

**Sebring Airport Authority  
Board Meeting Agenda  
November 16, 2023**

1:30 p.m.

**Hendricks Field  
Sebring Airside Center**

**1. OPENING ITEMS**

- a) Call to Order
- b) Pledge of Allegiance and Invocation
- c) Roll Call
- d) Announcements

**Upcoming Meetings & Events**

<u>Date</u>	<u>Time</u>	<u>Meeting/Event</u>	<u>Location</u>
11/23-24/2023		Thanksgiving – Offices will be closed	
12/14/2023	1:30pm	SAA/CRA Board Meeting	Hendricks Field Center

**2. CONSENT AGENDA**

- a) Approve October 2023 Minutes and Invoices

**3. MISCELLANEOUS**

**4. ACTION ITEMS**

- a) Taxiway A4 Realignment – Final Change Order – E.O. Koch
- b) Resolution 23-14 Approving Budget Amendment S23-08
- c) ATC Tower Pros Contract – 2024 ATC Services Sebring Race

**CONTINGENT ACTION ITEMS**

**5. EXECUTIVE DIRECTORS' REPORT**

- a) Avon Park Air Force Rand Compatible Use Plan – Central Florida Regional Planning Council

**6. BOARD OF DIRECTORS' BUSINESS**

**7. CONCERNS OF THE PUBLIC**

**8. EMERGENCY BUSINESS**

**9. ADJOURNMENT**

If a person decides to appeal any decision made by the Board at any meeting or hearing, he will need a verbatim record of the proceedings. The record must include the testimony and evidence upon which the appeal is to be

based. Sebring Airport Authority also gives notice that the Chairman is authorized to cancel or postpone any scheduled meeting or hearing by directing the Executive Director to so inform all Board members and any other interested parties and the press. Sebring Airport Authority does not discriminate upon the basis of any individual's disability status. This non-discriminatory policy involves every aspect of the Board's functions, including one's access to, participation in, employment of, or treatment in its programs or activities. Anyone requiring reasonable accommodations as provided for in the Americans with Disabilities Act should contact Beverly K. Glarner, Sebring Airport Authority at 863-314-1301.

**Note:** Additional staff items may be considered if they come in after the agenda deadline.

**SEBRING AIRPORT AUTHORITY  
BOARD MEETING  
October 19, 2023**

The Sebring Airport Authority Board of Directors held a scheduled Board Meeting on October 19, 2023, at 1:30 p.m. in person and by telephone-technology conference call. A quorum was met with the following in attendance:

Mark Andrews	-	Chairman
Pete McDevitt	-	Vice Chairman
Stanley Wells	-	Secretary
Craig Johnson	-	Asst. Secretary
Brent Ferns	-	Board Member
Carl Cool	-	Board Member

Also

Mike Willingham	-	Executive Director
Beverly Glarner	-	Executive Assistant
Colleen Plonsky	-	Director of Finance
Bob Swaine	-	Swaine and Harris
Tim Rolland	-	SpringLake HOA Board Member
Eric Menger	-	Hanson, Inc.
Kevin McCauley	-	Atkins
Jack Thompson	-	Avcon
Joann Gaskins	-	CareerSource Highlands
Craig Sucich	-	RS&H

**1. OPENING ITEMS**

- A. Meeting was called to order at 1:30 p.m.
- B. Bob Swaine led the Invocation and Pledge.
- C. **Roll Call**  
Pete McDevitt, Mark Andrews, Craig Johnson, Carl Cool, Brent Ferns and Stanley Wells were present for the meeting. Terrill Morris was absent.

**D. Announcements**

## **2. CONSENT AGENDA**

### **Approve the Consent Agenda:**

There was a motion by Pete McDevitt to approve the Consent Agenda with a second by Carl Cool. The motion was passed with aye votes by Wells, Andrews, McDevitt, Johnson, Cool, and Ferns.

## **3. MISCELLANEOUS**

## **4. ACTION ITEMS**

### **A. RFP 23-06 Terminal Apron Rehab, Phase II – Award and Contract IPCD Paving, Inc.**

This item was presented by Mike Willingham. There was a motion by Pete McDevitt to approve the item with a second by Brent Ferns. The motion was passed with aye votes by Wells, Andrews, McDevitt, Johnson, Cool, and Ferns.

### **B. RFP 23-07 SEF Airfield Storm Sewer Rehab - Rebid**

This item was presented by Mike Willingham. There was a motion by Pete McDevitt to approve the item with a second by Brent Ferns. The motion was passed with aye votes by Wells, Andrews, McDevitt, Johnson, Cool, and Ferns.

### **C. Resolution 23-11 Approving Budget Amendment S23-07**

This item was presented by Colleen Plonsky. There was a motion by Stanley Wells to approve the item with a second by Carl Cool. The motion was passed with aye votes by Wells, McDevitt, Andrews, Johnson, Cool, and Ferns.

### **D. Interlocal Agreement – SAA/CRA – Hurricane IAN Project**

This item was presented by Colleen Plonsky. There was a motion by Pete McDevitt to approve the item with a second by Craig Johnson. The motion was passed with aye votes by Wells, McDevitt, Andrews, Johnson, Cool, and Ferns.

### **E. Asset Disposal**

This item was presented by Colleen Plonsky. There was a motion by Pete McDevitt to approve the item with a second by Brent Ferns. The motion was passed with aye votes by Wells, McDevitt, Andrews, Johnson, Cool, and Ferns.

### **F. Heartland National Bank - \$500K LOC**

This item was presented by Bob Swaine. There was a motion by Craig Johnson to approve the item with a second by Pete McDevitt. The motion was passed with aye votes by McDevitt, Andrews, Johnson, Cool, and Ferns. Wells abstained.

### **G. Heartland National Bank – Grant LOC**

This item was presented by Bob Swaine. There was a motion by Craig Johnson to approve the item with a second by Pete McDevitt. The motion was passed with aye votes by McDevitt, Andrews, Johnson, Cool, and Ferns. Wells abstained.

**5. DIRECTOR REPORT**

Executive Director Mike Willingham gave his report and Jason Ali updated the Board on Range activities.

**6. DIRECTOR'S BUSINESS**

**7. CONCERNS OF THE PUBLIC**

**8. ADJOURNMENT**

Chairman adjourned meeting at 1:45pm.



