

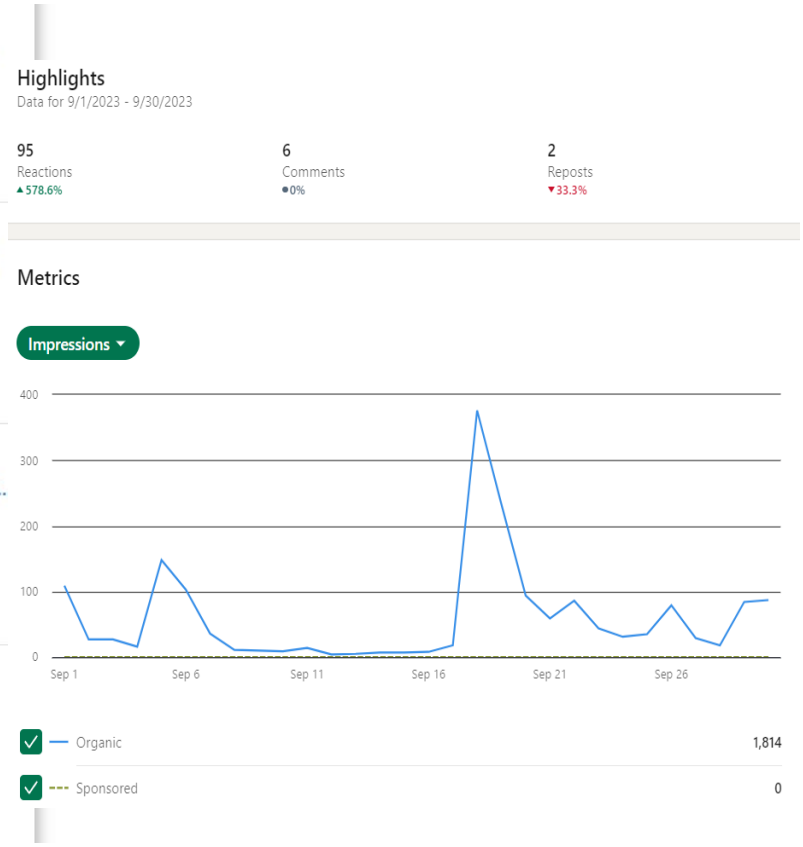
LinkedIn

Charlotte County ranked fifth-fastest growing region in the nation - Gulfshore...
Posted by Kaley Miller
9/29/2023
Boost

Congratulations to Josh Deyarmin, Airside Operations Manger, for being selected to...
Posted by Kaley Miller
9/18/2023
Boost

Allegiant is flying from #PGDtoBWI mid February through mid April on Mondays an..
Posted by Kaley Miller
9/5/2023
Boost

Check out the latest PGD BUZZ - https://conta.cc/3PeSvoB
Posted by Kaley Miller
9/1/2023
Boost



Events & Outreach

- Completed three public records requests
- Airside Ops Manager Josh Deyarmin accepted into Leadership Charlotte
- Various meetings/outreach: Charlotte County Chamber, Punta Gorda Chamber, Charlotte Technical College, Economic Development, United Way
- Sept. 26 – FGCU delivered training to employees on understanding/approaching Autistic passengers
- Oct. 3 – FAA Triennial Emergency Response Exercise
- Oct. 10 – Honor Flight, Air Show Media Night
- Nov. 4-5 – Florida International Air Show
- Nov. 11 – Veterans Day Parade
- Dec. 9 – Charlotte County Christmas Parade

Professor Annemarie Connor & FGCU students shared best practices for interacting with passengers on the Autism spectrum

