Instructions for Public Comment

If you would like to speak before the Canaveral Port Authority's ("CPA") Board of Commissioners, please complete a Public Comment Request Card. Public Comment Request Cards are located near the Commission Room's entry doors or are available upon request. Please return the completed card to the recording secretary who is located near the dais. Public comment unrelated to the Consent Agenda may be addressed during general Public Comment. All persons providing public comment are allotted three minutes to speak. In addition to the conduct requirements set forth by CPA Policy No. POL-2016-001-EXE-3, "Public Participation and Conduct at Board Meetings", please be aware of the following:

1. Prior to approaching the podium, please ensure to silence or turn off your cell phone and remove any hats or sunglasses.
2. When your name is called by the Commission Chairman, proceed to the podium and state your name, business affiliation, and city of residency.
3. All statements are to be directed to the Commission Chairman. You may not address or question Board members or CPA employees unless permitted to do so by the Chairman.
4. No action will be taken on requests during Public Comments unless determined by the Commission Chairman to be an emergency matter. Any other requests for Board action may be placed on the agenda for a subsequent meeting.

CANAVERAL PORT AUTHORITY
BOARD OF COMMISSIONERS
June 4, 2025
Commission Room
445 Challenger Road
Cape Canaveral, FL 32920
AGENDA
This meeting is open to the public.

9:00 AM

Call to Order and Pledge of Allegiance

Approval of Agenda

Approval of Minutes

Consideration of approving the minutes of the April 23, 2025, commission meeting. (Melanie Bradford)

Minutes 04232025.pdf

Personal Appearances and Presentations

2025 Commercial Fishing Update (Cinthia Sandoval)

Commission Discussion Items

Consideration of approving resolution RES-2025-001-EXE-3, commemorating Carnival Cruise Lines 35th anniversary of sailing from Port Canaveral.

RES-2025-001-EXE-3_CCL 35 Year Resolution FINAL FORMATTED (May 20).docx

Reports

CEO Report

Consideration of accepting the Financial Memo for April 2025. (Jeff Long)

REPORTS_FIN_CFO MEMO_2025.06.04.pdf

Consideration of approving the List of Disposals, Legal Bills, and Commissioner Minor Expenses for April 2025. (Pat Poston)

REPORTS_FIN_DISPOSALS_2025.06.04.pdf

REPORTS_FIN_LEGAL BILLS_2025.06.04_Public.pdf

REPORTS_FIN_COMMISSIONER MINOR EXPENSES_2025.06.04_Public.pdf

Consideration of accepting the Statistical Report, Aging Report, and List of Bills for April 2025. (Pat Poston)

REPORTS_FIN_STATISTICAL_2025.06.04.pdf

REPORTS_FIN_AGING_2025.06.04.pdf

REPORTS_FIN_LIST OF BILLS_2025.06.04.pdf

June Capital Project Update

June 2025 Capital Project Update.pdf

Public Comment on Consent Agenda

Consent Agenda

1. Engineering, Construction, and Facilities

1.A. Consideration of approving Change Order #1 to RUSH Marine, for the Cove Seawall Rehabilitation. Decrease PO P-133508 by ($244,272) for unused GMP funds, new project value is $2,479,023. (Verónica Narváez-Lugo/Bill Crowe)

1A Cover Page.pdf

23-006 Cove Seawall Final CO - Partially Executed.pdf

1.B. Consideration of approving Change Order #1 to Ivey's Construction, for the SR401/Payne Way Signal. Decrease PO P-132310 by ($39,868.98) for unused GMP funds, new project value is $1,171,072.18. (Patrick Hammond/Bill Crowe)

1B Cover Page.pdf

P-132310 Change Order #1 .pdf

1.C. Consideration of authorizing a purchase order to AT&T under the agreement between BellSouth Telecommunications, LLC d/b/a AT&T Southeast and Canaveral Port Authority for a not to exceed amount of $174,870.37 for the fiber relocation needed for the George King Boulevard/Flounder Intersection Improvements project. (Verónica Narváez-Lugo /Bill Crowe)

1C Cover Page.pdf

CPA AT&T GKB-Flounder Actual Cost Agreement.pdf

1.D. Consideration of authorizing staff, pursuant to continuing contracts PUR-RFQ-23-1 and PUR-RFQ-23-2, to engage the following contractors for emergency response and repairs for any damage caused by potential storms occurring after June 1, 2025. Staff recommends initial Purchase Orders in the amounts indicated below to each contractor for a total amount of $2,000,000 for a period of 12-months following Commission approval. This value may be adjusted, with Commission approval once assessment of damage has been completed. (Patrick

Hammond/Bill Crowe)

- Ivey's Construction – NTE $800,000
- Heard Construction – NTE $400,000
- Canaveral Construction – NTE $400,000
- Rush Marine – NTE $400,000

1D Cover Page.pdf

1.E. Consideration of authorizing staff to increase purchase order P-134599 to Ivey's Construction Inc., pursuant to their continuing contract PUR-RFQ-23-1, for the installation of additional pedestrian access facilities and decorative fencing adjacent to and associated with the new west-side entrance canopy at CT-1, with a not-to-exceed increase of $95,486.40, and a new PO value of $2,227,186.63. (Patrick Hammond/Bill Crowe)

1E Cover Page.pdf

Ivey's GMP, CPA CT-1 West Parking Lot Mods, 5-20-25.pdf

P-134599 CO 1.pdf

2. Facilities

2.A. Consideration of authorizing staff to issue a purchase order to Eau Gallie Electric, Inc. in the amount of $208,224.00, to install lighting upgrades for Cruise Terminal 8 parking lots and street lighting. (Steven Shelton/Sam Smith)

2A Cover Page.pdf

CT8 Eau Gallie Proposal.pdf

CT8 Employee Parking and Drop Off Map with notes.pdf

2.B. Consideration of approving the Selection Committee's recommendation of Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh) for RFP-25-12 Vending Services and authorizing Staff to negotiate and execute a revenue-based contract with a term of three (3) years and two (2) optional one-year renewals. (Steve Shelton/Roland Borbolla)

2B Cover Page.pdf

RFP-25-12 Evaluation Scoring Detail.pdf

RFP-25-12 Evaluation Scoring Summary.pdf

RFP-25-12 Selection Committee Evaluation and Ranking Selection.pdf

RFP-25-12 Solicitation Summary - Vending Services.pdf

3. Finance

3.A. Authorization to execute a public transportation grant agreement between the Florida Department of Transportation and Canaveral Port Authority for State funding for North Cargo Berth 1 and 2 Rehabilitation and approval of RES-2025-002-EXE-3. (Debbie Joyce)

3A Cover Page.pdf

RES-2025-002-EXE-3_2025.06.04.pdf

4. Information Technology

4.A. Consideration of approving revisions to the Acceptable Use of Information Technology Resources Policy, POL-2015-001-HRO-3. (Mark Lorusso)

4A Cover Page.pdf

POL-2015-001-ITO-3_Acceptable Use of IT Resources_final.pdf

POL-2015-001-ITO-3_Acceptable Use of IT Resources_redline.pdf

Consent Items Pulled for Discussion

To be determined at the meeting. If any consent items are pulled for discussion they will be voted on separately.

Public Comment

Commissioner Reports

Adjourn to next meeting scheduled Wednesday, June 25, 2025, at 9:00 am.

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Approval of Minutes
Item Number:	
Department:	Commission
Requested Action:	Consideration of approving the minutes of the April 23, 2025, commission meeting. (Melanie Bradford)
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	Yes
Financial Review:	

Attachments:

Minutes 04232025.pdf

Minutes April 23, 2025, Commission Meeting

MINUTES OF A REGULAR COMMISSION MEETING OF THE CANAVERAL PORT AUTHORITY HELD IN THE COMMISSIONERS' MEETING ROOM OF THE CANAVERAL PORT AUTHORITY OFFICE, 445 CHALLENGER ROAD, PORT CANAVERAL, FLORIDA ON APRIL 23, 2025.

The meeting was called to order by Chairman Wayne Justice at 9:02 am. Commissioner Allender led the Pledge of Allegiance.

Those present were Chairman Wayne Justice and Commissioners Jerry Allender, Fritz VanVolkenburgh, Kevin Markey, Micah Loyd and Attorney Harold Bistline. Also present were CEO Captain John Murray, CFO Jeff Long, Vice President Engineering and Construction Bill Crowe, and Special Assistant/Liaison Melanie Bradford.

The Ambassadors present were Mike Gautreaux, Mike Mervis, Robi Roberts, Bob Socks and Sean Conway. Ambassador emeritus present were Mac Mclouth and Jim Handley.

APPROVAL OF AGENDA:

Commissioner Allender motioned to approve the agenda and Commissioner Markey seconded the motion. The motion passed 5/0.

APPROVAL OF MINUTES:

Commissioner VanVolkenburgh moved approval of the minutes from February 26, 2025, regular commission meeting. The motion was seconded by Commissioner Markey and passed 5/0.

PERSONAL APPEARANCES AND PRESENTATIONS:

The students of the Rockledge High School HELM program with an introduction from their teacher, Emily Dyer.

REPORTS:

1. CEO Report (John Murray)

Cruise Update:

- FY 2025 By the Numbers (Oct. 1 – March 31)
  - 543 ship calls
  - 4.4M multi-day passengers
- Carnival Cruise Line's "Innovation Itinerary Event" – April 6
  - CCL announced Carnival Festivale, 4th Excel-class vessel, to homeport at Port Canaveral offering 7-day itineraries
  - Scheduled to arrive mid-2027 will be Port's 6th LNG-powered cruise vessel
  - Carnival Mardi Gras will shift to short sailings
- MSC's fourth World-class vessel named MSC World Atlantic
  - Scheduled to arrive at Port Canaveral in late-2027, will be Port's 7th LNG-powered cruise vessel
- Seatrade Cruise Global – April 7-10
  - Business meetings with all cruise line partners
    - Discussed new vessels, deployments, operations and new sailings
    - Shared Port's infrastructure improvements underway and planned
- Dave German participated as conference speaker on "Port Infrastructure Panel" with fellow cruise industry experts

Cargo Update:

- FY 2025 By the Numbers (Oct. 1 – March 31)
  - 445 ship calls (including layberth)
  - 3M tons
  - Space component recoveries
    - 1 boosters, 96 fairings
- Heavy equipment from Andros Island arrived aboard M/V Azure
  - Offloaded at NCB 5 using Port's MHC
- Central Florida International Trade Office and Port Canaveral welcomed Hungarian/Eastern European delegation during their Florida trade mission
  - Port presentation on global trade, logistics and our role in the State's economy

<u>HR Update:</u>

- Recruiting for CPA Internship Program
    - March 27 – Maine Maritime Academy Career Fair
        - Nhora Bonilla, Peggy Sullivan, and Cody Driggers
- April 3 – Massachusetts Maritime Academy Career Fair
    - Nhora Bonilla, Peggy Sullivan, and Annette Crisafulli
- CPA staff and family members participated in our 5th annual Corporate 5K April 10 at Melbourne-Orlando International Airport
    - Port Team placed 8th among teams of companies with 100-999 employees and 20th overall

<u>Recreation & Events Update:</u>

- Jetty Park
    - Campground occupancy at 97%
    - Average daily vehicles – 448
    - Total vehicle count – 14k
    - Open for 6 of 8 launches
    - Hit capacity of day park 4 times due to popular launches and Spring Break
    - Reviewing options to update playground
    - Applications for food truck vendors available on new Port website

<u>Camp Store Update</u>:

- Occupancy permit received last week
- Jetty Park staff moving into the new camp store over next two weeks
- Continued focus on guest services
- Opening day details to be announced

<u>Environmental Update:</u>

- Keep Brevard Beautiful partnership events
    - March 24 – Joined volunteers from Disney's finance team for pre-Earth Day "VoluntEARS" cleanup at Jetty Park
    - April 5 – Sponsored Propeller Club of Port Canaveral annual "Trash Bash" cleanup event
        - Volunteers collected 14 bags of debris from Jetty Park and the boat ramp

<u>Public Safety Update:</u>

- New 33' Brevard County Sheriff's Office "Life Proof" Pursuit Boat arrived
    - Port partnered with BCSO for State of Florida Port Security Grant
- Hosted Full Scale Active Assailant exercise at CT10 on April 16
    - Collaboration with Brevard County Sheriff's Office, Canaveral Fire Rescue, Customs and Border Protection and US Coast Guard
    - 3-hour exercise with more than 300 participants
- Attending Central Florida Intelligence Exchange (CFIX) Executive Steering Committee on April 29

2. Consideration of Accepting the Financial Memo for March 2025. (Jeff Long)

3. Consideration of Approving the List of Disposals, the Legal Bills, and the Commissioner Minor Expenses for March 2025 (Patricia Poston)

4. Consideration of Accepting the Statistical Report, the Aging Report, and the List of Bills for March 2025 (Patricia Poston)

After presentation of the financial reports for March 2025, Commissioner VanVolkenburgh made a motion to accept the Financial Memo, the Statistical Report, the Aging Report and the List of Bills, and approve the List of Disposals, Legal Bills, and Commissioner Minor Expenses for March 2025, (#2, #3 and #4). Commissioner Allender seconded the motion. The motion passed 5/0.

5. The April 2025 Capital Projects Update was given by Bill Crowe.

<u>PUBLIC COMMENT ON CONSENT AGENDA:</u> None.

CONSENT AGENDA:

Consent Items 2C and 4A were pulled for discussion.
Consent items 1A, 1B, 1C, 1D, 2A, 2B, 3A, 5A. 6A. 6B, 6C, and 6D were motioned for approval by Commissioner Markey and seconded by Commissioner Allender. The motion passed 5/0.

2.C. Authorization to approve Invoice 22514.01 for Ivey's Construction Inc., pursuant to their continuing contract PUR-RFQ-23-1, for the emergency work completed on the CT10 east gangway in the amount of $230,607.00 (Steven Shelton)
After a brief discussion, Commissioner VanVolkenburgh made a motion to accept this item and Commissioner Loyd seconded the motion. The motion passed unanimously.

4.A. Consideration of authorizing staff to piggyback a cooperative contract for Human Capital Management Systems and Managed Business Solutions and execute a new Master Services Agreement with ADP, Inc. for human resources management software and services (Mark Lorusso, Shirley Hansen, Jeff Long).
After a brief explanation, Commissioner Allender made a motion to accept this items and Commissioner VanVolkenburgh seconded the motion. The motion passed 5/0.

PUBLIC COMMENT: None.

COMMISSIONER REPORTS/DISCUSSION:
Commissioner Loyd traveled to Germany and Spain to tour the boarding bridge and crane.

Commissioner VanVolkenburgh attended The Disney Wish with the Junior Ambassadors and toured Freddie Patrick Park and saw that it is being put to good use.

Commissioner Allender had nothing to add.

Commissioner Markey joined the EDC staff in Washington DC. He learned a great deal and felt the tour was impactful.

Chairman Justice mentioned that the Government Affairs department did a great job with the Haridopolos visit and the Sand Bypass event. He attended CivMil in Grant, Florida, the NOTU change of command, JMAS, and the Coast Guard Foundation Salute to the 7th District. He spoke with several classes at EFSC and attended an online meeting with the Coast Guard where it was mentioned that there have been no cuts to the Coast Guard.

The meeting was adjourned at 10:16am until the next regular meeting scheduled for Wednesday, June 4, at 9:00 am. There will be no meeting in May.

CANAVERAL PORT AUTHORITY

____
Wayne Justice, Chairman

ATTEST

____
Robert F. VanVolkenburgh, Secretary/Treasurer

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Personal Appearances and Presentations
Item Number:	
Department:	Executive
Requested Action:	2025 Commercial Fishing Update (Cinthia Sandoval)
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	No
Financial Review:	

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Commission Discussion Items
Item Number:	
Department:	Commission
Requested Action:	Consideration of approving resolution RES-2025-001-EXE-3, commemorating Carnival Cruise Lines 35th anniversary of sailing from Port Canaveral.
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	No
Financial Review:	

Attachments:

RES-2025-001-EXE-3_CCL 35 Year Resolution FINAL FORMATTED (May 20).docx

RESOLUTION RES-2025-001-EXE-3

A RESOLUTION COMMEMORATING CARNIVAL CRUISE LINE'S 35th ANNIVERSARY OF SAILING FROM PORT CANAVERAL

WHEREAS, the partnership between the Canaveral Port Authority ("CPA") and Carnival Cruise Line ("Carnival") began in early 1990 with three- and four-day sailings on the *TSS Carnivale* and is now in its 35th year; and

WHEREAS, the 35-year anniversary of Carnival's inaugural sailing from Port Canaveral represents the CPA's longest continuous cruise business relationship; and

WHEREAS, over the course of its history, Carnival has dramatically expanded its presence at Port Canaveral, growing to five (5) seasonal and year-round vessels in its homeported fleet, including the *Carnival Freedom*, *Carnival Glory*, *Carnival Vista*, *Carnival Venezia*, and the cruise industry groundbreaking *Carnival Mardi Gras*, the first in the highly successful LNG-powered Excel Class; and

WHEREAS, Carnival's commitment to Port Canaveral will continue with the deployment of its fourth vessel in the Excel Class series, the *Carnival Festivale*, scheduled to arrive in 2027; and

WHEREAS, CPA and Carnival share a commitment to providing the highest quality guest experience for the millions of passengers who sail from Port Canaveral annually; and

WHEREAS, CPA values the partnership with the Carnival team and their commitment to providing family-oriented, fun-filled vacations to their guests.

NOW THEREFORE, BE IT RESOLVED that the CPA is proud to recognize Carnival's significant and wide-ranging contributions to Port Canaveral, our Port Community, and the Central Florida and State of Florida economies.

DULY ADOPTED THIS 4th DAY OF JUNE 2025.

CANAVERAL PORT AUTHORITY

BY: ____________________________
Wayne Justice
Chairman

ATTEST:

____
Fritz VanVolkenburgh
Secretary/Treasurer

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Reports
Item Number:	
Department:	Executive
Requested Action:	CEO Report
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	No
Financial Review:	

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Reports
Item Number:	
Department:	Finance
Requested Action:	Consideration of accepting the Financial Memo for April 2025. (Jeff Long)
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	No
Financial Review:	

Attachments:

REPORTS_FIN_CFO MEMO_2025.06.04.pdf

CANAVERAL
PORT AUTHORITY

MEMORANDUM

TO: John Murray, CEO

FROM: Jeff Long, CFO

DATE: May 20, 2025

SUBJECT: Unaudited financial results - FY 2025 April

The following is a summary of the financial results through April FY 2025 as compared to the budget.

REVENUES

Operating Revenues

For the Fiscal Year through April, Operating Revenues are $130.9M, which is $3.9M above budget. The favorable variance year to date is primarily driven by higher cruise-related revenue of $3.2M (Cruise Parking Revenue favorable by $1.9M, followed by Cruise Revenue $1.2M). Operating Revenue through the first seven months of the fiscal year ending April is approximately $17.4M higher than the prior year same period or 15% higher ($130.9M vs. $113.4M). Operating Revenue increase over prior year is mainly driven by higher Cruise Revenue year over year (variance of $16.8M for all cruise related revenue).

Actual Operating Revenues for the month of April are $19.1M which is $1.9M favorable as compared to budget.

Cruise Revenue:

For the first seven months of the fiscal year, total Cruise Revenue (including parking) is $109.2M which is about $3.2M higher than budget. There have been 632 cruise calls during the period (Home Port & Port of Call) and 5,161,869 multi-day passengers (prior year same period were 554 and 4,519,510 respectively). Cruise calls and passengers are slightly ahead of budget for the first seven months of FY25.

In April there were 740,772 cruise passengers generated from 89 cruise calls.

Cargo Revenue:

The Port generated Cargo Revenue (port fees and rent) of $14.5M during the first seven months of the fiscal year through April, which is favorable to YTD budget by $522k. For the fiscal year through April, there were 352 cargo calls (with an additional 148 lay berths) with 3,484,068 tons moved. Lumber is above budget through April, with several other commodities slightly below budget for the seven months.

In the month of April, there were 39 cargo calls (with an additional 16 lay berths) and 464,059 tons moved at the Port.

Leases/Recreation/Misc. Revenue:
Lease Revenue of $2.9M is slightly above budget (by $137k) during the period ending April. Recreation Revenue (mainly Jetty Park) is $2.5M for the period and is slightly ahead of budget by $64K. Finally, Miscellaneous revenue is $1.8M for the seven months of FY25, which is slightly below budget (by $23k).

EXPENSES

Operating Expenses:

Operating Expenses through April are $78.0M, which is $1.8M favorable to budget for the first seven months of the fiscal year, with the majority of savings in Administrative Services (Computer Support & Training), followed by savings in Operations and Engineering & Environmental.

Operating Income (Loss):

Operating Income through the first seven months of the fiscal year is $52.9M, which is about $5.7M above the budgeted Operating Income of $47.2M, and $7.9M favorable as compared to prior year Operating Income for the same period ($44.9M).

Non-Operating Revenues:

Non-operating Revenues consist of earnings on cash balances, revenues from grant administration, and gain on capital asset disposals. Total revenues from these sources for FY 2025 through April are $5.8M.

Non-Operating Expenses:

Non-operating expenses consist primarily of interest expense on outstanding loans and bonds. Through April, Non-operating Expenses were $6.7M.

Addition to Net Position for Debt Reduction and Port Development:

The Addition to Net Position for Debt Reduction and Port Development for the seven months

of FY25 $52.0M, which is $7.6M above budgeted $44.4M.

Attachments -

Income Statement - April 2025

Statement of Net Position – April 2025

Canaveral Port Authority
Income Statement YTD
April 2025

	Current Month Actual	Current Month Budget	Budget Variance	Prior Year Month Actual	Current YTD Actual	Current YTD Budget	Budget Variance	Prior Year Actual
REVENUES								
Cruise	10,012,583	9,429,581	583,002	7,995,819	70,474,133	69,322,821	1,151,312	59,947,107
CCRC	1,038,926	971,199	67,727	815,813	7,075,091	6,981,904	93,187	5,742,194
Cruise Parking	4,619,723	4,022,219	597,504	3,615,229	31,634,026	29,714,856	1,919,170	26,682,399
Cargo	2,328,106	1,833,575	494,531	1,974,601	14,512,560	13,990,099	522,461	14,083,604
Leases	414,731	378,472	36,259	395,713	2,855,597	2,718,416	137,181	2,805,285
Recreation	388,005	377,036	10,969	375,230	2,489,361	2,425,160	64,201	2,489,790
Miscellaneous	325,603	254,283	71,320	212,784	1,832,481	1,854,981	(22,500)	1,689,802
TOTAL OPERATING REVENUES	$ 19,127,677	$ 17,266,365	$ 1,861,312	$ 15,385,188	$ 130,873,249	$ 127,008,237	$ 3,865,012	$ 113,440,180
EXPENSES								
Operations	1,358,739	1,474,351	(115,612)	1,466,942	10,818,780	11,161,699	(342,919)	9,760,687
Facilities	2,160,505	1,910,927	249,578	1,404,847	14,384,742	13,597,353	787,389	9,228,475
Parks and Recreation	198,521	191,952	6,569	173,314	1,361,559	1,350,483	11,076	1,213,999
Public Safety	1,194,706	1,160,674	34,032	1,078,945	8,296,526	8,150,777	145,749	7,548,391
Fire Training Facility	20,269	32,832	(12,563)	46,969	243,991	229,824	14,167	176,049
Commission	35,322	32,471	2,851	28,466	209,889	233,843	(23,954)	190,458
Executive	289,032	289,589	(557)	148,603	2,053,570	2,302,610	(249,040)	1,452,936
Finance & Accounting	184,038	178,202	5,836	198,085	1,296,370	1,338,282	(41,912)	1,202,441
Administrative Services	924,766	1,071,621	(146,855)	862,797	6,626,265	7,711,548	(1,085,283)	6,116,364
Engineering & Environmental	227,920	247,750	(19,830)	145,037	1,467,006	1,800,350	(333,344)	1,281,352
Business Development	104,752	106,088	(1,336)	77,435	631,528	770,899	(139,371)	617,449
Tenant & Property Development	44,305	41,921	2,384	24,405	270,011	355,593	(85,582)	204,367
Government & Strategic Comm.	108,092	150,731	(42,639)	106,813	1,005,530	1,107,573	(102,043)	838,124
Depreciation	4,180,923	4,237,677	(56,754)	4,094,680	29,316,132	29,713,403	(397,271)	28,667,616
OPERATING EXPENSES	11,031,890	11,126,786	(94,896)	9,857,337	77,981,898	79,824,237	(1,842,339)	68,498,707
OPERATING INCOME (LOSS)	8,095,787	6,139,579	1,956,208	5,527,850	52,891,351	47,184,000	5,707,351	44,941,473
NON-OPERATING REVENUES	1,005,521	781,247	224,274	929,009	5,759,936	5,468,730	291,206	7,005,020
NON-OPERATING EXPENSES	956,916	1,167,114	(210,198)	1,067,811	6,687,429	8,263,380	(1,575,951)	7,189,620
ADDITION TO NET POSITION FOR DEBT REDUCTION AND PORT DEVELOPMENT	$ 8,144,392	$ 5,753,712	$ 2,390,680	$ 5,389,048	$ 51,963,858	$ 44,389,350	$ 7,574,508	$ 44,756,873

Canaveral Port Authority
Statements of Net Position
April 2025

		April 2025		April 2024
ASSETS				
CURRENT ASSETS				
Cash and cash equivalents	$	85,212,965	$	73,328,795
Cash and cash equivalents - restricted		4,140,888		3,809,325
Cash designated for capital projects		154,136,349		145,805,745
Accounts receivable, net		11,844,336		12,142,931
Prepaid expenses		3,409,135		1,449,722
Due from other governmental units		2,406,399		7,308,354
Inventory		877,540		718,314
Other receivables, current		18,631		18,631
TOTAL CURRENT ASSETS	$	262,046,243	$	244,581,817
NONCURRENT ASSETS				
Cash & cash equivalents - restricted		13,292,780		12,930,729
Other receivables and deposits, long term		15,459,117		10,459,117
Capital Assets, Net of Accumulated Depreciation		754,068,885		706,386,030
TOTAL NONCURRENT ASSETS	$	782,820,782	$	729,775,877
TOTAL ASSETS	$	1,044,867,026	$	974,357,693
DEFERRED OUTFLOWS OF RESOURCES	$	356,024	$	443,692
LIABILITIES AND NET POSITION				
CURRENT LIABILITIES				
Accounts payable and accrued expenses	$	13,994,273	$	12,075,070
Accrued compensated balances		-		787
Unearned Revenue		813,419		885,189
Payroll and sales tax payable		373,749		307,439
Revenue bonds payable, current		11,736,000		11,479,083
Other liabilities, current		2,700,414		5,053,015
Payable from restricted assets:				
Accrued interest payable		4,706,475		4,893,115
Revenue bonds payable, current		715,000		682,917
TOTAL CURRENT LIABILITIES	$	35,039,329	$	35,376,614
NONCURRENT LIABILITIES				
Revenue bonds payable, less current portion	$	323,005,257	$	340,544,240
Line of credit		21,000,000		21,000,000
Other noncurrent liabilities		4,031,906		4,649,954
TOTAL NONCURRENT LIABILITIES	$	348,037,163	$	366,194,193
TOTAL LIABILITIES	$	383,076,493	$	401,570,807
DEFERRED INFLOWS OF RESOURCES	$	1,384,522	$	1,529,134
NET POSITION				
Invested in capital assets, net of related debt	$	395,640,291	$	331,784,919
Restricted for future debt service		13,292,780		12,930,729
Unrestricted		251,828,965		226,985,796
TOTAL NET POSITION	$	660,762,035	$	571,701,444
TOTAL LIABILITIES AND NET POSITION	$	1,045,223,050	$	974,801,385

