



# Tampa International Airport

**AVIATION AUTHORITY**

**REGULAR BOARD MEETING AND  
BOARD OF ADJUSTMENT PUBLIC HEARING**

**Thursday, March 7, 2024  
9:00 A.M.**

**Boardroom  
Level 4 at SkyCenter ONE**

## **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 Violet Cummins, Board Services Administrator, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or via email at [vcummins@TampaAirport.com](mailto:vcummins@TampaAirport.com). Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-7869.



**Thursday, March 7, 2024**  
**Aviation Authority Regular Board Meeting and Board of Adjustment**  
**Public Hearing**

**AGENDA**

**9:00 A.M.**

**Level 4 at SkyCenter ONE**  
**Boardroom**

**A. PLEDGE OF ALLEGIANCE**

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1. Pledge of Allegiance

**B. CALL TO ORDER (BOARD OF ADJUSTMENT HEARING)**

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1. Call to Order (Board of Adjustment Hearing)

**C. BOARD OF ADJUSTMENT HEARING**

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1. Airport Study No. 2023-177, Florida Turnpike Enterprise, requesting a variance for the installation of a traffic signal mast arm, with a maximum height of 36' AMSL, located at the intersection of Memorial Highway and Eisenhower Blvd., Tampa, FL, Resolution No. 2024-29
2. Airport Study No. 2023-180, Troy and Allison Simpson, requesting a variance to construct a three-story single-family home, with a maximum height of 44' AMSL, located at 558 Severn Avenue, Tampa, FL, Resolution No. 2024-30

**D. CALL TO ORDER (REGULAR BOARD MEETING)**

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1. Call to Order (Regular Board Meeting)

**E. APPROVAL OF THE AGENDA**

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1. Approval of the Agenda

**F. PUBLIC COMMENTS**

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1. Public Comments

**G. APPROVAL OF THE MINUTES**

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1. Approval of the Minutes

**H. MANAGEMENT REPORT**

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1. Management Report

**I. APPROVAL OF THE CONSENT AGENDA**

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1. Request for Quotation for Fiber Access, United States of America, Department of Homeland Security, Transportation Security Administration, Tampa International Airport, Resolution No. 2024-21

2. Purchase Orders, Main Terminal and Rental Car Center Furniture Replacement, HCAA Project No. 7275 24, BOS of Florida, Inc. d/b/a BOS Tampa, Tampa International Airport

3. Amendment No. 1 to Maintenance Contract for Baggage Handling System Hardware/Software Support and Increase to Maximum Purchase Authorization Amount, Rexel USA, Inc., Tampa International Airport, Resolution No. 2024-22

4. Use and Permit Agreement for Off-Airport Rental Car Concession, Saver, LLC d/b/a Economy Rent A Car, Tampa International Airport, Resolution No. 2024-24

5. Use and Permit Agreement for Off-Airport Rental Car Concession, Seven Auto Finance Orlando, LLC d/b/a Seven Auto Rent, Tampa International Airport, Resolution No. 2024-25

6. Authorization for Expenditure of State Forfeiture Funds, Tampa International Airport

7. Authorization to Dispose of Surplus Property, Tampa International Airport

#### **J. POLICIES OR RULES FOR CONSIDERATION OR ACTION**

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1. Amendment to Hillsborough County Aviation Authority Airport Concession Disadvantaged Business Enterprise Policy and Program, Resolution No. 2024-26

#### **K. COMMITTEE REPORTS**

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1. Report of Finance Committee Meeting held on February 28, 2024 in the Aviation Authority Boardroom at SkyCenter One

#### **L. UNFINISHED BUSINESS**

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1. Supplemental Contract B, Airside A and C Shuttle Car and Control System Replacement (Phase 2), Airside D Development, and Airside E Shuttle Cars, HCAA Project Nos. 8420 21, 8500 23 and 8910 23, Alstom Transport USA Inc., Tampa International Airport, Resolution No. 2024-27

#### **M. NEW BUSINESS**

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1. Reimbursement Resolution, Tampa International Airport, Resolution No. 2024-28

2. Renewal of Property Insurance Coverage, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports

#### **N. STAFF REPORTS**

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1. Staff Reports

#### **O. ADJOURNMENT**

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1. Adjournment



**Thursday, March 7, 2024**  
**Aviation Authority Regular Board Meeting and Board of Adjustment**  
**Public Hearing**

**AGENDA**  
**9:00 A.M.**  
**Level 4 at SkyCenter ONE**  
**Boardroom**

**A. PLEDGE OF ALLEGIANCE**

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<b>Subject</b>	<b>1. Pledge of Allegiance</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Procedural