Bailey Terminal Partnerships

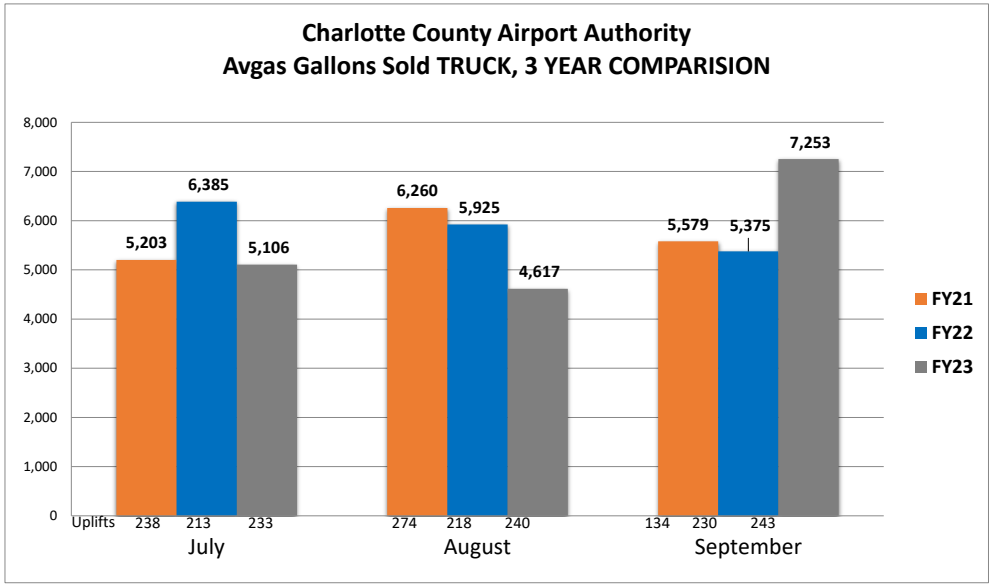
- **Sunflower Program**: Distributed five sunflower lanyards as part of the Hidden Disabilities program in September
- **Flybrary**: Friends of the Punta Gorda Library and Library Supervisor brought 149 books in September, supplemented by additional public donations
- **Bailey Terminal Current Advertisers**: Publix, Realtor Brenda Hutcheson, Heron Creek Golf & Country Club, Andreae Group, Christopher Alan Homes, Fishermen's Village, Peace River Gardens, Wink TV, City of Punta Gorda, Seminole Casino Hotel**,** Babcock Ranch, CD Real Estate, Florida Weekly, Rum Bay/Palm Island Resort, Laser Lounge Spa, Lennar/Heritage Landing, Five Guys Burgers & Fries, Tropical Smoothie Café, Waterman Broadcasting/NBC-2, Westchester Gold & Diamonds, Harpoon Harry's, Captain's Table, Laishley Crab House

