



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

AMENDED

**Thursday, December 2, 2021
9:00 A.M.**

Boardroom

Level 3 at Tampa International Airport

AGENDA

Any person who desires to appeal any decisions made at this meeting will need a record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is based. Any person requiring reasonable accommodations to attend any public meeting because of a disability or physical impairment must submit a written request to Joseph W. Lopano, Chief Executive Officer, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or via facsimile at (813) 870-7868. Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-8701.



**Thursday, December 2, 2021
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Boardroom
Level 3 at Tampa International Airport**

A. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

B. CALL TO ORDER

1. Call to Order

C. APPROVAL OF THE AGENDA

1. Approval of the Agenda

D. PUBLIC COMMENTS

1. Public Comments

E. APPROVAL OF THE MINUTES

1. Approval of the Minutes

F. MANAGEMENT REPORT

1. Management Report

G. APPROVAL OF THE CONSENT AGENDA

1. Authority Meeting Dates for Calendar Year 2022

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Policies or Rules for Consideration or Action

I. COMMITTEE REPORTS

1. Committee Reports

J. UNFINISHED BUSINESS

1. Selection of Artist and Award of Contract, Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal, Tampa International Airport, Resolution No. 2021-176
2. Part 2 Supplemental Contract D for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18, 8310 19 and 8425 22, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2021-175

3. Amendment No. 3 to Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, Corgan Associates, Inc., Tampa International Airport, Resolution No. 2021-177

K. NEW BUSINESS

1. Selection of Design-Builder, Airsides A and E Security Screening Checkpoint Expansion, HCAA Project No. 8435 22, Suffolk Construction Company, Inc., Tampa International Airport

2. Lease and Concession Contract for On-Airport Vehicle Rental, All Car Leasing, Inc., Tampa International Airport, Resolution No. 2021-180

3. Selection of Company and Award of Agreement, Concessions Mystery Shopper Program, Elite CX Solutions, LLC dba Elite CXS, Tampa International Airport, Resolution No. 2021-181

4. Selection of Concessionaire and Award of Contract, Luggage Cart Rental Services, Smarte Carte, Inc., Tampa International Airport, Resolution No. 2021-182

5. Contract, IER CUSS Kiosks Operating Software Maintenance and Support, IER Inc., Tampa International Airport, Resolution No. 2021-183

6. Purchase Order(s), Mobile Communication Services utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A with AT&T Corporation, DMS-19/20-006B with T-Mobile USA, Inc., and DMS-19/20-006C with Cellco Partnership d/b/a Verizon Wireless, Tampa International Airport, Peter O. Knight, Tampa Executive and Plant City Airports

7. Employment Retention Incentives Program

L. STAFF REPORTS

1. Staff Reports

M. ADJOURNMENT

1. Adjournment



**Thursday, December 2, 2021
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Boardroom
Level 3 at Tampa International Airport**

A. PLEDGE OF ALLEGIANCE

Subject	1. Pledge of Allegiance
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

B. CALL TO ORDER

Subject	1. Call to Order
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Procedural

C. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

D. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

Speakers are allowed 3 minutes total to comment on propositions before the Board. Speakers designated to speak on behalf of a group of 2 or more individuals are allowed 5 minutes total to comment on propositions before the Board.

E. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

F. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Information

G. APPROVAL OF THE CONSENT AGENDA

Subject	1. Authority Meeting Dates for Calendar Year 2022
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action (Consent)

Background:

As required by State Law, it is necessary for the Authority to adopt a meeting schedule for the upcoming year.

Proposal:

The following schedule is proposed for calendar year 2022:

Time:	9:00 a.m.
Location:	Boardroom, HCAA Offices
Dates:	Thursday, February 3 Thursday, March 3 Tuesday, April 5 Thursday, May 5 Thursday, June 2 Thursday, August 11 Thursday, September 1 Thursday, October 6 Thursday, November 3 Thursday, December 1

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends approval of the proposed Authority meeting dates for calendar year 2022.