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Reports
Item Number:	
Department:	Finance
Requested Action:	Consideration of approving the List of Disposals, Legal Bills, and Commissioner Minor Expenses for April 2025. (Pat Poston)
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	No
Financial Review:	

Attachments:

REPORTS_FIN_DISPOSALS_2025.06.04.pdf

REPORTS_FIN_LEGAL BILLS_2025.06.04_Public.pdf

REPORTS_FIN_COMMISSIONER MINOR EXPENSES_2025.06.04_Public.pdf

Canaveral Port Authority **Fixed Asset Items for Disposal** **FY25 - June 4th 2025**

Item Description	FAM Asset ID	Make	Model	Remaining Book Balance	Reason	Requested By	Disposal Method
Jetty Park HDTV 60in	FAM002324			$ -	Replaced	Engineering	Recycle
Jetty Park Paint and Carpet	FAM001562			$ -	Demo	Engineering	Demo
Jetty Park Upgrades - Bathrooms	FAM001555			$ -	Demo	Engineering	Demo
Jetty Park - Phase II Improve	FAM001543			$ -	Demo	Engineering	Demo
Jetty Park Improvements	FAM001539			$ -	Demo	Engineering	Demo
Jetty Park - Camp Restroom	FAM001536			$ -	Demo	Engineering	Demo
Jetty Park - Admin & Gift	FAM001535			$ -	Demo	Engineering	Demo
Floor Safe JP	FAM001823	Mesa	MFL2731EE	$ -	No Longer Need	Jetty Park	Auction/Recycle
HVAC JP CampStore	FAM003044			$ -	Demo	Engineering	Demo
Truck Crane M-1715	FAM002146	Ford w/ crane lift	F-750	$ 11,912.84	Trade In	B. Carroll	Trade In
SUV 1514 (Pool Vehicle 6)	FAM002129	Ford	Expedition	$ -	Auction	B. Carroll	Auction
Fire Station AC Replacement	FAM000096			$ -	Replace	Facilities/FD	Replacement
Barry University Improvements	FAM000160			$ -	Demo/Remodel	Facilities	Demo/Remodel
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Cameras (30) - Camera	FAM004388	Axis	P3367	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002247	Axis	P3354	$ -	Obsolete	Mark Lorusso	Recycle
CCTV Project	FAM002249	Axis	P3364	$ -	Obsolete	Mark Lorusso	Recycle
Cycle Upright	FAM002990	ProMaxima	CV-S25U	$ -	Damaged	Shelly Loretta	Auction
TOTAL				$ 11,912.84			

PGP

Canaveral Port Authority
Summary of Legal Bills for approval
Commission Meeting 6/4/2025

Invoice#	Firm		Amount
954671	Ford & Harrison LLP	$	651.00
GET-162899	Lewis, Longman & Walker, P.A.	$	972.00
April 1 - April 30, 2025	Stromire, Bistline, & Miniclier	$	3,775.00
132733	Wright, Fulford, Moorhead & Brown, P.A.	$	3,226.07
	Total	**$**	**8,624.07**

CANAVERAL
PORT AUTHORITY

MEMORANDUM

TO:	John Murray Chief Executive Officer
FROM:	Pat Poston Senior Director, Finance
DATE:	5/28/2025
SUBJECT:	Commissioner Minor Expenses

Commissioner Minor expenses submitted are as follows for Commission meeting to be held on June 4, 2025

Commissioner Allender	$ -
Commissioner Justice	$ 1,257.85
Commissioner Loyd	$ -
Commissioner Markey	$ -
Commissioner VanVolkenburgh	$ -
Total Monthly Minor Expenses	**$ 1,257.85**

PGP

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Reports
Item Number:	
Department:	Finance
Requested Action:	Consideration of accepting the Statistical Report, Aging Report, and List of Bills for April 2025. (Pat Poston)
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	No
Financial Review:	

Attachments:

REPORTS_FIN_STATISTICAL_2025.06.04.pdf

REPORTS_FIN_AGING_2025.06.04.pdf

REPORTS_FIN_LIST OF BILLS_2025.06.04.pdf

CANAVERAL PORT AUTHORITY
STATISTICAL REPORT FOR April 2025

	YTD FY2025		YTD FY2024			April 2025		April 2024		
SHIP CALLS:										
Cargo		352		277	27.08%		39		41	-4.88%
Layberth / Other		148		129	14.73%		16		12	33.33%
Cruise - Multi-Day		632.0		553.5	14.18%		88.5		74.0	19.59%
Cruise - Gaming (Single Day)		328		322.0	1.86%		52.0		50.0	4.00%
TOTAL SHIP CALLS:		1,460.0		1,281.5	13.93%		195.5		177.0	10.45%
SHIP DAYS ON BERTH:		3,525.0		3,145.0	12.08%		494		423	16.78%
CARGO TONNAGE (short tons):										
Aggregate		534,322		673,646	-20.68%		65,792		112,023	-41.27%
Containers		1,629		1,613	0.97%		-		235	-100.00%
Dry Bulk Cargo		587,349		637,008	-7.80%		102,955		102,984	-0.03%
Break Bulk Cargo		77,751		98,120	-20.76%		16,960		11,773	44.06%
Lumber (356,368 1000's BF / 302,665 1000's BF)		535,384		453,996	17.93%		79,073		72,476	9.10%
Machinery, Equipment (W/M)		1,787		3,106	-42.46%		296		308	-4.07%
Petroleum & LNG		1,745,845		2,122,284	-17.74%		198,983		264,421	-24.75%
TOTAL CARGO TONNAGE:		3,484,068		3,989,774	-12.68%		464,059		564,220	-17.75%
Passenger Counts - Single Day/Gaming	72,515	328	75,569	322	-4.04%	12,154	52	11,751	50	3.43%
CARGO REVENUE:		$ 9,073,181		$ 8,702,254	4.26%		$ 1,563,386		$ 1,202,117	30.05%
LAYBERTH/OTHER REVENUE:		$ 1,133,113		$ 1,061,781	6.72%		$ 114,733		$ 101,667	12.85%
CRUISE - SINGLE DAY/GAMING REVENUE:		$ 736,165		$ 685,967	7.32%		$ 141,739		$ 134,220	5.60%
GRAND TOTAL CARGO / OTHER REVENUE:		$ 10,942,458		$ 10,450,002	4.71%		$ 1,819,857		$ 1,438,004	26.55%
	Units	TEU'S	Units	TEU'S		Units	TEU'S	Units	TEU'S	
CONTAINERS-# LOAD	204	213	117	138				30	36	
CONTAINERS-# EMP'Y	30	32	267	275				1	1	

CANAVERAL PORT AUTHORITY
STATISTICAL REPORT FOR April 2025

	YTD FY2025		YTD FY2024			April 2025		April 2024		
* CRUISE PASSENGERS	* Rev. Psgrs. = embarking, debarking, Intransit passengers					* Rev. Psgrs. = embarking, debarking, Intransit passengers				
MULTI-DAY CRUISE PASSENGERS:	PSGRS	VOY'G	PSGRS	VOY'G		* PSGRS	VOY'G	PSGRS	VOY'G	
Carnival Cruise Lines										
Elation - HP	-	-	3	1.0	-100.00%	-	-	-	-	
Freedom - HP	306,019	45.0	245,156	36.0	24.83%	44,030	6.0	37,977	5.5	15.94%
Glory - HP	398,320	60.0	-	-	100.00%	56,145	8.0	-	-	100.00%
Legend - POC	-	-	3	0.5	-100.00%	-	-	-	-	
Liberty - HP	-	-	414,606	61.0	-100.00%	-	-	62,579	9.0	-100.00%
Mardi Gras - HP	358,790	30.0	357,956	30.5	0.23%	50,212	4.0	47,645	4.0	5.39%
Venezia - HP	160,675	18.0	-	-	100.00%	36,670	4.0	-	-	100.00%
Vista - HP	264,049	30.0	174,132	20.5	51.64%	36,550	4.0	35,011	4.0	4.40%
Caribbean Princess (CCL Affliate)- HP	130,959	20.5	-	-	100.00%	12,735	2.0	-	-	100.00%
Aurora (CCL Affiliate) - POC	-	-	1,682	1.0	-100.00%	-	-	-	-	
Queen Victoria (CCL Affiliate) - POC	1,819	1.0	1,816	1.0	0.17%	-	-	-	-	
Ventura (CCL Affiliate) - POC	2,812	1.0	2,851	1.0	-1.37%	-	-	-	-	
Zaandam (CCL Affiliate) - POC	-	-	1,326	1.0	-100.00%	-	-	-	-	
Zuiderdam (CCL Affiliate) - POC	-	-	1,835	1.0	-100.00%	-	-	-	-	
Disney Cruise Lines								-	-	
Fantasy - HP	307,336	42.5	215,734	30.0	42.46%	44,659	6.0	28,623	4.0	56.02%
Treasure- HP	153,740	25.5	-	-	100.00%	30,946	4.0	-	-	100.00%
Wish - HP	438,578	59.0	461,985	61.0	-5.07%	59,463	8.0	68,874	9.0	-13.66%
MSC Cruises										
Meraviglia - HP & POC	108,361	23.0	74,377	17.0	45.69%	20,350	4.0	5,332	1.0	281.66%
Seashore - HP	421,146	43.0	321,648	32.5	30.93%	64,142	6.0	38,602	4.0	66.16%
Seaside - HP	-	-	89,366	11.0	-100.00%	-	-	-	-	
Explora I (MSC Affiliate) - POC	-	-	142	1.0	-100.00%	-	-	-	-	
Norwegian Cruise Lines										
Aqua - HP	3,699	0.5	-	-	100.00%	3,699	0.5	-	-	100.00%
Epic - HP	194,977	23.5	152,528	17.0	27.83%	-	-	8,302	1.0	-100.00%
Escape - HP & POC	14,203	3.0	193,885	20.0	-92.67%	-	-	5,132	0.5	-100.00%
Jade - HP & POC	-	-	12,263	2.5	-100.00%	-	-	-	-	
Sun - HP	-	-	1,785	0.5	-100.00%	-	-	12,263	2.5	-100.00%
Vista (NCL Affiliate) - POC	1,073	1.0	1,126	1.0	-4.71%	1,073	1.0	-	-	100.00%
Other Cruise Lines - POC										
Amera - POC	584	1.0	-	-	100.00%	584	1.0	-	-	100.00%
American Glory - POC	-	-	56	2.0	-100.00%	-	-	-	-	
Borealis - POC	-	-	938	1.0	-100.00%	-	-	-	-	
Royal Caribbean Int'l										
Adventure of the Sea - HP & POC	184,191	26.0	181,243	25.0	1.63%	30,842	4.5	30,055	4.0	2.62%
Allure of the Seas - HP	-	-	652,060	52.5	-100.00%	-	-	107,500	9.0	-100.00%
Anthem of the Seas - POC	-	-	89,647	19.0	-100.00%	-	-	19,080	4.0	-100.00%
Independence of the Seas - HP & POC	-	-	66,942	8.0	-100.00%	-	-	-	-	
Mariner of the Seas - HP	-	-	317,292	42.5	-100.00%	-	-	45,467	6.0	-100.00%
Oasis of the Seas - HP	-	-	24,903	4.0	-100.00%	-	-	-	-	
Odyssey of the Seas - POC	89,590	18.0	-	-	100.00%	20,210	4.0	-	-	100.00%
Symphony of the Seas - POC	25,145	4.0	-	-	100.00%	-	-	-	-	
Utopia of the Seas - HP	788,715	60.0	-	-	100.00%	110,122	8.0	-	-	100.00%
Vison of the Seas - POC	14,940	7.0	27,851	13.5	-46.36%	-	-	3,658	2.5	-100.00%
Voyager of the Seas - HP	262,054	34.5	-	-	100.00%	46,735	6.0	-	-	100.00%
Wonder of the Seas - HP	403,593	30.0	411,218	31.0	-1.85%	54,677	4.0	54,381	4.0	0.54%
Celebrity Equinox (RCCL Affiliate) - HP	117,647	22.0	-	-	100.00%	16,928	3.5	-	-	100.00%
TUI Cruises										
Marella Discovery - HP & POC	-	-	16,034	5.0	-100.00%	-	-	-	-	
Mein Schiff 1 (RCI Affiliate) - POC	8,854	3.0	-	-	100.00%	-	-	-	-	
Mein Schiff 6 (RCI Affiliate) - POC	-	-	5,121	2.0	-100.00%	-	-	-	-	
TOTAL MULTI-DAY PASSENGERS:	5,161,869	632.0	4,519,510	553.5	14.21%	740,772	88.5	610,481	74.0	21.34%
TOTAL MULTI-DAY CRUISE REVENUE:		$ 109,183,250		$ 92,371,700	18.20%		$ 15,671,232		$ 12,426,860	26.11%
GRAND TOTAL CARGO/CRUISE/GAMING REVENUE:		$ 120,125,709		$ 102,821,702	16.83%		$ 17,491,090		$ 13,864,864	26.15%

PGP

CANAVERAL
PORT AUTHORITY

INTERNAL MEMORANDUM

TO: Commissioners of Canaveral Port Authority
John Murray, CEO

FROM: Diana Mims-Reid, Controller DMR

DATE: May 27, 2025

SUBJECT: Account Receivable Update

The following is a brief update of the Accounts Receivable billing and collection process. Staff continues to work with our customers to ensure collection and credit of accounts.

Staff has been working closely with our customer and business partners to maintain a current billing and account balance status. Most of our accounts are in line as evidenced by the 99.3% with balances in less than 30 days. We are working with all others to bring accounts current.

Attached is the aging report as of May 27, 2025. The Current accounts are 99.3% of total Accounts Receivable of $13,914,529.19. We will send any necessary notices. The updated aging results will be provided at the meeting on June 4, 2025.

The following accounts are due to/have been sent notices of action and/or late fee assessments.

Fillette Green Shipping Services (USA)
Corp HM Southeast Cement LLC (L043's)
SpaceX

Canaveral Port Authority		A/R Aging Summary			5/27/2025
Customer	**0-30**	**31-60**	**61-90**	**90+**	**Total**
Ambassador Services International, LLC	$219,971.81	$0.00	$0.00	$0.00	$219,971.81
Ambassador Services, LLC	$336,132.61	$0.00	$0.00	$0.00	$336,132.61
Cape Canaveral Marine Center LP	$4,076.04	$0.00	$0.00	$0.00	$4,076.04
Carnival Cruise Line/Seabourn	$3,866,709.44	$0.00	$0.00	$0.00	$3,866,709.44
CEMEX Construction Materials Florida, LLC	$5,342.78	$0.00	$0.00	$0.00	$5,342.78
Fillette Green Shipping Services (USA) Corp	$40,795.54	$33,560.70	$0.00	$0.00	$74,356.24
Florida Air Tours Inc.	$232.17	$0.00	$0.00	$0.00	$232.17
Glover Oil Co.	$289.68	$0.00	$0.00	$0.00	$289.68
HM Southeast Cement LLC (L002)	$251,985.40	$0.00	$0.00	$0.00	$251,985.40
HM Southeast Cement LLC (L043's)	$43,564.19	$27,282.20	$0.00	$0.00	$70,846.39
Inchcape Shipping Service	$47,436.23	$0.00	$0.00	$0.00	$47,436.23
Magical Cruise Company dba DCL Port Facilities, LLC	$2,047,104.88	$0.00	$0.00	$0.00	$2,047,104.88
Martin Marietta Materials	$8,661.02	$0.00	$0.00	$0.00	$8,661.02
MLSBC Cruises Ltd Cape Canaveral	$2,379,996.37	$0.00	$0.00	$0.00	$2,379,996.37
Moran Gulf Shipping	$86,318.82	$0.00	$0.00	$0.00	$86,318.82
Morton Salt, Inc.	$28,561.07	$0.00	$0.00	$0.00	$28,561.07
Norton Lilly International	$137,205.86	$0.00	$0.00	$0.00	$137,205.86
Norwegian Cruise Line	$233,561.90	$0.00	$0.00	$0.00	$233,561.90
Palmdale Oil Company, Inc.	$210.07	$0.00	$0.00	$0.00	$210.07
Polaris New Energy LLC	$13,658.50	$0.00	$0.00	$0.00	$13,658.50
Royal Caribbean Group	$3,149,766.58	$0.00	$0.00	$0.00	$3,149,766.58
Seaport Canaveral Corporation	$3,627.39	$0.00	$0.00	$0.00	$3,627.39
Seven Seas Academy	$3,460.02	$0.00	$0.00	$0.00	$3,460.02
Sims Crane & Equipment Co., Inc.	$1,400.00	$0.00	$0.00	$0.00	$1,400.00
Smith & Associates Enterprises, Inc.	$3,450.69	$0.00	$0.00	$0.00	$3,450.69
SpaceX	$212,773.88	$34,371.16	$0.00	$0.00	$247,145.04
SSI Lubricants, LLC (dba) SSI Petroleum	$520.95	$0.00	$0.00	$0.00	$520.95
TransMontaigne Terminals LLC	$136,392.18	$0.00	$0.00	$0.00	$136,392.18
Valls Shipping Company	$86,503.14	$0.00	$0.00	$0.00	$86,503.14
Victory Casino Cruise	$159,132.85	$0.00	$0.00	$0.00	$159,132.85
Vitol Inc / Seaport Canaveral Corp.	$310,473.07	$0.00	$0.00	$0.00	$310,473.07
Total	**$13,819,315.13**	**$95,214.06**	**$0.00**	**$0.00**	**$13,914,529.19**
	99.3%	0.7%	0.0%	0.0%	100%

Canaveral Port Authority
CPA List of Bills
April 1, 2025 - April 30, 2025

Date	Document Number	Type	Name	Amount
4/3/2025	158984	Bill Payment	All-Rite Fence Services Inc	($42,227.91)
4/4/2025	158985	Bill Payment	Dibble , Cory	($465.72)
4/3/2025	158986	Bill Payment	Aon Consulting Inc	($9,844.00)
4/4/2025	158987	Bill Payment	Reyes , Ricardo	($202.50)
4/4/2025	158988	Bill Payment	Luensmann , Diane	($654.26)
4/3/2025	158989	Bill Payment	R.E. Michel Company LLC	($1,055.60)
4/3/2025	158990	Bill Payment	The SF Travis Co Inc	($504.45)
4/4/2025	158991	Bill Payment	Newell, Allie	($216.00)
4/4/2025	158992	Bill Payment	Palmer, Randall A	($384.00)
4/3/2025	158993	Bill Payment	Preferred Commercial & Industrial Services Ll	($34,760.00)
4/3/2025	158994	Bill Payment	Kings III Emergency Communications	($259.19)
4/3/2025	158995	Bill Payment	Color Card Administrator Corp	($101.30)
4/3/2025	158996	Bill Payment	Advance Auto Parts	($622.95)
4/3/2025	158997	Bill Payment	Alerion Door & Glass Inc	($1,980.00)
4/3/2025	158998	Bill Payment	Marie's Coffee Service	($433.50)
4/3/2025	158999	Bill Payment	The Sherwin Williams Company	($6,037.68)
4/3/2025	159000	Bill Payment	American Business Interiors	($121,712.14)
4/3/2025	159001	Bill Payment	Johnstone Supply	($8,174.48)
4/4/2025	159002	Bill Payment	PCMTA	($17,961.48)
4/3/2025	159003	Bill Payment	Home Depot (Store)	($1,168.95)
4/3/2025	159004	Bill Payment	Gray Robinson PA	($7,333.33)
4/3/2025	159005	Bill Payment	Howard , Robert	($337.50)
4/3/2025	159006	Bill Payment	Reynolds, Michael E	($360.00)
4/3/2025	159007	Bill Payment	Posey, Kevin	($408.00)
4/3/2025	159008	Bill Payment	Fastenal	($691.73)
4/3/2025	159009	Bill Payment	Grainger Industrial Supply	($2,070.93)
4/3/2025	159010	Bill Payment	GO Signs	($1,090.00)
4/3/2025	159011	Bill Payment	Ace Hardware of Cape Canaveral	($3,266.19)
4/3/2025	159012	Bill Payment	Schindler Elevator Corporation	($643,384.96)
4/3/2025	159013	Bill Payment	Florida High Speed Internet	($1,250.00)
4/3/2025	159014	Bill Payment	Florida Door Control of Orlando Inc	($2,731.19)
4/3/2025	159015	Bill Payment	Lisa Cullen Tax Collector	($10,069.61)
4/3/2025	159016	Bill Payment	Southern Lock & Supply	($1,643.67)
4/3/2025	159017	Bill Payment	Premier Magnesia LLC	($4,778.24)
4/4/2025	159018	Bill Payment	Rush Construction Inc	($85,914.20)
4/4/2025	159019	Bill Payment	Ivey's Construction Inc	($233,096.56)
4/3/2025	159020	Bill Payment	Leasure, Shaun	($384.00)
4/4/2025	159021	Bill Payment	US Customs and Border Protection	($4,528.18)
4/3/2025	159022	Bill Payment	Hershey's Ice Cream	($395.10)
4/3/2025	159023	Bill Payment	American Guard Services Inc	($8,499.57)
4/3/2025	159024	Bill Payment	ESRI INC	($76.71)
4/3/2025	159025	Bill Payment	FedEx	($37.54)
4/3/2025	159026	Bill Payment	Keep Brevard Beautiful	($18,444.00)
4/3/2025	159027	Bill Payment	The Vernon Company	($1,680.14)
4/3/2025	159028	Bill Payment	Paralee Company Inc	($444.00)
4/3/2025	159029	Bill Payment	Brevard County Sheriffs Office	($58,055.25)
4/3/2025	159030	Bill Payment	Space Coast Nursery	($45,995.00)
4/3/2025	159031	Bill Payment	DynaFire LLC	($7,207.90)
4/3/2025	159032	Bill Payment	Boggs Fire Equipment Inc	($60.76)

4/3/2025	159033	Bill Payment	Glover Oil Co Inc	($6,497.52)
4/4/2025	159034	Bill Payment	Amerigas	($1,447.60)
4/4/2025	159035	Bill Payment	Florida Power & Light Co	($132,453.72)
4/3/2025	159036	Bill Payment	Florida Power & Light Co	($187,818.01)
4/3/2025	159037	Bill Payment	UniFirst Corporation	($1,081.96)
4/3/2025	159038	Bill Payment	Brevard County Traffic Engineering	($653.72)
4/4/2025	159039	Bill Payment	AtkinsRealis USA Inc	($107,157.40)
4/3/2025	159040	Bill Payment	Brevard Achievement Center	($197.18)
4/3/2025	159041	Bill Payment	Sims Crane & Equipment Co Inc	($3,745.83)
4/4/2025	159042	Bill Payment	AT&T	($6,272.42)
4/3/2025	159043	Bill Payment	Central Hydraulics & Equipment Inc	($126.20)
4/4/2025	159044	Bill Payment	Trane U.S. Inc	($37,856.60)
4/3/2025	159045	Bill Payment	Trane U.S. Inc	($72,279.60)
4/4/2025	159046	Bill Payment	Waste Pro of Florida	($8,319.62)
4/4/2025	159047	Bill Payment	Canaveral Construction Co Inc	($321,807.36)
4/3/2025	159048	Bill Payment	Bucks Unlimited	($171.99)
4/3/2025	159049	Bill Payment	PIP Printing	($106.59)
4/3/2025	159050	Bill Payment	Environmental Research & Design Inc	($6,787.82)
4/3/2025	159051	Bill Payment	Morse Communications Inc	($4,518.54)
4/3/2025	159052	Bill Payment	Oracle America Inc	($194.39)
4/3/2025	159053	Bill Payment	HERC Rentals Inc	($3,192.00)
4/4/2025	159054	Bill Payment	Murray, John	($501.13)
4/3/2025	159055	Bill Payment	Syn-Tech Systems Inc	($6,279.10)
4/4/2025	159056	Bill Payment	Canaveral Fire Rescue	($63,401.40)
4/4/2025	159057	Bill Payment	Jendroch, Albert	($375.97)
4/3/2025	159058	Bill Payment	Raybro Electric Supplies	($6,155.89)
4/3/2025	159059	Bill Payment	SHI International Corp	($1,983.83)
4/3/2025	159060	Bill Payment	FleetBoss GPS Inc	($2,759.90)
4/3/2025	159061	Bill Payment	Daktronics Inc	($2,150.00)
4/3/2025	159062	Bill Payment	Liebherr USA Co	($20,100.15)
4/3/2025	159063	Bill Payment	Engraving Etc	($21.14)
4/3/2025	159064	Bill Payment	Safety Shoe Distributors LLC	($843.94)
4/4/2025	159065	Bill Payment	MelD Studio Architecture LLC	($1,850.00)
4/3/2025	159066	Bill Payment	D&A Building Services Inc	($8,538.16)
4/3/2025	159067	Bill Payment	ABC Home And Commercial Services	($621.00)
4/4/2025	159068	Bill Payment	Jacobs Engineering Group Inc	($257,051.41)
4/3/2025	159069	Bill Payment	Amazon Business	($1,564.55)
4/3/2025	159070	Bill Payment	Imperial Dade	($2,171.63)
4/3/2025	159071	Bill Payment	Rockledge Winsupply Inc	($597.14)
4/3/2025	159072	Bill Payment	Your Laundry Butler	($2,617.86)
4/3/2025	159073	Bill Payment	Tint by Tate LLC	($900.00)
4/3/2025	159074	Bill Payment	DEX Imaging LLC	($877.35)
4/3/2025	159075	Bill Payment	Motor City Restyling	($19,680.00)
4/4/2025	159076	Bill Payment	Krutz , Tracy	($18.24)
4/3/2025	159077	Bill Payment	Beaver , Brandon	($562.50)
4/3/2025	159078	Bill Payment	Reedy, Matthew L	($360.00)
4/3/2025	159079	Bill Payment	James Taylor Lewis , Zachari	($396.00)
4/3/2025	159080	Bill Payment	Bobbs Fire Equipment Inc	($3,360.00)
4/3/2025	159081	Bill Payment	PFM Asset Management LLC	($2,589.58)
4/3/2025	159082	Bill Payment	Dragon-Scales , Avery	($202.50)
4/3/2025	159083	Bill Payment	NAPA Auto Parts	($743.99)
4/3/2025	159084	Bill Payment	Jessee, Raymond	($3,225.00)
4/3/2025	159085	Bill Payment	Tudor Rose Holdings Ltd	($2,900.00)
4/3/2025	159086	Bill Payment	Connell, Christopher	($180.00)
4/4/2025	159087	Bill Payment	Telesca , Anthony M	($180.00)
4/3/2025	159088	Bill Payment	Momar Inc	($919.80)