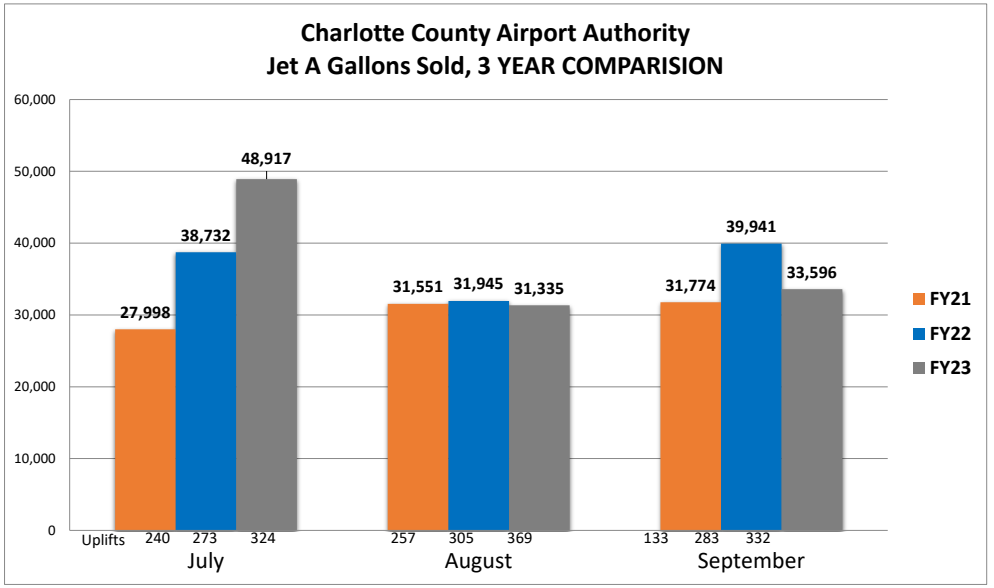
Advertising & Marketing

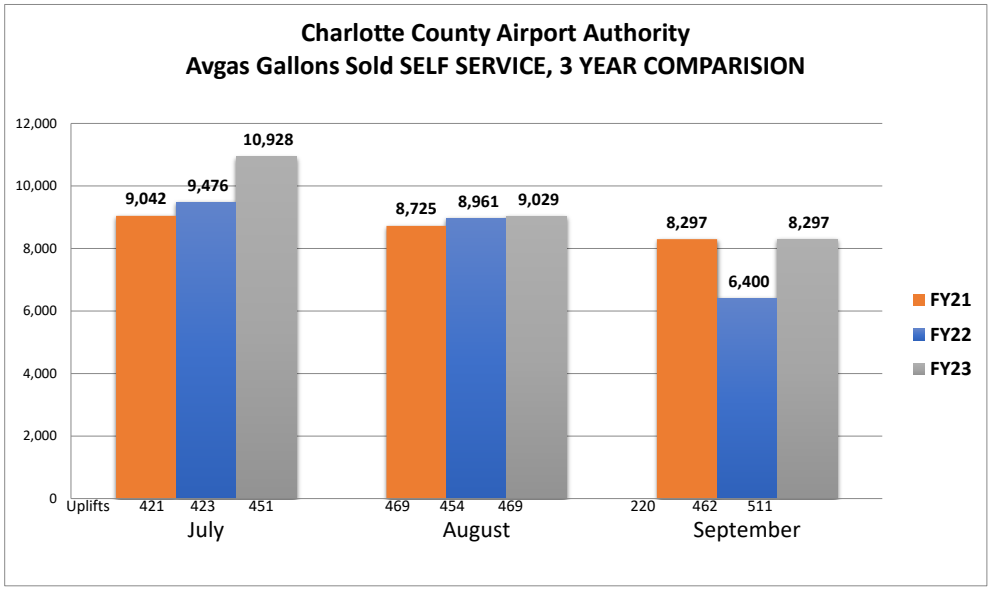
- **Suncoast Media**: Charlotte Sun digital ads featured new Bangor Maine flight, delivered 50K impressions
- **Aviation & Community Guides:** Sun Newcomers Guide direct mail (right)**,** Florida Airports Council Directory, FL Weekly Newcomers Guide, SWFL Inc. Guide, Charlotte County Chamber, Englewood Chamber, Punta Gorda Chamber and Tourism Guide
- **Planning:** Babcock Telegraph & Town Chronicle print ads to run October-February, Air Center digital targeted to Midwest pilots will run November – April, Co-Op
- **Mascot Brand:** Completed first phase of Curtiss the Hawk development including the costume, web page, photography and plush collectible to be released in October