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## **B. CALL TO ORDER (BOARD OF ADJUSTMENT HEARING)**

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<b>Subject</b>	<b>1. Call to Order (Board of Adjustment Hearing)</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Procedural

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## C. BOARD OF ADJUSTMENT HEARING

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Subject	<b>1. Airport Study No. 2023-177, Florida Turnpike Enterprise, requesting a variance for the installation of a traffic signal mast arm, with a maximum height of 36' AMSL, located at the intersection of Memorial Highway and Eisenhower Blvd., Tampa, FL, Resolution No. 2024-29</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

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### Background:

Florida Turnpike Enterprise (Petitioner) is seeking to install a traffic signal mast arm, with a maximum height of 36' AMSL, located at the intersection of Memorial Highway and Eisenhower Blvd., Tampa, FL. The nearest airport is Tampa International Airport.

Notice of this Hearing before the Board of Adjustment was provided on February 14, 2024.

### Proposal:

Petitioner is requesting a variance to install a traffic signal mast arm.

### Operational Impact:

The Petition was presented to the Airport Hearing Officer on January 11, 2024 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not be contrary to the public interest, would avoid unnecessary hardship to the Petitioner's property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical study found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met.

FDOT was provided the opportunity to review the Petition and found it to be consistent with Florida Statutes.

### Funding:

N/A

### Recommendation:

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Red Obstruction lighting required in accordance with the FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA if the project is abandoned or within five (5) days after the construction reaches its greatest height; (3) Notify the Airport at least five (5) business days prior to starting construction at 813-870-7863 and provide Airport Study Number; (4) Follow all conditions specified in the FAA Determination to remain in compliance; (5) Installation equipment (crane) exceeding 36' AMSL will require a separate permit by the Authority; and (6) The Permit will be valid until commencement of construction for Future Runway 17-35, at which time the structure will need to be re-evaluated for removal or new variances issued based on the Future Runway.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires March 15, 2024, but if the FAA Determination of No Hazard is extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structure have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Hearing Officer's public hearing.

Resolution:

**Resolution No. 2024-29 approves and authorizes variance for Airport Study No. 2023-177, Florida Turnpike Enterprise, requesting a variance for the installation of a traffic signal mast arm, with a maximum height of 36' AMSL, located at the intersection of Memorial Highway and Eisenhower Blvd., Tampa, FL; and authorizes the Airport Zoning Director or designee to execute all other ancillary documents.**

## **C. BOARD OF ADJUSTMENT HEARING**

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<b>Subject</b>	<b>2. Airport Study No. 2023-180, Troy and Allison Simpson, requesting a variance to construct a three-story single-family home, with a maximum height of 44' AMSL, located at 558 Severn Avenue, Tampa, FL, Resolution No. 2024-30</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

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### Background:

Troy and Allison Simpson (Petitioners) are seeking to construct a three-story single-family home, with a maximum height of 44' AMSL, located at 558 Severn Avenue, Tampa, FL. The nearest airport is Peter O. Knight Airport.

Notice of this Hearing before the Board of Adjustment was provided on February 14, 2024.

### Proposal:

Petitioners are requesting a variance to construct a three-story single-family home.

### Operational Impact:

The Petition was presented to the Airport Hearing Officer on January 11, 2024 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Peter O. Knight Airport, would not be contrary to the public interest, would avoid unnecessary hardship to the Petitioners' property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical study found that the Petitioners' request would not be a hazard to air navigation provided certain conditions are met.

FDOT was provided the opportunity to review the Petition and found it to be consistent with Florida Statutes.