4/3/2025	159089	Bill Payment	CL Best Honey Bees LLC	($600.00)
4/3/2025	159090	Bill Payment	Butler, Phillip L	($216.00)
4/3/2025	159091	Bill Payment	Cocoa Beach Express LLC	($56,430.00)
4/3/2025	159092	Bill Payment	Eau Gallie Electric Inc Check voided	($1,425.00)
4/4/2025	159093	Bill Payment	Gomez, Angel	($238.84)
4/4/2025	159094	Bill Payment	Foye, Edward	($59.78)
4/4/2025	159095	Bill Payment	Nippon Sogo Tours Inc.	($1,195.30)
4/3/2025	159096	Bill Payment	Global Greenz LLC	($9,625.00)
4/3/2025	159097	Bill Payment	AV Coastal Enterprises Inc	($11,355.80)
4/3/2025	159098	Bill Payment	Cousins , William A	($202.50)
4/3/2025	159099	Bill Payment	RF-SMART	($1,938.75)
4/3/2025	159100	Bill Payment	Protiviti Government Services Inc	($14,013.76)
4/3/2025	159101	Bill Payment	ADM II Exhibits & Displays Inc	($27,002.80)
4/3/2025	159102	Bill Payment	Premier Paving LLC	($9,448.50)
4/3/2025	159103	Bill Payment	Academy Bus Lines LLC	($12,000.00)
4/4/2025	159104	Bill Payment	Olive Luxury Ride	($464.95)
4/4/2025	159105	Bill Payment	Rusby , Anaya	($474.96)
4/4/2025	159106	Bill Payment	Rios Martinez , Denis	($494.99)
4/4/2025	159107	Bill Payment	Dore , James	($369.80)
4/4/2025	159108	Bill Payment	Hernandez, Joaquin	($500.00)
4/4/2025	159109	Bill Payment	SSA Atlantic LLC	($5,018.19)
4/3/2025	159110	Bill Payment	Tulchinsky, Ilya	($349.77)
4/3/2025	159111	Bill Payment	Foth Infrastructure & Environment LLC	($9,798.58)
4/3/2025	159112	Bill Payment	Campbell's Air Conditioning LLC	($4,100.00)
4/3/2025	159113	Bill Payment	Atkinson , Samuel C	($500.00)
4/3/2025	159114	Bill Payment	Sanders, Timothy	($360.00)
4/3/2025	159115	Bill Payment	Genserve LLC	($822.75)
4/3/2025	159116	Bill Payment	Strand Import & Distributors Inc	($214.54)
4/3/2025	159117	Bill Payment	Cocktail Hour Entertainment Inc	($513.36)
4/3/2025	159118	Bill Payment	SilverTech Inc	($2,250.00)
4/4/2025	159119	Bill Payment	TK Airport Solutions Inc	($698,471.90)
4/3/2025	159120	Bill Payment	Gannett Florida LocaliQ	($320.71)
4/3/2025	159121	Bill Payment	HD Supply Facilities Maintenance	($2,101.60)
4/3/2025	159122	Bill Payment	A Greener Side by Boss Landscaping Inc	($67,137.50)
4/4/2025	159123	Bill Payment	Spencer, Anna	($681.57)
4/3/2025	159124	Bill Payment	CDW Government LLC	($7,371.32)
4/3/2025	159125	Bill Payment	Anderson, James A	($576.00)
4/3/2025	159126	Bill Payment	Cocoa Ford	($2,116.05)
4/3/2025	159127	Bill Payment	CCP Industries Inc	($401.50)
4/4/2025	159128	Bill Payment	Long, Jeffrey	($105.90)
4/3/2025	159129	Bill Payment	Todd Snyder dba Fruity Licks	($240.00)
4/3/2025	159130	Bill Payment	Lee's Ice of Central Florida	($294.00)
4/11/2025	159131	Bill Payment	Ivey's Construction Inc	($131,218.19)
4/11/2025	159132	Bill Payment	Canaveral Construction Co Inc	($21,814.88)
4/11/2025	159133	Bill Payment	RUSH Marine LLC	($110,815.00)
4/11/2025	159134	Bill Payment	IMS Contracting Inc	($232,750.00)
4/16/2025	159135	Bill Payment	All-Rite Fence Services Inc	($4,921.79)
4/16/2025	159136	Bill Payment	The SF Travis Co Inc	($9.15)
4/16/2025	159137	Bill Payment	Cypress Mulch, Fence & Sod Inc	($900.00)
4/17/2025	159138	Bill Payment	Newell, Allie	($216.00)
4/16/2025	159139	Bill Payment	Preferred Commercial & Industrial Services Ll	($24,060.00)
4/16/2025	159140	Bill Payment	Green Marine	($11,778.00)
4/17/2025	159141	Bill Payment	Dalrymple, Dylan	($192.00)
4/16/2025	159142	Bill Payment	Advance Auto Parts	($436.01)
4/16/2025	159143	Bill Payment	City of Cocoa Beach	($12,219.09)
4/16/2025	159144	Bill Payment	Alerion Door & Glass Inc	($8,590.00)

4/16/2025	159145	Bill Payment	The Sherwin Williams Company	($4,631.99)
4/16/2025	159146	Bill Payment	Anderson Rentals Inc	($832.58)
4/16/2025	159147	Bill Payment	Johnstone Supply	($11,480.40)
4/16/2025	159148	Bill Payment	PCMTA	($11,666.67)
4/17/2025	159149	Bill Payment	Howard , Robert	($607.50)
4/16/2025	159150	Bill Payment	Reynolds, Michael E	($216.00)
4/16/2025	159151	Bill Payment	Fastenal	($1,766.77)
4/16/2025	159152	Bill Payment	Grainger Industrial Supply	($3,930.42)
4/16/2025	159153	Bill Payment	GO Signs	($280.00)
4/16/2025	159154	Bill Payment	Ace Hardware of Cape Canaveral	($2,999.74)
4/16/2025	159155	Bill Payment	East Coast Fence & Guardrail of Brev	($6,258.63)
4/16/2025	159156	Bill Payment	City of Cocoa	($125,587.26)
4/16/2025	159157	Bill Payment	Southern Lock & Supply	($8,784.55)
4/16/2025	159158	Bill Payment	United Parcel Service	($265.96)
4/17/2025	159159	Bill Payment	Rush Construction Inc	($177,425.61)
4/17/2025	159160	Bill Payment	PCL Construction Services Inc	($186,098.25)
4/16/2025	159161	Bill Payment	ADP LLC	($8,808.74)
4/16/2025	159162	Bill Payment	SiteOne Landscape Supply LLC	($22,240.00)
4/17/2025	159163	Bill Payment	Ivey's Construction Inc	($1,061,616.73)
4/16/2025	159164	Bill Payment	Bluepoints Marina at Port Canaveral	($809.81)
4/17/2025	159165	Bill Payment	Leasure, Shaun	($336.00)
4/17/2025	159166	Bill Payment	W & J Construction Corporation	($70,803.50)
4/16/2025	159167	Bill Payment	Hershey's Ice Cream	($374.88)
4/16/2025	159168	Bill Payment	Uline Inc	($20,610.46)
4/16/2025	159169	Bill Payment	American Guard Services Inc	($22,117.74)
4/16/2025	159170	Bill Payment	FedEx	($160.45)
4/16/2025	159171	Bill Payment	Keep Brevard Beautiful	($10,000.00)
4/16/2025	159172	Bill Payment	The Vernon Company	($6,004.51)
4/16/2025	159173	Bill Payment	Boulevard Tire Center	($4,817.58)
4/16/2025	159174	Bill Payment	Brevard County Sheriffs Office	($736,622.00)
4/16/2025	159175	Bill Payment	Brevard County Sheriffs Office	($50,958.00)
4/16/2025	159176	Bill Payment	DynaFire LLC	($1,994.07)
4/16/2025	159177	Bill Payment	Imperial Towing of Brevard LLC	($375.00)
4/16/2025	159178	Bill Payment	BEA Architects Inc	($571,974.60)
4/16/2025	159179	Bill Payment	Glover Oil Co Inc	($4,629.35)
4/16/2025	159180	Bill Payment	Amerigas	($438.07)
4/16/2025	159181	Bill Payment	Florida Power & Light Co	($622.54)
4/16/2025	159182	Bill Payment	UniFirst Corporation	($1,008.04)
4/16/2025	159183	Bill Payment	Brevard County Traffic Engineering	($2,282.50)
4/16/2025	159184	Bill Payment	Sims Crane & Equipment Co Inc	($2,682.94)
4/16/2025	159185	Bill Payment	Staples Inc	($284.69)
4/16/2025	159186	Bill Payment	Trane U.S. Inc	($122,705.72)
4/16/2025	159187	Bill Payment	Quadient Inc	($302.84)
4/17/2025	159188	Bill Payment	MedFast Urgent Care Centers LLC	($1,460.00)
4/16/2025	159189	Bill Payment	Southeast Services of CFL Inc	($72,373.50)
4/16/2025	159190	Bill Payment	Waste Pro of Florida	($1,225.82)
4/16/2025	159191	Bill Payment	Danella Construction Corp of FL Inc	($191.60)
4/16/2025	159192	Bill Payment	X-Treme Enterprises LLC	($8,730.00)
4/16/2025	159193	Bill Payment	Bucks Unlimited	($2,319.95)
4/16/2025	159194	Bill Payment	Lake Doctors Inc, The	($2,500.00)
4/16/2025	159195	Bill Payment	PIP Printing	($175.83)
4/16/2025	159196	Bill Payment	Morse Communications Inc	($4,675.00)
4/16/2025	159197	Bill Payment	Franklin Special Event Productions LLC	($200.00)
4/16/2025	159198	Bill Payment	North America Fire Equipment Co Inc dba NA	($10,262.94)
4/16/2025	159199	Bill Payment	Paul Bridges & Associates LLC	($787.50)
4/16/2025	159200	Bill Payment	Reflective Apparel Factory Inc	($169.96)

4/16/2025	159201	Bill Payment	Canaveral Fire Rescue	($244,393.42)
4/16/2025	159202	Bill Payment	Canaveral Fire Rescue	($16,091.83)
4/16/2025	159203	Bill Payment	German, David	($212.43)
4/16/2025	159204	Bill Payment	Raybro Electric Supplies	($15,409.89)
4/16/2025	159205	Bill Payment	F.J. Nugent & Associates Inc	($4,221.00)
4/16/2025	159206	Bill Payment	SHI International Corp	($1,596.75)
4/16/2025	159207	Bill Payment	SKYHELM LLC	($141,215.66)
4/16/2025	159208	Bill Payment	Village Flooring Plus LLC	($23,314.40)
4/16/2025	159209	Bill Payment	Wanco Inc	($480.00)
4/16/2025	159210	Bill Payment	D&A Building Services Inc	($6,588.48)
4/16/2025	159211	Bill Payment	East Coast Lumber & Supply Co	($4,896.00)
4/16/2025	159212	Bill Payment	Jacobs Engineering Group Inc	($5,972.00)
4/16/2025	159213	Bill Payment	Amazon Business	($4,217.41)
4/16/2025	159214	Bill Payment	Imperial Dade	($204.12)
4/16/2025	159215	Bill Payment	Rockledge Winsupply Inc	($2,951.34)
4/16/2025	159216	Bill Payment	Tint by Tate LLC	($896.00)
4/16/2025	159217	Bill Payment	Inventech Marine Solutions LLC	($577,310.80)
4/16/2025	159218	Bill Payment	DEX Imaging LLC	($1,043.64)
4/16/2025	159219	Bill Payment	Spinutech	($1,627.50)
4/16/2025	159220	Bill Payment	Rymer, Sulaymaan	($384.00)
4/17/2025	159221	Bill Payment	Beaver , Brandon	($360.00)
4/17/2025	159222	Bill Payment	James Taylor Lewis , Zachari	($240.00)
4/17/2025	159223	Bill Payment	Dragon-Scales , Avery	($202.50)
4/16/2025	159224	Bill Payment	NAPA Auto Parts	($125.38)
4/16/2025	159225	Bill Payment	LTG Inc	($9,957.50)
4/16/2025	159226	Bill Payment	Mercury Hydraulics LLC	($1,965.00)
4/16/2025	159227	Bill Payment	GreatAmerica Financial Services Corporation	($1,998.93)
4/16/2025	159228	Bill Payment	Most Dependable Fountains Inc	($1,205.00)
4/17/2025	159229	Bill Payment	Butler, Phillip L Check voided	($225.00)
4/16/2025	159230	Bill Payment	Cocoa Beach Express LLC	($21,780.00)
4/16/2025	159231	Bill Payment	Eau Gallie Electric Inc	($1,425.00)
4/16/2025	159232	Bill Payment	Morley, Todd	($124.00)
4/16/2025	159233	Bill Payment	Cousins , William A	($360.00)
4/16/2025	159234	Bill Payment	RF-SMART	($1,116.25)
4/16/2025	159235	Bill Payment	Samuels , Alva	($958.65)
4/17/2025	159236	Bill Payment	Peralta, Sergio G	($484.97)
4/17/2025	159237	Bill Payment	Shepard, Clark	($500.00)
4/17/2025	159238	Bill Payment	Orlando Ride Transportation LLC	($494.99)
4/17/2025	159239	Bill Payment	Standard Insurance Company	($11,582.29)
4/16/2025	159240	Bill Payment	IBM Corporation	($12,804.00)
4/16/2025	159241	Bill Payment	Acadian Contractors Inc	($18,116.00)
4/17/2025	159242	Bill Payment	Morel, Jaime	($279.66)
4/16/2025	159243	Bill Payment	Madeleine Peloquin	($780.00)
4/17/2025	159244	Bill Payment	Guillaume, Lemier	($389.83)
4/17/2025	159245	Bill Payment	Bailey, Tim	($775.00)
4/16/2025	159246	Bill Payment	Certified Plumbing of Brevard Inc	($1,424.00)
4/16/2025	159247	Bill Payment	Hill Ward & Henderson PA	($2,269.00)
4/16/2025	159248	Bill Payment	SilverTech Inc	($3,632.25)
4/16/2025	159249	Bill Payment	Cope, Greg	($240.00)
4/17/2025	159250	Bill Payment	IMS Contracting Inc	($60,048.27)
4/16/2025	159251	Bill Payment	CDW Government LLC	($120.72)
4/17/2025	159252	Bill Payment	24/7 Electric	($1,500.00)
4/16/2025	159253	Bill Payment	24/7 Electric	($15,300.00)
4/16/2025	159254	Bill Payment	Flagship Aviation Services LLC	($421,766.53)
4/16/2025	159255	Bill Payment	Cocoa Ford	($582.63)
4/16/2025	159256	Bill Payment	PPG Architectural Finishes Inc	($1,586.18)

4/16/2025	159257	Bill Payment	Lee's Ice of Central Florida	($469.50)
4/16/2025	159258	Bill Payment	Baker Roofing Company LLC	($4,030.00)
4/25/2025	159259	Bill Payment	Loyd , Micah	($6,232.00)
4/25/2025	159260	Bill Payment	Crowe, William	($2,127.74)
4/25/2025	159261	Bill Payment	Lum, Ken	($424.61)
4/25/2025	159262	Bill Payment	Jendroch, Albert	($658.39)
4/25/2025	159263	Bill Payment	Shannon Feeley	($733.23)
4/1/2025	WT#20250401C	Bill Payment	KBI Services Inc	($5,000.00)
4/2/2025	WT#20250402C	Bill Payment	D&A Building Services Inc	($15,383.76)
4/11/2025	WT#20250411C	Bill Payment	FMT Sweden AB	($56,000.00)
4/11/2025	WT#20250411C	Bill Payment	Adelte Technologies Inc	($45,000.00)
4/11/2025	WT#20250411C	Bill Payment	ADELTE Ports & Maritime S L U	($58,215.00)
4/14/2025	Misc Debit 4.14.	Bill Payment	SunTrust Bank	($62,801.06)
4/17/2025	WT#20250417C	Bill Payment	Arthur J Gallagher Risk Management Service:	($58,333.00)
4/17/2025	WT#20250417C	Bill Payment	ADELTE Ports & Maritime S L U	($818,345.97)
4/22/2025	ACH#22511103	Bill Payment	CIGNA Health and Life Insurance	($493,151.14)
4/22/2025	ACH#22511201	Bill Payment	Standard Insurance Company	($27,284.90)
4/25/2025	ACH#00000001	Bill Payment	Jeffrey Long	($136.23)
4/29/2025	ACH#22511900	Bill Payment	Colonial Life & Accident Insurance	($44.00)
4/30/2025	ACH#22511900	Bill Payment	Windcave Inc	($3,529.60)
4/30/2025	ACH#22512001	Bill Payment	Standard Insurance Company	($30,495.93)
4/2/2025	JE-17169	Journal	Void Of Bill Payment #158784	$15,383.76
4/14/2025	JE-17261	Journal	Void Of Bill Payment #159092	$1,425.00
4/22/2025	JE-17309	Journal	Void Of Bill Payment #158439	$480.00
4/30/2025	JE-17420	Journal	Void Of Bill Payment #159229	$225.00
Total				**($10,918,201.37)**

Balanced to the GL & AP Register
Crystal Leffler 05/05/2025

04.30.25

PAYROLL ACCOUNT
APRIL 2025

4.4.25	Net Payroll (AXW | WK - 14)	$	692,520.94
	FICA & Federal Taxes	$	239,472.85
	Third Party Payments made by ADP	$	1,895.01
4.17.25	Net Payroll (AXW | WK - 16)	$	672,700.92
	FICA & Federal Taxes	$	231,467.11
	Third Party Payments made by ADP	$	1,895.01
	TOTAL:	***$***	***1,839,951.84***

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Reports
Item Number:	
Department:	Engineering
Requested Action:	June Capital Project Update
Summary Explanation & Background:	
Financial Impact:	No
Reviewed by General Counsel:	No
Reviewed by Port Attorney:	No
Financial Review:	

Attachments:

June 2025 Capital Project Update.pdf

CAPITAL PROJECTS UPDATE

June 2025

PROJECT: Cruise Terminal 5 Expansion

DESCRIPTION: Cruise Terminal 5 Expansion includes an expansion of the existing terminal of approximately 50,000 SF to provide additional queuing, passenger security screening, seating, and luggage laydown areas. CBP FIS will also be reloacted and upgraded to meet current standards.

PROJECT STATUS:

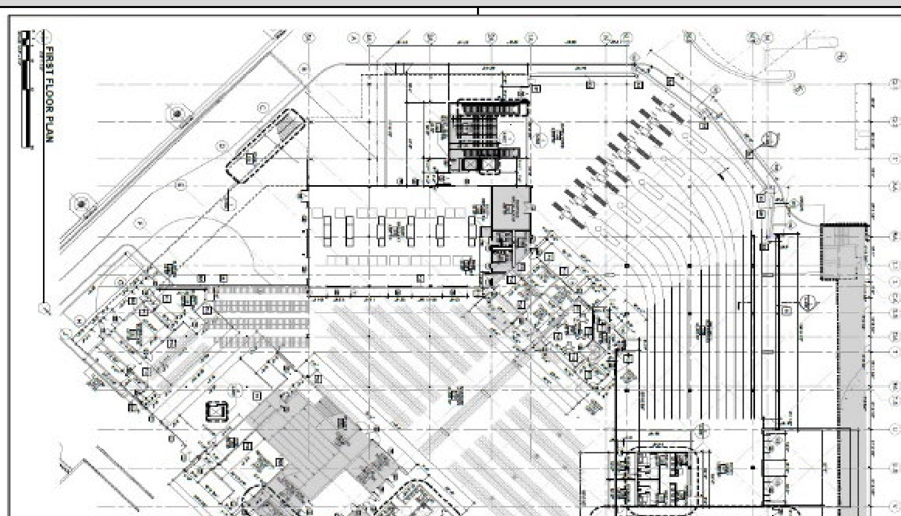
BEA Architects has completed the 60% designs for the expansion and renovation project. The drawings are currently under review by CPA Staff and Ivey's Construction.

PROJECT: 2287-24084	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME	BEA Architects	Ivey's Construction	Procon Consulting	TOTAL PROJECT BUDGET	$ -
BUDGET (Proposed)		$ -	$ -	GRANT PROGRAM	
ORIGINAL CONTRACT	$ 3,599,452	$ 2,573,156	$ -	GRANT AMOUNT	$ -
CHANGE ORDERS TO DATE		$ -	$ -	PORT FUNDS	$ -
AMENDED CONTRACT		$ -	$ -	PENDING ITEMS	
PAID TO DATE		$ -	$ -		
SUBSTANTIAL COMPLETION DATE					

COMMISSION ACTION(S)

January 29, 2025 - Approval of contract to BEA Architects.
February 26, 2025 - Approval of contract to Ivey's Construction.
April 23, 2025 - Approval to negotiate with Procon Consultings for Owner's Rep services.

PHOTOS



CAPITAL PROJECTS UPDATE

JUNE 2025

PROJECT:	Cruise Terminal 10 Feasibiity Study
DESCRIPTION:	The feasibility assessment will generally involve potential building space utilization improvement(s) at a planning-level, along with a specific list of evaluation requests from the Port.

PROJECT STATUS:

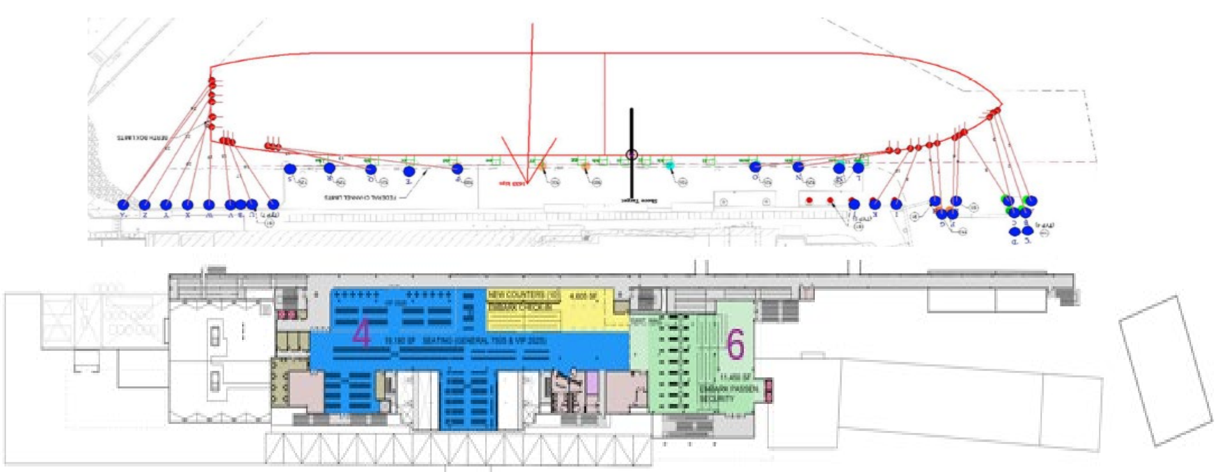
AtkinsRealis has been working with Port staff from different departments to define the needs and improvements required for the near future for CT10. This study comprises the terminal, marine and traffic improvements of the terminal. The 90% submittal has been presented to Port staff and comments have been provided. The final report is expect in June.

PROJECT# 2046-25047	**DESIGNER**	**CONTRACTOR**	**OWNERS REP**	**GENERAL PROJECT INFORMATION**	
NAME	Jacobs Engineering			**TOTAL PROJECT BUDGET**	$ 2,591,220
BUDGET	$ 2,591,220			**GRANT PROGRAM**	
ORIGINAL CONTRACT	$ 2,591,220			**GRANT AMOUNT**	$ -
CHANGE ORDERS TO DATE				**PORT FUNDS**	$ 2,591,220
AMENDED CONTRACT	$ -	$ -	$ -	**PENDING ITEMS**	
PAID TO DATE	$ -				
SUBSTANTIAL COMPLETION DATE					

COMMISSION ACTION(S)

October 23, 2024 - Commission approved issuance of PO

PHOTOS



CAPITAL PROJECTS UPDATE

June 2025

PROJECT: Cruise Terminal 4 Berth Design

DESCRIPTION: The Cruise Terminal 4 Berth Design project include the design for the new berth wall, dredging, and upland berth area associated with the future CT4. The design includes demolition of the existing structures and all required permits.

PROJECT STATUS:

Jacobs Engineering has completed the 60% design drawings and the drawings are currently under review by CPA Staff.