The Board may act on this by motion; no resolution is required.

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Policies or Rules for Consideration or Action
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

I. COMMITTEE REPORTS

Subject

1. Committee Reports

Meeting

Dec 2, 2021 - Aviation Authority Regular Board Meeting

Access

Public

Type

Reports

J. UNFINISHED BUSINESS

Subject	1. Selection of Artist and Award of Contract, Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal, Tampa International Airport, Resolution No. 2021-176
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Public Art Program provides a variety of opportunities for the traveling public to experience and engage in artistic excellence. As part of the Master Plan Phase 2 construction program, nine locations throughout Tampa International Airport's (Airport) facilities were identified to accommodate public art. On June 10, 2019, a Call for Artists was issued for Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides, and Main Terminal. Seven Hundred Thirty Four (734) Artist applications were received. After thorough review and discussion, the Public Art Committee developed a recommended short list, which was approved by the Board at the October 3, 2019 Board meeting.

Artist presentations were held in January 2020. The Public Art Committee evaluated Artist proposals and made final recommendations for the nine public art locations on January 17, 2020.

On March 5, 2020, the Board awarded Artist Services Contracts for the locations Main Terminal Transfer 1 Helix, Main Terminal Transfer 2 Central Area, Blue Vertical Circulation West Wall, Blue Vertical Circulation East Wall, Red Vertical Circulation East Wall, SkyCenter Atrium, and SkyCenter Atrium Third and Fourth Floor.

On October 1, 2020, the Board awarded an Artist Services Contract for the location Main Terminal Transfer 3 Airside D Entry Zone.

Proposal:

The Public Art Committee recommends that the Artist listed below be awarded an Artist Services Contract for the specific location and dollar amount noted.

Location	Artist	Amount
Red Vertical Circulation West Wall	Rangda Productions Inc. (Artist Janaina Tschape)	\$304,000.00

No specific expectancy for W/MBE participation was established.

Funding:

This item is included in the Capital Budget.

Recommendation:

The Public Art Committee recommends adoption of Resolution No. 2021-176.

Resolution:

Resolution No. 2021-176 approves and authorizes award and execution of Artist Services Contract at Tampa International Airport with Rangda Productions Inc. in the amount of \$304,000.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

Subject	2. Part 2 Supplemental Contract D for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18, 8310 19 and 8425 22, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2021-175
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Main Terminal Curbside Expansion, New Energy Plant and Related Work Program (Program) is a Phase 2 Master Plan Project. This Program includes expansion of the curbsides incorporating new elevated and at-grade lanes and vertical circulation buildings for both the Blue and Red curbsides, renovations to portions of the Main Terminal transfer level and Authority offices, construction of a new Central Utility Plant, concessions loading dock, and FAA parking lot, and demolition of the Administration Building.

The following were previously approved by the Board and the CEO:

- Part 1 Contract and two Amendments: \$30,094,185.00
Board approval amounts: \$29,294,185.00
CEO approval amounts: \$800,000.00
- Part 2 Contract, 3 Supplemental Contracts and 10 Change Orders: \$154,961,310.19
Board approval amounts: \$181,048,315.00
CEO approval amounts: (\$26,087,004.81)

Proposal:

This Part 2 Supplemental Contract D for Design-Build Services provides for construction of the following:

- Demolition of the Administration Building
- Salvage of the FF&E with reimbursement to the Authority
- Temporary bracing and column strengthening of the Short Term Parking Garage columns
- Site Logistics to support the beginning of the Red Side Curb Expansion Project
- Permanent and temporary Concessions support spaces
- General Conditions through the duration of the Red Side Curb Expansion Project

The maximum purchase authorization for this Part 2 Supplemental Contract D for Design-Build Services will be \$30,839,048.00, bringing the total combined Program Contract amount to date to \$215,894,543.19.