### Funding:

N/A

### Recommendation:

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioners with the following conditions: (1) Red Obstruction lighting required in accordance with FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA if the project is abandoned or at least 10 days prior to construction and within five (5) days after the construction reaches its greatest height; (3) Occupants and/or owners of the new home understand that the location of the structure lies in the approach and departure path of Peter O. Knight Airport and occupants may be subjected to aircraft overflight; (4) The property falls outside of the 65 dnl noise contour around Peter O. Knight Airport and is a compatible use but the Authority suggests a noise reduction level of at least 25 db be incorporated into the design; (5) Notify the Airport at least five (5) business days prior to starting construction at 813-870-7863 and provide



Airport Study Number; (6) Petitioners will be required to follow all conditions specified in the FAA Determination to remain in compliance; (7) Installation equipment (crane) exceeding 43' AMSL will require a separate permit by the Authority; (8) Any glint or glare issues identified from this project must be mitigated by the Petitioners to the satisfaction of the Authority to avoid adverse impacts to aviation; (9) The Authority requires a survey of the construction to be completed and submitted to the Authority within five (5) days of reaching its greatest height; and (10) In the event that any proposed elevation is exceeded the Petitioners acknowledge that they will make the modifications required so as not to exceed the approach transitional surface to Runway 4 at Peter O. Knight Airport.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires May 22, 2025, but if the FAA Determination of No Hazard is extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structure have occurred.

The Board of Adjustment may render its decision based on the findings and recommendations of the Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Hearing Officer's public hearing.

Resolution:

**Resolution No. 2024-30 approves and authorizes variance for Airport Study No. 2023-180, Troy and Allison Simpson, requesting a variance to construct a three-story single-family home, with a maximum height of 44' AMSL, located at 558 Severn Avenue, Tampa, FL; and authorizes the Airport Zoning Director or designee to execute all other ancillary documents.**

## **D. CALL TO ORDER (REGULAR BOARD MEETING)**

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<b>Subject</b>	<b>1. Call to Order (Regular Board Meeting)</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Procedural

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## **E. APPROVAL OF THE AGENDA**

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<b>Subject</b>	<b>1. Approval of the Agenda</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

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## **F. PUBLIC COMMENTS**

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<b>Subject</b>	<b>1. Public Comments</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Information

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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.

## **G. APPROVAL OF THE MINUTES**

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<b>Subject</b>	<b>1. Approval of the Minutes</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

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## H. MANAGEMENT REPORT

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<b>Subject</b>	<b>1. Management Report</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Information

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## **I. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>1. Request for Quotation for Fiber Access, United States of America, Department of Homeland Security, Transportation Security Administration, Tampa International Airport, Resolution No. 2024-21</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action (Consent)

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### Background:

The United States of America, Department of Homeland Security, Transportation Security Administration (TSA) is required to deploy federal security screeners, managers, personnel and law enforcement officers to conduct screening of passengers and baggage at Tampa International Airport. In order to do this, it is necessary for TSA to utilize eight strands of the Authority's fiber optic cables to network TSA's computers from screening locations on the Airsides to the main server at TSA's office in the Marriott Hotel.

### Proposal:

This item approves and authorizes a response to TSA's Request for Quotation for Fiber Access (RFQ) for TSA's use of eight strands of fiber optic cables provided and maintained by the Authority. The first period of performance under the RFQ is 12 months beginning March 1, 2024, and there are four one-year options through February 28, 2029. The options can be exercised by written notice at least 60 days before the expiration of the then existing period of performance. Either party may terminate the RFQ with 30 days written notice. The quoted price for the eight strands of fiber optic cables is \$261.37 per month, or \$3,136.44 for the first 12 month period of performance. TSA will generate a Purchase Order upon Authority execution of the RFQ. This item also authorizes the Chief Executive Officer to execute the resulting Purchase Order and any future amendments to the Purchase Order.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2024-21.

### Resolution:

**Resolution No. 2024-21 approves and authorizes execution of Request for Quotation for Fiber Access at Tampa International Airport with United States of America, Department of Homeland Security, Transportation Security Administration; authorizes the Chief Executive Officer to execute the resulting Purchase Order and any future amendments to the Purchase Order; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.**

## **I. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>2. Purchase Orders, Main Terminal and Rental Car Center Furniture Replacement, HCAA Project No. 7275 24, BOS of Florida, Inc. d/b/a BOS Tampa, Tampa International Airport</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action (Consent)

### Background:

This Project includes replacing the existing Main Terminal and Rental Car Center Lounge Chairs as they are showing signs of wear and have reached the end of their useful life.

This Project also includes the purchase of two end tables with charging capability and 122 lounge chairs. An Invitation to Bid was posted on December 8, 2023.