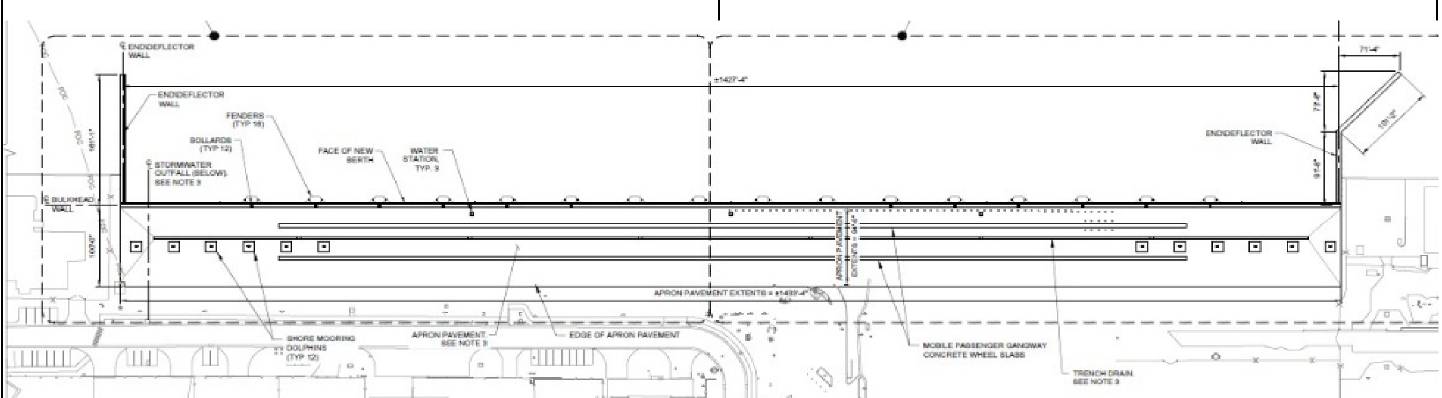
PROJECT: 2287-24084	DESIGNER	CONTRACTOR	OWNERS REP
NAME	Jacobs Eng. Group		
BUDGET (Proposed)		$ -	$ -
ORIGINAL CONTRACT	$ 2,820,973	$ -	$ -
CHANGE ORDERS TO DATE		$ -	$ -
AMENDED CONTRACT		$ -	$ -
PAID TO DATE		$ -	$ -
SUBSTANTIAL COMPLETION DATE			

GENERAL PROJECT INFORMATION	
TOTAL PROJECT BUDGET	$ -
GRANT PROGRAM	
GRANT AMOUNT	$ -
PORT FUNDS	$ -
PENDING ITEMS	

COMMISSION ACTION(S)

December 6, 2023 - Approval of contract to Jacobs Engineering Group

PHOTOS



OVERALL PLAN AT EL. +11.00'

CAPITAL PROJECTS UPDATE

JUNE 2025

PROJECT: Cruise Terminal 2 Waterside Design

DESCRIPTION: Waterside design Engineering and Permitting services for a new cruise terminal berth at the south side of the Port. The anticipated berth length is approximately 1430 feet, similar to previous cruise terminal facilities at Port Canaveral (CT1 and CT3).

PROJECT STATUS:

The commission approved the award to Jacobs Engineering during the March 2025 commission meeting and the contract was signed in early April. Jacobs and the staff coordinated the geophysical investigation and is planning for the material testing to take place in June. The design and permits are expected to be completed by fall 2026.

PROJECT# 2046-25047	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME	Jacobs Engineering			TOTAL PROJECT BUDGET	$ 2,591,220
BUDGET	$ 2,591,220			GRANT PROGRAM	
ORIGINAL CONTRACT	$ 2,591,220			GRANT AMOUNT	$ -
CHANGE ORDERS TO DATE				PORT FUNDS	$ 2,591,220
AMENDED CONTRACT	$ -	$ -	$ -	PENDING ITEMS	
PAID TO DATE	$ -				
SUBSTANTIAL COMPLETION DATE					

COMMISSION ACTION(S)

January 29, 2025 - Commission authorized staff to negotiate cost proposal
March 19, 2025- Commission approved issuance of PO

PHOTOS

CAPITAL PROJECTS UPDATE

JUNE 2025

PROJECT: Cruise Terminal 8 Elevator/Escalator Upgrades

DESCRIPTION:

The installation of two new elevators at the garage and installation of a new escalator near the terminal. Project includes structural modifications and new expansion joints at each level in the garage.

PROJECT STATUS:

The contractor completed 50% of the new elevators cars. Two door frames will need replacement by Schindler which is causing a delay on the completion of the lintel . The exterior escalator is set in place, the steel frame for the mechanical room is in progress. The frame for the door will be modified to fit under the escalator.

A meeting was scheduled with Schindler in response to Florida's new regulation mandating video monitoring in new construction elevators. The network connection coordination for the required monitoring is complete between CPA and Schindler.

The contractor is working on a time extension request due to unforeseen site conditions. The schedule is showing a completion date by the end of June 2025.

PROJECT: 1640-23067	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME	BEA	IMS	TBD	TOTAL PROJECT BUDGET	$ 2,434,931
BUDGET				GRANT PROGRAM	
ORIGINAL CONTRACT	$ 141,931	$ 2,293,000		GRANT AMOUNT	
CHANGE ORDERS TO DATE	$ -			PORT FUNDS	$ 2,434,931
AMENDED CONTRACT	$ 141,931	$ 2,293,000		PENDING ITEMS	
PAID TO DATE	$ 141,720	$ 1,409,500			
SUBSTANTIAL COMPLETION DATE	04/15/25	06/30/25			

COMMISSION ACTION(S)

June 28, 2023 - Commission approved purchase order to BEA for the CT8 Elevator/Escalator design.
February 28, 2024 - Commission approved award to IMS Contracting, Inc., for the installation of the CT8 Elevators/Escalator

PHOTOS

CAPITAL PROJECTS UPDATE

June 2025

PROJECT:	Cruise Terminal 6 Passenger Boarding Bridge (PBB) Concourse Sliding Doors
DESCRIPTION:	Install nearly continuous sliding doors the full length of the passenger concourse. The scope includes structural framing, sliding doors, new PBB receptacles, new PBB power cables and plugs, HVAC mods, steel reinforced concrete ribbons to support the movement of the PBB bogey wheels, and new concourse finishes.

PROJECT STATUS:

Design/Build Project - Design is complete. Building Permit Issued.

All construction work is being performed between ship calls. Installation of 19 sets of sliding doors will occur in four phases.

Electrical conduit in conflict with Phase 1 door openings have been rerouted. Steel door sills and header installation for Phase 1 in work. Phase 2 interior demolition complete.
Electrical raceways for new PBB electrical receptacles are nearly complete.
Construction of 1330 LF of 6-ft wide PBB bogey wheel concrete ribbons completed on 5/9/25.

PROJECT# 1560-25017	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME		Ivey's Construction Inc		TOTAL PROJECT BUDGET	$ 6,269,508
BUDGET		$ 6,269,508		GRANT PROGRAM	N/A
ORIGINAL CONTRACT		$ 6,269,508		GRANT AMOUNT	$ -
CHANGE ORDERS TO DATE		$ -		PORT FUNDS	$ 6,269,508
AMENDED CONTRACT	$ -	$ 6,269,508	$ -	PENDING ITEMS	
PAID TO DATE		$ 260,507			
SUBSTANTIAL COMPLETION DATE		02/27/26			

COMMISSION ACTION(S)

October 23, 2024 - Commission approved issuance of PO

PHOTOS

CAPITAL PROJECTS UPDATE

June 2025

PROJECT:	Cruise Terminal 6 Debarkation Ramp
DESCRIPTION:	Construct an 8-foot-wide, ADA-compliant debarkation ramp offering a safe, uninterrupted, and efficient pathway for passengers to exit the passenger boarding bridge concourse to baggage pick-up and the Federal Inspection Station (FIS) at ground level.

PROJECT STATUS:

Design/Build Project - Design is complete. Building Permit Issued. All construction work is being performed between ship calls.

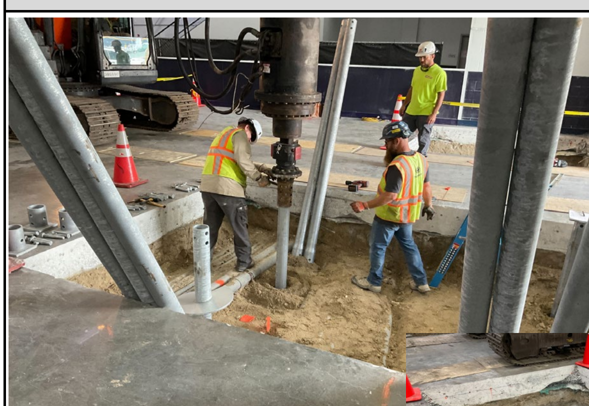
Replaced section of HVAC duct to route around the new ramp.
Completed installation of the 24 planned plus 4 additional helical piles to support the ramp structure. Placed the six concrete pile caps.

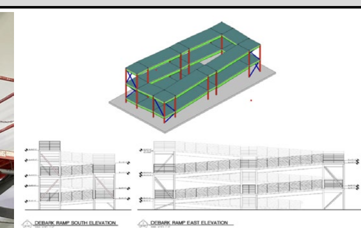
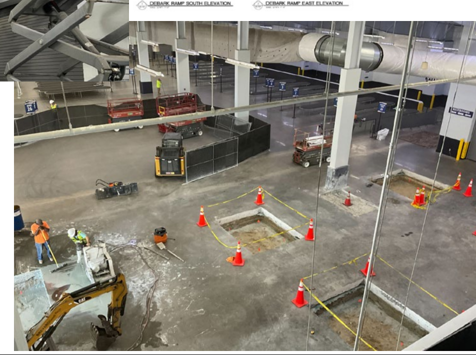
PROJECT# 1560-25032	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME		Ivey's Construction Inc		TOTAL PROJECT BUDGET	$ 2,526,884
BUDGET		$ 2,526,884		GRANT PROGRAM	N/A
ORIGINAL CONTRACT		$ 2,526,884		GRANT AMOUNT	$ -
CHANGE ORDERS TO DATE		$ -		PORT FUNDS	$ 2,526,884
AMENDED CONTRACT	$ -	$ 2,526,884	$ -	PENDING ITEMS	
PAID TO DATE		$ 87,444			
SUBSTANTIAL COMPLETION DATE		04/30/26			

COMMISSION ACTION(S)

December 11, 2024- Commission approved issuance of PO

PHOTOS



CAPITAL PROJECTS UPDATE

June 2025

PROJECT: Modular Mobile Passenger Boarding Bridge (PBB)

DESCRIPTION:

Design, fabrication, installation, testing, training and commissioning of one modular mobile adjustable PBB that will be used to replace an existing PBB that is taken out of service for maintenance or repair at Cruise Terminals 1, 3, 5, 6, 8, and 10.

PROJECT STATUS:

TKAS is nearing completion of the fabrication of the modular mobile passenger boarding bridge. TKAS and Port Staff continue to coordinate regarding outstanding design items. The factory acceptable test is scheduled for June 12th.

PROJECT: 2279-24002	DESIGNER	CONTRACTOR	OWNERS REP
NAME	Jacobs	TKAS	TBD
BUDGET			
ORIGINAL CONTRACT	$ 73,434	$ 1,995,635	
CHANGE ORDERS TO DATE	$ -		
AMENDED CONTRACT	$ 73,434	$ 1,995,635	
PAID TO DATE	$ 75,306	$ -	
SUBSTANTIAL COMPLETION DATE		July 2025	

GENERAL PROJECT INFORMATION	
TOTAL PROJECT BUDGET	$ 2,069,069
GRANT PROGRAM	
GRANT AMOUNT	$ -
PORT FUNDS	$ 2,069,069
PENDING ITEMS	

COMMISSION ACTION(S)

April 24, 2024 - Commission approved purchase order to TKAS for fabrication of the Mobile Modular PBB

PHOTOS

CAPITAL PROJECTS UPDATE

JUNE 2025

PROJECT: George King Blvd and Flounder Intersection Improvements Design

DESCRIPTION: This project will provide a design that incorporates the increase in passenger parking associated with the cruise parking lot upgrades, evaluate potentially widening George King Boulevard, adding or modifying the existing signalization, and pedestrian crosswalks. A solicitation for competitive bids will follow the completion of the design documents.

PROJECT STATUS:

The contractor schedule to mobilize in late June 2025 in preparation to the mast arms installation in November 2025. CPA held a pre-construction meeting with CPA stakeholders and Brevard Traffic Operations in early April.

AT&T's contractor relocated the fiber path in conflict with the project in mid-April. The staff included in this month's meeting the cost of this work for approval.

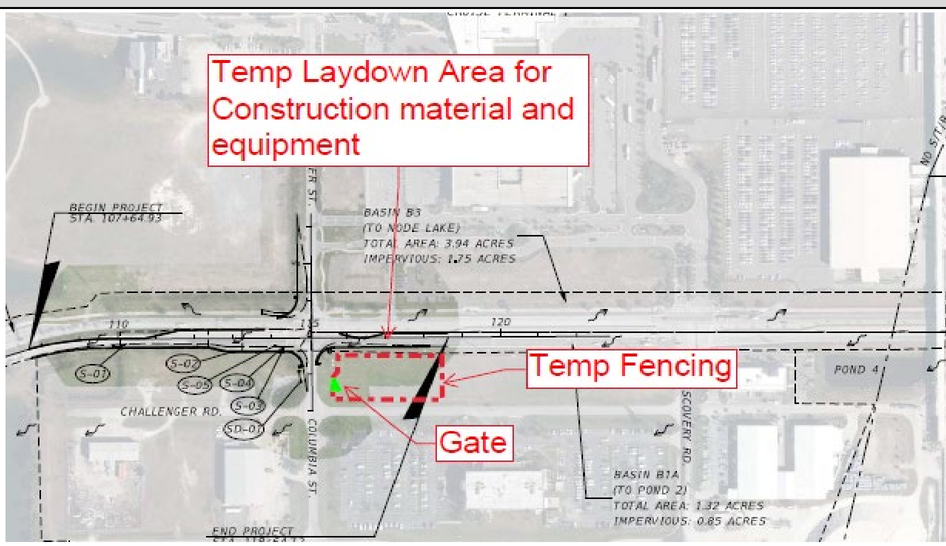
PROJECT: 1100-23025	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME	RS&H	Ivey's		TOTAL PROJECT BUDGET	$ 364,215
BUDGET				GRANT PROGRAM	N/A
ORIGINAL CONTRACT	$ 292,890	$ 2,827,987		GRANT AMOUNT	$ -
CHANGE ORDERS TO DATE	$ 71,325			PORT FUNDS	$ 364,215
AMENDED CONTRACT	$ 364,215	$ 2,827,987	$ -	PENDING ITEMS	
PAID TO DATE	$ 279,009	$ -			
SUBSTANTIAL COMPLETION DATE	02/27/26				

COMMISSION ACTION(S)

May 24, 2023 - Commission approved issuance of PO for design of GKB and Flounder Intersection Improvements.

August 21, 2024 - Commission approved award of the construction of the intersection improvements to Ivey's Construction

PHOTOS



CAPITAL PROJECTS UPDATE

JUNE 2025

PROJECT: North Cargo Berth 4

DESCRIPTION: This project is to construct a replacement berth at NCB4 with a deep wall berth to replace the current over water pier. This will allow for increased vessel beam and replace the current sheet pile wall. Total length (including NCB3) is ~1,800 feet with berth dredge depth of -43 MLLW

PROJECT STATUS:

As of January 25, 2025, Orion Marine left the site to allow Cemex to demolish the silo in their lease. The condition of the site and an inspection of the fenders was completed and shared with the contractor. CPA shared with the contractor the demolition schedule from Cemex to coordinate the return to the site to complete the project. CPA has notified the contractor of the potential liquidated damages for this project due to the completion delay.

The contractor was onsite this month with the divers team to work on the underwater punch list items.

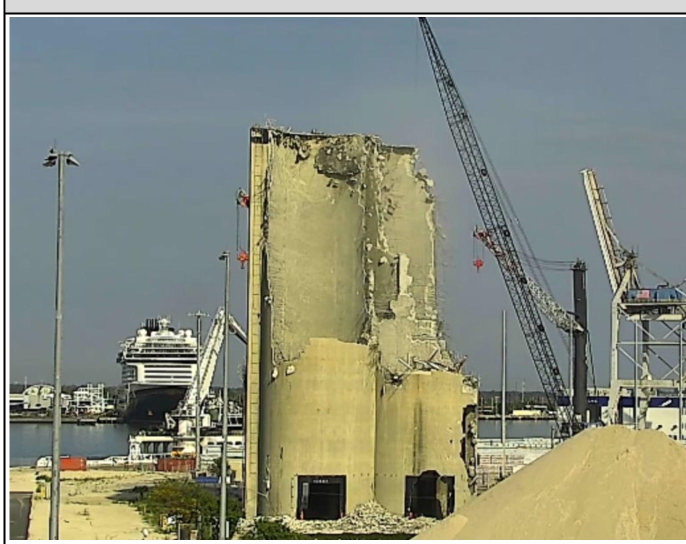
Cemex has been working on the demolition of the silos and expects to be at ground level by mid-July and completion in August 2025.

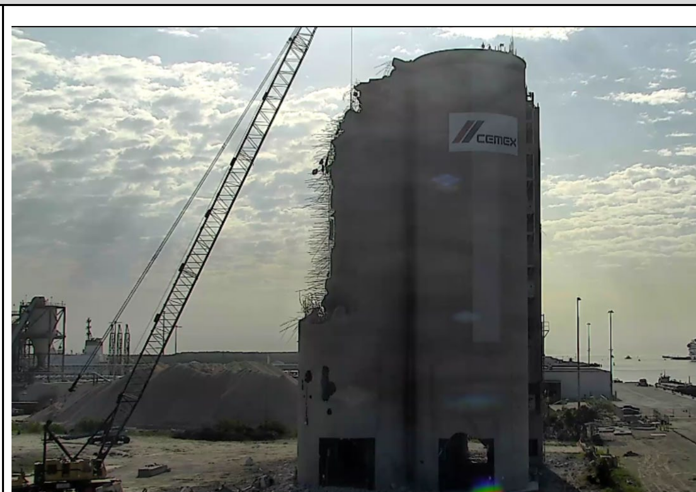
PROJECT: 2240-15064	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME	Jacobs	Orion		TOTAL PROJECT BUDGET	$ 39,332,648
BUDGET (Proposed)	$ 616,329	$ 38,640,717		GRANT PROGRAM	FDOT
ORIGINAL CONTRACT	$ 616,329	$ 38,640,717	$ -	GRANT AMOUNT	$ 29,499,486
CHANGE ORDERS TO DATE	$ 488,288	$ (412,686)		PORT FUNDS	$ 9,833,162
AMENDED CONTRACT	$ 1,104,617	$ 38,228,031	$ -	PENDING ITEMS	
PAID TO DATE	$ 1,096,526	$ 35,505,388	$ -		
SUBSTANTIAL COMPLETION DATE	10/30/24				

COMMISSION ACTION(S)

January 12, 2021 - Approval of a purchase order for Jacobs for the NCB4 design with a not-to-exceed amount of $616,330.
April 5, 2023 - Approval of a purchase order for Orion for the NCB4 construction with a not-to-exceed amount of $38,640,717.
April 26, 2023 - Approval of a purchase order for Jacobs for the NCB4 CA Services with a not-to-exceed amount of $488,288.00
September 20, 2023 - Approval of change order no. 1 to deduct builders risk premium, ($272,759.00).

PHOTOS





CAPITAL PROJECTS UPDATE

JUNE 2025

PROJECT: NCB8, NCP1 & 2 Dredging Design & Permitting

DESCRIPTION:

Design, permitting, bid support, and construction administration services for the marine dredging at NCB8 and NCP1 & 2

PROJECT STATUS:

Dutra returned to the Port in early May and completed the deepening of the North Cargo Piers 1 and 2 on May 16. The new depth is -43. Dutra moved to the NCB8 area to work on the deepening. The duration of this area and the west turning approach is planned to take approximately 40 days but the berth box will be completed by the end of May.

The delay caused by other Dutra project will push the completion of the deepening and maintenance project to July 2025.

The Staff has been working on a notice of liquidated damages draft to be sent to the contractor.

PROJECT: 1560-23046	DESIGNER	CONTRACTOR	OWNERS REP
NAME	Jacobs Eng.	Dutra	
BUDGET (Proposed)			
ORIGINAL CONTRACT	$ 1,047,929	$ 6,381,250	
CHANGE ORDERS TO DATE		$ -	
AMENDED CONTRACT	$ 1,047,929	$ 6,381,250	$ -
PAID TO DATE	$ 652,965	$ -	$ -
SUBSTANTIAL COMPLETION DATE	03/31/25		

GENERAL PROJECT INFORMATION	
TOTAL PROJECT BUDGET	$ 7,429,179
GRANT PROGRAM	
GRANT AMOUNT	
PORT FUNDS	$ 7,429,179
PENDING ITEMS	

COMMISSION ACTION(S)

January 25, 2023 - Commission authorized Staff to negotiate cost proposal for the NCB8, NCP1/2 Design, Permitting, Bidding, & CA Services.
March 1, 2023 - Commission approved issuing Jacobs Engineering Group PO for $1,047,929.
August 21, 2024 - Commission approved award of the dredging contract to the Dutra Group for $6,381,250.

PHOTOS

CAPITAL PROJECTS UPDATE

June 2025

PROJECT: Mobile Harbor Crane

DESCRIPTION:

Purchase of a 2nd LHM 600 Evo6 Diesel-Hydraulic Mobile Harbor Crane

PROJECT STATUS:

Manufacturing of the new LHM 600 has been completed. Liebherr has completed their internal testing without any noted issues. The factory acceptance test is schedule for June 10th.

PROJECT: 2287-24084	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME		Liebherr	Paul Bridges & Assoc.	TOTAL PROJECT BUDGET	$ 15,902,436
BUDGET (Proposed)		$ 6,000,000	$ 17,200	GRANT PROGRAM	FDOT
ORIGINAL CONTRACT		$ 7,420,462	$ 17,200	GRANT AMOUNT	$ 2,800,000
CHANGE ORDERS TO DATE		$ 8,205,249	$ 259,525	PORT FUNDS	$ 13,102,436
AMENDED CONTRACT		$ 15,625,711	$ 276,725	PENDING ITEMS	
PAID TO DATE		$ 12,365,011	$ 178,175		
SUBSTANTIAL COMPLETION DATE		June 2025			

COMMISSION ACTION(S)

August 17, 2022 - Approval of staff recommendation for the Owner's Engineer and permission to negotiate and sign the contract by the CEO.
April 26, 2023 - Approval of change order #1 in the amount of $53,500 to upgrade the exterior paint system.
March 2, 2024 - Commission approved purchase of a second MHC, $8,169,249.20.

PHOTOS

CAPITAL PROJECTS UPDATE

June 2025

PROJECT: Jetty Park Camp Store

DESCRIPTION: The existing camp store located at Jetty Park offers operational and spatial limitation for the recreation staff and Jetty Park customers. The new camp store will provide additional lounge space for campers as well as a larger camp store for both day users and campers. The new camp store will be designed to accommodate the recreation staff members with additional office and storage spaces.

PROJECT STATUS:

The Jetty Park Camp Store is now open. CPA Staff has completed the relocation of our staff and the store. The contractor is currently working on the asbestos abatement of the old camp store building and will begin the demolition of the old camp store in early June.

PROJECT: 1530-19094	DESIGNER	CONTRACTOR	OWNERS REP	GENERAL PROJECT INFORMATION	
NAME	CEG/MelD	Boulevard Contractors		TOTAL PROJECT BUDGET	$ 2,744,014
BUDGET				GRANT PROGRAM	
ORIGINAL CONTRACT	$ 115,025	$ 2,628,989		GRANT AMOUNT	
CHANGE ORDERS TO DATE	$ 15,750			PORT FUNDS	$ 2,744,014
AMENDED CONTRACT	$ 130,775			PENDING ITEMS	
PAID TO DATE	$ 115,652	$ 2,206,285.88			
SUBSTANTIAL COMPLETION DATE		February 2025			

COMMISSION ACTION(S)

December 6, 2023 - Commission approved award of the Jetty Park Camp Store to Boulevard Contractors Corp.

PHOTOS

CAPITAL PROJECTS UPDATE

JUNE 2025

PROJECT: Master Lift Station and Tank Improvements

DESCRIPTION: Design the upgrades to the Port's master lift station, including a new odor control system, repairs to the existing equalization tank, and improvements to six (6) lift stations identified in the vulnerability assessment.

PROJECT STATUS:

The 30% design development was submitted and CPA provided comments. The 60% design development submittal is expected in mid-June. The planning for the testing phase is in progress. There are three (3) testing phases for the odor control system and the first phase is planned to start in mid-May. The design is planned to be completed by the end of July 2025.

PROJECT# 1590-25034	DESIGNER	CONTRACTOR	OWNERS REP
NAME	Jacobs Engineering		
BUDGET	$ 418,100		
ORIGINAL CONTRACT	$ 418,100		
CHANGE ORDERS TO DATE	$ -		
AMENDED CONTRACT	$ -	$ -	$ -
PAID TO DATE	$ 50,264		
SUBSTANTIAL COMPLETION DATE			

GENERAL PROJECT INFORMATION	
TOTAL PROJECT BUDGET	$ 418,100
GRANT PROGRAM	No
GRANT AMOUNT	$ -
PORT FUNDS	$ 418,100

PENDING ITEMS

COMMISSION ACTION(S)

December 11, 2024- Commission approved issuance of PO

PHOTOS

CAPITAL PROJECTS UPDATE

June 2025

PROJECT: Fire Station 52 Roof Replacement and Storage Building

DESCRIPTION: The Fire Station 52 Roof Replacement and Storage Building project include two main scope areas. The first scope area is the replacement of the aging and failing roof at Fire Station 52. The second scope area is the installation of a new PEMB storage building for Canaveral Fire Rescue.

PROJECT STATUS:

Canaveral Construction has completed the installation of the new roof system at Fire Station 52. The contractor has completed the installation of the concrete foundation and slab for the new PEMB. The PEMB components are scheduled to arrive onsite mid-June. The contractor has completed the undergournd utility modifications to the water and sewer lines.

PROJECT# 2075-25018	DESIGNER	CONTRACTOR	OWNERS REP
NAME	MelD Architects	Canaveral Construction	
BUDGET	$ 6,660	$ 1,971,992	
ORIGINAL CONTRACT	$ 6,660		
CHANGE ORDERS TO DATE	$ -	$ -	
AMENDED CONTRACT	$ -	$ -	$ -
PAID TO DATE	$ 6,660	$ 473,191	
SUBSTANTIAL COMPLETION DATE		Sept 2025	

GENERAL PROJECT INFORMATION	
TOTAL PROJECT BUDGET	$ 1,971,992
GRANT PROGRAM	N/A
GRANT AMOUNT	$ -
PORT FUNDS	$ 1,971,992

PENDING ITEMS

COMMISSION ACTION(S)

October 23, 2024 - Commission approved award to Canaveral Construction Co.

PHOTOS

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Engineering, Construction, and Facilities
Item Number:	1.A
Department:	Engineering
Requested Action:	Consideration of approving Change Order #1 to RUSH Marine, for the Cove Seawall Rehabilitation. Decrease PO P-133508 by ($244,272) for unused GMP funds, new project value is $2,479,023. (Verónica Narváez-Lugo/Bill Crowe)
Summary Explanation & Background: The project has been completed and this change order deducts the unused GMP funds.	
Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	The total amount of ($244,272.00) is included in the FY25 Capital Budget. The savings will be applied to the Contingency line item for use in other projects. Project 1560 - Improvements to Piers, Buildings & Structures

Attachments:

23-006 Cove Seawall Final CO - Partially Executed.pdf

CANAVERAL
PORT AUTHORITY

CANAVERAL PORT AUTHORITY
Cove Seawall Rehabilitation RUSH
Marine LLC PN 23-006 CHANGE
ORDER # 1

	Contract Total To Date JL : 11560-24105, PO P-133508	**FROM:**	$2,723,295.00
Item 1	**Deduct unused GMP Funds**	**DECREASE:**	($175,657.00)
Item 2	**Deduct unused Builder's Risk**		($68,615.00)
		NEW CONTRACT TOTAL:	$2,479,023.00

GENERAL: No changes other than those listed above are authorized. In WITNESS WHEREOF, the parties hereto set their hands and seals this 4th day of June, 2025.