This Part 2 Supplemental Contract D for Design-Build Services will incorporate a W/MBE participation of at least 14.2% for design and 8.4% for construction.

The existing Part 2 Contract, Part 2 Supplemental Contract A, Part 2 Supplemental Contract B, Part 2 Supplemental Contract C, and Change Order Nos. 1ODP, 2, 3ODP, 4, 5ODP, 6, 7, 8ODP, 9 and 10 are incorporated by reference herein to the extent not modified by this Part 2 Supplemental Contract D, remain in full force and effect, and are hereby ratified and confirmed.

Per Authority Policy P410, staff may authorize use of the Owner's Direct Purchase Program with respect to construction materials and supplies, if appropriate.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-175.

Resolution:

Resolution No. 2021-175 approves and authorizes execution of Part 2 Supplemental Contract D for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18, 8310 19 and 8425 22 at Tampa International Airport with Hensel Phelps Construction Co.; ratifies and confirms existing Part 2 Contract, Part 2 Supplemental Contract A, Part 2 Supplemental Contract B, Part 2 Supplemental Contract C, and Change Order Nos. 1ODP, 2, 3ODP, 4, 5ODP, 6, 7, 8ODP, 9 and 10; authorizes staff to use Owner's Direct Purchase Program, if appropriate; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

J. UNFINISHED BUSINESS

Subject	3. Amendment No. 3 to Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, Corgan Associates, Inc., Tampa International Airport, Resolution No. 2021-177
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On February 21, 2014, the Authority issued a Request for Qualifications for the competitive procurement of a Design-Builder for HCAA Project No. 5991 14, Checked Baggage System Upgrades and Optimization. This Project includes all necessary design and facility modifications required for the reconstruction and optimization of the Checked Baggage System at Tampa International Airport. On September 4, 2014, Skanska USA Building, Inc. was awarded a Part 1 Design-Build Contract for the design of the Project. Corgan Associates, Inc. provided architectural and engineering services for the Part 1 Design-Build Contract and is the designer of record. At the completion of the 100% design, the Authority elected not to proceed with a Part 2 Design-Build Contract with Skanska USA Building, Inc. for the construction of the Project. It was the Authority's desire to revise the delivery method for the Project by proceeding with the construction through a competitively procured Invitation to Bid.

On March 31, 2017, the Authority advertised a Notice of Intent to Negotiate and Award a Design Professional Contract with the competitively selected designer of record, Corgan Associates, Inc., for design professional services during the Invitation to Bid process and construction administration services during construction. No responses were received to the Notice of Intent. Pursuant to the Notice of Intent, negotiations began on April 13, 2017.

On June 1, 2017, the Authority awarded a Contract for Design Professional Services to Corgan Associates, Inc. for design professional services in the maximum purchase authorization amount of \$3,371,593.00. A DBE goal of 10.9% of the amount earned was incorporated into the Contract for Design Professional Services.

On October 5, 2017, the Chief Executive Officer executed Amendment No. 1 to the Contract for Design Professional Services in the amount of \$166,369.00. The DBE goal was revised to 10.8% of the amount earned under the Contract for Design Professional Services.

On April 5, 2018, the Authority awarded a Construction Contract to Hensel Phelps for construction of the Project in the amount of \$36,994,000.00.

On October 1, 2020, the Authority executed Amendment No. 2 to the Contract for Design Professional Services in the amount of \$1,537,000.00. The DBE goal was revised to 8.1% of the amount earned under the Contract for Design Professional Services.

Proposal:

Due to the additional time required for Hensel Phelps to construct the Project, the construction administration services being provided by Corgan Associates, Inc. under the Contract for Design Professional Services will be required for a longer duration.

This Amendment No. 3 to the Contract for Design Professional Services provides for design professional services, including construction administration services and direct and reimbursable expenses, in the maximum purchase authorization amount of \$1,419,075.00.

A DBE goal of 7.3% of the amount earned will be incorporated into the Contract for Design Professional Services.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-177.