### Proposal:

On January 16, 2024, Bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
BOS of Florida, Inc. d/b/a BOS Tampa	\$282,849.70
Empire Office, Inc.	\$305,519.86
Contract Furniture, Inc.	\$306,100.06
Commercial Design Services, Inc.	\$310,294.16
America's Office Source, Inc.	\$318,759.84
Workscapes, Inc.	\$325,979.06
Corporate Interiors, Inc.	\$327,985.16
Wrk Lab, Inc.	\$359,677.20
Designers West Interiors, Inc.	\$375,617.62
Kgary IT LLC	\$440,038.00

The lowest responsive and responsible Bidder is BOS of Florida, Inc. d/b/a BOS Tampa.

Staff recommends the issuance of Purchase Orders to BOS of Florida, Inc. d/b/a BOS Tampa in the maximum purchase authorization amount of \$282,849.70.

### Funding:

This item is included in the Capital Budget.

### Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of Purchase Orders to BOS of Florida, Inc. d/b/a BOS Tampa and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

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



## **I. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>3. Amendment No. 1 to Maintenance Contract for Baggage Handling System Hardware/Software Support and Increase to Maximum Purchase Authorization Amount, Rexel USA, Inc., Tampa International Airport, Resolution No. 2024-22</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action (Consent)

### Background:

On March 4, 2021, the Board authorized execution of a sole source Maintenance Contract for Baggage Handling System Hardware/Software Support (Contract) with Rexel USA, Inc. for the Term of March 1, 2021 through February 28, 2026, with a fixed annual price of \$36,829.40 and an additional \$20,000 annually for extra work as needed, for a total five-year Board-approved amount of \$284,147.

On November 14, 2023, a Notice of Intent to Sole Source with Rexel USA, Inc. for continued hardware and software support, software updates, upgrades, enhancements, and consulting services for the Baggage Handling System (BHS) and related software was advertised. The BHS and associated software are proprietary and Rexel USA, Inc. is the exclusive authorized services provider for the Authority's geographic area.

### Proposal:

This item authorizes execution of Amendment No. 1 to the Contract with Rexel USA, Inc. as a funding vehicle to purchase hardware, software, and licenses needed to support the BHS and two projects associated with the BHS which the Board approved as part of the FY23 Capital Budget: HCAA Project No. 7070 23, East Baggage-System PLC Replacement and HCAA Project No. 6975 23, Baggage Handling Systems Server Upgrade and Enhancement.

In addition, this item requests an increase of \$874,000 to the previously approved maximum purchase authorization amount for BHS hardware/software support and additional licenses for a new maximum purchase authorization amount of \$1,158,147.

### Funding:

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

### Recommendation:

Management recommends adoption of Resolution No. 2024-22.

### Resolution:

**Resolution No. 2024-22 approves and authorizes execution of Amendment No. 1 to Maintenance Contract for Baggage Handling System Hardware/Software at Tampa International Airport with Rexel USA, Inc.; authorizes an increase of \$874,000 to the previously approved maximum purchase authorization amount for a new maximum purchase authorization amount of \$1,158,147; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.**

## **I. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>4. Use and Permit Agreement for Off-Airport Rental Car Concession, Saver, LLC d/b/a Economy Rent A Car, Tampa International Airport, Resolution No. 2024-24</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action (Consent)

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### Background:

Saver, LLC d/b/a Economy Rent A Car (Saver) is a Fort Lauderdale based rental car company.

Saver desires to execute a Use and Permit Agreement for Off-Airport Rental Car Concession (Agreement) at Tampa International Airport (Airport). Off-airport rental car companies (OFFRACs) do not occupy space in the Rental Car Center and operate their off-airport rental car business from locations near the Airport.

### Proposal:

This item approves and authorizes an Agreement with Saver to operate an off-airport rental car concession. The Term of the Agreement is March 7, 2024 through September 30, 2026. The Authority may terminate the Agreement, with or without cause, upon thirty (30) days written notice. In accordance with Authority Policy P822, Saver will pay a privilege fee of nine percent (9%) of Gross Receipts. Saver will also pay a vehicle per-trip fee of \$4.50 for its courtesy vehicles through the Authority's Automated Vehicle Identification system and a Transportation Facility Charge (TFC) of \$2.00 per rental transaction day.

The Agreement provides for Saver to account for reporting non-airport business, which is exempt from inclusion in Gross Receipts.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2024-24.