Inclusion of the Change Order # 1

____

William E. Crowe, P.E., MScM, PPM, Vice President, Engineering and Construction

CANAVERAL PORT AUTHORITY

BY: ______________________________
Wayne Justice, Chairman

Attest: ______________________________
Fritz VanVolkenburgh
Secretary/Treasurer

RUSH Marine LLC, PN 23-006

BY: Tony Landry
Tony Landry, President

Attest: Suzanne Odisho
Title: Executive Assistant

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Engineering, Construction, and Facilities
Item Number:	1.B
Department:	Engineering
Requested Action:	Consideration of approving Change Order #1 to Ivey's Construction, for the SR401/Payne Way Signal. Decrease PO P-132310 by ($39,868.98) for unused GMP funds, new project value is $1,171,072.18. (Patrick Hammond/Bill Crowe)
Summary Explanation & Background: The project has been completed and this change order deducts the unused GMP funds.	
Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	The total amount of ($39,868.98) is included in the FY25 Capital Budget. The savings will be applied to the Contingency line item for use in other projects. Project 1100 - Road Improvements

Attachments:

1B Cover Page.pdf

P-132310 Change Order #1 .pdf

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Engineering, Construction, and Facilities
Item Number:	1.B
Department:	Engineering
Requested Action:	Consideration of approving Change Order #1 to Ivey's Construction, for the SR401/Payne Way Signal. Decrease PO P-132310 by ($39,868.98) for unused GMP funds, new project value is $1,171,072.18. (Patrick Hammond/Bill Crowe)
Summary Explanation & Background: The project has been completed and this change order deducts the unused GMP funds.	
Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	The total amount of ($39,868.98) is included in the FY25 Capital Budget. The savings will be applied to the Contingency line item for use in other projects. Project 1100 - Road Improvements

Attachments:

P-132310 Change Order #1 .pdf

CANAVERAL
PORT AUTHORITY

CANAVERAL PORT AUTHORITY
SR401-Payne Way Improvements
Ivey's Construction, Inc.
PN#19-006 CHANGE ORDER # 1

Contract Total To Date JL : 1100-17053, PO P-132310	**FROM:**	$1,210,941.16
Item 1 **Deduct unused GMP Funds**	**DECREASE:**	**($39,868.98)**
	NEW CONTRACT TOTAL:	$1,171,072.18

GENERAL: No changes other than those listed above are authorized. In WITNESS WHEREOF, the parties hereto set their hands and seals this 4th day of June, 2025.

Inclusion of the Change Order # 1 by:

William E. Crowe, P.E., MScM, PPM, Vice President, Engineering and Construction

CANAVERAL PORT AUTHORITY

BY: ______________________
Wayne Justice, Chairman

Attest: ______________________
Fritz VanVolkenburgh
Secretary/Treasurer

Iveys Construction, Inc. , PN 19-006

BY: Rocky Johnson
Rocky Johnson, Vice President

Attest: Liana Foster
Liana Foster (May 27, 2025 08:56 EDT)
Title:

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Engineering, Construction, and Facilities
Item Number:	1.C
Department:	Engineering
Requested Action:	Consideration of authorizing a purchase order to AT&T under the agreement between BellSouth Telecommunications, LLC d/b/a AT&T Southeast and Canaveral Port Authority for a not to exceed amount of $174,870.37 for the fiber relocation needed for the George King Boulevard/Flounder Intersection Improvements project. (Verónica Narváez-Lugo /Bill Crowe)

Summary Explanation & Background:

Summary Explanation & Background:

Port Canaveral continues to see a significant increase in the total volume of cruise passengers which also increases the vehicular and pedestrian traffic on George King Boulevard and Flounder Street. With the increase in vehicles and passengers, the intersection at George King Boulevard and Flounder was redesigned to ensure safe and efficient turning movements both on and off George King Boulevard.

In April 2023, CPA staff received Commission approval to engage RS&H to develop a design for the intersection improvements. RS&H has completed the design, and CPA awarded the intersection improvements project to Ivey's Construction on the August 21, 2024 commission meeting. To complete the widening of George King Boulevard at Flounder intersection, an existing AT&T fiber line needs to be relocated to the south of the existing location.

AT&T developed the design and the bid process to select the contractor that will execute the work. The design was submitted to CPA and includes modifications requested by staff. The plans have been submitted to the CPA-Building Department and the permit was issued.

Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	The total not to exceed amount of $174,870.37 is included in the FY25 Capital Budget. No change is required. Project 1100 - Road Improvements

Attachments:

CPA AT&T GKB-Flounder Actual Cost Agreement.pdf at&t

LETTER OF AGREEMENT FOR CUSTOM WORK and ESTIMATE OF ACTUAL COST
GOVERNMENT AGREEMENT

October 21, 2024

CWO- 33397
Project Number: A02VQB1

Customer Name: CANAVERAL PORT AUTHORITY
Billing Address: 445 CHALLENGER RD,CAPE CANAVERAL,FL,32920
Contact Name: VERONICA LUGO
Contact email Address: vnarvaez-lugo@portcanaveral.com
Contact Phone Number: (321) 394-3254
Site Location: George King Boulevard and Flounder, PORT CANAVERA, Fl, 32920

AT&T has received a request from you to perform the following work:

Relocation of AT&T fiber to the south of George King Boulevard widening work.

Estimated Actual Cost Quote

Expenses	Amount
ENGINEERING LABOR	**$ 33,689.85**
MATERIAL COST	**$ 11,106.03**
CONSTRUCTION LABOR	**$ 87,084.69**
CONTRACTOR COST	**$ 42,989.80**
MISC. COST	**$ 0.00**
Estimated Contract Price	**$ 174,870.37**
Less Credits/Payments	**$ 0.00**
Estimated Balance Due	**$ 174,870.37**

Special construction charges apply. Engineering and Construction will not begin until the attached contract is signed by you or your authorized agent. This signed agreement must be received at the AT&T address shown below before AT&T will proceed with any work.

This quote is only valid for 60 days from the date of this letter.

Payment in full is required within 30 days after the date of the AT&T invoice for the charges associated with the work performed.

CUSTOM WORK AGREEMENT

CWO-33397

Project Number: A02VQB1

This Custom Work Agreement ("Agreement") is entered into by and between

BellSouth Telecommunications, LLC. d/b/a AT&T Southeast (hereafter "AT&T") and

CANAVERAL PORT AUTHORITY (Customer).

AT&T and Customer hereby agree to following terms:

1. **Tariffs/Guidebooks.** This Agreement is subject to and controlled by the provisions of AT&T's tariffs/guidebooks as applicable and all such revisions to said documents as may be made from time to time.

2. **Special Construction.** This Agreement is for the special construction as further described on page 1, attached hereto and incorporated herein by this reference ("Special Construction"). Payment in full based on actual costs is required within thirty days after AT&T issues an invoice to the Customer for the Special Construction Charges.

3. **Price Quote.** The price is guaranteed for 60 days from October 21, 2024 . If the charges are not accepted within 60 days the request will be canceled and a new request will need to be placed. The second estimate may be higher than the price that was originally quoted.

4. **Early Termination.** Should Customer terminate or cancel this Agreement prior to the completion of construction, Customer shall remain liable for the Special Construction Charges. Customer acknowledges and agrees AT&T shall incur substantial up-front costs in connection with its performance under this Agreement and that damages in the event of such early termination or cancellation are not readily ascertainable and that in such event of early termination payment of the Special Construction Charges is reasonable. Customer further acknowledges and agrees that it hereby waives any right to contest such payment of the Special Construction Charges for any reason, including, but not limited to reasonableness of the charges, quality of the work, or timeliness of the work.

5. **Limitation of Liability.** AT&T's maximum liability arising in, out of or in any way connected to this Agreement shall be as set forth in the tariffs and/or guidebooks, as applicable, and in no event shall exceed Special Construction Charges paid by Customer to AT&T.

6. **Changes in Scope of Work.** The parties recognize that this is an 'Actual Cost' contract. "Actual Cost" means that Customer will be provided with a final bill after the completion of all work and agrees to pay that final bill. The final bill will be calculated based on AT&T's billing practices and work performed, which Customer agrees to accept. Customer understands and agrees that the final bill for the Actual Cost may exceed the preliminary cost estimate that has been provided for this work. Consequently, AT&T is not required to provide the Customer with prior notice that the Actual Cost has exceeded the preliminary cost estimate prior to providing the final bill. Further, if the Customer initiates changes in the scope of the work after AT&T has provided the preliminary cost estimate or after executing this contract, the above cost estimate and this contract are null and void. A new cost estimate must be provided based on the new scope of work and a new contract entered. Additionally, if the contractor bid exceeds the estimated contractor costs the applicant will be responsible for additional costs and a change order will be issued for customer approval. Work will not commence until signed change order and additional payment has been received.

7. **Changes Due to Field Conditions.** In the event there exists any conditions in the field that differ from those that existed at the time AT&T provided the quote or from the time the Customer executes the contract, AT&T shall bill and Customer shall pay any additional cost. Field conditions that may alter the cost associated with this work include, but are not limited to, conditions that exist below the surface of the ground and could not have been anticipated at the time of the price quote, above ground barriers, Acts of God affecting the progress or sequencing of the work, labor disputes and other conditions or circumstances that AT&T could not have reasonably anticipated at the time the cost estimate was provided. Differing field conditions are but one example of why the Actual Cost may exceed the preliminary cost estimate. Further, items that Customer has agreed to provide in connection with the Special Construction work, such as (but not limited to) providing conduit and/or handholes, must be suitable to AT&T's purposes. If these items are not suitable or AT&T is forced to acquire or provide them, it will result in increased costs that Customer agrees to pay.

8. **Customer Obligations.** Customer agrees to provide appropriate easements and/or rights of way, as determined by AT&T, to AT&T for its lines and any facilities necessary for the Special Construction work. Further, Customer agrees to provide and place suitable conduit and handholes for AT&T's use in the Special Construction work. Should Customer not provide these items, Customer understands and agrees that it will result in increased costs above the estimate provided, which Customer agrees to pay.

9. **Time to Complete.** Any representation by AT&T, its contractors, or employees that the project will be complete by a certain date or certain time period is strictly an estimate and not binding. All estimated completion dates are subject to changing conditions in the field, changes in the scope of the work, relocation of existing utilities not within AT&T's control, Acts of God, weather delays, labor disputes, contractor disputes, pandemics and other conditions or circumstances could not reasonably anticipate at the time of the estimate.

10. **Indemnification and Hold Harmless.** Both parties, its agents, servants, and employees hereby agree to indemnify and hold harmless each other, and its employees, agents and contractors, from and against any and all claims, costs, expenses, judgments or actions for damage to property or injury or death to persons, and/or arising from or relating to the work that is the subject of this agreement, to the extent any such claims are caused by the negligent acts or omissions of each party, its agents, servants, or employees.

11. **Miscellaneous.**

A. Counterparts. This Agreement may be executed in one or more counterparts, each of which when so executed shall be deemed to be an original, but all of which when taken together shall constitute one and the same instrument.

B. Effect of Waiver. No consent or waiver, express or implied shall be deemed a consent to or waiver of any other breach of the same or any other covenant, condition, or duty.

C. Headings. The headings, captions, and arrangements used in this Agreement are for convenience only and shall not affect the interpretation of this Agreement.

D. Interpretation. The parties agree that this Agreement shall not be interpreted in favor or against either any party. The parties further agree that they entered into this Agreement after conferring with legal counsel, or after having a reasonable opportunity to confer with legal counsel.

E. Applicable Law. This Agreement shall be governed and interpreted in accordance with the laws of the state that the work site location is located without regard to that state conflict of law principles.

F. Attorneys' fees. If either party materially breaches this Agreement and should the non-breaching party seek to enforce it rights through legal action, the prevailing party shall recover from the other party all costs and expenses incurred, including, but not limited to, reasonable attorneys' fees.

G. Authority. The signatories to this Agreement represent and warrant that they are duly authorized to execute this Agreement.

H. No Precedent. Except for the matters resolved and released herein, this Agreement is of no value and shall not be considered precedent for resolving any dispute that may arise in the future.

I. Severability. Any provision of this Agreement held by a court of competent jurisdiction to be invalid or unenforceable shall not impair or invalidate the remainder of this Agreement and the effect thereof shall be confined to the provision so held to be invalid or unenforceable.

J. Successors and Assigns. This Agreement is binding upon and shall inure to the benefit of the parties and their respective successors and assigns.

12. **Final Agreement.** THIS AGREEMENT REPRESENTS THE ENTIRE AND FINAL EXPRESSION OF THE PARTIES WITH RESPECT TO THE SUBJECT MATTER HEREOF. EXCEPT AS PROVIDED HEREIN, THIS AGREEMENT MAY NOT BE CONTRADICTED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS OR SUBSEQUENT ORAL AGREEMENTS OF THE PARTIES; THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN THE PARTIES.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representative on the dates set below. This quote is only valid for 60 days from the date of this letter.

CWO- 33397

Project Number: A02VQB1

Date Quote Expires: 12/20/2024

AT&T Design Engineer: LINSCOTT, MARK A <ml9322@att.com>

ACCEPTED FOR CUSTOMER:

Authorized Signature

Title:

Company:

Printed Name:

Date:

AT&T CWO Manager Contact Information

Tom Adams Digitally signed by Tom Adams Date: 2025.04.24 07:24:21 -05'00'

CWO Manager

Phone Number: (262) 527-0040

Email Address: TA1863@ATT.COM

Date: October 21, 2024

Please send original signed agreement to AT&T CWO 220 Wisconsin Avenue, FLR 2, Waukesha, WI 53186

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Engineering, Construction, and Facilities
Item Number:	1.D
Department:	Engineering
Requested Action:	Consideration of authorizing staff, pursuant to continuing contracts PUR-RFQ-23-1 and PUR-RFQ-23-2, to engage the following contractors for emergency response and repairs for any damage caused by potential storms occurring after June 1, 2025. Staff recommends initial Purchase Orders in the amounts indicated below to each contractor for a total amount of $2,000,000 for a period of 12-months following Commission approval. This value may be adjusted, with Commission approval once assessment of damage has been completed. (Patrick Hammond/Bill Crowe) • Ivey's Construction – NTE $800,000 • Heard Construction – NTE $400,000 • Canaveral Construction – NTE $400,000 • Rush Marine – NTE $400,000
Summary Explanation & Background: In preparation for storms occurring from June 1, 2025, to June 1, 2026, use of the continuing contracts allows the Port and its tenants to return as soon as possible after a storm. This action will allow the CMAR contractors to be involved in pre-arrival storm recovery preparation. In addition, the CMAR partners will provide pre-established dedicated resources to the Port's recovery effort. Recommend dividing the Port into four categories for repairs due to storm damage. Contractor responsibilities would be designated by the following categories: • Ivey's Construction: All Cruise Terminal areas. • Heard Construction: Port owned, tenant operated buildings, and CCTV. • Canaveral Construction: All other port property (Jetty Park, Maritime Center, Exploration Tower, roadways, signs…), fencing and parking lot lights • Rush Marine: Waterside work to include piers/fenders, barge work.	
Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No

Financial Review:	These contracts are for emergency services. Charges incurred against them will be submitted for reimbursement as available through Federal, State or Local funding agreements, or insurance as applicable. There is no impact to the FY25 Capital or Operating budgets.

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

CANAVERAL PORT AUTHORITY

Section:	Engineering, Construction, and Facilities
Item Number:	1.E
Department:	Engineering
Requested Action:	Consideration of authorizing staff to increase purchase order P-134599 to Ivey's Construction Inc., pursuant to their continuing contract PUR-RFQ-23-1, for the installation of additional pedestrian access facilities and decorative fencing adjacent to and associated with the new west-side entrance canopy at CT-1, with a not-to-exceed increase of $95,486.40, and a new PO value of $2,227,186.63. (Patrick Hammond/Bill Crowe)
Summary Explanation & Background: Purchase order P-134599 for $2,131,700.23 was approved by the commission at the January 29th, 2025 commission meeting to install metal canopies for pedestrian cover at the existing west entrance to CT-1. From further review, additional pedestrian crosswalks and signage have been requested to facilitate the pedestrian movements. The proposed design includes the installation of fencing to control pedestrian crossings, signage to direct pedestrian traffic appropriately, and concrete flatwork establish a safe egress area for pedestrians. Thermoplastic-striped crosswalks will also be added to enhance visibility and safety. The PO increase will cover the additional construction described above.	
Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	The total not to exceed amount of $95,486.40 was not originally included in the FY25 Capital Budget. Due to savings in other projects, if approved, this item will be funded with no change to the overall capital budget. Project 2230 - CT1 Improvements

Attachments:

Ivey's GMP, CPA CT-1 West Parking Lot Mods, 5-20-25.pdf

P-134599 CO 1.pdf

Cruise Terminal 1

West Parking Lot Modifications

Construction Services GMP

May 20, 2025

IVEY'S CONSTRUCTION, INC

IVEY'S
CONSTRUCTION, INC

General Information

Firms Legal Name:

Ivey's Construction, Inc.

Contact Person:

Christian Dufresne
Project Manager
4060 N. Courtenay Pkwy.
Merritt Island, FL 32953

Phone: 321-482-9000 (cell) ; 321-453-3812 (office)
Fax: 321-459-0398
Email: cdufresne@iveycon.org

Table of Contents

Ivey's Construction, Inc.

4060 N. Courtenay Pkwy • Merritt Island, FL 32953 • CGC 038685 • (321) 453-3812 • FAX: 459-0398

May 20, 2025

Bill Crowe
VP, Engineering and Construction
Canaveral Port Authority
445 Challenger Road
Cape Canaveral, FL 32920

Reference: **Cruise Terminal 1 West Parking Lot Modifications**

Subject: **Construction Services GMP**

Bill:

Ivey's Construction respectfully submits the following Construction Services GMP for work associated with the West Parking Modifications at Cruise Terminal 1 (reference attached sketch), located at Port Canaveral. This GMP value is in accordance with Ivey's Construction Management at Risk Services Landside for Continuing Construction Services contract.

GMP: **$63,549.50**

Scope of work:

- Furnish and install one (1) new wayfinding signage, verbiage, TBD.
- Stripe two (2) new pedestrian crosswalks (thermoplastic).
- Strip and remove existing sod.
- Form and pour new pedestrian sidewalk, 5' wide, 4" thick.
- Curb modifications, ramp and ADA mats at four (4) locations.
- Contingency for unforeseen conditions.
- Performance and payment bond.
- Full time supervision.

Add Alternate: Decorative Fencing: **$31,936.90**

- Furnish and install approximately 335 LF of new 4' tall, black aluminum fencing.

Exclusions:

- Permitting or cost of permit.
- Builder's risk.
- Any scope other than the attached marked up PDF.
- Irrigation modifications and underground utility relocations

This proposal is valid for a period of 30 calendar days.

Thank you,
IVEY'S CONSTRUCTION, INC.

Christian Dufresne,
Project Manager

Ivey's Construction, Inc. 4060 N. Courtenay Pkwy., Merritt Island, FL 32953
Phone [321] 453-3812 Fax [321] 459-0398

CANAVERAL PORT AUTHORITY					
COST BREAKDOWN				DATE:	5/20/2025
IVEY'S CONSTRUCTION, INC.					
SUBJECT: CT-1 West Parking Modifications (Base)					
Material / Equipment:			$2,947.85		
				SUBTOTAL:	$2,947.85
	HRS.	RATE			
LABOR:					
Supervisor	120	$55.69	$6,682.80		
Project Engineer	16	$51.73	$827.68		
Project Manager	16	$114.69	$1,835.04		
Estimator	8	$80.07	$640.56		
Laborer	40	$27.50	$1,100.00		
				SUBTOTAL:	$11,086.08
				SUBTOTAL:	
General Liability					$300.00
SUBCONTRACTORS:					
ArtKraft					$6,548.40
Better Barricades					$2,000.00
Gregori					$29,000.00
SUB TOTAL					$51,882.33
Contingency	5%		$2,594.12		
SUB TOTAL					$54,476.45
Overhead	10%		$5,447.64		
SUB TOTAL					$59,924.09
Fee	5%		$2,996.20		
SUB TOTAL					$62,920.30
BOND	1%		$629.20		
SUB TOTAL					$63,549.50
TOTAL:					$63,549

Ivey's Construction, Inc. 4060 N. Courtenay Pkwy., Merritt Island, FL 32953
Phone [321] 453-3812 Fax [321] 459-0398

MATERIAL BREAKDOWN

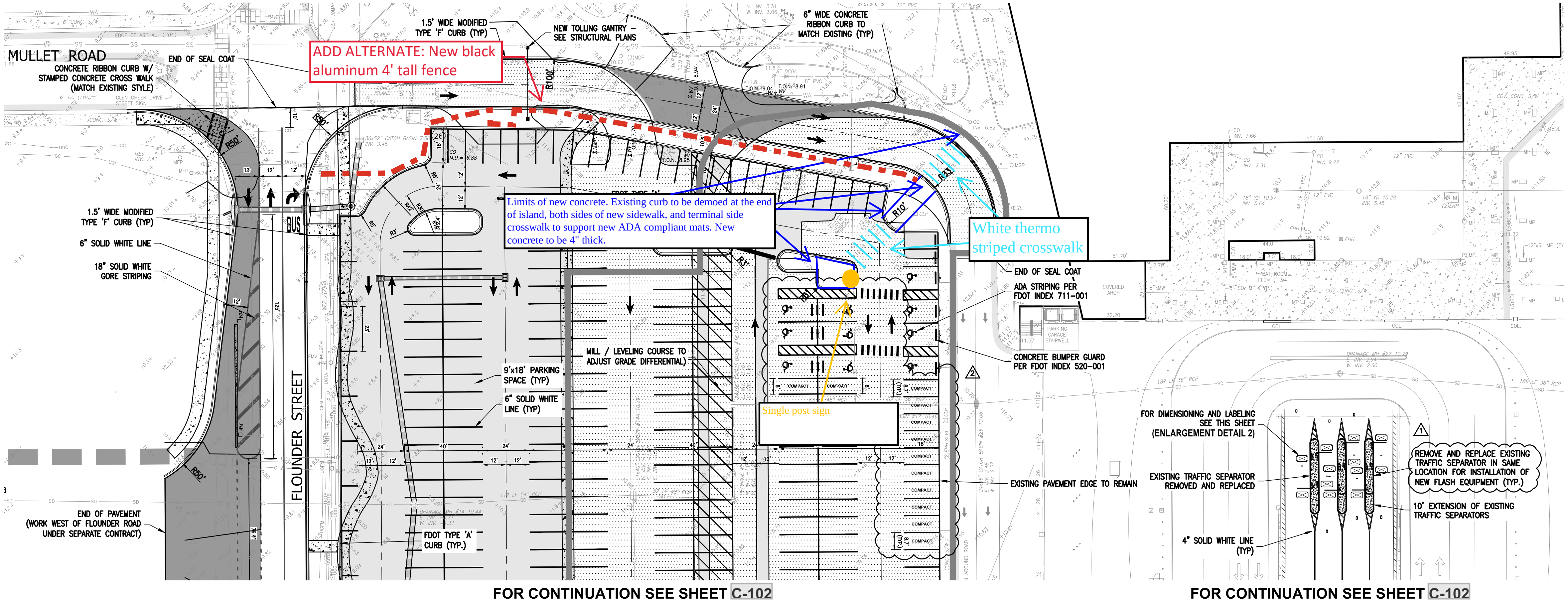
DESCRIPTION	UNIT	QUAN.	UNIT PRICE		PRICE
Company Vehicle	EA	120	$6.50		$780.00
Temporary Protection	LS	1	$500.00		$500.00
Dumpster	EA	2	$450.00		$900.00
Portalet	MO	1	$575.00		$575.00
	SUBTOTAL MATERIAL				$2,755.00
	SALES TAX				$192.85
		TOTAL MATERIAL:			$2,947.85

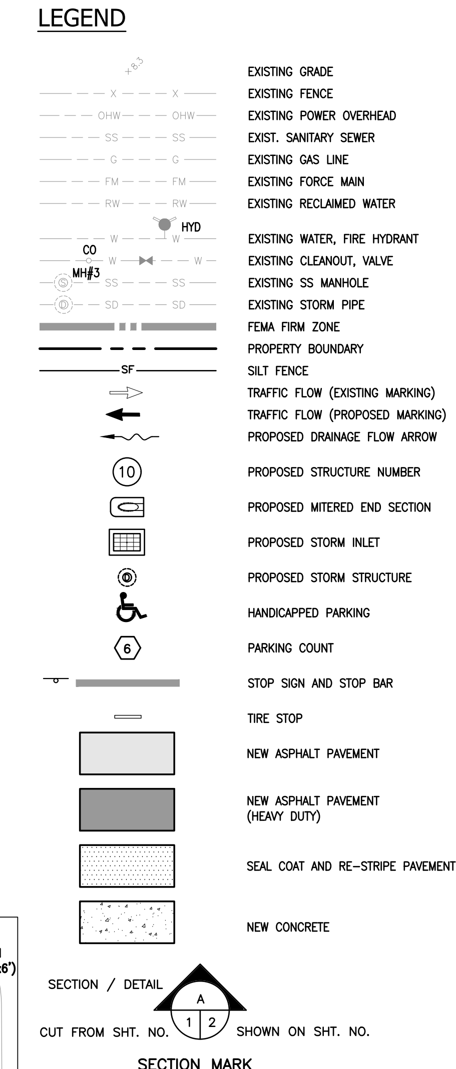
Ivey's Construction, Inc. 4060 N. Courtenay Pkwy., Merritt Island, FL 32953
Phone [321] 453-3812 Fax [321] 459-0398