Resolution:

Resolution No. 2021-177 approves and authorizes execution of Amendment No. 3 to Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14 at Tampa International Airport with Corgan Associates, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	1. Selection of Design-Builder, Airsides A and E Security Screening Checkpoint Expansion, HCAA Project No. 8435 22, Suffolk Construction Company, Inc., Tampa International Airport
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

This Project will expand the security screening checkpoint areas at Airsides A and E to enhance circulation, queuing and throughput, while also improving customer service.

Proposal:

On August 5, 2021, a Request for Qualifications entitled Airsides A and E Security Screening Checkpoint Expansion at Tampa International Airport was posted.

Nine (9) responses were received and eight (8) responses were evaluated by staff.

The order of technical ranking is as follows:

1. Suffolk Construction Company
2. HCBeck, LTD
3. Hensel Phelps Construction
4. Austin Commercial, LP
5. J.E. Dunn Construction Company
6. Archer Western Construction, LLC
6. Manhattan Construction Company
8. Turner Construction Company

DPR Construction, A General Partnership was deemed non-responsive for failing to meet the prescribed W/MBE goal.

A W/MBE goal of at least 11.7% of the dollar amount earned on the Contract for the design phase of the Project was prescribed. A W/MBE goal of at least 10% of the dollar amount earned on the Contract for the construction phase of the Project was prescribed. The percentages proposed by all qualified respondents for the amount earned on design will meet or exceed the W/MBE goal requirements and will be incorporated into the resulting Contract. All qualified respondents assured that they will meet the W/MBE goal for construction.

Funding:

This item is included in the Capital Budget.

Recommendation:

The Chief Executive Officer recommends ranking the order of firms as listed above.

The Board may request presentations from the firms prior to the vote and may vote, either by motion or by clear indication, to rank firms in order of preference and authorize staff to negotiate a contract; no resolution is required.

K. NEW BUSINESS

Subject	2. Lease and Concession Contract for On-Airport Vehicle Rental, All Car Leasing, Inc., Tampa International Airport, Resolution No. 2021-180
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On June 4, 2015, the Board approved Lease and Concession Contracts for On-Airport Vehicle Rental Concession (Contract) for the new Rental Car Center (RCC) that was under construction. The RCC opened to the public fully leased on February 14, 2018. The RCC is situated on 55 acres south of the Main Terminal and consists of four (4) levels totaling 2.5 million square feet, accommodating 4,400 vehicle spaces with a multi-level Quick Turn-around Area (QTA) with adjoining four (4) at-grade vehicle service centers accommodating overflow parking and other rental car support services.

In May 2020, E-Z Rent A Car, Inc. filed for bankruptcy and subsequently ceased operating. This left a vacancy in the RCC.

An Invitation to Bid was posted on September 15, 2021.

Proposal:

On October 27, 2021, two (2) bids were publicly opened and read aloud as follows:

Company Name	Bid Amount
All Car Leasing, Inc.	\$658,000
ER Travel, LLC d/b/a Easirent	\$650,001

Respondents bid the first year Minimum Annual Percentage Fee (MAPF) as their Bid Amount. All Car Leasing, Inc. had the highest bid.

All Car Leasing, Inc. will operate the brand Nextcar at the RCC. The Term of the Contract will commence upon Board approval and is co-terminus with the Customer Facility Charge (CFC)-backed bonds, expiring September 3, 2045. Incorporated into the Contract is an ACDBE goal of 2.2% of the total expenditure on goods and services at Tampa International Airport. The Contract provides for the payment of a Privilege Fee which is the greater of ten percent (10%) of Gross Receipts or the MAPF. Additionally, the Contract provides for the payment of a proportionate share of ground rent for the footprint of the RCC and adjoining service center, which is \$1.16 per square foot, as well as payment of the CFC for each transaction day.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2021-180.