Mike Willingham, Executive Director

11.16.23

Approved by Board

## Invoices Paid in October 2023 Presented in November 2023 Board Meeting

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
10/10/2023	AAIM	675.00	SAA: Annual Membership Dues 11.01.23-10.31.24
10/17/2023	Aaron's Carts Plus Inc.	188.95	FBO: Repair Part (Solenoid) for Golf Cart #3
10/3/2023	Air & Electrical Services, Inc	2,656.13	SAA: Repairs to Terminal Bldg. AC; Replace Sensors to Disconnect Cabinet; Installation of Remote Disconnect and Current Clamp Monitors
10/3/2023	Air & Electrical Services, Inc	628.11	SAA: Replaced LED Light in Hangar #33
10/17/2023	Air & Electrical Services, Inc	188.06	SAA: Service Call to Tecnam; Replaced Compressor Contactor
10/17/2023	American Assoc. of Airport Exec	275.00	SAA: Annual Membership Dues for Deputy Director
10/31/2023	APTIM Environmental & Infrastructure, LLC.	2,477.50	SAA: Professional Svcs. for FEMA Disaster Recovery
10/31/2023	Atkins North America, Inc.	11,875.00	SAA: September 2023 Apron Rehab Construction Phase II - Grant Reimbursed
10/31/2023	Atkins North America, Inc.	260.00	SAA: September 2023 Building 22 Re-Roof
10/31/2023	Atkins North America, Inc.	500.00	SAA: September 2023 FAA Disadvantaged Business Enterprise Goal Settings FY 2024 - 2026
10/31/2023	Atkins North America, Inc.	10,209.49	SAA: September 2023 On-Call Services
10/3/2023	Bella Villa 31	2,384.00	SAA/FBO: September 2023 Cleaning of Terminal Building
10/10/2023	Beverly Glarner	140.99	SAA: October 2023 Internet Service; Executive Assistant Home Office
10/17/2023	Big Messages LLC	164.39	SAA/FBO: After Hours Telephone Answering Service
10/17/2023	Bio-Tech Consulting Inc.	3,477.50	SAA: Bi-Monthly Water Way Weed Control
10/25/2023	Bryant Miller Olive P.A.	4,220.50	SAA: Sept.2023 Legal Services RE:Stormwater Treatment Charges
10/25/2023	Bugs Bee-Ware Ext., Inc.	920.00	SAA: Bi-Monthly Lawn Care 10.12.23
10/25/2023	Bugs Bee-Ware Ext., Inc.	100.00	SAA: Plant & Shrub Care
10/25/2023	Bugs Bee-Ware Ext., Inc.	540.00	SAA: Quarterly Exterminating Svc 9.18.23
10/25/2023	Bugs Bee-Ware Ext., Inc.	50.00	SAA: Nuisance Animal Control Svc Call - Bldg. 22
10/25/2023	Bugs Bee-Ware Ext., Inc.	100.00	SAA: Nuisance Animal Control Svc Call - Bldg. 22
10/31/2023	Bugs Bee-Ware Ext., Inc.	175.00	SAA: Quarterly Plant & Shrub Care
10/3/2023	C & C Plumbing, Inc.	218.75	SAA: Service Call; Repair Toilet Valve in Ladies Room in Terminal Building
10/17/2023	Century Link	1,646.05	SAA/FBO: October 2023 Fiber Optics & ShoreTel System
10/3/2023	Cintas	262.40	SAA/FBO: Weekly Service; Mats, Aircare, Soap/Germx & FBO Uniforms
10/10/2023	Cintas	537.86	SAA/FBO: Bi-Weekly Service; Aircare, Soap/GermX, Mats, & FBO Uniforms
10/31/2023	Cintas	265.00	SAA/FBO: Weekly Service; Mats, Aircare, Soap/Germx & FBO Uniforms
10/10/2023	Cintas	118.00	SAA/FBO: Monthly Agreement for AED System
10/10/2023	Coastal MRO	50.50	FBO: Pre-Employment Drug Screening - New Hire
10/25/2023	Coastal MRO	151.50	SAA/FBO: Random Drug Screening - 3 Employees
10/25/2023	Coastal MRO	50.50	SAA: Pre-Employment Drug Screening - New Hire
10/3/2023	Copy Life Inc	234.34	SAA/FBO: September 2023 Copies
10/17/2023	D & N Cabinetry, Inc.	4,486.87	SAA: Terminal Bldg. Airside Improvements; New Cabinets for Copy Room/Work Area 354
10/31/2023	D & N Cabinetry, Inc.	3,610.00	SAA: Laminate Countertop in Control Tower
10/3/2023	Department of Management Svcs.	293.56	SAA/FBO: August 2023 Audio, Long Distance & Local Service
10/25/2023	Department of Management Svcs.	293.22	SAA/FBO: September 2023 Audio, Long Distance & Local Service
10/19/2023	Dustin Dennis	425.00	SAA/FBO: Detail (5) Airport Vehicles
10/17/2023	Embarq Florida, Inc	69.34	SAA/FBO: October 2023 Phone Service
10/25/2023	Federal Express Corporation	15.79	SAA: Express Shipping
10/10/2023	Fla. Depart. of Economic Opportunity	175.00	CRA: Special District Fee for CRA

## Invoices Paid in October 2023 Presented in November 2023 Board Meeting

DATE	SAA/FBO - PAID INVOICES	AMOUNT	DESCRIPTION
10/31/2023	Highlands News-Sun	158.50	SAA: Subscription Renewal for 26 Weeks
10/10/2023	Innovative Publishing	225.00	SAA: Directory Listing in Florida Airports Council Directory
10/3/2023	Leaf Capital Funding, LLC	457.26	SAA/FBO: Lease of Copy Machines - September 2023
10/31/2023	Leaf Capital Funding, LLC	457.26	SAA/FBO: Lease of Copy Machines - October 2023
10/31/2023	Long's Air Conditioning, Inc.	498.00	SAA: Service Call - Replaced Compressor plug, Changed Belt, Changed Filters on Terminal Building AC
10/3/2023	Michael Byrd	555.00	SAA: Stripped & Waxed Wood Floors at Runway Cafe, Including Wax & Stripper
10/10/2023	Paul C Valladares Jr	270.00	SAA/FBO: October 2023 Plant Services
10/3/2023	Pitney Bowes Global Financial	192.75	SAA: Quarterly Lease of Postage Machine
10/3/2023	Rapid Systems	638.95	SAA/FBO: October 2023 Internet Service at Terminal Building & Control Tower
10/2/2023	Sage Payment Solutions	3,263.05	SAA: Paya Exchange CC Fees- September 2023
10/5/2023	SWK Technologies, Inc.	450.00	SAA: Monthly Fee For Sage 100 Technical Support
10/3/2023	TEAMFL	1,800.00	SAA: 2023-24 Annual Membership Dues
10/3/2023	TechHouse:Intergrated	233.98	SAA: New Monitor for SAA Employee
10/3/2023	TechHouse:Intergrated	75.00	SAA/FBO: General IT Issues; Logging in & Document Recovery
10/10/2023	TechHouse:Intergrated	75.00	SAA: General IT Support; Assist with Uploading Files/Check Desktop for Corruption and Reset Password
10/25/2023	TechHouse:Intergrated	367.50	SAA: General IT Support; New Employee Setup
10/25/2023	TechHouse:Intergrated	20.69	SAA: Balance Due for New Monitor - Shipping Charges Invoice #DEP-ORD-03495
10/25/2023	TechHouse:Intergrated	1,670.50	SAA/FBO: Recurring Monthly Fee for Software
10/31/2023	TechHouse:Intergrated	302.50	SAA: General IT Support; Set Up New Device; Share Account Calendars; Download Teams on Computer