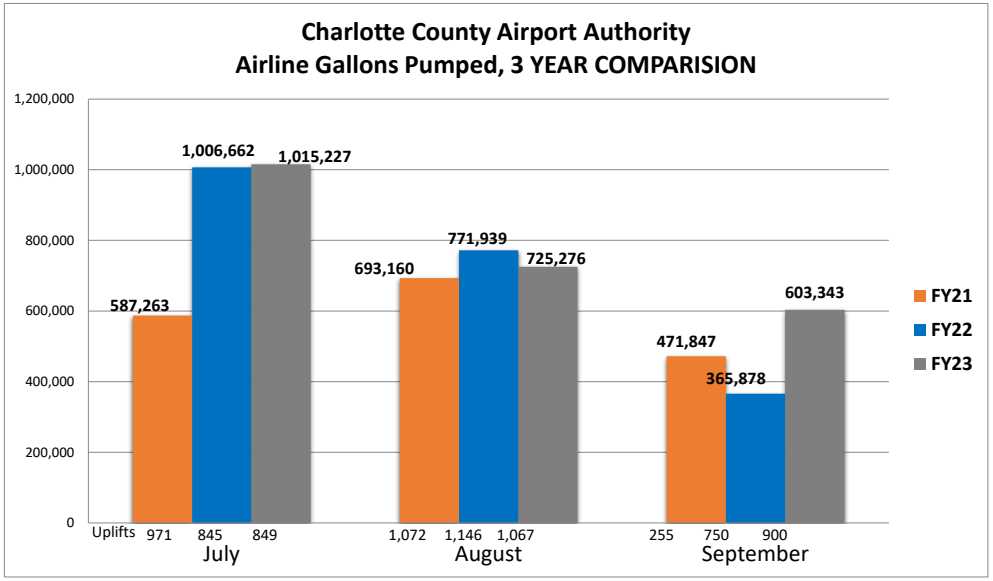
PUNTA GORDA AIRPORT

CURTISS


Charlotte County Airport Authority
Avgas Gallons Sold TRUCK, 3 YEAR COMPARISION
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
0
5,203
6,385
5,106
6,260
5,925
4,617
5,579
5,375
7,253
Uplifts 238 213 233
July
274 218 240
August
134 230 243
September
FY21
FY22
FY23


Charlotte County Airport Authority
Jet A Gallons Sold, 3 YEAR COMPARISION
60,000
50,000
40,000
30,000
20,000
10,000
0
27,998
38,732
48,917
31,551
31,945
31,335
31,774
39,941
33,596
Uplifts 240 273 324
July
257 305 369
August
133 283 332
September
FY21
FY22
FY23


Charlotte County Airport Authority
Avgas Gallons Sold SELF SERVICE, 3 YEAR COMPARISION
12,000
10,000
8,000
6,000
4,000
2,000
0
9,042
9,476
10,928
8,725
8,961
9,029
8,297
6,400
8,297
Uplifts 421 423 451
July
469 454 469
August
220 462 511
September
FY21
FY22
FY23


Charlotte County Airport Authority
Airline Gallons Pumped, 3 YEAR COMPARISION
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
587,263
1,006,662
1,015,227
693,160
771,939
725,276
471,847
365,878
603,343
Uplifts 971 845 849
July
1,072 1,146 1,067
August
255 750 900
September
FY21
FY22
FY23

FLYPGD.COM
Punta Gorda Airport

Operations Reported By Tower

		July	August	September
Air Carrier		813	624	561
AirTaxi		71	71	54
GA		6752	5978	6665
Military		65	184	142
Total		7701	6857	7422
Hangars				
600 Series	119	0	0	1
200 Series	98	2	3	2

Cities Served

1 Akron-Canton, OH*
2 Albany, NY
3 Allentown (Lehigh Valley), PA
4 Appleton/Green Bay, WI
5 Asheville, NC
6 Baltimore, MD/Washington D.C.*
7 Bangor, ME
8 Belleville, IL/St. Louis
9 Cedar Rapids, IA
10 Chicago (Midway), IL*
11 Cincinnati, OH
12 Columbus (Rickenbacker), OH
13 Concord/Charlotte, NC
14 Dayton, OH *
15 Des Moines, IA
16 Elmira, NY *
17 Flint, MI
18 Fort Wayne, IN
19 Grand Rapids, MI
20 Harrisburg, PA
21 Huntington, WV
22 Indianapolis, IN
23 Kansas City, MO
24 Knoxville, TN
25 Lexington, KY
26 Louisville, KY
27 Minneapolis-St. Paul, MN
28 Moline (Quad Cities), IL *
29 Nashville, TN
30 Niagara Falls/Buffalo, NY
31 Omaha, NB *
32 Peoria, IL
33 Pittsburg, PA
34 Plattsburg, NY*
35 Portsmouth, NH
36 Providence, RI
37 Raleigh/Durham, NC
38 Rapid City, SD *
39 Richmond, VA *
40 Rochester, NY *
41 Rockford, IL
42 Saint Cloud, MN *
43 Sioux Falls, SD *
44 Southbend, IN
45 Springfield, IL
46 Springfield/Branson, MO
47 Stewart/Newburgh, NY
48 Syracuse, NY *
49 Toledo, OH
50 Traverse City, MI *

Allegiant Service Sun Country Service

** Seasonal City*

AMENDMENT #1 TO CONCESSION LICENSE AGREEMENT

This Amendment #1 ("Amendment"), executed in duplicate at Charlotte County, Florida, this 1st day of December 2023 by and between the CHARLOTTE COUNTY AIRPORT AUTHORITY, hereinafter referred to as Authority, and Faber Coe & Gregg of Florida, Inc., hereinafter referred to as Licensee.