### Resolution:

**Resolution No. 2024-24 approves and authorizes execution of Use and Permit Agreement for Off-Airport Rental Car Concession at Tampa International Airport with Saver, LLC d/b/a Economy Rent A Car; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.**

## **I. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>5. Use and Permit Agreement for Off-Airport Rental Car Concession, Seven Auto Finance Orlando, LLC d/b/a Seven Auto Rent, Tampa International Airport, Resolution No. 2024-25</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action (Consent)

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### Background:

Seven Auto Finance Orlando, LLC d/b/a Seven Auto Rent (Seven) is an Orlando based rental car company.

Seven desires to execute a Use and Permit Agreement for Off-Airport Rental Car Concession (Agreement) at Tampa International Airport (Airport). Off-airport rental car companies (OFFRACs) do not occupy space in the Rental Car Center and operate their off-airport rental car business from locations near the Airport.

### Proposal:

This item approves and authorizes an Agreement with Seven to operate an off-airport rental car concession. The Term of the Agreement is March 7, 2024 through September 30, 2026. The Authority may terminate the Agreement, with or without cause, upon thirty (30) days written notice. In accordance with Authority Policy P822, Seven will pay a privilege fee of nine percent (9%) of Gross Receipts. Seven will also pay a vehicle per-trip fee of \$4.50 for its courtesy vehicles through the Authority's Automated Vehicle Identification system and a Transportation Facility Charge (TFC) of \$2.00 per rental transaction day.

The Agreement provides for Seven to account for reporting non-airport business, which is exempt from inclusion in Gross Receipts.

### Funding:

N/A

### Recommendation:

Management recommends adoption of Resolution No. 2024-25.

### Resolution:

**Resolution No. 2024-25 approves and authorizes execution of Use and Permit Agreement for Off-Airport Rental Car Concession at Tampa International Airport with Seven Auto Finance Orlando, LLC d/b/a Seven Auto Rent; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.**

## **I. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>6. Authorization for Expenditure of State Forfeiture Funds, Tampa International Airport</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action (Consent)

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### Background:

Under provisions of the U.S. Department of Treasury Guide to Equitable Sharing for Foreign Countries and Federal, State and Local Law Enforcement Agencies (Guide), State forfeiture funds shared with local law enforcement agencies must be expended for law enforcement purposes. The Florida Contraband Forfeiture Act (FCFA) authorizes law enforcement agencies to use the proceeds collected under the FCFA for authorized law enforcement purposes as well.

Authority Standard Procedure S440.14 requires expenditures from State forfeiture funds to be made only after approval from Legal Affairs and the Authority Board. Legal Affairs has reviewed this request and agrees with the expenditures.

### Proposal:

Authorize the expenditure of State forfeiture funds to be used by the Tampa International Airport Police Department in a maximum purchase authorization amount of \$18,738.66 for selected Tampa International Airport Police Department personnel to attend various leadership and law enforcement specific trainings designed to enhance the leadership competencies of first-line supervisors and middle managers as well as develop numerous law enforcement skills.

### Funding:

This item is included in the State Forfeiture Funds Budget.

### Recommendation:

The Chief Executive Officer recommends the Board authorize the expenditure of State forfeiture funds and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

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

## **I. APPROVAL OF THE CONSENT AGENDA**

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<b>Subject</b>	<b>7. Authorization to Dispose of Surplus Property, Tampa International Airport</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action (Consent)

### Background:

The following property has been determined to be surplus and serves no useful function, or the continued use is uneconomical or inefficient.

<b>Description</b>	<b>QTY</b>	<b>Year Purchased</b>	<b>Asset Tag</b>
CLUB CAR CARRYALL	1	2018	702865
LIGHT TOWER	1	2006	107844
LIGHT TOWER	1	2006	107845
JOHN DEERE GATOR	1	2009	104177
WANCO MESSAGE BOARD	1	2013	127224
THREE-LINE MESSAGE BOARD	1	2013	125362
CNG TRANSIT BUS	1	2013	UNKNOWN
CNG TRANSIT BUS	1	2013	UNKNOWN
JOHN DEERE TRACTOR MOWER	1	2006	106770
RIDE ON CHEMICAL SPRAYER	1	2015	703346
ELECTRIC CLUB CART	1	2015	701896
ELECTRIC CLUB CART	1	2015	200411
ELECTRIC CLUB CART	1	2015	200408
LESCO POWDER SPREADER	1	2012	125909
FORD F250 PICKUP TRUCK	1	2011	123371

### Proposal:

Authorize disposal of the above-referenced surplus equipment in accordance with Chapter 274, Florida Statutes. Surplus property will be publicly advertised and auctioned at Tampa Machinery Auction, Inc., Royal Auction Group, Bay Area Auction Services, or GovDeals.com, an internet-based auction system.