Resolution:

Resolution No. 2021-180 approves and authorizes award and execution of Lease and Concession Contract for On-Airport Vehicle Rental at Tampa International Airport with All Car Leasing, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	3. Selection of Company and Award of Agreement, Concessions Mystery Shopper Program, Elite CX Solutions, LLC dba Elite CXS, Tampa International Airport, Resolution No. 2021-181
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

The Authority is interested in obtaining mystery shopper services which would allow the Authority and Airport concessionaires to:

- Understand current conditions;
- Identify service improvement priorities to guide resource allocation decisions;
- Understand the impact of service quality initiatives and investments;
- Reward excellence in customer service; and
- Pinpoint areas for improvement.

The Airport Concessions program consists of 70 locations: 33 food and beverage and 37 retail, duty-free and passenger services concessions. These locations are run by Airport concessionaires under 12 different Contracts.

Proposal:

On August 20, 2021, a Request for Proposals (RFP) was issued for Concessions Mystery Shopper Program. The scope of work includes developing evaluation forms, recruiting and training of shoppers, scheduling of shoppers and shops, creating a program guide for Airport concessionaires, and submitting reports on the results and findings.

On September 24, 2021, three (3) responses to the RFP were received. Responses from the following companies met the minimum qualification requirements and were evaluated by staff:

1. Elite CX Solutions, LLC dba Elite CXS
2. Customer Service Experts, Inc. dba CXE, Inc.
3. A Customer's Point of View, Inc.

This item authorizes the execution of a Concessions Mystery Shopper Program Contract (Contract) with Elite CX Solutions, LLC dba Elite CXS for the period of December 2, 2021 through December 1, 2024, with one, two-year renewal option at the sole discretion of the Chief Executive Officer. The maximum purchase authorization for the Contract, including the renewal option, is \$521,532.00. The Authority may terminate the Contract with or without cause by providing thirty (30) days' written notice.

No specific W/MBE expectancy was established due to the nature of the work.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-181.

Resolution:

Resolution No. 2021-181 approves and authorizes award and execution of Concessions Mystery Shopper Program Contract at Tampa International Airport with Elite CX Solutions, LLC dba Elite CXS; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	4. Selection of Concessionaire and Award of Contract, Luggage Cart Rental Services, Smarte Carte, Inc., Tampa International Airport, Resolution No. 2021-182
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

On January 10, 2013, the Board awarded Bagport America, LLC a Contract for Luggage Cart Services to include ownership, operation, and maintenance of luggage carts and management of all related services including money collection from luggage cart stations and restocking of luggage cart stations throughout Tampa International Airport (Airport). On June 23, 2016, the Contract was amended to reflect a merger between Bagport America, LLC and Smarte Carte, Inc. that occurred on April 7, 2016. The current Contract is effective through January 31, 2022.

Proposal:

On August 10, 2021, a Request for Proposals was issued for Luggage Cart Rental Services at Tampa International Airport. The scope of work includes providing high-quality luggage carts to passengers throughout the Airport for a fee and complementary luggage carts for deplaning international passengers.

On September 9, 2021, one response to the Request for Proposals was received from Smarte Carte, Inc. The response from Smarte Carte, Inc. met the minimum qualification requirements and was evaluated by staff.

This item authorizes execution of a Lease and Concession Contract for Luggage Cart Rental Services (Contract) with Smarte Carte, Inc. for the period of February 1, 2022 through January 31, 2025, with two discrete, one-year (1) renewal options at the discretion of the Chief Executive Officer.

Under the terms of the Contract, Smarte Carte, Inc. will pay premises rent, office space rent, and a Privilege Fee equal to the greater of the Minimal Annual Privilege Fee (MAPF) or the Percentage Fee of annual Gross Receipts.