**Total: \$66,820.24**

## October 2023 P-Cards

Purchase Date	Vendor Name	Amount	Description
10/3/2023	AVIATION LABORATORIES IN	\$299.93	FBO: Plastic Membrane Used to Test for Presence of Contaminants in JET-A Fuel
10/3/2023	THE HOME DEPOT #6340	\$133.71	SAA: Electrical Outlets for Terminal Building
10/4/2023	THE BULB BIN	\$104.00	SAA: Lights for Fuel Farm
10/4/2023	WM SUPERCENTER #666	\$65.01	FBO: Drink Mix for Customers and Microfiber Towels
10/5/2023	SP ALL SECURITY EQUI	\$950.47	SAA: Computer Board for Gate #17
10/5/2023	THE HOME DEPOT #6340	\$139.51	SAA: Electrical Outlets for Terminal Building
10/5/2023	TRIANGLE HARDWARE	\$14.99	SAA: 20 Amp Power Cable Connector for Aircraft Rescue and Firefighting Truck
10/5/2023	WAWA 5370	\$38.03	FBO: Fuel Purchased for Courtesy Vehicle
10/6/2023	AMZN Mktp US	(\$16.02)	SAA: Returned Item
10/6/2023	CIRCLE K 07515	\$88.00	SAA: Fuel Purchased for Maintenance Truck
10/6/2023	IN EBRIDGE, INC	\$175.00	SAA: Monthly Fee for Record Retention
10/7/2023	AMAZON.COM TE5AM8AQ0	\$93.82	FBO: Four Stainless Steel Buckets for FBO Quality Control
10/8/2023	AMAZON.COM TE1HK8H42	\$63.67	SAA: Reimbursed Wrong Card Used for Purchase
10/8/2023	AMZN Mktp US TE84D75T2	\$319.93	SAA: Two 27 Inch Monitors and PC Soundbar for SAA Employee
10/9/2023	ADOBE ACROPRO SUBS	\$215.91	SAA: Monthly Software Subscription
10/9/2023	GRAINGER	\$23.51	SAA: Fuse for Aircraft Rescue and Firefighting Truck
10/11/2023	CIRCLE K 07515	\$61.20	FBO: Fuel Purchased for Courtesy Vehicle
10/12/2023	DISH NETWORK-ONE TIME	\$132.50	SAA: Monthly Satellite Service for Pilot's Lounge - October 2023
10/12/2023	THE HOME DEPOT #6340	\$69.93	FBO: Paper Towels for Use in Terminal Building
10/12/2023	THE HOME DEPOT #6340	\$24.82	SAA: Electrical Outlets for Terminal Building
10/12/2023	WAL-MART #0666	\$75.04	FBO: Water Bottles Purchased for FBO Customers
10/12/2023	WCI SEBRING HAULING	\$747.93	SAA: Monthly Waste Collection - October 2023
10/13/2023	AMZN Mktp US TP6GC9A92	\$59.99	SAA: PC Webcam for SAA Employee
10/13/2023	CIRCLE K 07515	\$80.00	SAA: Fuel Purchased for Maintenance Truck
10/13/2023	HOMEDEPOT.COM	\$490.07	SAA: Mini Blinds for Terminal Building
10/13/2023	TRTAX&ACTGPROFESSIONAL	\$294.00	SAA: Monthly Subscription Fixed Asset Software
10/13/2023	VERIZONWRLSS RTCCR VB	\$1,432.59	SAA/FBO: Monthly Mobile Service - Sept 2023
10/14/2023	AMZN Mktp US TE4NB8UW1	\$121.70	FBO: Trash Bags, Trash Grabber, and Speakers for Computer
10/16/2023	AMERICAN MESSAGING	\$32.12	SAA/FBO: Emergency Beeper Service
10/16/2023	SUNPASS ACC122820104	\$9.46	SAA: Out-of-town Tolls
10/17/2023	Amazon.com TP4F800I1	\$7.67	SAA: Light Switch for Cafe Cooler
10/17/2023	AMZN Mktp US TD4BP9O90	\$119.96	FBO: Two Gallon Stainless Steel Bucket for FBO QC; Dual Monitor Stand
10/17/2023	TRIANGLE HARDWARE	\$36.04	FBO/SAA: Ant Baits, Ant Killer Liquid and Propane Cylinders
10/17/2023	WAWA 5370	\$29.00	FBO: Fuel Purchased for Courtesy Vehicle
10/17/2023	WM SUPERCENTER #666	\$32.34	FBO: Gatorade Powder Mix for Customers
10/17/2023	WWW.NATA.AERO	\$415.00	FBO: NATA Membership and Safety 1st Training for FBO Staff



## October 2023 P-Cards

Purchase Date	Vendor Name	Amount	Description
10/18/2023	THE HOME DEPOT #6340	\$57.93	SAA: Electrical Outlets for Terminal Building
10/18/2023	WING AERO PRODUCTS	\$162.13	FBO: Products for Resale to FBO Customers
10/19/2023	AMAZON.COM TP9ZH1SP1	\$44.88	FBO: Coffee Creamers for FBO Customer Use
10/19/2023	FIND IT PARTS	\$52.71	SAA: Generator Switch
10/19/2023	MYFLORIDACOUNTY.COM	\$98.33	SAA: Recording Fee for Bonds - Terminal Apron Rehab Phase II Project
10/20/2023	AMZN Mktp US TP8FH4KF1	\$40.07	SAA: Cabinet/Drawer Organizers for Admin Area
10/20/2023	CELLULAR SALES EF-VL	\$375.58	SAA: New iPhone Accessories Executive Offices
10/22/2023	LOOPNET INC	\$128.50	SAA: Online SAA Realty Listing Company
10/23/2023	CIRCLE K 07515	\$71.00	SAA: Fuel Purchased for Maintenance Truck
10/24/2023	AMZN Mktp US G08HH3MD3	\$22.99	FBO: Jet - A Truck Receipt Ribbon
10/24/2023	AMZN Mktp US Z05UL6WG3	\$105.00	FBO: Wind Up Reel For Fuel Farm; Golfcart Suspension Bushings
10/24/2023	SEVEN SEBRING RACEWAY HOT	\$346.02	SAA: Hotel Room -Terminal Apron Rehab Construction Phase 2 - Project Representative
10/25/2023	AMZN Mktp US 0M1HO19A3	\$15.99	SAA: iPhone Case for SAA Employee
10/25/2023	AMZN Mktp US DQ7666DE3	\$189.81	FBO: Two Replacement Vent guards to Remove Moisture from 55 Gallon n Fuel System Icing Inhibitor
10/25/2023	CFX VES WEBSITE	\$9.36	SAA: Out-of-town Tolls
10/25/2023	NAPA AUTO PARTS 161	\$175.92	FBO: Jet Truck Engine Coolant ; Fuel Pump for John Deere Gator
10/25/2023	TRIANGLE HARDWARE	\$39.23	FBO: Dust Cover For Fuel Nozzles
10/26/2023	AMZN Mktp US HW5YH2N23	\$158.00	SAA: LED Lights for Terminal Building
10/26/2023	AMZN Mktp US O924W20T3	\$148.00	SAA: LED Panels for Terminal Building
10/26/2023	MYFLORIDACOUNTY.COM	\$27.95	SAA: Recording of Bonds for Project - Interlocal Agreement Hurricane IAN Project
10/26/2023	THE HOME DEPOT #6340	\$32.98	SAA: Window Privacy for Admin Area Window Room 353
10/26/2023	USPS PO 1184910873	\$58.68	SAA: Certify Mail - Return of Bid Bonds (from RFPs) and FL Excise Refund
10/27/2023	AIRCRAFT SPRUCE AND SPEC	\$207.13	FBO: Adapters for Jump Starting Aircraft
10/27/2023	SEVEN SEBRING RACEWAY HOT	(\$11.30)	SAA: Sales Tax Reimbursement
10/30/2023	CIRCLE K 07515	\$55.00	FBO: Fuel Purchased for Courtesy Vehicle
10/31/2023	HOMEDEPOT.COM	\$520.20	SAA: Fuel Purchased for Maintenance Truck
10/31/2023	NIS SUPPLY	\$322.39	FBO: 65 Gal. Spill Kit Refill for Sebring Airport Site
11/1/2023	AMZN MKTP US DN02X1DQ3	\$109.94	SAA: Large Cork Board for Admin Area, Kitchen Supplies for Events
11/1/2023	CIRCLE K 07515	\$81.00	SAA: Fuel Purchased for Maintenance Truck
11/1/2023	EXXON LAMOSS INC.	\$36.03	FBO: Fuel Purchased for Courtesy Vehicle
11/1/2023	MARATHON PETRO232694	\$50.00	FBO: Fuel Purchased for Courtesy Vehicle
11/1/2023	MARATHON PETRO232694	\$51.00	FBO: Fuel Purchased for Executive Director Vehicle
11/2/2023	RUNWAY CAFE	\$41.48	SAA: Lunch Meeting for Ex Director, Board Member, Finance Director, and Deputy Director