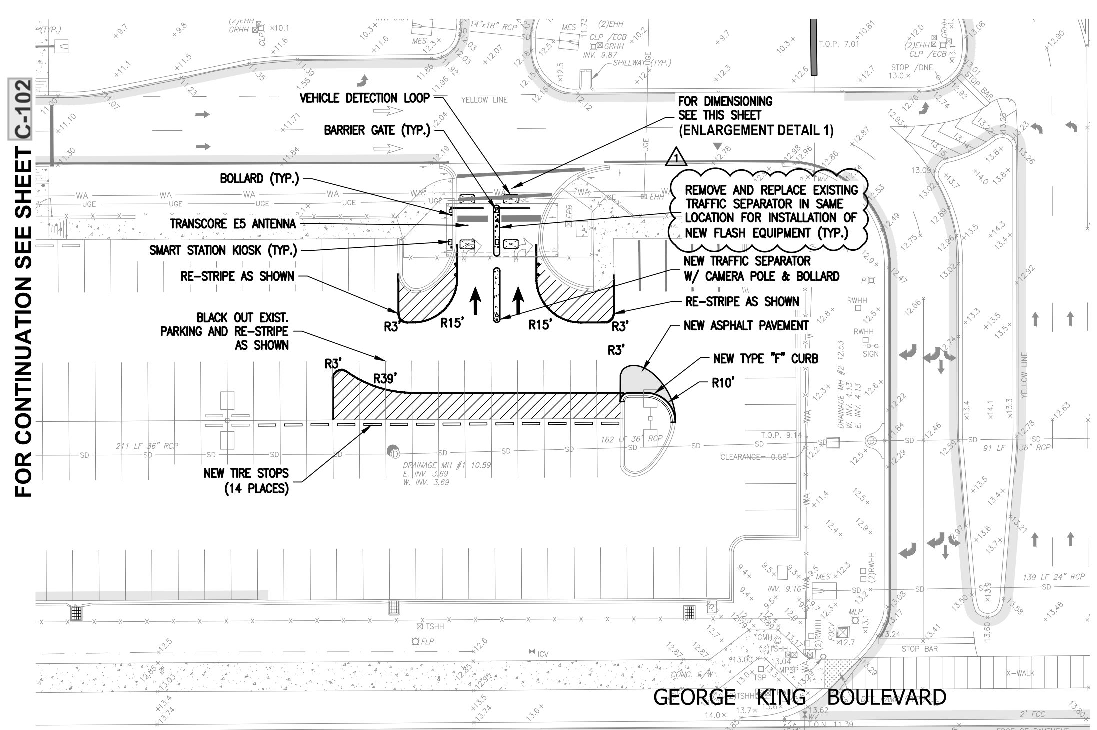
CANAVERAL PORT AUTHORITY					
COST BREAKDOWN				DATE:	5/20/2025
IVEY'S CONSTRUCTION, INC.					
SUBJECT: CT-1 West Parking Modifications (Add Alternate: Fencing)					
Material / Equipment:			$6,510.95		
				SUBTOTAL:	$6,510.95
	HRS.	RATE			
LABOR:					
Supervisor	40	$55.69	$2,227.60		
Project Engineer	0	$51.73	$0.00		
Project Manager	0	$114.69	$0.00		
Estimator	0	$80.07	$0.00		
Laborer	16	$27.50	$440.00		
				SUBTOTAL:	$2,667.60
				SUBTOTAL:	
General Liability					$145.00
SUBCONTRACTORS:					
All-Rite Fencing					$16,750.00
SUB TOTAL					$26,073.55
Contingency	5%		$1,303.68		
SUB TOTAL					$27,377.23
Overhead	10%		$2,737.72		
SUB TOTAL					$30,114.95
Fee	5%		$1,505.75		
SUB TOTAL					$31,620.70
BOND	1%		$316.21		
SUB TOTAL					$31,936.90
TOTAL:					$31,937

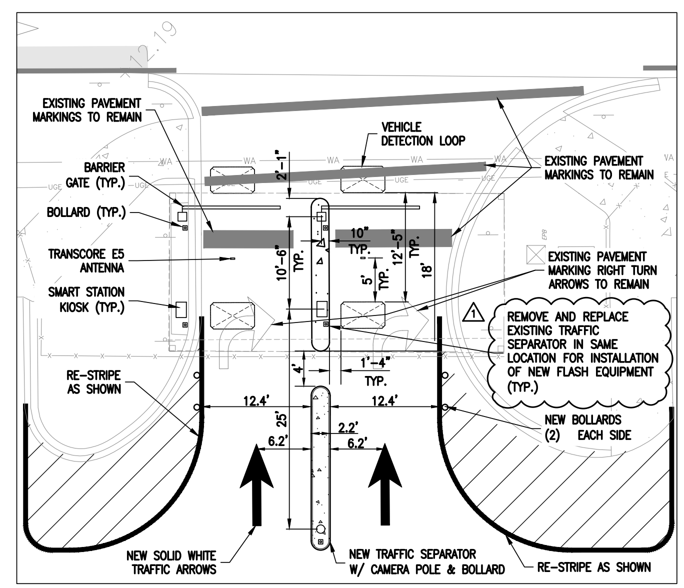
Ivey's Construction, Inc. 4060 N. Courtenay Pkwy., Merritt Island, FL 32953
Phone [321] 453-3812 Fax [321] 459-0398

MATERIAL BREAKDOWN					
DESCRIPTION	UNIT	QUAN.	UNIT PRICE		PRICE
Company Vehicle	EA	40	$6.50		$260.00
Temporary Protection	LS	1	$500.00		$500.00
Dumpster	EA	1	$450.00		$450.00
GPR Services	LS	1	$1,800.00		$1,800.00
Portalet	MO	1	$575.00		$575.00
Survey and Lay Out	LS	1	$2,500.00		$2,500.00
		SUBTOTAL MATERIAL			$6,085.00
	SALES TAX				$425.95
		TOTAL MATERIAL:			$6,510.95



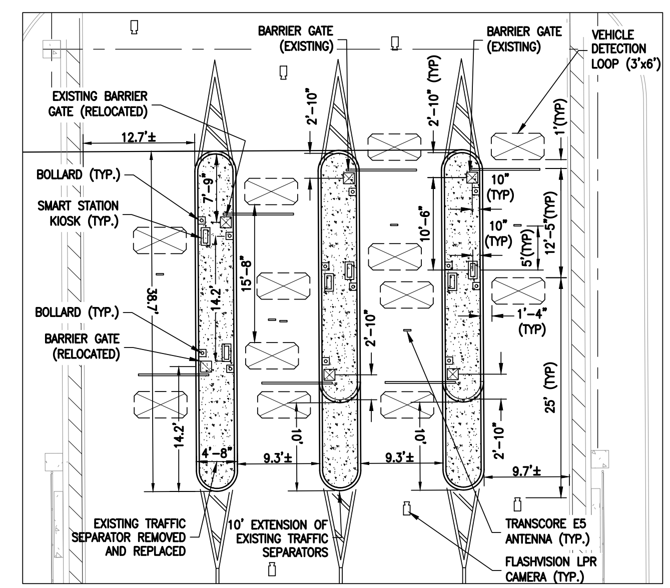






ENLARGEMENT DETAIL 1

SCALE: 1" = 10'



ENLARGEMENT DETAIL 2

SCALE: 1" = 10'

NOTES:

1. FOR ABBREVIATIONS SEE SHT. C-001.
2. FOR GENERAL WATER AND SEWER NOTES SEE SHT. C-001.
3. FOR PAVING AND DRAINAGE DETAILS SEE SHT. C-501.
4. EXISTING UTILITIES SHALL BE ADJUSTED TO FINISHED GRADES. SEE SHEETS C-104 AND C-105. THIS SHALL INCLUDE BUT NOT BE LIMITED TO VALVES, CLEANOUTS, INLETS, MANHOLES.
5. DURING PHASE 2 TEMPORARY PAVEMENT MARKINGS SHALL BE SOLID WHITE ARROWS INDICATING "TWO-WAY" TRAFFIC IN AND OUT.
6. DURING PHASE 3 TEMPORARY PAVEMENT MARKINGS SHALL BE SOLID WHITE ARROWS INDICATING "TWO-WAY" TRAFFIC IN AND OUT.

PARKING:

PARKING PROVIDED: 702 REGULAR SPACES + 18 HANDICAPPED SPACES

TOTAL PARKING PROVIDED: = 720 SPACES

GRAPHIC SCALE
1" = 30'

Know what's below. Call before you dig.

NO.	DATE	REVISIONS	BY	CHK'D
2	9-22-23	REVISED LOCATION OF HANDICAPPED PARKING SPACES	RMB	MSA
1	9-22-23	REMOVE AND REPLACE EXISTING TRAFFIC SEPARATOR	RMB	MSA

MICHAEL S. ALLEN, P.E. FL LICENSE #45796

FOR: IVEY'S CONSTRUCTION

CT-1 PARKING MODIFICATIONS

PORT CANAVERAL, FLORIDA

ENGINEERING SITE PLAN

ALLEN ENGINEERING, INC.
CIVIL ENGINEERS • SURVEYORS
FLORIDA CERTIFICATE OF AUTHORIZATION No. LB 266
106 DIXIE LANE, COCOA BEACH, FLORIDA 32931
TELEPHONE: (321)783-7443 — FAX: (321)783-5902
WEBSITE: www.alleneng.net — EMAIL: info@alleneng.net

DATE	3-31-23
SCALE	1" = 30'
JOB NO.	130037.18
DRAWN	RMB
SHT. NO.	C-103

ALL-RITE
FENCE SERVICES, LLC.
"A FENCE FOR EVERY PURPOSE"

05-20-2025
Proposal No: 1389

Ivey's Construction, Inc.
4060 N Courtenay Parkway
Merritt Island, FL 32953

Attn: Christian Dufresne
cdufresne@iveycon.org

Reference: CT-1 Parking Ornamental Add on #2

Provide and Install 335 l/f of 4' tall black ornamental aluminum along Mullet Road

Add 2% for bond.

EXCLUDES: Electrical Power, conduit and wiring from Operator to Card Reader and any other code requirements not specified, all invoicing services such as Textura, clearing and grading and staking of fence line.

TOTAL = $16,750.00

Thank you,
Daniel J Whitson
Commercial Sales
All-Rite Fence Services, LLC.

Price valid for 7 days

Art-Kraft Sign Company, Inc.

PROPOSAL

QUALITY SIGNAGE SINCE 1968

2675 KIRBY CIR. NE., PALM BAY, FL. 32905 | WWW.ART-KRAFT.COM | PH: 321.727.7324

Proposal Submitted To
Ivey’s Construction, Inc.

Job Name & Location
CANAVERAL PORT AUTHORITY
CAPE CANAVERAL, FL
SOUTH SIDE

Contact Name
Christian Dufresne

Date
05/15/25

Phone
(321) 482-9000

Cell

Sales Rep
Rob Reilly

E-Mail
cdufresne@iveycon.org

Designer
Wayne Mills

Design Number(s)
47662

Project Number (IF APPLICABLE)	Invoicing Contact Name (IF APPLICABLE)	Invoicing Contact E-Mail (IF APPLICABLE)	P.O. Number (IF APPLICABLE)

Sub Total	Sales Tax (7.0%)	Proposed Cost	50% Req. Deposit
$6,120.00	$428.40	$6,548.40	$3,274.20

Tax Exempt FORM REQUIRED

EXPIRES 30 CALENDAR DAYS FROM RECEIPT UNLESS FULLY EXECUTED AND RETURNED TO AKS BY CLIENT. DOES NOT INCLUDE ANY "OPTION" OR "OPTIONAL" COSTS*

Art-Kraft Sign Company, Inc. (AKS) (”Contractor”) hereby proposes to furnish ALL labor and materials to complete in accordance with the below specifications for the total sum as shown above. Payment terms are as follows: The client shall provide a NON-REFUNDABLE deposit of (50%) of the total cost upfront upon signing this agreement. The remaining balance shall be paid in full at the time of completion of installation and/or prior to shipping of completed project/asset. Associated permit and engineering fees will be billed as extra at AKS cost PLUS cost to obtain. AKS liability for any claims arising from the service(s) provided shall be limited to the total amount paid by the client under this agreement. The Contractor shall not be liable for any indirect, incidental, or consequential damages. Art-Kraft Sign Company, Inc. ensures that its employees are fully covered by workers' compensation insurance as mandated by law."
For more information and complete terms/conditions, please visit WWW.ART-KRAFT.COM/TERMS

AKS Rep. Name Rob Reilly

AKS Representative Signature **X** Rob Reilly

AKS to supply all labor and materials to manufacture and install the following.

Drawing number: 47662
(1)- single sided post and panel wayfinding sign.
Price: $6,120.00 + tax

All Major Credit Cards Accepted
Subject to 3.5% Service Fee

PERMITTING AND ENGINEERING FEES BILLED AS EXTRA AT AKS COST PLUS COST TO OBTAIN

PRIMARY ELECTRICAL CONNECTION and/or PRIMARY ELECTRICAL PERMIT PROVIDED BY OTHERS.

Terms and Conditions: *By signing this proposal form, the client agrees to enter into a legally binding contract with Art-Kraft Sign Company, Inc. ("Company") for the services described in this proposal. The client acknowledges that they have read, understood, and agreed to these terms and conditions.* ***Scope of Work:*** *Art-Kraft Sign Company, Inc. agrees to provide the product as shown on reflected drawing # and specified.* ***Payment Terms:****The client shall pay Art-Kraft Sign Company, Inc. the total cost as outlined in the payment schedule provided above. Cost does not include any additional unforseen circumstances, site issues, remanufacturing (unless covered by warranty) extra trips to site, and any additional resources not outlined above. ALL ADDITIONAL COSTS NOT OUTLINED ABOVE WILL BE OUTLINED AND APPROVED PRIOR TO COMPLETEION OF SCOPE AND BILLING. Proposed and Accepted cost subject to change due to economical impacts at anytime without notice. INVOICED COST DUE AT TIME OF INSTALLATION. PERMIT FINAL INSPECTIONS DO NOT CONSTITUE A DELAY.* ***Intellectual Property:*** *All intellectual property rights, including copyrights and trademarks, associated with the work produced by Art-Kraft Sign Company, Inc. shall remain the sole property of the Company unless otherwise specified in writing.* ***Confidentiality:*** *Both parties agree to maintain the confidentiality of any proprietary or sensitive information disclosed during the project. This obligation shall continue even after the termination of the agreement.* ***Termination:*** *Either party may terminate the agreement in writing for any reason. In the event of termination, the client shall be responsible for paying for services rendered up to the termination date - COST TO TERMINATE WILL BE DETERMINED BY AKS.* ***Limitation of Liability:*** *Art-Kraft Sign Company, Inc.'s liability for any claims arising from the services provided shall be limited to the total amount paid by the client under this agreement. The Company shall not be liable for any indirect, incidental, or consequential damages.* ***Governing Law and Jurisdiction:****This agreement shall be governed by and interpreted in accordance with the laws of the State of Florida and the United States. Any disputes arising under or in connection with this agreement shall be subject to the exclusive jurisdiction of the 18th Judicial Circuit Courts located in Brevard County, FL.* ***Entire Agreement:*** *This proposal form, along with any attachments or addenda, constitutes the entire agreement between Art-Kraft Sign Company, Inc. and the client, superseding any prior agreements or understandings.*

Digital Signature Disclaimer: *Art-Kraft Sign Company, Inc. acknowledges and accepts digital signatures in accordance with the Florida Uniform Electronic Transaction Act (F.S. 668.50-668.56). By providing a digital signature on any document related to this agreement, the signee agrees to the terms set forth at www.art-kraft.com/terms*

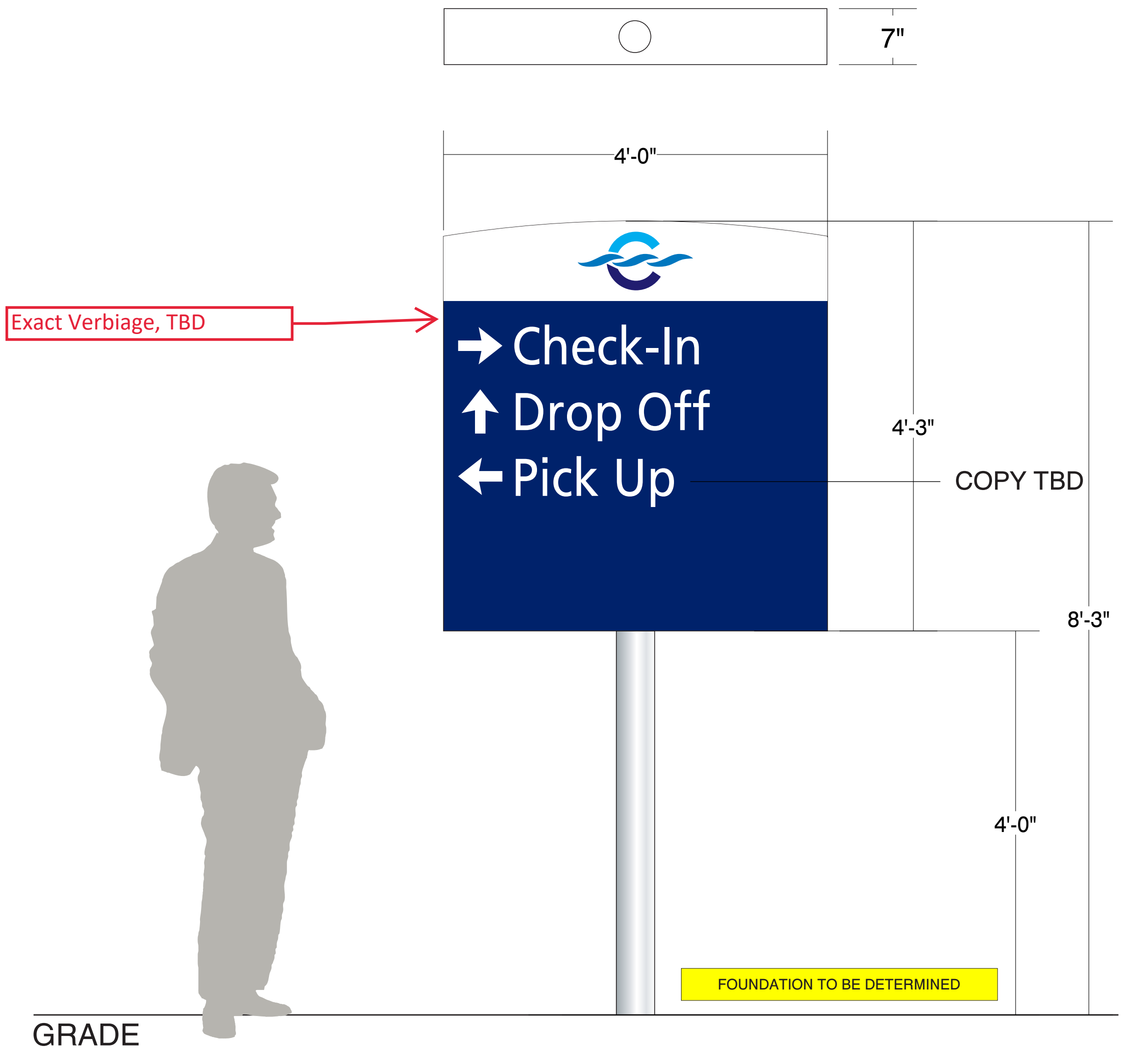
Customer Signature

X

Type Full Name

Date

CANAVERAL PORT AUTHORITY
CAPE CANAVERAL, FL



- PMS 2756c BLUE (PORT CANAVERAL NAVY)
- PMS CYAN BLUE (CYAN)
- PMS 7461 BLUE (WAVE)
- WHITE (PORT CANAVERAL WHITE)
- MATTHEWS PAINTS # 18100 METALLIC SILVER (CABINETS AND POLES)

7" BLEED BODY #1570 T-6 EXTRUDED ALUMINUM SIGN CABINET
WITH 1/8" 5052 ALUMINUM FACE PANELS
PANELS CHEMICALLY BONDED TO EXTRUDED SIGN BODY WITH
LORDS TWO PART #403 ACRYLIC ADHESIVE AND #19 ACCELERATOR
SIGN CABINETS WELDED TO 5" DIA. SCH#40 ALUMINUM
SUPPORT POLES WITH 1/8" x 1" FILLET WELDS
AND TO HAVE FILLET WELDS AT ALL SADDLE LOCATIONS

FACE PANELS TO HAVE 3M CONTROL TAC #IJ180c DIGITALLY
PRINTED MULTICOLORED VINYL OVERLAYS WITH 3M MATTE
8520 UV VINYL LAMINATE OVERLAYS
COLORS TO MATCH PMS COLORS SHOWN

DIRECTIONAL COPY AND ARROWS TO BE 3M 5100 REFLECTIVE
WHITE VINYL DECORATION
ROAD SYMBOLS TO BE DIGITALLY PRINTED OVER REFLECTIVE
WHITE VINYL WITH UV PROTECTIVE LAMINATION

3M™ MCS™ Warranty

Celebrating 57 years of Quality Manufacturing and Service

ORIGINAL DESIGN NO. 33882

ART-KRAFT SIGN COMPANY IS NOT RESPONSIBLE FOR PRIMARY ELECTRICAL HOOK-UP OF SIGN

DESIGN NO. 47662		CUSTOMER PORT CANAVERAL
DESIGNER JOE		SALES REP JOE
DATE 5 - 15 - 25	SCALE AS SHOWN	CUSTOMER APPROVAL DATE
ART-KRAFT SIGN COMPANY IS NOT RESPONSIBLE FOR PRIMARY ELECTRICAL HOOK-UP OF SIGN		

VISIT OUR WEB SITE AT http://www.Art-Kraft.com Artkraft@metrolink.net

Art-Kraft Sign Company, Inc.
2675 Kirby Circle N.E. Palm Bay Fl., 32905 (321) 727-7324 FAX (321) 951-2466

Better Barricades, Inc.
1725 Tionia Rd., New Smyrna Beach, FL 32168-9290
(386) 427-4971   Fax (386) 427-8285

PROPOSAL/CONTRACT AGREEMENT
CHANGE ORDER PROPOSAL

TO: IVEY'S CONSTRUCTION
ATTN: CHRISTIAN DUFRESNE

Date: 5/9/2025
Job Name: PORT CANAVERAL RESTRIPING
CT-1 WEST SIDE PARKING LOT CROSSWALK
Location: Port Canaveral

We hereby submit specifications and estimates for:

Description	Quantity	Unit	Unit Price	Extension
CT-1 WEST SIDE PARKING LOT				
INSTALL THERMOPLASTIC SPECIAL EMPHASIS CROSSWALK	**1**	**EA**	**$650.00**	**$650.00**
1 Application thermoplastic markings				
Work to be completed in conjunction with existing mobilization.				

BID NOTES
Payment due upon completion.
All markings are as described below, no incidental items.
All Permits, Testing & Engineering Fees excluded from bid.
Minimum mobilization: Paint - $1,650.00, Thermoplastic - $2,000.00, Signing - $1,250.00
ADA Mats are excluded from bid.
No preformed thermoplastic included in bid.
Removal of existing markings is excluded from bid.
Sprinklers must be off 24 hours in advance of performance of work.
Roadway Traffic must be coordinated by Contractor. Area of "work" must be closed by 7:00 AM, day of performance.
Landscape debris and materials most be removed and -plot swept, per spec, by others. BBI not responsible.
Bid based upon Google Earth aerial images highlighted by contractor.
It is understood and agreed upon that this proposal will become a part of any resulting subcontract.

Assumes minimum mobilization

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. This Proposal is contingent upon acceptable and verifiable project financing.

NOTE: This Proposal may be withdrawn by us if not accepted within Thirty (30) days.

Submitted by: Angie Flynn
Angie Flynn, General Manager

PLEASE SIGN AND RETURN ORIGINAL UPON ACCEPTANCE.
UPON EXECUTION OF THIS PROPOSAL THIS DOCUMENT BECOMES A CONTRACT.
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified.
Subcontractor Payments will be made within 10 days of payment from the Owner/Prime or within 30 days of invoicing, whichever is soonest.
BBI, Inc.payment is not subject to a "condition precedent" of payment(s) from, to or by Owner, Prime Contractor or Financial Institution.
In Privity Contracts, Payment in full will be made upon completion. In the event that amount herein shown is not paid when due, interest at the highest legal rate per annum shall accumulate on total due. All costs of collection shall be paid by the customer **including reasonable attorney fees. Florida Statutes 218 & 713 will be followed and applied in strict accordance, in their entirety.**
Notice To Owner/ Notice of Commencement information due with executed Proposal or prior to BBI mobilization to the project.
It is understood and agreed upon that this proposal will become a part of any resulting subcontract.

Accepted by Client:
Authorized Signature:____   DATE: __________________

Budget Proposal

To:	Ivey's Construction, LLC	**Project:**	Surface Lot Sidewalk
	4060 N. Courtenay Parkway		(AMG)
	Merritt Island, FL 32953		
ATTN:	Christian Dufresne		
Phone :	321-482-9000		
E-Mail:	cdufresne@iveycon.org		

Gregori Construction Inc. (GCI) is pleased to offer the following proposal for the work items listed. Our pricing, inclusions, and terms for this project are as follows:

- Demo existing concrete
- Form and pour associated sidewalks and (4) ramps

Total:	$ **29,000.00**
Terms:	**30 days**

Proposal Terms & Conditions

Bid does not include:

1. Permitting or inspection fees.

Sincerely,

Mark Russell

Mark Russell

Offer Date: May **15, 2025**

CANAVERAL
PORT AUTHORITY

CANAVERAL PORT AUTHORITY
CT1 West Pedestrian Walkway Canopy / PN 25-031
Ivey's Construction
CHANGE ORDER # 1

	Contract Total To Date JL 2230-25048 P-134599	**FROM:**	$2,131,700.23
Item 1	Installation of pedestrain access facilities and decorative fencing	**INCREASE:**	$95,486.40
		NEW CONTRACT TOTAL:	$2,227,186.63

GENERAL: No changes other than those listed above are authorized.
IN WITNESS WHEREOF, the parties hereto set their hands and seals this 4th day of June, 2025.