Contract Year	MAPF	Percentage Fee
1	\$150,000	28%
2	\$150,000	28%
3	\$150,000	28%

Renewal Option Year	MAPF	Percentage Fee
4	\$150,000	28%
5	\$150,000	28%

As part of the awarded Contract, Smarte Carte, Inc. will provide luggage carts for use by passengers arriving at Airside F through the Federal Inspection Services (FIS) area. The cost of the FIS cart rentals will be complimentary to deplaning international passengers. This Annual Management Fee paid by the Authority will be calculated based on the preceding fiscal year's deplaned international passengers as follows:

	PAX 0-300,000	PAX 300,001- 600,000	PAX 600,000+
Flat Fee	\$40,000	\$67,000	\$80,000

The Authority may terminate the Contract with or without cause by providing thirty (30) days written notice.

No specific expectancy for ACDBE participation was established for this Contract; however, Smarte Carte, Inc. proposed participation equal to or greater than eleven percent (11%) which will be incorporated into this Contract.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-182.

Resolution:

Resolution No. 2021-182 approves and authorizes award and execution of Lease and Concession Contract for Luggage Cart Rental Services at Tampa International Airport with Smarte Carte, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	5. Contract, IER CUSS Kiosks Operating Software Maintenance and Support, IER Inc., Tampa International Airport, Resolution No. 2021-183
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

In January 2015, the Board approved a Contract with Air-Transport IT Services, Inc. for the Common/Shared Use Passenger Processing Systems (C/SUPPS) that included introduction of C/SUPPS passenger check-in kiosks. Tampa International Airport (Airport) currently operates twenty-one (21) kiosks that enable passengers to print boarding passes at the Airport. The operating software of the kiosks is maintained and supported by IER Inc. under a Procurement Services request approved by the Vice President of Procurement for a term ending February 28, 2022.

Proposal:

An Invitation to Bid for IER CUSS Kiosks Operating Software Maintenance and Support was issued on September 9, 2021. On October 22, 2021, bids were publicly opened and one response was received. In accordance with Policy P410, Procurement may directly negotiate to obtain the best value possible for the Authority when only one response is received.

This item authorizes execution of the Contract for IER CUSS Kiosks Operating Software Maintenance and Support (Contract) with IER Inc. for a maximum purchase authorization of \$750,000.00 over the Term of this Contract, which amount includes negotiated maintenance and support for the existing twenty-one (21) kiosks for \$269,157.00 plus \$480,843.00 for additional work to include future upgrades to the operating software and future purchases of additional passenger utilized kiosks at the Airport. Information Technology Services anticipates acquiring additional kiosks during the upcoming years of the Contract based on future projects being implemented at the Airport. The Term of this Contract is March 1, 2022 through September 30, 2026, with three (3) discrete one-year renewal options at the discretion of the Authority's Chief Executive Officer. The Authority's Vice President of Information Technology Services or designee may authorize additional work or adjust the quantity of kiosks to be maintained and supported at the negotiated price without formal amendment to this Contract. The Authority may cancel this Contract without cause at any time upon 90 days written notice.

There is no W/MBE expectancy for the Contract due to the nature of the work.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2021-183.

Resolution:

Resolution No. 2021-183 approves and authorizes award and execution of Contract for IER CUSS Kiosks Operating Software Maintenance and Support at Tampa International Airport with IER Inc.; authorizes the Authority's Vice President of Information Technology Services or designee to adjust kiosk quantities at negotiated price without formal amendment to the Contract; authorizes the Authority's Vice President of Information Technology Services or designee to approve up to

\$480,843.00 of additional services over the Term of the Contract, including the renewal options; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	6. Purchase Order(s), Mobile Communication Services utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A with AT&T Corporation, DMS-19/20-006B with T-Mobile USA, Inc., and DMS-19/20-006C with Cellco Partnership d/b/a Verizon Wireless, Tampa International Airport, Peter O. Knight, Tampa Executive and Plant City Airports
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

Historically, the Authority has used AT&T Mobility as the provider for wireless communication services. On March 7, 2019, the Board approved a purchase authorization utilizing the State of Florida Department of Management Services Contract No. DMS-10/11-008A for mobile communication services to support staff and contractors providing services at Tampa International Airport, Peter O. Knight, Tampa Executive and Plant City Airports. The authorization was for the period of March 7, 2019 through January 10, 2022, and included the purchase of datacards, tablets, phones, accessories and FirstNet, a nationwide public safety platform dedicated to first responders.