### Funding:

N/A

### Recommendation:

The Chief Executive Officer recommends the Board authorize disposal of surplus equipment in accordance with Chapter 274, Florida Statutes.

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

## **J. POLICIES OR RULES FOR CONSIDERATION OR ACTION**

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<b>Subject</b>	<b>1. Amendment to Hillsborough County Aviation Authority Airport Concession Disadvantaged Business Enterprise Policy and Program, Resolution No. 2024-26</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

### Background:

~~As a condition of receiving federal grant funds for airport development from the United States Department of Transportation, the Authority has signed an assurance that it will comply with 49 CFR Part 23 to ensure that Airport Concession Disadvantaged Business Enterprises (ACDBEs) have an equal opportunity to participate in concession opportunities at Tampa International Airport.~~

~~ACDBE regulations require the Authority to establish two separate overall ACDBE goals to cover a three-year period: one goal for concessions other than car rental and one goal for car rental concessions. The current goal for concessions other than car rental established by the Authority for fiscal years 2021 through 2023 is 25.2% of gross receipts generated by non-car rental concessions. The current goal for car rental concessions for fiscal years 2021 through 2023 is 2.2% of the total expenditures on goods and services at Tampa International Airport. The Board approved both goals on September 2, 2021.~~

### Proposal:

~~This item amends Attachments 3 and 4 to the Hillsborough County Aviation Authority ACDBE Policy and Program to establish the Authority's new overall three-year ACDBE goals for fiscal years 2024 through 2026 as 26.9% of the gross receipts generated by concessions other than car rental and 2.8% of the total expenditure on goods and services by car rental concessions, based on the methodology provided in the ACDBE regulations. The Federal Aviation Administration has approved both goals for fiscal years 2024 through 2026. This item also amends the ACDBE Policy and Program to update the Authority staff responsible for various administrative duties, and updates organizational charts, personnel titles, and other miscellaneous items.~~

### Funding:

~~N/A~~

### Recommendation:

~~Management recommends adoption of Resolution 2024-26.~~

### Resolution:

~~**Resolution No. 2024-26 approves and authorizes Amendment to Hillsborough County Aviation Authority Airport Concession Disadvantaged Business Enterprise Policy and Program; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.**~~

## **K. COMMITTEE REPORTS**

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<b>Subject</b>	<b>1. Report of Finance Committee Meeting held on February 28, 2024 in the Aviation Authority Boardroom at SkyCenter One</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Reports

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The Finance Committee met on February 28, 2024 in the Authority Boardroom with all members in attendance. In addition to Authority staff, Authority Board Member County Commissioner Harry Cohen, and external consultant John Streitmatter, with the Leadership Research Institute, were also in attendance.

The meeting began with the approval of the January 25, 2024 Finance Committee Meeting minutes.

Finance Committee members then discussed key considerations to carry out the CEO selection process, including the internal candidates, developing evaluation criteria, and timing and format of candidate interviews.

The Finance Committee agreed to meet again on Wednesday, March 13, 2024 to continue discussing the selection process and next steps. Finally, the Finance Committee agreed to meet weekly on Wednesdays (starting with the March 13 meeting), as needed, to continue the CEO selection process.

## L. UNFINISHED BUSINESS

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<b>Subject</b>	<b>1. Supplemental Contract B, Airside A and C Shuttle Car and Control System Replacement (Phase 2), Airside D Development, and Airside E Shuttle Cars, HCAA Project Nos. 8420 21, 8500 23 and 8910 23, Alstom Transport USA Inc., Tampa International Airport, Resolution No. 2024-27</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

### Background:

The APM shuttle vehicle system transports passengers between the Main Terminal and each of the four Airsides and is a critically vital component to the overall operational success of Tampa International Airport.

On November 4, 2021, a Contract for Services for the Replacement of New Shuttle Cars for Airsides A and C was awarded to Bombardier Transportation (Holdings) USA, Inc. in a total amount of \$50,882,858. The work included the replacement of the eight Airside shuttle cars, the installation of a new CityFlo 0650 signaling system, and the replacement of the power rails for the legs of Airsides A and C.