**Total Due: \$10,804.76**

**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 11/7/2023**  
**Sebring Airport Authority (SAA)**

Vendor Number/ Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
A&ESERV Air & Electrical Services, Inc									
1592-540285	9/30/2023	10/30/2023	18,693.79	0.00	18,693.79	0.00	0.00	0.00	SAA: Bldg. 103 C-1; Provide & Install 4 Dehumidifiers in each Hangar for Bldg. 103; Includes labor, installation, and parts
<b>Vendor A&amp;ESERV Totals:</b>			<u>18,693.79</u>	<u>0.00</u>	<u>18,693.79</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
ALLIED Universal Protection Service, LLC									
14948367	10/31/2023	11/30/2023	13,906.26	13,906.26	0.00	0.00	0.00	0.00	SAA: October 2023 Security Service
<b>Vendor ALLIED Totals:</b>			<u>13,906.26</u>	<u>13,906.26</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
ATKINS Atkins North America, Inc.									
2005271 - AR	10/31/2023	11/30/2023	35,305.00	35,305.00	0.00	0.00	0.00	0.00	SAA: October 2023 Apron Rehabilitation - Grant Reimbursed
2005271 - BR	10/31/2023	11/30/2023	4,275.00	4,275.00	0.00	0.00	0.00	0.00	SAA: October 2023 Bldg. 22 Re-Roof
2005271 - CC	10/31/2023	11/30/2023	4,292.50	4,292.50	0.00	0.00	0.00	0.00	SAA: October 2023 Land Acq. 2 - Grant Reimbursed (Canal Clearing)
2005271 - FDG	10/31/2023	11/30/2023	10,800.00	10,800.00	0.00	0.00	0.00	0.00	SAA: October FAA DBE Goals
2005271 - OC	10/31/2023	11/30/2023	7,292.50	7,292.50	0.00	0.00	0.00	0.00	SAA: October 2023 General On-Call Services
2005271-ADI	10/31/2023	11/30/2023	13,633.75	13,633.75	0.00	0.00	0.00	0.00	SAA: October 2023 Airfield Drainage Improvements
<b>Vendor ATKINS Totals:</b>			<u>75,598.75</u>	<u>75,598.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
AVCON Avcon, Inc.									
126061	10/31/2023	11/30/2023	4,265.00	4,265.00	0.00	0.00	0.00	0.00	SAA: October 2023 On-Call Services
126062	10/31/2023	11/30/2023	11,355.71	11,355.71	0.00	0.00	0.00	0.00	SAA: October 2023 Taxiway A4 Construction (Grant Reimbursed)
126063	10/31/2023	11/30/2023	2,936.18	2,936.18	0.00	0.00	0.00	0.00	SAA: October 2023 High Mast Lighting (Grant Reimbursed)
<b>Vendor AVCON Totals:</b>			<u>18,556.89</u>	<u>18,556.89</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
CINTAS Cintas									
1904368745	10/24/2023	11/23/2023	80.00	80.00	0.00	0.00	0.00	0.00	SAA: Rubber Scrapper Mat with KSEF Logo
4171877862	10/25/2023	11/24/2023	426.55	426.55	0.00	0.00	0.00	0.00	SAA/FBO: Weekly Svc; Mats, AirCare, Soap/GermX, and Uniforms
4172576314	11/1/2023	12/1/2023	537.86	537.86	0.00	0.00	0.00	0.00	SAA/FBO: Bi-Weekly Svc; Mats, Air Fresheners, Soap/GermX, and Uniforms
<b>Vendor CINTAS Totals:</b>			<u>1,044.41</u>	<u>1,044.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 11/7/2023**  
**Sebring Airport Authority (SAA)**

Vendor Number/ Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
CRAWFOR CrawfordTech Government Solutions LLC									
INV415144	10/31/2023	11/30/2023	408.00	408.00	0.00	0.00	0.00	0.00	SAA/CRA: October 2023 Board Packet & Resolution Made ADA Compliant
<b>Vendor CRAWFOR Totals:</b>			<u>408.00</u>	<u>408.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
JACKS Jack's Lawn Service									
2342 NOVEMBER 2023	11/1/2023	11/30/2023	8,325.00	8,325.00	0.00	0.00	0.00	0.00	SAA: October 2023 Lawn & Landscape Care
<b>Vendor JACKS Totals:</b>			<u>8,325.00</u>	<u>8,325.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
KOCH E.O. Koch Construction Co.									
FINAL RETAINAGE	9/30/2023	10/30/2023	183,712.65	0.00	183,712.65	0.00	0.00	0.00	SAA: Final Retainage - SEF Taxiway A4 Construction - Grant Reimbursed
PAYAPP#4	9/29/2023	10/14/2023	99,175.64	0.00	99,175.64	0.00	0.00	0.00	SAA: September 26 - 29,2023 SEF Taxiway A4 Construction - PAYAPP#4 - Grant Reimbursed
PAYAPP#5	9/30/2023	10/30/2023	96,680.72	0.00	96,680.72	0.00	0.00	0.00	SAA: September 30,2023 SEF Taxiway A4 Construction - PAYAPP#5 - Grant Reimbursed
<b>Vendor KOCH Totals:</b>			<u>379,569.01</u>	<u>0.00</u>	<u>379,569.01</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
PAULS Paul C Valladares Jr									
313 NOVEMBER 2023	11/1/2023	11/1/2023	270.00	270.00	0.00	0.00	0.00	0.00	SAA/FBO: October 2023 Plant Services
<b>Vendor PAULS Totals:</b>			<u>270.00</u>	<u>270.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SEC101 Security 101 Holdings, LLC dba Security 101									
INV18509	9/21/2023	10/21/2023	4,454.54	0.00	4,454.54	0.00	0.00	0.00	SAA: Balance Due - Completion of Installation
<b>Vendor SEC101 Totals:</b>			<u>4,454.54</u>	<u>0.00</u>	<u>4,454.54</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SWAINE Swaine, Harris & Wohl, P.A.									
11984	10/31/2023	11/30/2023	1,084.50	1,084.50	0.00	0.00	0.00	0.00	SAA: October 2023 General On-Call Services
11985	10/31/2023	11/30/2023	5,223.89	5,223.89	0.00	0.00	0.00	0.00	SAA: October 2023 Deersky Eviction
<b>Vendor SWAINE Totals:</b>			<u>6,308.39</u>	<u>6,308.39</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report</b>			<u><u>527,135.04</u></u>	<u><u>124,417.70</u></u>	<u><u>402,717.34</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	