W I T N E S S E T H:

WHEREAS, the parties hereto did, on the 19st day of April 2022, enter into a certain Concession License Agreement ("License"), which is made a part hereof and is referenced incorporated herein, and

WHEREAS, the parties have identified Section 8 in the License requires amended; and

WHEREAS, the Licensee wishes to install and operate a Dunkin Donut Express Kiosk ("DD Kiosk") to be located in the Baggage Claim area as identified in the amended Exhibit "A-2" (Amended Exhibit "A-2") attached hereto and incorporated herein, and the parties agree this is beneficial to the public and Punta Gorda Airport; and

WHEREAS, Section 30 in the License provides that any amendments or additions to the License shall require approval of the Authority and must comply with all ordinances, rules, regulations, and statues in the existence at the time of the execution of the amendment; and

WHEREAS, the parties agree the sales from the DD Kiosk are included in the Annual Gross Receipts from all Concession sales rendered.

NOW, THEREFORE, it is agreed by and between the parties herein that the License be amended to read as follows:

1. Section 8 (NON-DISCRIMINATION) shall be amended to include the following language:

   A. This License is subject to the requirements of the U.S. Department of Transportation's regulations, 49 CFR Part 23 related to the airport concession disadvantaged business enterprises (ACDBE) program. The Licensee or contractor agrees that it will not discriminate against any business owner because of the owner's race, color, national origin, or sex in connection with the award or performance of any concession agreement, management contract, or subcontract, purchase or lease agreement, or other agreement covered by 49 CFR Part 23.
   B. The Licensee or contractor agrees to include the above statements in any subsequent concession agreement or contract covered by 49 CFR Part 23, that it enters and cause those businesses to similarly include the statements in further agreements.

2. The Premises shall include an area approximately 10' x 20'; 200 (Two Hundred) square feet for a Dunkin Kiosk and an area approximately 10' x 12'; 120 (One Hundred

Twenty) square feet for retail space, a total amount of 320 (Three Hundred Twenty) square feet, included in attached "Amended Exhibit A".

3. Exhibit A to the License shall be replaced in its entirety with the "Amended Exhibit A," and Exhibit "A-2" shall be replaced in its entirety with the Amended Exhibit "A-2", which both Exhibits are attached and incorporated herein.

4. All other terms and conditions of the License, unless specifically amended herein shall remain in full force and effect throughout the remaining term of the License.

IN WITNESS WHEREOF, the parties have hereto executed this Amendment the day and year first above written.