On November 9, 2022, Supplemental Contract A was awarded to Bombardier Transportation (Holdings) USA, Inc. for the purchase of eight new shuttle cars for Airsides D and E in the maximum purchase authorization amount of \$28,955,486, bringing the total combined Contract amount-to-date to \$79,838,344.

Bombardier Transportation (Holdings) USA, Inc. was acquired by Alstom SA and has changed its name to Alstom Transport USA Inc. (Alstom).

On September 7, 2023, Change Order No. 1 was awarded to Alstom to provide design assistance for the Airside D Main Terminal APM station and the APM system for Airside D in the maximum purchase authorization amount of \$71,990, bringing the total combined Contract amount-to-date to \$79,910,334.

### Proposal:

Staff proposes award of Supplemental Contract B for the following new APM components for Airside D:

- New CityFlo 650 signaling system
- Guidance equipment, power systems and platform screen doors
- Fit out of the maintenance facility and integration of the new system into central controls
- Installation, testing and commissioning of new Airside D vehicles

Staff proposes award of Supplemental Contract B for the following new APM components for Airside E:

- Upgrade the existing operating system to CityFlo 650 signaling system
- Replace existing power rails
- Installation, testing and commissioning of new Airside E vehicles.

The maximum purchase authorization amount for the above items totals \$64,095,550, bringing the total combined Contract amount-to-date to \$144,005,884.



In addition, adjustments to the Supplemental Contract B amount for Airsides D and E will be made annually based on changes in the Bureau of Labor Statistics indices for labor and materials. Staff proposes an additional total authorization of \$3,300,000 for those adjustments.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2024-27.

Resolution:

**Resolution No. 2024-27 approves and authorizes award and execution of Supplemental Contract B for Airside A and C Shuttle Car and Control System Replacement (Phase 2), Airside D Development, and Airside E Shuttle Cars, HCAA Project Nos. 8420 21, 8500 23, and 8910 23 at Tampa International Airport with Alstom Transport USA Inc. in the maximum purchase authorization amount of \$144,005,884; approves an additional authorization of \$3,300,000 for adjustments for Airsides D and E based on changes in labor and material indices; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.**

## M. NEW BUSINESS

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<b>Subject</b>	<b>1. Reimbursement Resolution, Tampa International Airport, Resolution No. 2024-28</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

### Background:

As part of the annual operating and capital budgeting process, sources of funding are identified and estimated for capital projects. These sources may include Passenger Facility Charges (PFCs), Federal Airport Improvement Program (AIP) Grants, Florida Department of Transportation (FDOT) Grants, Customer Facility Charges (CFCs), Federal Bipartisan Infrastructure Law (BIL) Grants, and/or Authority funds. The balance of funding will consist of general airport revenues bonds (GARBs), PFC-backed bonds, advances under the Authority's Revolving Credit Agreement, and/or other types of short-term financing (Bonds).

Treasury Regulation Section 1.150-2 allows the Authority to pay costs of upcoming capital program projects before Bonds are issued and to then reimburse those expenditures from the Bond proceeds after the Bonds are issued and those proceeds are received. Treasury Regulation Section 1.150-2 requires the Authority to express its intent to make such a reimbursement from the Bond proceeds by adopting a Resolution to that effect.

### Proposal:

Management seeks approval of a Reimbursement Resolution which allows the Authority to pay costs related to the projects listed below and to reimburse itself from Bond proceeds.

- Airside D Development
- Airside E Shuttle Cars, Running Surface, Power and Signal Rail Replacement
- Westside Checked Baggage Screening System Relocation and Upgrades
- Asphalt Overlay-RW 10/28 & 1R/19L and Miscellaneous Concrete Slab Replacement
- Air Cargo Expansion

Design efforts are beginning for these projects and the Authority expects to incur additional expenditures prior to pricing and selling GARBs or PFC-backed bonds, making advances on the Authority's Revolving Credit Agreement, or issuing other debt during 2024. A Reimbursement Resolution must be initiated to provide the necessary mechanism to reimburse expenditures made prior to the receipt of Bond proceeds.