**Accounts Payable Aged Invoice Report**  
**Open Invoices - Aged by Invoice Date - As of 11/7/2023**  
**Sebring Airport Authority (FBO)**

Vendor Number/ Invoice Number	Invoice Date	Due Date	Invoice Balance	Current	30 Days	60 Days	90 Days	120 Days	
ASCENT Ascent Aviation Group									
970424	10/11/2023	11/25/2023	27,234.93	27,234.93	0.00	0.00	0.00	0.00	FBO: Jet - A Fuel at APBR
974622	10/25/2023	11/14/2023	28,232.16	28,232.16	0.00	0.00	0.00	0.00	FBO: Jet - A Fuel at KSEF
976892	11/5/2023	12/20/2023	28,485.77	28,485.77	0.00	0.00	0.00	0.00	FBO: Jet - A Fuel at APBR
S043830	11/1/2023	11/21/2023	297.50	297.50	0.00	0.00	0.00	0.00	FBO: TFBO Software - 5 Users
<b>Vendor ASCENT Totals:</b>			<u>84,250.36</u>	<u>84,250.36</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
SAA Sebring Airport Authority									
SEPTEMBER 2023	9/30/2023	10/15/2023	20,911.30	0.00	20,911.30	0.00	0.00	0.00	FBO: September 2023 Expenses Due October 2023
<b>Vendor SAA Totals:</b>			<u>20,911.30</u>	<u>0.00</u>	<u>20,911.30</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>Report Totals:</b>			<u><u>105,161.66</u></u>	<u><u>84,250.36</u></u>	<u><u>20,911.30</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	

# Sebring Airport Authority Agenda Item Summary

**Meeting Date:** November 16, 2023

**Presenter:** Mike Willingham

**Agenda Item:** Taxiway A4 Realignment

**Background:** Change Order No. 2 – Final (CO#2) addressed the unforeseen condition discovered during installation of drainage pipe. The existing material was not able to meet compaction requirements, and the issue was causing delays in construction. It was proposed and accepted that the unsuitable material would be removed and stockpiled, and suitable borrow material would be imported from off site. The original bid included borrow excavation and unsuitable excavation, the unit prices were used to determine the material and installation cost. The additional effort required prolonged dewatering efforts, and the cost for dewatering was based on a prorated cost from the original bid price. CO #2 also reconciled electrical quantities between plan of actual installed materials. There were underruns on several of the items based on measured quantities in the field. The two significant overruns in electrical quantities were from an unforeseen condition discovered in a run of cable for the PAPIs and REILs that were not originally in the project. During testing of the circuit, it was determined the lines were not up to standards and that the circuit was also not protected by a counterpoise line. The original bid included both conductor cable and counterpoise, the unit prices were used to determine the material and installation cost.

The original bid price had been reduced by Change Order #1 previously from \$1,895,277.00 to \$1,869,507.00. CO #2 - Final increased the total contract cost to \$1,933,807.18, a net increase of \$38,530.18 or 1.020%.

**Requested Motion:** Move to approve Change Order No. 2 Final

**Board Action:**

Approved  \_\_\_\_\_

Denied  \_\_\_\_\_

Tabled  \_\_\_\_\_



Sebring Airport Authority  
 Sebring Regional Airport  
 128 Authority Lane  
 Sebring, FL 33870

**CHANGE ORDER NO. 02 - FINAL**

SEF TAXIWAY A4

**Owner:** Sebring Airport Authority  
**Owner's Authorized Agent:** AVCON, INC.  
**Owner's Agent's Address:** 5555 E. Michigan Street, Suite 200, Orlando, FL 32822  
**Change Order No.:** 02 - FINAL  
**Project No.:** FAA AIP No. 3-12-0072-029-2021  
**Contractor:** E.O. Koch Construction Co.  
**Address of Contractor:** P.O. Box 1965, Sebring, FL 33871-1965  
**Contract Description:** Taxiway A4 Realignment  
**Contract Date:** 8/16/22; NTP: 3/20/23

NO WORK COVERED BY THIS CHANGE ORDER MAY PROCEED UNTIL CONTRACTOR IS IN RECEIPT OF A COPY EXECUTED BY THE OWNER, ENGINEER, FDOT AND THE CONTRACTOR. IF CONTRACTOR IS IN AGREEMENT WITH THIS CHANGE, CONTRACTOR SHOULD EXECUTE AND RETURN ALL COPIES TO THE OWNER WITHIN SEVEN (7) CALENDAR DAYS. THIS CHANGE WILL INCREASE OR DECREASE THE CONTRACT AMOUNT AND TIME TO COMPLETE THE PROJECT BY THE AMOUNT(S) SHOWN BELOW. THE GENERAL, SUPPLEMENTARY AND OTHER CONDITIONS OF THE CONTRACT SHALL APPLY TO THIS CHANGE ORDER UNLESS EXPRESSLY MODIFIED BY THIS CHANGE ORDER.

**DESCRIPTION OF CHANGE**

**Removal of Unsuitable Material**

During the demolition of the existing 54" RCP, the excavated material was intended to be used for backfill of the new ERCP pipe. Due to the material properties of the soil, the backfill compaction requirements could not be achieved. It was determined that this material was unsuitable for backfill of the pipe. As a result, this material was removed from the site, and borrow material was imported and used for the backfill. Additional dewatering efforts were required to complete the pipe installation.

Electrical quantities reflect actual installed materials.