Inclusion of the Change Order # 1 is recommended by:

William E. Crowe, P.E., MScM, PPM, Vice President, Engineering and Construction

CANAVERAL PORT AUTHORITY

BY: ______________________
Wayne Justice,
Chairman

Attest: ______________________
Fritz VanVolkenburgh,
Secretary/Treasurer

Ivey's Construction

BY: Rocky Johnson
Rocky Johnson, Vice President

Attest: Liana Foster
Liana Foster (May 29, 2025 14:31 EDT)
Liana Foster

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Facilities
Item Number:	2.A
Department:	Facilities
Requested Action:	Consideration of authorizing staff to issue a purchase order to Eau Gallie Electric, Inc. in the amount of $208,224.00, to install lighting upgrades for Cruise Terminal 8 parking lots and street lighting. (Steven Shelton/Sam Smith)
Summary Explanation & Background: The lighting fixtures in the Cruise Terminal 8 parking lots and along the street are being replaced due to corrosion and obsolescence. The outdated lights will be replaced with LED fixtures that offer better illumination, longer lifespan, and energy efficiency. This purchase order will be issued pursuant to that certain Agreement for Electrical Repair and Maintenance Services (IDIQ) between the CPA and Eau Gallie Electric, Inc., dated January 8, 2025.	
Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	This project was not included in the FY25 Capital Budget. However, if approved, this item will be funded from savings in other projects and no change will be required to the total FY25 Capital Budget. Project 1130 - Portwide Parking Lot Improvements

Attachments:

CT8 Eau Gallie Proposal.pdf

CT8 Employee Parking and Drop Off Map with notes.pdf

Eau Gallie Electric | eg-electric.com | (321) 259-2885 | bwaters@eg-electric.com

Canaveral Port Authority
399 Challenger Rd
Cape Canaveral, FL 32920

Date:4/28/25

Attn: Sam Smith, Steven Shelton, Michael DiLauro
Re: – CT8 Employee Parking & Drop-Off Area Lighting Upgrade

Pricing from IDIQ Schedule of Services/RFP-25-9

Labor	2 - Licensed electrician for 40 hours @ $90/hr	$7,600
	2 - Apprentice electrician for 40 hours @ $65/hr	$5,200
Materials	$168,764 + 10% Markup	$185,640
Equipment		$5,109
Subcontractor	$4,250 + 10% Markup	$4,675
Total		**$208,224**

PROJECT DESCRIPTION:

Eau Gallie Electric proposes to furnish and install lighting upgrades for the CT8 Parking and Drop-Off area for the Canaveral Port Authority (CPA).

REFERENCE DRAWINGS:

Site walks & info provided by Sam Smith.

INCLUSIONS:

Fixture Replacement:

- Replace (27) double-head pole fixtures with new LED fixtures & mounts.
- Replace (2) single-head pole fixtures with new LED fixtures & mounts.
- Replace (2) triple-head pole fixtures with new LED fixtures & mounts.

Pole Replacement:

- Furnish and install (2) new 40' direct burial fiberglass poles

Engineering Support:

- Provide signed and sealed wind load calculations for all new poles and fixtures to meet Florida Building Code requirements.

ADDER:

From the ground, it is hard to tell how many fixtures will require new 4” to 2-3/8” tenon reducers. If any poles require new ones, it will cost an additional $300 per unit that is required.

EXCLUSIONS:

- Arc flash or coordination study.
- Provision of temporary lighting or general area power.
- Handling of hazardous materials.

- Repainting or resurfacing of existing poles or parking areas.
- Power supply upgrades beyond fixture replacement.

WARRANTY TERMS:

- The Warranty Period for Parts and Labor purchased is 365 days from the date of installation.

ITEMS NOT COVERED UNDER WARRANTY TERMS:

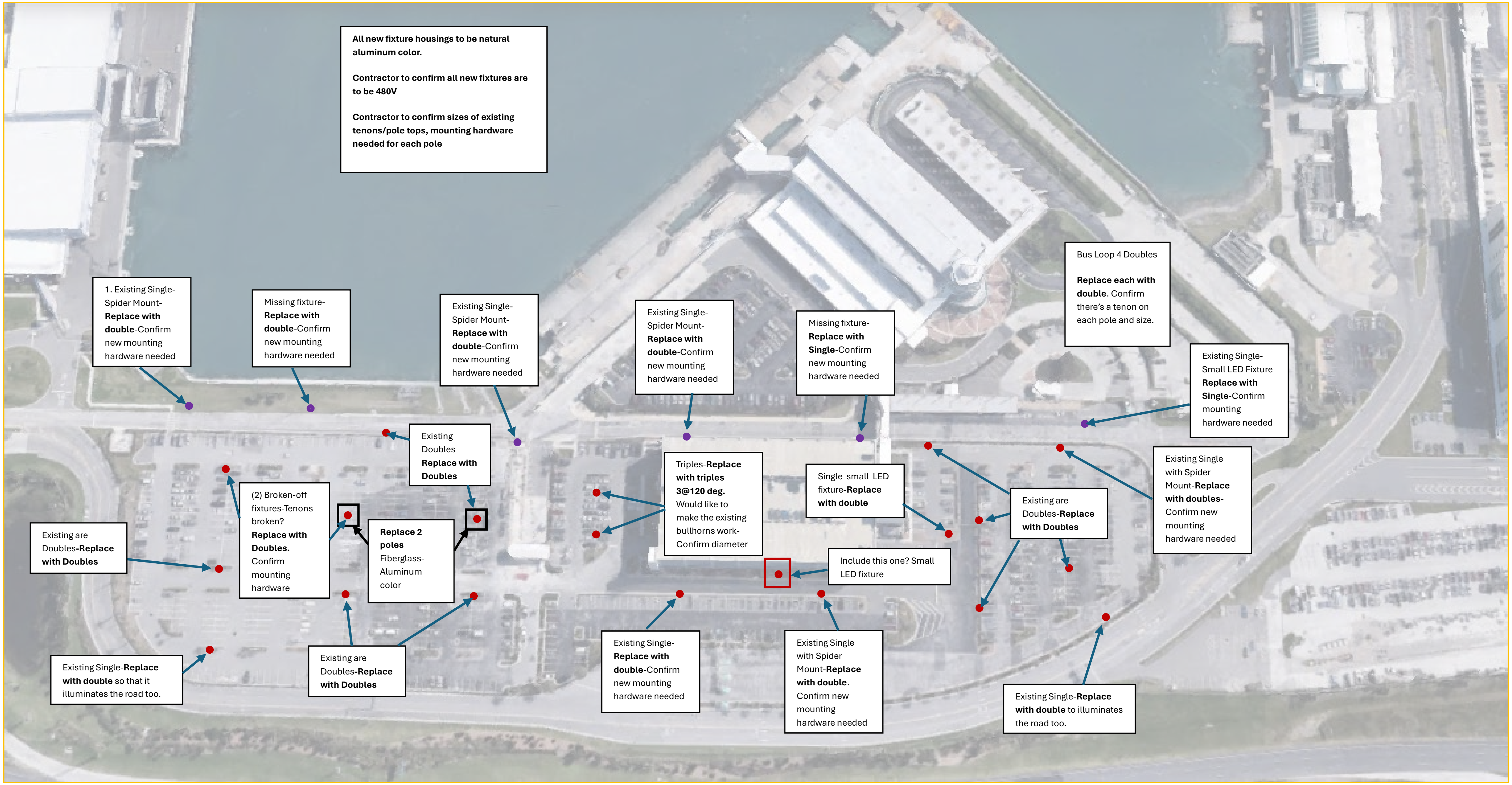
- Damage of a product resulting from negligence.
- Damage of a product resulting from unauthorized modification of the product.

MATERIAL ESCALATION PROVISION:
Canaveral Port Authority understands and acknowledges that the contract price for this Project has been calculated based on current prices for the materials to be incorporated into the Project. However, the materials market is considered volatile, and sudden price increases could occur. Canaveral Port Authority and Eau Gallie Electric, Inc. agree that any increase in costs for the materials to be incorporated in the Project at the time of purchase shall be borne by Canaveral Port Authority If there is an increase in the material costs, Eau Gallie Electric, Inc. shall provide Canaveral Port Authority the documentation to support the same before the time of purchase by Eau Gallie Electric, Inc. the increased cost of the materials shall be paid by Canaveral Port Authority to Eau Gallie Electric, Inc. within (30) business days after being presented with the supporting documentation by Eau Gallie Electric, Inc. Eau Gallie Electric, Inc. shall receive no mark-up or profit on the price increase for the escalation of material costs.

Thank you for the opportunity,

Bryce Waters
Special Projects Manager
bwaters@eg-electric.com

CT-8 EMPLOYEE PARKING AND DROPOFF LIGHTING REPLACEMENT



Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Facilities
Item Number:	2.B
Department:	Facilities
Requested Action:	Consideration of approving the Selection Committee's recommendation of Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh) for RFP-25-12 Vending Services and authorizing Staff to negotiate and execute a revenue-based contract with a term of three (3) years and two (2) optional one-year renewals. (Steve Shelton/Roland Borbolla)
Summary Explanation & Background: CPA Staff initiated a formal procurement process (RFP-25-12) to select a qualified Vending Services provider to supply modern vending machines with a range of beverage and snack options to CPA cruise terminal campuses and other CPA operated facilities. This procurement effort is driven by the need to address current deficiencies, including a lack of healthy food and beverage options and substandard service quality from the existing vendor. CPA is committed to enhancing the well-being of its employees and ensuring reliable vending service operations for our guests and customers as well. As such, the new vending services provider will be expected to offer improved product variety, with a focus on nutritious and fresh options at designated CPA locations, while maintaining high standards of service reliability and customer satisfaction.	
Financial Impact:	Yes
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	This item relates Operational revenue/costs. There is no need for revision to the FY25 Operating Budget at this time.

Attachments:

RFP-25-12 Evaluation Scoring Detail.pdf

RFP-25-12 Evaluation Scoring Summary.pdf

RFP-25-12 Selection Committee Evaluation and Ranking Selection.pdf

RFP-25-12 Solicitation Summary - Vending Services.pdf

Canaveral Port Authority
PUR-RFP-25-12 Vending Services
Proposal Scoring Detail

Evaluator #1	Proposing Firm				
Selection Criteria	Maximum Points	Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	Compass Group USA, Inc.	Outlook Management Services LLC dba National Vending	Paramount Vending Service dba Culinary Venture Vending
Tab 1. General Information	Required, Non-scored	Y	Y	Y	Y
Tab 2. Letter of Introduction	Required, Non-scored	Y	Y	Y	Y
Tab 3. Qualifications and Approach	30	28	25	19	22
Tab 4. Business Plan and Vending Products	30	20	25	23	22
Tab 5. Financial Approach/Revenue Stream	40	33	36	32	25
Tab 6. Insurance	Required, Non-scored	Y	Y	Y	Y
Tab 7. Non-Collusion Affidavit	Required, Non-scored	Y	Y	Y	Y
Tab 8. Public Entity Crimes	Required, Non-scored	Y	Y	Y	Y
Tab 9. Conflict of Interest Disclosure Form	Required, Non-scored	Y	Y	Y	Y
Tab 10. Certificate Regarding Debarment	Required, Non-scored	Y	Y	Y	Y
TOTAL POINTS	100	81	86	74	69

Evaluator #2	Proposing Firm				
Selection Criteria	Maximum Points	Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	Compass Group USA, Inc.	Outlook Management Services LLC dba National Vending	Paramount Vending Service dba Culinary Venture Vending
Tab 1. General Information	Required, Non-scored	Y	Y	Y	Y
Tab 2. Letter of Introduction	Required, Non-scored	Y	Y	Y	Y
Tab 3. Qualifications and Approach	30	29	28	29	27
Tab 4. Business Plan and Vending Products	30	28	28	28	28
Tab 5. Financial Approach/Revenue Stream	40	36	36	40	36
Tab 6. Insurance	Required, Non-scored	Y	Y	Y	Y
Tab 7. Non-Collusion Affidavit	Required, Non-scored	Y	Y	Y	Y
Tab 8. Public Entity Crimes	Required, Non-scored	Y	Y	Y	Y
Tab 9. Conflict of Interest Disclosure Form	Required, Non-scored	Y	Y	Y	Y
Tab 10. Certificate Regarding Debarment	Required, Non-scored	Y	Y	Y	Y
TOTAL POINTS	100	93	92	97	91

Evaluator #3	Proposing Firm				
Selection Criteria	Maximum Points	Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	Compass Group USA, Inc.	Outlook Management Services LLC dba National Vending	Paramount Vending Service dba Culinary Venture Vending
Tab 1. General Information	Required, Non-scored	Y	Y	Y	Y
Tab 2. Letter of Introduction	Required, Non-scored	Y	Y	Y	Y
Tab 3. Qualifications and Approach	30	29	28	26	27
Tab 4. Business Plan and Vending Products	30	28	26	29	27
Tab 5. Financial Approach/Revenue Stream	40	35	34	32	33
Tab 6. Insurance	Required, Non-scored	Y	Y	Y	Y
Tab 7. Non-Collusion Affidavit	Required, Non-scored	Y	Y	Y	Y
Tab 8. Public Entity Crimes	Required, Non-scored	Y	Y	Y	Y
Tab 9. Conflict of Interest Disclosure Form	Required, Non-scored	Y	Y	Y	Y
Tab 10. Certificate Regarding Debarment	Required, Non-scored	Y	Y	Y	Y
TOTAL POINTS	100	92	88	87	87

Evaluator #4	Proposing Firm				
Selection Criteria	Maximum Points	Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	Compass Group USA, Inc.	Outlook Management Services LLC dba National Vending	Paramount Vending Service dba Culinary Venture Vending
Tab 1. General Information	Required, Non-scored	Y	Y	Y	Y
Tab 2. Letter of Introduction	Required, Non-scored	Y	Y	Y	Y
Tab 3. Qualifications and Approach	30	28	27	29	28
Tab 4. Business Plan and Vending Products	30	30	28	30	29
Tab 5. Financial Approach/Revenue Stream	40	34	36	39	39
Tab 6. Insurance	Required, Non-scored	Y	Y	Y	Y
Tab 7. Non-Collusion Affidavit	Required, Non-scored	Y	Y	Y	Y
Tab 8. Public Entity Crimes	Required, Non-scored	Y	Y	Y	Y
Tab 9. Conflict of Interest Disclosure Form	Required, Non-scored	Y	Y	Y	Y
Tab 10. Certificate Regarding Debarment	Required, Non-scored	Y	Y	Y	Y
TOTAL POINTS	100	92	91	98	96

Evaluator #5	Proposing Firm				
Selection Criteria	Maximum Points	Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	Compass Group USA, Inc.	Outlook Management Services LLC dba National Vending	Paramount Vending Service dba Culinary Venture Vending
Tab 1. General Information	Required, Non-scored	Y	Y	Y	Y
Tab 2. Letter of Introduction	Required, Non-scored	Y	Y	Y	Y
Tab 3. Qualifications and Approach	30	25	25	20	20
Tab 4. Business Plan and Vending Products	30	30	20	20	20
Tab 5. Financial Approach/Revenue Stream	40	40	40	40	20
Tab 6. Insurance	Required, Non-scored	Y	Y	Y	Y
Tab 7. Non-Collusion Affidavit	Required, Non-scored	Y	Y	Y	Y
Tab 8. Public Entity Crimes	Required, Non-scored	Y	Y	Y	Y
Tab 9. Conflict of Interest Disclosure Form	Required, Non-scored	Y	Y	Y	Y
Tab 10. Certificate Regarding Debarment	Required, Non-scored	Y	Y	Y	Y
TOTAL POINTS	100	95	85	80	60

Canaveral Port Authority
PUR-RFP-25-12 Vending Services
Step 1 Scoring Summary

Alphabetical Order	Proposing Firms			
	Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	Compass Group USA, Inc.	Outlook Management Services LLC dba National Vending	Paramount Vending Service dba Culinary Venture Vending
Evaluator #1	81	86	74	69
Evaluator #2	93	92	97	91
Evaluator #3	92	88	87	87
Evaluator #4	92	91	98	96
Evaluator #5	95	85	80	60
Total	453	442	436	403
Ave	90.60	88.40	87.20	80.60
Rank	1	2	3	4

Rank Order	Proposing Firms			
	Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	Compass Group USA, Inc.	Outlook Management Services LLC dba National Vending	Paramount Vending Service dba Culinary Venture Vending
Evaluator #1	81	86	74	69
Evaluator #2	93	92	97	91
Evaluator #3	92	88	87	87
Evaluator #4	92	91	98	96
Evaluator #5	95	85	80	60
Total	453	442	436	403
Ave	90.60	88.40	87.20	80.60
Rank	1	2	3	4

CANAVERAL PORT AUTHORITY
SELECTION COMMITTEE EVALUATION & RANKING/SELECTIONS

==

PROJECT: **RFP-25-12**
Vending Services

Selection Committee Meeting Date & Time: **May 15th, 2025**
11:00 AM

==

COMPANY	RANKING
Cardinal Vending & Markets LLC dba Florida Fresh Vending and Markets (Florida Fresh)	1
Compass Group USA, Inc.	2
Outlook Management Services LLC dba National Vending	3
Paramount Vending Service dba Culinary Venture Vending	4

THIS RANKING WILL BE PRESENTED TO THE CANAVERAL PORT AUTHORITY AT ITS REGULARLY SCHEDULED MEETING ON **June 4th, 2025**. FOR A DECISION REGARDING AWARD.

POSTED: DATE May 16th, 2025 TIME 11:00AM BY Kaleigh Stanley, Senior Purchasing Specialist

THIS IS NOTICE OF THE DECISION OF THE CANAVERAL PORT AUTHORITY TO AWARD THE CONTRACT FOR: ______________
TO: ______________

POSTED: DATE ______________ TIME ______________ BY ______________

CANVERAL PORT AUTHORITY
SOLICITATION SUMMARY

Solicitation Number & Name:
RFP-25-12 Vending Services

Advertising:
Florida Today newspaper, Brevard edition: April 8th, 2025

Posted to Website (http://www.portcanaveral.com/Business/Current-Solicitations):
April 11th, 2025

Posted to VendorLink.com (CPA bidding portal):
April 10th, 2025

Vendors Notified Via VendorLink of Solicitation Release
637

VendorLink Registered Planholders: (vendors who downloaded the solicitation documents)
37

Bids/Proposals Received:
4

Prepared by CPA Purchasing Department

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Finance
Item Number:	3.A
Department:	Finance
Requested Action:	Authorization to execute a public transportation grant agreement between the Florida Department of Transportation and Canaveral Port Authority for State funding for North Cargo Berth 1 and 2 Rehabilitation and approval of RES-2025-002-EXE-3. (Debbie Joyce)
Summary Explanation & Background: Summary Explanation & Background: Canaveral Port Authority (CPA) has been presented with a Public Transportation Grant Agreement (PTGA) with Florida Department of Transportation (FDOT) for North Cargo Berth 1 and 2 Rehabilitation. FDOT and CPA have agreed that FDOT will reimburse 75%, or up to $3,195,263, of all eligible expenditures related to this project. CPA is required to contribute 25%, or $1,065,088, upon execution and according to the PTGA. RES-2025-002-EXE-3 is required and attached for approval.	
Financial Impact:	No
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	

Attachments:

RES-2025-002-EXE-3_2025.06.04.pdf

CANAVERAL PORT AUTHORITY
RESOLUTION NO. RES-2025-002-EXE-3

A RESOLUTION OF THE CANAVERAL PORT AUTHORITY, BREVARD, COUNTY, FLORIDA, AUTHORIZING THE EXECUTION OF A PUBLIC TRANSPORTATION GRANT AGREEMENT BETWEEN THE FLORIDA DEPARTMENT OF TRANSPORTATION AND THE CANAVERAL PORT AUTHORITY FOR STATE FUNDING FOR **NORTH CARGO BERTH 1 AND 2 REHABILITATION.**

WHEREAS, the Canaveral Port Authority (CPA) has been presented with Public Transportation Grant Agreement (PTGA) **FPN# 453816-1-94-01** with the Florida Department of Transportation (FDOT) for North Cargo Berth 1 and 2 Rehabilitation; and

WHEREAS, FDOT and CPA have agreed that FDOT will reimburse 75% of all eligible expenditures related to the North Cargo Berth 1 and 2 Rehabilitation project, FPN# 453816-1-94-01, or up to $3,195,263, with CPA required to contribute 25% or $1,065,088 upon execution, and according to the terms and conditions of the Public Transportation Grant Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CANAVERAL PORT AUTHORITY:

Section 1. CPA confirms its desire to enter into the Public Transportation Grant Agreement with FDOT.

Section 2. The Chairman of the Board or Vice-Chairman is herein authorized to execute this Resolution on behalf of CPA.

Section 3. The Chief Executive Officer, Chief Financial Officer and the Senior Director of Finance are herein specifically authorized to enter into and sign such document as may be necessary, including the Public Transportation Grant Agreement (PTGA), and any Amendment to the Public Transportation Grant Agreement for the purpose of scope changes, funding adjustments, contract duration changes, additional financial project numbers as well as execute Assurances, Certifications and all other documents as may be required to the support the project.

Section 4. This resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED this 4th day of June 2025.

(SEAL)

CANAVERAL PORT AUTHORITY

BY: ______________________________
Chairman

ATTEST:

____
Secretary/Treasurer

Meeting Date

June 4, 2025

AGENDA ITEM REQUEST

Section:	Information Technology
Item Number:	4.A
Department:	Information Technology
Requested Action:	Consideration of approving revisions to the Acceptable Use of Information Technology Resources Policy, POL-2015-001-HRO-3. (Mark Lorusso)

Summary Explanation & Background:

The Acceptable Use of Information Technology Resources Policy was reviewed by Information Technology, and revisions were made to update the policy as it relates to:

- Security and Privacy
- Data Classification and Handling Requirements
- Cloud storage and data-sharing
- Technology Use and Requesting New Technology Resources
- Acceptable Personal Use
- Policy Enforcement and Disciplinary Action
- References to Procedures and Forms

These revisions to the policy include updated language and formatting in all sections.

These policy updates have been reviewed by the CPA's General Counsel, Human Resources, and Risk Management departments. The TWU was also provided a copy of the revisions per Article 4, Section 2 of the Collective Bargaining Agreement.

Financial Impact:	No
Reviewed by General Counsel:	Yes
Reviewed by Port Attorney:	No
Financial Review:	N/A

Attachments:

POL-2015-001-ITO-3_Acceptable Use of IT Resources_final.pdf

POL-2015-001-ITO-3_Acceptable Use of IT Resources_redline.pdf

POLICY Number: POL-2015-001-ITO-3	CANAVERAL PORT AUTHORITY	**Effective:** October 1, 2015 **Revision:** June 4, 2025
Section: How We Work	**Acceptable Use of IT Resources**	Revision 1, supersedes all previous documents **(See revision history)**

I. PURPOSE

To define acceptable use guidelines for Canaveral Port Authority ("CPA") Information Technology ("IT") department resources.

II. POLICY

A. Integral to its mission, the CPA acquires, develops, and maintains computers, computer systems and networks. These resources and equipment support administrative functions, Port operations, customer and tenant interactions, and facilitate data exchange both locally and globally.

B. Security, Privacy, and Public Records

1. Security Practices

    a. Employees must practice "safe computing," safeguarding account access and updating passwords when required by the system or application.

    b. Multi-Factor Authentication (MFA) is mandatory for accessing CPA systems remotely and for sensitive data.

    c. Remote access must utilize CPA-approved VPN connections and devices.

2. Data Classification and Handling Requirements: Data classification determines the handling, storage, and transmission requirements of CPA data. The IT department is responsible for developing and maintaining a data classification and handling procedure to ensure that sensitive and confidential data is transmitted and secured appropriately.

3. Account and Password Management

    a. Employees must utilize IT approved password management solutions.

    b. Maintain strong, unique passwords for each account. Password sharing or unauthorized credential storage is prohibited.

    c. Employees must promptly report unauthorized account usage incidents to their supervisor and the Director of Information Security.

4. Role-Based Access Control (RBAC) and Least Privilege Principles

    a. Access to CPA IT resources shall be granted by IT based on the principles of Role-Based Access Control (RBAC) and least privilege.

b. Access rights will be assigned based on job responsibilities and reviewed at least annually.

c. Department heads, in coordination with IT, are responsible for ensuring that staff have only the minimum level of access necessary to perform their duties.

d. Request for elevated privileges require documented justification by the department head by submitting a ticket to the helpdesk. Approval is granted or denied by the data owner.

5. Bring Your Own Device (BYOD)

a. CPA employees are strictly prohibited from using personal devices to access internal CPA IT resources, except for those who qualify for the Electronic Mobile Device ("EMD") Stipend.

b. Eligible employees must complete the EMD Stipend Form, specifying the device to be utilized.

c. Authorized devices must be registered, utilize CPA-approved security controls, and be enrolled in CPA mobile device management (MDM) for enforcement of encryption, password protection, and remote wipe capabilities of CPA data only.

d. Access from personal devices is limited to resources approved by CPA IT and must comply with all monitoring and compliance requirements.

6. Security Awareness & Training: Employees must participate in mandatory cybersecurity training programs as outlined in the procedure for Information Security Awareness Training (PRO-2023-001-ITO-3).

7. Monitoring and Privacy

a. CPA employees use of CPA IT resources is not private and is subject to monitoring and/or auditing without notice by IT to ensure operational safety, efficiency, and security.

b. CPA may monitor IT resources and retrieve communications and other records of specific users, including individual login sessions and the content of individual communications, without notice.

c. Monitoring or retrieval without notice are set forth in the procedure for Monitoring of Information Technology Resources (PRO-2015-001-ITO-3).

8. Incident Reporting: All Employees must immediately report actual or suspected security incidents using the IT Department's helpdesk or by calling 321-394-3434, including but not limited to: data breaches, malware infections, unauthorized access, or loss of CPA-issued devices. Failure to report incidents in a timely manner may result in disciplinary action.

9. Public Records: All communications regarding CPA business, whether on a CPA assigned device or a personal device, and regardless of whether an EMD stipend is provided, is

subject to Public Records request as outlined in Chapter 119, Florida Statutes. For more information on public record obligations, contact the CPA's Assistant Director of Records, Archives and History.

C. Technology Use and Requesting New Technology Resources

1. Hardware, Software, and Cloud Service Use:

   a. The use of unauthorized hardware, software, or cloud-based services — commonly referred to as "shadow IT" — is strictly prohibited. All hardware, software, systems, and cloud services used at the CPA must be approved, provisioned, or sanctioned by the IT Department.

   b. The introduction of personal devices or unapproved tools into the CPA network or workflow that bypass security protocols, data governance policies, or IT oversight, is prohibited.

2. Emerging Technology and Requesting New Technology Resources:

   a. CPA employees may only utilize emerging technology approved by the IT Review Committee.

   b. Requests for new hardware, software, systems, or services must be submitted to IT for evaluation including a security risk assessment prior to approval and implementation. Refer to the IT Procurement and Risk Assessment Procedure — PRO-2025-002-ITO-3 for detailed steps.

D. Use of Artificial Intelligence ("AI") in the Workplace:

1. The following guidelines apply to the use of AI tools:

   a. AI Governance: The Chief Executive Officer appointed multi-disciplinary governance committee oversees and develops guidelines for the safe and secure use of AI.

   b. Approved AI Technology/Tools and Training: The committee will publish and maintain an AI procedure which lists approved AI tools and acceptable usage for Port-related business and sponsor employee training on AI tools.

   c. Security and Privacy Compliance: AI usage must comply with all applicable CPA data protection, privacy, and security standards, including federal and state laws.

   d. Restricted Access: Employees shall not input sensitive, confidential, or personally identifiable information into AI systems unless explicitly authorized. Refer to your department's AI Standard Operating Procedure for guidelines on AI use and restrictions.

   e. Accountability: Employees are accountable for the use of AI tools and any outcomes or content generated.

   f. Periodic Review: The VP of IT and the AI committee will periodically review approved AI tools to ensure compliance with the Canaveral Port Authority's standards and objectives.

g. Unauthorized use of AI tools or failure to adhere to these guidelines may result in disciplinary actions, up to and including termination.