This Reimbursement Resolution provides a description of the capital projects, an effective date of the Reimbursement Resolution, and establishes the maximum principal amount of debt expected to be issued to finance the cost of the projects prior to the issuance of GARBs or PFC-backed bonds at \$500,000,000. Approval of the Reimbursement Resolution does not represent approval by the Board to issue debt. That approval will be requested at a later date during the process of the debt issuance.

### Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2024-28.

Resolution:

**Resolution No. 2024-28 expresses the Hillsborough County Aviation Authority's intention, for purposes of compliance with Treasury Regulation Section 1.150-2, to reimburse expenditures which may be made with respect to the acquisition, development, construction, and equipping of certain airport improvements including the Airside D Development, Airside E Shuttle Cars, Running Surface, Power and Signal Rail Replacement, Westside Checked Baggage Screening System Relocation and Upgrades, Asphalt Overlay-RW 10/28 & 1R/19L and Miscellaneous Concrete Slab Replacement, and Air Cargo Expansion, and provides an effective date.**

## M. NEW BUSINESS

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<b>Subject</b>	<b>2. Renewal of Property Insurance Coverage, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Action

### Background:

The Authority's property insurance program is currently insured by AIG Specialty Insurance Company (AIG) and fourteen other insurers on a quota share basis. The program provides \$75 million for Named Wind and Flood and \$500 million for all other perils coverage. This insurance covers approximately \$3.49 billion in insured values at Tampa International Airport and the three general aviation airports. The current property insurance program will expire on April 1, 2024. The property renewal was marketed to sixteen direct insurance carriers, twenty-two wholesale insurance markets, seventy Lloyd's syndicates, and ten reinsurance markets by Arthur J. Gallagher Risk Management Services, Inc. (Gallagher), the Authority's insurance broker.

### Proposal:

The Florida property insurance market continues to be challenging. However, this year, some carriers are looking to increase the amount of CAT exposure they are willing to insure. As a result, many carriers have to offer lower rate increases or flat renewals to remain competitive. The Authority's current rate is one of the lowest in the State of Florida. This is due to favorable pricing the Authority has received by classifying property as a "Highly Protected Risk" and AIG pricing their portion of the non-CAT layer below the rest of the market. AIG will lead the recommended renewal property insurance program. The remainder of the program includes Lloyd's of London continuing to provide the recommended Terrorism coverage, including both standard property losses and Nuclear, Chemical, Biological, and Radiological losses caused by certified and non-certified acts of "terrorism", and Hartford Steam Boiler providing the Equipment Breakdown coverage.

The recommended renewal insurance program has the same coverage limits as the expiring program. The recommended renewal insurance program includes \$500 million for All Other Perils, \$75 million for Named Wind, \$75 million for Flood, \$100 million for Terrorism coverage, and \$5 million for Nuclear, Chemical, Biological, and Radiological coverage. The Named Wind and Special Flood Hazard Area coverages are subject to a 5% deductible, applied per unit of insurance (i.e., per building/structure), with a \$250,000 per occurrence minimum deductible. The Equipment Breakdown coverage will continue to provide \$200 million of limits with a deductible of \$100,000 per occurrence. The recommended renewal property insurance program also includes funding for property appraisals, and a Parametric policy with a maximum payout of \$2,500,000 in the event sustained winds exceed 130 miles per hour at pre-defined location(s) during a Named Windstorm.

The total cost of the property insurance program, including all surcharges and assessments, recommended by Gallagher will not exceed \$7,730,004, which is an increase of \$466,662 (6.42%) over last year. This proposed renewal property insurance program reflects the best terms and pricing over any alternatives.

Authority Staff and the Authority's insurance consultant, Siver Insurance Consultants, have reviewed the proposed property insurance program and recommend the Authority accept Gallagher's property insurance renewal at a total cost not to exceed \$7,730,004.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize Arthur J. Gallagher Risk Management Services, Inc. to bind the property program listed above for the 12-month policy period beginning April 1, 2024, and authorize the payment of appraisals, additional property premiums, taxes, fees, and assessments invoiced throughout the policy period for newly acquired, revalued, or other property added to the policy after renewal.

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

## **N. STAFF REPORTS**

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<b>Subject</b>	<b>1. Staff Reports</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Information

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## **O. ADJOURNMENT**

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<b>Subject</b>	<b>1. Adjournment</b>
Meeting	Mar 7, 2024 - Aviation Authority Regular Board Meeting and Board of Adjustment Public Hearing
Access	Public
Type	Procedural

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