**ADJUSTED CALENDAR DAYS CONTRACT TIME**

new ERCP

**Original:** 230 Calendar Days  
**Previous Change Orders:** 0 Calendar Days  
**This C.O.:** 0 Calendar Days  
**Total:** 230 Calendar Days  
**Original Date/Completion:** October 18, 2023  
**Revised Date/Completion:** October 18, 2023



### Itemized Breakdown

Item No.	Item Description	Unit	Quantity Change	Unit Price	Change Order Cost
P-152-2	BORROW EXCAVATION	CY	2400	\$14.58	\$34,992.00
<del>P-152-3</del>	<del>UNSUITABLE EXCAVATION</del>	<del>CY</del>	<del>1800</del>	<del>\$7.22</del>	<del>\$12,996.00</del>
P-152-5	ADDITIONAL DEWATERING	LS	1	\$10,012.00	\$10,012.00
L-108-1	1/C L-824 TYPE C UNSHIELDED #8 AWG 5KV STRANDED COPPER CABLE, INSTALLED IN DUCT OR CONDUIT	LF	-1680	\$2.10	-\$3,528.00
L-108-2	#8 AWG, THWN-2, INSULATED COPPER CONDUCTOR, INSTALLED IN DUCT OR CONDUIT	LF	4080	\$1.26	\$5,140.80
L-108-3	1/C #2 AWG SOLID COPPER COUNTERPOISE CABLE, INSTALLED OVER DUCT OR CONDUIT	LF	3475	\$7.26	\$25,228.50
<del>L-108-4</del>	<del>3/4" DIAMETER BY 10.00' LONG COPPER CLAD STEEL SECTIONAL GROUND ROD</del>	<del>EA</del>	<del>-11</del>	<del>\$78.00</del>	<del>-\$858.00</del>
L-110-1	1 WAY 2" SCHEDULE 40 PVC DIRECT EARTH BURIED DUCT	LF	-428	\$7.44	-\$3,184.32
L-110-2	1 WAY 2" SCHEDULE 40 PVC CONCRETE ENCASED DUCT	LF	-20	\$7.44	-\$148.80
L-110-3	2 WAY 2" SCHEDULE 40 PVC DIRECT EARTH BURIED DUCT	LF	113	\$15.00	\$1,695.00
L-110-4	2 WAY 2" SCHEDULE 40 PVC CONCRETE ENCASED DUCT	LF	-79	\$15.00	-\$1,185.00
L-110-5	4 WAY 2" SCHEDULE 40 PVC DIRECT EARTH BURIED DUCT	LF	-50	\$30.00	-\$1,500.00
L-110-6	4 WAY 2" SCHEDULE 40 PVC CONCRETE ENCASED DUCT	LF	-20	\$30.00	-\$600.00
<del>L-110-3</del>	<del>1 WAY 4" SPLIT DUCT</del>	<del>LF</del>	<del>-98</del>	<del>\$120.00</del>	<del>-\$11,760.00</del>
L-125-3	L-861T OMNIDIRECTIONAL, BLUE, QUARTZ, TAXIWAY EDGE LIGHT (T)	EA	-1	\$3,000.00	-\$3,000.00

Total Change: \$64,300.18

<b>Original Total Contract Price:</b>	<u>\$ 1,895,277.00</u>
<b>Approved Additions or Deletions to Contract to Date:</b>	<u>(\$ 25,770.00)</u>
<b>Approved Revised Contract Amount to Date:</b>	<u>\$ 1,869,507.00</u>
<b>Amount of this Change Order:</b>	<u>\$ 64,300.18</u>
<b>Revised Total Contract Price:</b>	<u>\$ 1,933,807.18</u>
<b>Percentage this Change of Original Contract Price:</b>	<u>1.020%</u>



CONTRACTOR ACKNOWLEDGES, BY ITS EXECUTION AND ACCEPTANCE OF THIS CHANGE ORDER, THAT THE ADJUSTMENTS IN CONTRACT PRICE AND TIME SHOWN HEREON CONSTITUTE FULL AND COMPLETE COMPENSATION AND SATISFACTION FOR ALL COSTS AND MODIFICATIONS OF PERFORMANCE TIME INCURRED BY THE CONTRACTOR AS A RESULT OF THIS CHANGE ORDER. NO OTHER CLAIM FOR INCREASED COST OF PERFORMANCE OR MODIFICATIONS OF TIME WILL BE GRANTED BY THE OWNER FOR THE WORK COVERED BY THIS CHANGE ORDER. THE CONTRACTOR HEREBY WAIVES AND RELEASES ANY FURTHER CLAIMS FOR COST OR TIME AGAINST THE OWNER ARISING FROM OR RELATING TO THE MATTERS OR WORK SET FORTH OR CONTEMPLATED BY THIS CHANGE ORDER.

CONTRACTOR'S ACCEPTANCE:

*Edward O. Green*

ATTEST:

*M. Green-Smith*

DATE:

11-3-23

TITLE:

*Senior Office Administrator*

RECOMMENDED FOR APPROVAL:

FOR AVCON, INC.:

Jack E. Thompson, Jr.

Digitally signed by Jack E. Thompson, Jr.  
DN: c=US, e=jthompson@AVCONThe.com, o=AVCON,  
ou=Aviation, cn=Jack E. Thompson, Jr.  
Date: 2023.11.01 20:30:34 -0400

DATE:

11/01/2023

TITLE:

Project Manager

APPROVED:

Sebring Airport Authority

BY:

*M. De...*

DATE:

11/16/2023

TITLE:

CHAIRMAN

FEDERAL AVIATION ADMINISTRATION – ORLANDO AIRPORTS DISTRICT OFFICE

BY:

DATE:

FLORIDA DEPARTMENT OF TRANSPORTATION – DISTRICT 1

BY:

DATE:

Attachments:

MEDEF



**RESOLUTION SAA 23-14**

**A RESOLUTION OF THE SEBRING AIRPORT  
AUTHORITY TO APPROVE AMENDMENT S23-08 TO  
THE 2022-2023 BUDGET.**

**WHEREAS,** The Sebring Airport Authority is required to have an operating budget; and

**WHEREAS,** said budget is to be used as a tool to project revenues, expenses, and reserves; and

**WHEREAS,** said budget is to be used as a control of costs and expenditures; and

**WHEREAS,** said budget can be amended from time to time by action of the Sebring Airport Authority Board of Directors.

**NOW, THEREFORE, BE IT RESOLVED BY A MAJORITY OF THE MEMBERS  
OF THE SEBRING AIRPORT AUTHORITY AS FOLLOWS:**


**SECTION 1.** The Sebring Airport Authority hereby approves the 2022-2023 Budget Amendment S23-08 as presented.

**SECTION 2.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 16th day of November 2023.



**SEBRING AIRPORT AUTHORITY**

By:   
Mike Willingham, Ex. Director



# Sebring Airport Authority Agenda Item Summary

**Meeting Date:** November 16, 2023

**Presenter:** Mike Willingham

**Agenda Item:** ATC Tower Pros – Control Tower Contract 2024 Races

**Background:** Long time Control Tower contractor George Cline has changed his companies name to ATC Tower Pros. Staff presents contract under new name for the ATC services for the 2024 12 Hours of Sebring Race.

**Requested Motion:** Move to approve ATC Tower Pro Contract

**Board Action:**

Approved     \_\_X\_\_

Denied        \_\_\_\_\_

Tabled        \_\_\_\_\_

## CONTRACT

(Air Traffic Control Services)

**THIS IS AN AGREEMENT** between the **SEBRING AIRPORT AUTHORITY**, a body politic and corporate of the State of Florida (herein called "SAA") and **George E. Cline d/b/a ATC TOWER PROS**, (herein called "Contractor").

1. **PREMISE AND TERM.** SAA needs professional temporary air traffic controller services at the Sebring Regional Airport during the Sebring 12 Hour Race (the "Event"). SAA would like for Contractor to do the work and Contractor would like to do so on the terms and conditions set forth herein.