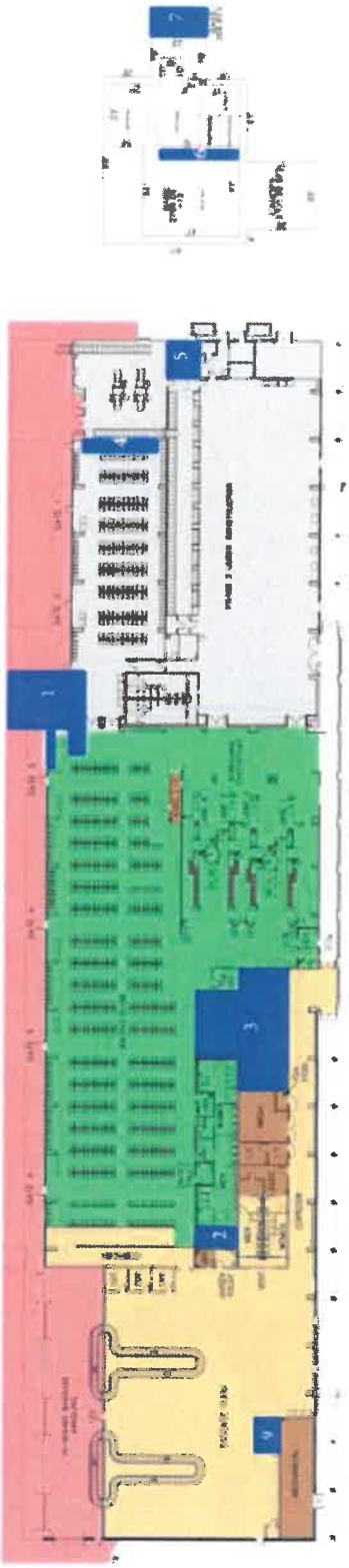
CHARLOTTE COUNTY AIRPORT AUTHORITY

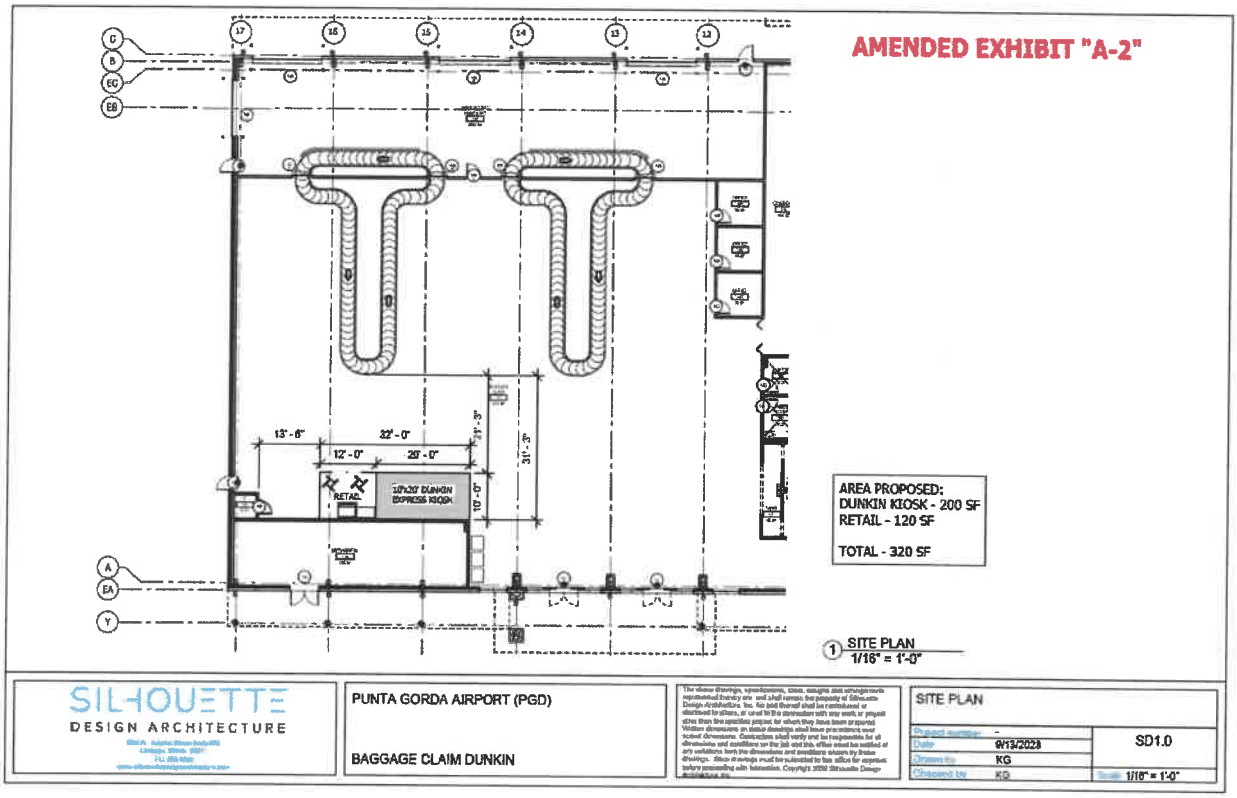
By: _____
Robert D. Hancik
Chair

Licensee:
FABER, COE & GREGG OF FLORIDA, INC.

By: Anumas
Anu Govilla, CPA
Secretary/CFO

AMENDED EXHIBIT A



1. New Construction Bar
2. Storage Closet
3. The Junction Concession
4. The Junction Concession Kiosk
5. Storage Closet
6. Snack Shack Vending
7. Storage Closets
8. Misc. Vending Machines throughout the terminal
9. Dunkin Donut Kiosk

AMENDED EXHIBIT "A-2"