Recently, the State of Florida Department of Management Services awarded a replacement contract for mobile communication services to the following service providers:

- AT&T Corporation
- T-Mobile USA, Inc.
- Cellco Partnership d/b/a Verizon Wireless

This request provides for the continued purchase of cellular voice and data services and other telecommunications services on an as-needed basis from any of the three awarded providers under the new Department of Management Services contracts. This approach will enable staff to evaluate and compare the different service providers' offerings in order to explore potential cost savings while maintaining uninterrupted services.

Authority Policy P410 authorizes the utilization of federal, state, local or multi-state cooperative purchasing contracts to procure goods and services without obtaining three quotes or advertisement.

Proposal:

This item authorizes the issuance of purchase orders to AT&T Corporation, T-Mobile USA, Inc., and Cellco Partnership d/b/a Verizon Wireless utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A, DMS-19/20-006B, and DMS-19/20-006C, respectively, for the period of December 2, 2021 through August 3, 2026, with five, one-year renewal options at the discretion of the Chief Executive Officer, contingent upon approval of similar renewal options exercised by the State of Florida Department of Management Services, in the maximum purchase authorization amount of \$4,000,000.

Funding:

This item is included in the O&M and Capital Budgets.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to AT&T Corporation, T-Mobile USA, Inc., and Cellco Partnership d/b/a Verizon Wireless utilizing State of Florida Department of Management Services Contract Nos. DMS-19/20-006A, DMS-19/20-006B, and DMS-19/20-

006C, respectively, and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

K. NEW BUSINESS

Subject	7. Employment Retention Incentives Program
Meeting	Dec 2, 2021 - Aviation Authority Regular Board Meeting
Access	Public
Type	Action

Background:

~~Under Policy P610, the Chief Executive Officer may enter into an employment agreement with an employee, which may include provisions for salary, fringe benefits and other considerations, for a term not exceeding three years, subject to Board approval. Employment agreements may be used as a tool to increase competitiveness in attracting and retaining highly qualified personnel.~~

Proposal:

~~To assist with succession planning and leadership continuity, the Chief Executive Officer requests Board approval to enter into employment agreements with employees effective January 1, 2022 and ending December 31, 2024. Such employment agreements, with financial retention considerations, will support maintenance of critical senior leadership and other personnel through a period of recovery and change and enhance the Authority's competitiveness in the industry.~~

~~As an incentive to remain employed for the three-year term, the employment agreements will provide for a deferred compensation benefit of up to one-third of the employee's salary which will fully vest and become non-forfeitable at the end of the Term of the employment agreement provided the employee has remained employed by the Authority.~~

~~In the event the employment agreement is terminated early for convenience, the deferred compensation benefit will become immediately vested and non-forfeitable in an amount prorated to the date of separation, and the Authority will pay the employee a termination payment in an amount equal to the employee's monthly salary including benefits, times the number of months until the end of the Term of the employment agreement, not to exceed 20 weeks. In the event the employment agreement is terminated early by the employee or the employee is discharged for good and just cause, the benefit will be forfeited.~~

Funding:

~~Costs associated with the employment agreements will be paid from the O&M Budget.~~

Recommendation:

~~The Chief Executive Officer recommends approval to establish an Employment Retention Incentives Program.~~

The Board may act on this by motion; no resolution is required.

L. STAFF REPORTS

Subject

1. Staff Reports

Meeting

Dec 2, 2021 - Aviation Authority Regular Board Meeting

Access

Public

Type

M. ADJOURNMENT

Subject

1. Adjournment

Meeting

Dec 2, 2021 - Aviation Authority Regular Board Meeting

Access

Public

Type

Procedural