2. **WORK.** Contractor, in consideration of the premises and mutual covenants herein contained, agrees to provide at its own cost and expense, all labor, tools, materials, equipment, superintendence, security, insurance, testing and all other accessories and services necessary to provide professional air traffic controller services during the Sebring Regional Airport for the Race, including Three (3) certified professional air traffic controllers with CTO's during the event, certified VHF radios with discrete frequencies for exclusive use at the Event, coordination with FAA facilities to ensure the smoothest flow of traffic. The Work will be in accordance with the conditions and prices stated in this contract, Drug-Free Workplace Program and Legal Provisions previously provided to Contractor, which are made a part hereof and collectively constitute this contract (herein called the "Contract Documents"). Contractor acknowledges receipt of these documents.

3. **DATES/TIMES** of the Temporary Air Traffic Control Tower will be: 3/11/2024 – 3/14/2024 (Monday through Thursday) from 7:30 a.m. to 5:00 p.m.; 3/15/2024 (Friday) 7:30 a.m. to 6:00 p.m.; and from 3/16/2024 (Saturday) beginning at 7:30 a.m. until 1:00 a.m. on 3/17/2024 (Sunday).

4. **CONTRACT PRICE.** SAA shall pay to Contractor the sum of Nineteen Thousand Dollars (\$19,000.00) the total price for the completion of the Work, subject to increase or decrease as provided herein.

5. **PAYMENT.** SAA shall pay to Contractor a deposit of Five Thousand Dollars (\$5,000.00) by January 1, 2024 and shall pay to Contractor the remainder of the contract price upon satisfactory completion of the Work.

6. **COMMENCEMENT AND COMPLETION DATES.** Contractor hereby agrees to commence set up of Contractor's equipment no later than one (1) day prior to the Event and full removal of Contractor's equipment no later than one (1) day from the closing day of the Event. Contractor shall be solely responsible for the means, methods, techniques utilized in the delivery, performance and removal.

7. **CLEAN-UP AND REMOVAL OF DEBRIS.** Contractor shall daily keep the premises in a clean and orderly condition, free from all refuse, rubbish, scrap materials and debris caused by Contractor's operations.

8. **DRUG-FREE WORKPLACE.** Contractor acknowledges that SAA is a drug-free work place. Contractor covenants that all employees of Contractor working upon SAA property shall

be subject to implementation of all possible provisions to maintain a drug-free environment and that Contractor will adhere to the provisions of Florida Statute 287.087 and SAA's Drug-Free Workplace Program #HR 405.

**9. WORKMANSHIP.** Contractor shall, in a good workman like manner, perform all Work and furnish all supplies, materials and equipment necessary and proper to complete the Work under this contract, within the time specified herein, in accordance with the provisions of this contract.

**10. LAWS AND REGULATIONS.** Contractor shall comply with all laws, ordinances, rules, orders and regulations relating to performance of the Work and the protection of persons and property. Contractor shall also maintain all licenses required for the Work hereunder in an active status.

**11. INSPECTION.** Contractor has undertaken such inspections as it deems necessary to undertake the Work at the contract price set forth in paragraph 4.

**12. SAA REQUIREMENTS.** SAA agrees to provide the following:

- A. Accommodation for Seven (7) nights from, March 11, 2024 through morning, March 17, 2024;
- B. One (1) outside phone line;
- C. Airport access for all Contractor personnel during the Event;
- D. Use of the ATC facility located at the Airport; and
- E. Ensure the Tower Cab is cleaned and AC working.

**13. TERMINATION OF CONTRACT.** SAA may, by written notice, terminate this Contract in whole or in part at any time, either for the SAA's convenience or because of failure to perform any material provision or portion of the Contract Documents and failure to undertake adequate safety measures during the performance of the Work. Upon receipt of such notice, services shall be immediately discontinued (unless the notice directs otherwise).

13.1 If the termination is for the convenience of the SAA, an equitable adjustment in the Contract price shall be made, but no amount shall be allowed for anticipated profit on unperformed services.

13.2 If the termination is due to failure to fulfill the contractor's obligations, the SAA may take over the Work and prosecute the same to completion by contract or otherwise. In such case, the Contractor shall be liable to the SAA for any additional cost occasioned to the SAA thereby.

13.3 If, after notice of termination for failure to fulfill Contract obligations, it is determined that the Contractor had not failed, the termination shall be deemed to have been effected for the convenience of the SAA. In such event, adjustment in the Contract price shall be

made as provided in paragraph 13.1 of this agreement.

13.4 The rights and remedies of the SAA provided in this clause are in addition to any other rights and remedies provided by law or under this Contract.

14. **INDEPENDENT CONTRACTOR.** The parties expressly recognize that the relationship between the SAA and the Contractor is that of independent contractors, and that neither Contractor, nor any of its servants, agents, or employees shall ever be considered to be an agent, servant or employee of the SAA.

15. **INSURANCE.** Contractor shall obtain and maintain, at Contractor's expense, the following insurance and shall not commence Work hereunder until such insurance is obtained and approved by SAA:

- A. **Comprehensive General Liability/Control Tower Liability.** Comprehensive general liability insurance shall be carried with limits of at least \$1,000,000 of combined single limit for Bodily Injury and Property Damage. Coverage shall include Premises and Operations, Broad Form Contractual, Products and Completed Operations, Owners and Contractors Protective Liability (also known as Independent Contractors Liability), and when applicable include Explosion, Collapse and Underground Damage (XCU), and shall include Contingent Liability against claims arising out of subcontractors with the same minimum amount.
- B. **Evidence Of Insurance.** Contractor shall furnish SAA with Certificates of Insurance. The Certificates are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Sebring Airport Authority is to be specifically included as an additional insured on all policies except Workers' Compensation. If Contractor is exempt from workers' compensation requirements, it shall submit a DWC-252 Certificate Exemption Form. In the event the insurance coverage expires prior to the completion of the project, a renewal certificate shall be issued 30-days prior to said expiration date. All certificates of insurance must be on file with and approved by SAA before the commencement of any work activities.
- C. **Waivers.** Contractor does not provide Workers' Compensation insurance for the air traffic control professionals provided under this contract. SAA requires that those persons execute waivers in favor of SAA prior to commencing work on SAA real property. The form of the waivers shall be shown on Exhibit A, attached hereto.

15. **NOTICES.** Whenever any notice is required or permitted by this contract to be given, such notice shall be by certified mail or overnight delivery addressed to:

Contractor:  
George E. Cline  
ATC Tower Pros  
220 Seven Oaks Landing  
Belmont, NC 28012

SAA:  
Executive Director  
Sebring Airport Authority  
128 Authority Lane  
Sebring, FL 33870

Notice shall be considered given when deposited with the U.S. Postal Service or commercial carrier, postage prepaid. Each party will be responsible for notifying the other of any change in their address.

16. **ASSIGNMENT.** Contractor shall not assign this contract, in whole or in part, or any monies due or to become due hereunder, without the written consent of SAA.

17. **DAMAGE TO PROPERTY.** Contractor agrees that all SAA or third party owned property that is damaged by Contractor's personnel or equipment shall be promptly repaired or replaced, at Contractor's expense.

18. **TAXES.** Contractor shall pay all sales, consumer, use and other similar taxes required by law resulting from the Work which are in effect as of the date of execution of this Agreement, and such costs shall not be considered in addition to the Contract Price.