E. Acceptable Personal Use, Prohibited Content, and Intellectual Property:

1. Personal Use:

   a. Limited personal use may be permitted within departmental guidelines, provided it does not interfere with CPA operations. Examples include occasional personal web browsing or listening to music with headphones.

   b. Non-CPA devices may only access CPA-sanctioned guest wireless networks (internet only – not internal resources).

2. Prohibited Content: Use of CPA IT resources to create, access, store, print, solicit, or distribute material that is harassing, threatening, abusive, sexually explicit, or otherwise offensive or inappropriate is strictly prohibited.

3. Intellectual Property Compliance: Employees must comply with applicable copyright, patent, and intellectual property laws.

F. Compliance and Oversight:

1. Compliance: Employees must comply with applicable federal and state laws, CPA policies and procedures, and the terms of applicable contracts including software license agreements.

2. Electronic Communication: CPA employees communicating with external jurisdictions (e.g., other states or countries or on other systems or networks) may also be subject to the laws, rules, and policies of those jurisdictions, systems, and networks. Employees must coordinate with the Vice President of IT and General Counsel to ensure compliance with applicable local, state, and federal laws.

3. Disruptive Usage of IT Resources: CPA IT will determine criteria for, excessive or disruptive usage or use that interferes with IT resources (e.g. excessive video streaming, personal cloud services, social media, unauthorized software and Software as a Service, etc.). CPA IT may require employees to limit or refrain from specific uses if such use interferes with the efficient operations of the system.

4. Unauthorized Access:

   a. Unauthorized access, impairment, or damage to CPA IT resources is strictly prohibited.

   b. Deliberate attempts to circumvent data protection or other security measures are prohibited.

G. Policy Enforcement and Disciplinary Action:

1. Policy Enforcement:

   a. CPA reserves the right to suspend or restrict IT resource access to:

1. Protect resource integrity, security, and operations;
2. Comply with legal or contractual obligations;
3. To investigate alleged or potential violations of law or policy including, without limitation, state, federal, or local law, or CPA policies and procedures;
4. Minimize liability or operational disruption.

2. Disciplinary Actions:

a. The CPA adheres to a progressive discipline process for violations of this policy, based on the severity and frequency of the offense. Disciplinary actions are designed to correct behavior and ensure accountability while providing employees the opportunity to comply.

1. Disciplinary steps may include, but are not limited to:

(i) Verbal Warning – For first-time, low-risk, or unintentional violations (e.g., minor personal use infractions).

(ii) Written Warning – Issued if the behavior continues or if the violation involves moderate risk (e.g., failure to report security incidents promptly, repeated unauthorized software use).

(iii) Suspension of IT Access or Formal Reprimand – Applied when prior warnings are ignored, or in cases of serious impact (e.g., accessing restricted systems without approval).

(iv) Termination of Access and/or Employment (Regardless of Prior Warnings) – For willful misconduct, repeat violations, unauthorized data disclosure, or introducing malicious software.

b. Upon suspension or employment termination, all access to CPA IT resources is immediately revoked and the employee may not access or allow others to access any CPA IT resource without the Canaveral Port Authority's express permission.

III. APPLICABILITY

A. This policy applies to all CPA employees, except as maybe otherwise specifically established by a written agreement signed by the CPA Chief Executive Office applicable to the employee.

B. This policy applies to all vendors and contractors, whether affiliated with the CPA or not, and to all uses of IT resources, whether onsite or from remote locations in accordance with the Vendor Access to CPA Technology Resources Procedure (PRO-2024-001-ITO-3).

IV. REFERENCES

A. Florida Statutes:

1. Chapter 119 – Public Records

2. Chapter 815 – Florida Computer Crimes Act

B. 18 U.S.C.A. §§ 2510-2523 – Electronic Communications Privacy Act of 1986 (as amended) (ECPA)

C. 18 U.S.C. § 1030 – Computer Fraud and Abuse Act of 1986 (as amended) (CFAA)

D. POL-2017-004-3, Code of Ethics and Business Conduct

E. POL-2016-002-HRO-3, Policy for Electronic Mobile Device Usage And Stipends

F. PRO-2015-001-IT)-3, Procedure for Monitoring of Information Technology Resources

G. PRO-2023-001-ITO-3, Procedure for Information Security Awareness Training

H. PRO-2024-001-ITO-3, Procedure for Vendor Access to CPA Technology Resources

I. PRO-2025-002-ITO-3, Procedure for IT Procurement and Risk Assessment

J. FOR-2016-001-HRO-3, Form for Electronic Mobile Device Stipend Agreement

V. EXCEPTIONS: Exceptions to this policy require the prior approval of the Port Director and Chief Executive Officer and the Vice President of IT or designee.

VI. RESPONSIBILITY: IT has the responsibility for maintaining and updating this policy and departments have the responsibility for maintaining and updating department guidelines annually. Employees have the responsibility to review and accept the policy annually.

*Approval Page

Name	Title	Signature	Date
Kirill Pannin	Director, Information Security (Document Creator)		
Mark Lorusso	Vice President, Information Technology (Department Head (Functional Area Director)		
Shannon Feeley	Director, Risk Management (Department Reviewer)		
Craig Langley	Vice President & General Counsel (Department Reviewer)		
Amanda Brailsford-Urbina	Vice President, Human Resources and Recreation (Department Reviewer)		
George P. Kistner, FCRM, CPE	Assistant Director, Records, Archives & History (Document Control & Compliance Representative)		
Captain John W. Murray	Canaveral Port Authority Port Director/CEO		
Wayne E. Justice	Canaveral Port Authority Commission Chairman		

*If Document Creator and/or Functional Area Director are also a part of the normal review process, a second signature is not required

[A] The TWU Collective Bargaining Agreement takes precedence over personnel rules and regulations in the event of a conflict. Changes in present rules affecting wage, hours or working conditions shall not become effective until they have been posted seven calendar days and a copy sent directly to TWU office by mail, email or fax. The Union may promptly demand an opportunity to bargain regarding any proposed changes.

With this in mind, all policies that directly affect the welfare of represented employees, members of the TWU, should be submitted to the Union Steward for review at least seven days prior to being placed on agenda for formal approval. This can be done through the Vice President, Human Resources and Recreation.
(If this is the case, the Vice President, Human Resources and Recreation must sign off on policy.)

[B] In cases where policy will have employee implications, the Vice President, Human Resources and Recreation must sign-off on policy.

Revision History Page

Revision	Effective Date	Changes Made (Initial Release, *Minor Amendment, Revision, Policy Review W/Revision, Repeal, **policy review w/o revision)	Briefly explain the purpose/reason for revision
0	October 1, 2015	Initial Release	Policy Creation
1	June 4, 2025	Revision	Major revisions to all sections to make policy current

*If change is minor amendment, then only the Assistant Director, Records, Archives and History is required to review and sign.
Minor Amendment: **Any change to an existing document that is limited to a clerical or grammatical change or correction that does not change the intent, scope, application or meaning of the document.**
If Policy is repealed, all approvers must sign.

**If no change to document, Assistant Director, Records, Archives and History is only required to verify and sign.

Assistant Director, Records, Archives and History Approval	Date

POLICY Number: POL-2015-001-ITO-3		**Effective:** October 1, 2015 **Revision:** June 4, 2025
Section: How We Work	**Acceptable Use of IT Resources**	Revision 1~~0~~, supersedes all previous documents (See revision history)

I. PURPOSE

To define~~describe the~~ acceptable use guidelines for Canaveral Port Authority ("CPA")~~of~~ Information Technology ("IT") department resources.

II. POLICY

A. ~~As part of its~~Integral to its mission, the CPA~~Canaveral Port Authority~~ acquires, develops, and maintains computers, computer systems and networks. These~~ Information Technology (IT)~~ resources and equipment ~~are intended for Port-related purposes, including direct and indirect~~ support ~~of the Port's business lines; ~~administrative functions, Port operations,~~;~~ customer and tenant interactions,~~activities;~~ and facilitate data~~the free~~ exchange both locally and globally.

B. Security, Privacy, and Public Records

1. Security Practices

a. Employees must practice "safe computing," safeguarding account access~~of data within the Canaveral Port District and among the Canaveral Port District~~ and updating passwords when required by the system or application.

~~a.~~b. Multi-Factor Authentication (MFA) is mandatory for accessing CPA systems remotely~~the wider local, national,~~ and for sensitive data~~global communities~~.

~~b.~~c. Remote access must utilize CPA-approved VPN connections and devices.

d. Data Classification and Handling Requirements: Data classification determines the handling, storage, and transmission requirements of CPA data. The IT department is responsible for developing and maintaining a data classification and handling procedure to ensure that sensitive and confidential data is transmitted and secured appropriately.

~~B. General Rules~~

~~Canaveral Port Authority employees who use Canaveral Port Authority Information Technology resources must comply with data classification requirements.~~

2. Account and Password Management

a. Employees must utilize IT approved password management solutions.

b. Maintain strong, unique passwords for each account. Password sharing or unauthorized credential storage is prohibited.

c. Employees must promptly report unauthorized account usage incidents to their supervisor and the Director of Information Security.

3. Role-Based Access Control (RBAC) and Least Privilege Principles

a. Access to CPA IT resources shall be granted by IT based on the principles of Role-Based Access Control (RBAC) and least privilege.

b. Access rights will be assigned based on job responsibilities and reviewed at least annually.

c. Department heads, in coordination with IT, are responsible for ensuring that staff have only the minimum level of access necessary to perform their duties.

d. Request for elevated privileges require documented justification by the department head by submitting a ticket to the helpdesk. Approval is granted or denied by the data owner.

4. Bring Your Own Device (BYOD)

a. CPA employees are strictly prohibited from using personal devices to access internal CPA IT resources, except for those who qualify for the Electronic Mobile Device ("EMD") Stipend.

b. Eligible employees must complete the EMD Stipend Form, specifying the device to be utilized.

c. Authorized devices must be registered, utilize CPA-approved security controls, and be enrolled in CPA mobile device management (MDM) for enforcement of encryption, password protection, and remote wipe capabilities of CPA data only.

d. Access from personal devices is limited to resources approved by CPA IT and must comply with all monitoring and compliance requirements.

5. Security Awareness & Training: Employees must participate in mandatory cybersecurity training programs as outlined in the procedure for Information Security Awareness Training - PRO-2023-001-ITO-3.

6. Monitoring and Privacy

a. CPA employees use of CPA IT resources is not private and is subject to monitoring and/or auditing without notice by IT to ensure operational safety, efficiency, and security.

~~CPA may monitor IT resource usage without notice to ensure operational efficiency and security.~~

b. CPA may monitor IT resources and retrieve communications and other records of specific users, including individual login sessions and the content of individual communications, without notice.

c. Monitoring or retrieval without notice are set forth in the procedure for Monitoring of Information Technology Resources ~~and Email/File Access~~ - PRO-2015-001-ITO-3.

7. Incident Reporting: All Employees must immediately report actual or suspected security incidents using the IT Department's helpdesk or by calling 321-394-3434~~designated reporting procedure~~, including but not limited to: data breaches, malware infections, unauthorized access, or loss of CPA-issued devices. Failure to report incidents in a timely manner may result in disciplinary action.

8. Public Records: All communications ~~about~~regarding CPA business, whether on a CPA assigned device or a personal device, and regardless of whether an EMD stipend is provided, is subject to Public Records request as outlined in Chapter 119, Florida Statutes. For more information on public record obligations, contact the CPA's Assistant Director of Records, Archives and History.

C. Technology Use and Requesting New Technology Resources

1. Hardware, Software, and Cloud Service Use:

a. The use of unauthorized hardware, software, or cloud-based services — commonly referred to as "shadow IT" — is strictly prohibited. All hardware, software, systems, and cloud services used at the CPA must be approved, provisioned, or sanctioned by the IT Department.

b. ~~Employees must not~~The introduction of~~e~~ personal devices or unapproved tools into the CPA network or workflow that bypass security protocols, data governance policies, or IT oversight, is prohibited.

2. Emerging Technology and Requesting New Technology Resources:

~~b.~~a. CPA employees may only utilize emerging technology approved by the IT Review Committee.

b. Requests for new hardware, software, systems, or services must be submitted ~~through~~to ~~proper~~ IT ~~channels~~ for evaluation including a security risk assessment prior to approval~~,~~ and implementation. Refer to the IT Procurement and Risk Assessment Procedure — PRO-2025-002-ITO-3 for detailed steps.

D. ~~AI~~ Use of Artificial Intelligence ("AI") in the Workplace:

1. The following guidelines apply to the use of AI tools:

a. AI Governance: The Chief Executive Officer appointed multi-disciplinary governance committee oversees and develops guidelines for the safe and secure use of AI.

b. Approved AI Technology/Tools and Training: The committee ~~governing AI use~~ will publish and maintain an AI procedure which lists approved AI tools and acceptable usage for Port-related business and sponsor employee training on AI tools.

c. Security and Privacy Compliance: AI usage must comply with all applicable CPA data protection, privacy, and security standards, including federal and state laws.

d. Restricted Access: Employees shall not input sensitive, confidential, or personally identifiable information into AI systems unless explicitly authorized. Refer to your department's AI Standard Operating Procedure for guidelines on AI use and restrictions.

e. Accountability: Employees are accountable for the use of AI tools and any outcomes or content generated.

f. Periodic Review: The VP of IT and the AI committee will periodically review approved AI tools to ensure compliance with the Canaveral Port Authority's standards and objectives.

g. Unauthorized use of AI tools or failure to adhere to these guidelines may result in disciplinary actions, up to and including termination.

E. Acceptable Personal Use, Prohibited Content, and Intellectual Property:

1. Personal Use:

a. Limited personal use may be permitted within departmental guidelines, provided it does not interfere with CPA operations. Examples include occasional personal web browsing or listening to music with headphones.

b. Non-CPA devices may only access CPA-sanctioned guest wireless networks (internet only – not internal resources).

2. Prohibited Content: Use of CPA IT resources to create, access, store, print, solicit, or distribute material that is harassing, threatening, abusive, sexually explicit, or otherwise offensive or inappropriate is strictly prohibited.

3. Intellectual Property Compliance: Employees must comply with applicable copyright, patent, and intellectual property laws.

F. Compliance and Oversight:

~~2.~~1. Compliance: Employees must comply with applicable federal and state laws, CPA policies and procedures,~~; Canaveral Port Authority rules, regulations, and policies;~~ and the terms of applicable contracts including software license agreements.~~licenses while using Canaveral Port Authority Information Technology resources.~~

~~3.~~2. Electronic Communication: CPA~~Canaveral Port Authority~~ employees communicating~~who engage in electronic communications~~ with external jurisdictions~~persons~~ (e.g., ~~in~~ other states or countries or on other systems or networks) may also be subject to the laws, rules, and policies of those jurisdictions,~~ and the rules and policies of those other~~ systems, and networks. Employees must~~Departments requiring the use of such communication shall~~ coordinate with the Vice President of IT~~Director of Information Technology~~ and ~~The Canaveral Port Authority~~ General Counsel~~Councel~~ to ensure compliance with applicable local, state, and federal laws.

~~4.~~3. Disruptive Usage~~use~~ of IT Resources:~~Canaveral Port Authority Information Technology resources is not permitted.~~ CPA IT ~~Departments (requiring the use of/administering these) resources involved~~ will determine criteria for~~whether specific usage is considered normal~~, excessive~~,~~ or disruptive usage or use that interferes with IT resources (e.g. excessive video streaming, personal cloud services, social media, unauthorized software and Software as a Service, etc.).~~.~~ CPA IT~~Canaveral Port Authority Information Technology~~ may require employees ~~of those resources~~ to limit or refrain from specific uses if such use interferes with the efficient operations of the system.

4. Unauthorized Access:

a. Unauthorized ~~Canaveral Port Authority employees may not use Information Technology resources to gain unauthorized~~ access, impairment, ~~to remote computers or to impair~~ or damage to CPA IT resources is strictly prohibited.

~~a.~~b. ~~the operations of Canaveral Port Authority computers or networks, terminals or peripherals.~~ Deliberate attempts to circumvent data protection or other security measures are prohibited.

G. Policy Enforcement and Disciplinary Action:

1. Policy Enforcement:

~~5.~~ CPA reserves the right to ~~Canaveral Port Authority employees who violate this policy may be denied access to Canaveral Port Authority Information Technology resources.~~

a. ~~The agency may~~ suspend~~, block~~ or restrict IT resource access~~access to an account when it appears necessary to do so~~ to:

1. Protect resource~~to protect the~~ integrity, security, and operations~~or functionality of Port or other Information Technology resources~~;

2. Comply~~to comply~~ with legal or contractual obligations;~~requirements;~~

3. To~~to~~ investigate alleged or potential violations of law or policy including, without limitation, state, federal, or local law, or C~~anaveral~~ P~~ort~~ A~~uthority~~ policies and procedures;

4. Minimize~~or to protect the Canaveral Port Authority from~~ liability or operational disruption.

2. Disciplinary Actions:

a. The CPA adheres to a progressive discipline process for violations of this policy, based on the severity and frequency of the offense. Disciplinary actions are designed to correct behavior and ensure accountability while providing employees the opportunity to comply.

1. Disciplinary steps may include, but are not limited to:

   (i) Verbal Warning – For first-time, low-risk, or unintentional violations (e.g., minor personal use infractions).

   (ii) Written Warning – Issued if the behavior continues or if the violation involves moderate risk (e.g., failure to report security incidents promptly, repeated unauthorized software use).

   (iii) Suspension of IT Access or Formal Reprimand – Applied when prior warnings are ignored, or in cases of serious impact (e.g., accessing restricted systems without approval).

   (iv) Termination of Access and/or Employment (Regardless of Prior Warnings) – For willful misconduct, repeat violations, unauthorized data disclosure, or introducing malicious software.

~~6. Canaveral Port Authority employees who violate this policy may be subject to disciplinary action, up to and including termination.~~

~~a.~~b. Upon suspension or ~~termination of~~ employment termination~~for any reason~~, all ~~non-public~~ access to CPA IT resources is immediately~~Canaveral Port Authority computer and information systems and networks is~~ revoked and the ~~former~~ employee may not ~~use or~~ access or allow others to access any CPA IT~~Canaveral Port Authority Information Technology~~ resource without the Canaveral Port Authority's express permission.

~~C. Security, Privacy, and Public Records~~

~~1. Security: The Canaveral Port Authority employs various measures to protect the security of its Information Technology resources and user accounts.~~

~~a. It is the responsibility of Canaveral Port Authority employees to practice "safe computing" by establishing appropriate access restrictions for their accounts, by guarding their passwords, and by changing them regularly.~~

~~2. Account/Password Controls: Canaveral Port Authority employees are responsible for ascertaining what authorizations are necessary and for obtaining them before using Canaveral Port Authority Information Technology resources.~~

~~a. Canaveral Port Authority employees are responsible for any activity originating from their accounts which they can reasonably be expected to control.~~

~~1. Accounts and passwords may not, under any circumstances, be used by persons other than those to whom they have been assigned by the account administrator.~~

~~2. In cases when unauthorized use of accounts or resources is detected or suspected, the account owner should change the password and report the incident to the~~

~~appropriate account administrator, Director of Information Technology, and Department Supervisor, Manager, or Director.~~

3. ~~Monitoring/Privacy: Canaveral Port Authority employees should also be aware that their use of Canaveral Port Authority Information Technology resources is not private.~~
   a. ~~The Canaveral Port Authority may monitor Information Technology resources and retrieve communications and other records of specific users, including individual login sessions and the content of individual communications, without notice.~~
   b. ~~Employees should be aware that normal operation and maintenance of the Canaveral Port Authority's Information Technology resources may require monitoring of individual usage, the backup and caching of data and communications, the logging of activity, monitoring of general usage patterns and other activities necessary or convenient for the provision of service.~~
   c. ~~The criteria and steps required for approval of such monitoring or retrieval without notice are set forth in the procedure on the Monitoring of Canaveral Port Authority Information Technology Resources and Retrieval of Communications.~~
4. ~~Public Records: All communications about Canaveral Port Authority business whether on a Canaveral Port Authority assigned device or a personal device, regardless of whether a stipend is provided, is subject to Public Records request as outlined in Chapter 119, Florida Statute.~~

D. ~~Commercial and Personal Use~~

1. ~~Information Technology resources are not to be used for personal commercial purposes or for personal financial or other gain.~~
2. ~~Commissioners and employees who have been assigned or provided stipends for resources such as computers, email accounts, laptops, iPads, cell phones, radios, etc. to be used in their daily work assignments are expected to use good judgment in the use of these assigned resources.~~
   a. ~~Each department head is responsible to establish guidelines specific to their department in order to meet their business operational needs. These guidelines will be documented and clearly communicated to each employee.~~
3. ~~Employees are strictly forbidden to use Canaveral Port Authority assigned resources or resources for which they are receiving stipends to access clearly inappropriate or offensive websites such as pornographic or other similar sites.~~
4. ~~Use of Canaveral Port Authority Information Technology resources or personal resources to create, access, store, print, solicit or send any materials that are harassing, threatening, abusive, sexually explicit or otherwise offensive or inappropriate will not be tolerated.~~
5. ~~Employees shall not violate the rights of any person or company protected by copyright, trade secret, patent or other intellectual property, or similar laws or regulations, including but not limited to, digitization and distribution of photographs from magazines, books or other copyrighted sources, copyrighted music.~~

~~6. Installation of any copyrighted software for which the Canaveral Port Authority or the end user does not have an active license is prohibited.~~

~~E. Network Infrastructure and Wireless Media~~

~~1. Canaveral Port Authority employees are not authorized to implement their own IT network infrastructure or software. Canaveral Port Authority employees shall not offer alternate methods of access to Canaveral Port Authority Information Technology or any other network infrastructure services.~~

~~2. Wireless is shared media and easily intercepted by a third party. Wireless users are encouraged to use some type of encryption.~~

III. APPLICABILITY:

~~F.~~A. This policy applies to all CPA~~Canaveral Port Authority~~ employees, except as maybe otherwise specifically established by a written agreement signed by the CPA~~Canaveral Port Authority~~ Chief Executive Office applicable to the employee.

This policy applies to all vendors and contractors, whether ~~Canaveral Port Authority employees of Canaveral Port Authority Information Technology resources, whether~~ affiliated with the CPA~~Canaveral Port Authority~~ or not, and to all uses of IT~~those~~ resources, whether onsite or from remote locations in accordance with the Vendor Access to CPA Technology Resources Procedure (PRO-2024-001-ITO-3).

~~G.~~B.

~~III.~~IV. REFERENCES:

A. Florida Statutes:

1. Chapter 119 – Public Records

2. Chapter 815 – Florida Computer Crimes Act

B. 18 U.S.C.A. §§ 2510-2523 – Electronic Communications Privacy Act of 1986 (as amended) (ECPA)

C. 18 U.S.C. § 1030 – Computer Fraud and Abuse Act of 1986 (as amended) (CFAA)

~~D. Procedure for Monitoring of Canaveral Port Authority Information Technology Resources and Email/File Access - PRO-2015-001-ITO-3Retrieval of Communications - Procedure~~

D. POL-2017-004-3, Code of Ethics and Business Conduct

E. POL-2016-002-HRO-3, Policy for Electronic Mobile Device Usage And Stipends

F. PRO-2015-001-IT)-3, Procedure for Monitoring of Information Technology Resources

G. PRO-2023-001-ITO-3, Procedure for Information Security Awareness Training

H. PRO-2024-001-ITO-3, Procedure for Vendor Access to CPA Technology Resources

I. PRO-2025-002-ITO-3, Procedure for IT Procurement and Risk Assessment

J. FOR-2016-001-HRO-3, Form for Electronic Mobile Device Stipend Agreement

~~IV.~~V. **EXCEPTIONS:** Exceptions to this policy require the prior approval of the Port Director and Chief Executive Officer ~~or his/her designee~~ and the Vice President~~Senior Director~~ of IT or designee~~Communications~~.

~~V.~~VI. **RESPONSIBILITY:** IT~~Information Technology~~ has the responsibility for maintaining and updating this policy and departments have the responsibility for maintaining and updating department guidelines annually. Employees have the responsibility to review and accept the policy annually.

*Approval Page

Name	Title	Signature	Date
Kirill Pannin	Director, Information Security (Document Creator)		
Mark Lorusso	Vice President, Information Technology (Department Head (Functional Area Director)		
Shannon Feeley	Director, Risk Management (Department Reviewer)		
Craig Langley	Vice President & General Counsel (Department Reviewer)		
Amanda Brailsford-Urbina	Vice President, Human Resources and Recreation (Department Reviewer)		
George P. Kistner, FCRM, CPE	Assistant Director, Records, Archives & History (Document Control & Compliance Representative)		
Captain John W. Murray	Canaveral Port Authority Port Director/CEO		
Wayne E. Justice	Canaveral Port Authority Commission Chairman		

*If Document Creator and/or Functional Area Director are also a part of the normal review process, a second signature is not required

[A] The TWU Collective Bargaining Agreement takes precedence over personnel rules and regulations in the event of a conflict. Changes in present rules affecting wage, hours or working conditions shall not become effective until they have been posted seven calendar days and a copy sent directly to TWU office by mail, email or fax. The Union may promptly demand an opportunity to bargain regarding any proposed changes.

With this in mind, all policies that directly affect the welfare of represented employees, members of the TWU, should be submitted to the Union Steward for review at least seven days prior to being placed on agenda for formal approval. This can be done through the Vice President, Human Resources and Recreation.
(If this is the case, the Vice President, Human Resources and Recreation must sign off on policy.)

[B] In cases where policy will have employee implications, the Vice President, Human Resources and Recreation must sign-off on policy.

Revision History Page

Revision	Effective Date	Changes Made (Initial Release, *Minor Amendment, Revision, Policy Review W/Revision, Repeal, **policy review w/o revision)	Briefly explain the purpose/reason for revision
0	October 1, 2015	Initial Release	Policy Creation
1	June 4, 2025	Revision	Major revisions to all sections to make policy current

*If change is minor amendment, then only the Assistant Director, Records, Archives and History is required to review and sign.
Minor Amendment: **Any change to an existing document that is limited to a clerical or grammatical change or correction that does not change the intent, scope, application or meaning of the document.**
If Policy is repealed, all approvers must sign.

**If no change to document, Assistant Director, Records, Archives and History is only required to verify and sign.

Assistant Director, Records, Archives and History Approval	Date