19. **PERMITS, FEES AND NOTICES.** Contractor shall secure and pay for all permits and licenses necessary for the proper execution and completion of the Work which are in effect as of the date of execution of this contract.

20. **RESPONSIBILITY FOR THOSE PERFORMING THE WORK.** Contractor shall be responsible to SAA for the acts and omissions of all its employees and all subcontractors, their agents and employees and all other persons performing any of the Work by, through, or under Contractor.

21. **PROVISIONS REQUIRED BY LAW DEEMED INSERTED.** Each and every provision of law and clause required by law to be inserted in this document shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included, and if, through mistake or otherwise, any such provision is not inserted, or is not correctly inserted, then upon application of either party, the contract shall forthwith be physically amended to make such insertion or correction.

22. **SAFETY AND HEALTH REGULATIONS.** Contractor shall comply with the Department of Labor Safety and Health Regulations for construction promulgated under the Occupational Safety and Health Act and such other rules and regulations as may be applicable to this Project. Contractor shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work.

23. **CONTRACTOR'S INDEMNIFICATION AND HOLD HARMLESS.** Contractor hereby acknowledges and confirms that the contract price includes the consideration for this indemnification and hold harmless. Contractor shall, in addition to any other obligation to indemnify SAA and to the fullest extent permitted by law, protect, defend, indemnify and hold harmless the SAA, its elected officials, employees, agents and volunteers from and against all claims, actions, liabilities, losses (including economic losses), costs, including attorney fees and all costs of litigation, and judgments of every name and description arising out of or incidental to the performance of this contract, unless caused by the sole negligence of the SAA, its elected officials, employees, agents or volunteers. Any cost or expenses, including attorney fees (including appellate, bankruptcy or patent council fees), incurred by the SAA to enforce this agreement shall be borne by the Contractor. This indemnification shall also cover all claims

brought against the SAA, its elected officials, employees, agents or volunteers by any employee of Contractor, subcontractor, or anyone directly or indirectly employed by any of them.

24. **DEFAULT**. Subject to the limitations of Sec. 768.28, Fla. Stat., in any action brought by either party for the interpretation or enforcement of the obligations of the other party including SAA's right to indemnification, the prevailing party shall be entitled to recover from the losing party all reasonable attorney's fees, paralegal fees, court and other costs, whether incurred before or during litigation, on appeal, in bankruptcy or in post judgment collections.

25. **BINDING EFFECT**. This contract shall bind and inure to the benefit of the successors and assigns of each of the parties.

26. **GOVERNING LAW**. This contract will be governed by and construed in accordance with the laws of the State of Florida and the parties agree to submit to the jurisdiction of the Tenth Judicial Circuit, in and for Highlands County, Florida.

27. **TIME**. Time is of the essence of this agreement.

28. **MULTIPLE ORIGINALS**. This contract is executed in multiple copies, each of which shall be deemed an original.

29. **CONFLICT OF INTEREST**. Contractor warrants that it has not given any commissions, payments, gifts, kickbacks, lavish or extensive entertainment or things of value to any employee or agent of SAA in connection with this agreement.



AGREED TO BY SAA this 16 day of November, 2023.

Two Witnesses as to SAA:

**SEBRING AIRPORT AUTHORITY**, a  
body politic and corporate of the State of  
Florida

Jami Olive  
(Printed Name) Jami Olive

By: [Signature]  
Mike Willingham, Executive Director

Colleen Ponsky  
(Printed Name) Colleen Ponsky

AGREED TO BY CONTRACTOR this 14 day of November, 2023.

Two Witnesses as to Contractor:

**ATC TOWER PROS**

Loni Cline  
(Printed Name) Loni Cline

By: [Signature]  
George E. Cline

Kevin Cline  
(Printed Name) KEVIN Cline

# Executive Director's REPORT



## INSIDE

- Sebring Airport Updates
- VA Clinic Coming To Sebring
- EAA Scholarship Applications Open for 2024
- Sebring International Raceway News



## SEBRING AIRPORT UPDATES



### Taxiway A-4

Construction is complete. Final Change Order and Pay Application have been submitted. Gathering closeout documents.

### High Mast Lighting

Addressing comments from Preliminary Plan submittal. Coordinating with Duke Energy for power supply to lights. 60% submittal in December.

### Apron Rehabilitation Phase 2

Construction was Noticed to Proceed on 10/23. Pavement demolition for Work Area 1 and will continue through the month of November. Paving for Work Area is anticipated in December.

### Building 22 Reroofing

Windows will be replaced in November/December. Project completion is anticipated in January.

## NEW VA CLINIC COMING TO SEBRING



**Bay Pines VA, along with community leaders, broke ground recently on a new Department of Veterans Affairs clinic in Sebring. The new facility will provide 14,600 square feet of space to serve more than 5,000 veterans annually.**

The new facility includes accommodations to expand mental health services, a priority for VA nationally, with consult rooms, space for shared group therapy and an area for home-based primary care services.

Said Bay Pines VA Assistant Director Justina Wells. “We’re excited to commemorate the beginning of a new state-of-the-art facility that will support veterans in Highlands County and the surrounding

communities for many years to come.”

The new Sebring Clinic will be located at the intersection of Fincher Trail and New Life Way, less than a quarter mile from U.S. Highway 27, providing convenient and easy access from the major traffic corridors that service the community.

The Sebring VA clinic grand opening is expected in spring 2025.

## SEBRING INTERNATIONAL RACEWAY UPDATE

### Reporting from Wayne Estes

Work has begun on “The Officers Club,” the complete renovation of the last Hendericks Field structure left on the raceway property.

The entire building has been gutted, and it will get a new roof, doors, windows, restrooms, HVAC, but with a 1940s “feel,” and a nod to raceway’s military base heritage.

Tickets for “The Officers Club,” an all-new hospitality area, will go on sale soon.



## APPLICATION WINDOW OPEN FOR EAA AVIATION SCHOLARSHIPS



The Experimental Aircraft Association (EAA) has announced that applications for its 2024 aviation scholarships are now open, offering aspiring aviators a financial leg up to pursue their dreams. These scholarships, which can help fund flight training and post-secondary education, are available to individuals age 16 and up.

The application window will remain open until March 1, 2024.

The EAA’s training scholarships aid in covering the costs of any flight school in the U.S. or Canada, with the exception

of university programs. Post-secondary awards offer financial support for collegiate-level programs in the U.S., encompassing diverse fields such as aerospace or aeronautical engineering, aviation business administration, air traffic control, aviation maintenance, professional flight, or aviation-related STEM disciplines.

“The costs of training and education can be one of the biggest challenges students face when trying to achieve their goals,” said Becca Greskoviak, EAA scholarship and

fund steward coordinator. “EAA is able to help break down that barrier through our scholarship program.”

**Potential applicants can learn more about individual scholarships and access the online application procedures [here](#). The EAA Aviation Foundation administers the scholarships, offering opportunities to those passionate about aviation. [Click here to apply.](#)**

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- Future Development
- Catalyst Site
- Future Commerce Park
- Existing Industrial Park
- Airport
- Sebring International Raceway



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