

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
April 6, 2023

A Regular Board Meeting was convened in the Boardroom, Level 4 of SkyCenter ONE, Tampa, Florida, on Thursday, April 6, 2023.

Members present were: Chairman Gary Harrod, Robert I. Watkins, Mayor Castor and Commissioner Cohen.

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Chris Minner, John Tiliacos, Scott Knight, Adam Bouchard, Elita McMillon, Jeff Siddle, Silvana Muro, Tom Thalheimer, Matt Bauer, Randy Forister, Dan Johnson, Violet Cummins, Rob Porter, Michael Kamprath, Ben Robins, Marcus Session, Laura Tatem, Melissa Solberg, Dan Porter, Emily Nipps, Chief Charlie Vazquez, Josh Gillen, John Mallory, Roop Johal and Jim Surguine.

Chairman Harrod welcomed everyone to the Regular Board Meeting of the Aviation Authority and announced that General Diehl would not be in attendance at the Board Meeting.

The Pledge of Allegiance was recited.

Chairman Harrod called the Board Meeting to Order.

Mr. Lopano stated that at the March Board Meeting General Counsel Michael Stephens had advised of the possibility of holding an Attorney-Client Closed Session at this meeting. However, there was no need to hold the Attorney-Client Closed Session.

Chairman Harrod then asked for a Motion to Approve the Agenda.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, the Agenda was unanimously approved by all Board members present.

General Counsel Stephens clarified that there would not be an Attorney Client Closed Session but there would be a Closed Session for sensitive security information.

Chairman Harrod then proceeded to Public Comments and asked if anyone would like to address the Board. There was one Public Comment by Ricardo Foster of Infinity Aero Club Tampa Bay. Mr. Foster runs the STEM program for Infinity Aero Club which has reached out to over 30,000 children across the nation and is on budget to impact over 300,000 this year. Mr. Foster's request is for funding and areas to work in that capacity. His target audience is underserved communities as well as young girls.

Chairman Harrod asked General Counsel Stephens if there were any abstentions from the Regular Board Meeting held on March 2, 2023 that needed to be read into the record. General Counsel Stephens replied that there were no abstentions from the March 2, 2023 Board Meeting and none were anticipated at this meeting.

Chairman Harrod asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on March 2, 2023.

Upon motion of Mr. Watkins, seconded by Commissioner Cohen, the Minutes of the Regular Board Meeting held on March 2, 2023 were unanimously approved by all Board Members present.

Mr. Lopano's Management Report was next.

Chris Minner began with the Performance Assessment Report.

There were more than 1.8 million passengers for the month which is about 5.5% behind pre-pandemic numbers but 9% above last year.

International passenger traffic was just short of 89,000 which is about 18% lower than pre-pandemic numbers but more than doubled from last year.

Two new routes were announced last month: Flights to Wilmington, NC twice weekly beginning June 23, 2023 on Avelo and daily flights to Phoenix on Frontier beginning May 11, 2023.

Mr. Minner discussed the Justice Department's legal action on the proposed merger of JetBlue and Spirit Airlines. If this merger were to go through, the combined entity would become the 4th largest carrier at TPA. Multiple states are suing to block the transaction on anti-competitive grounds.

The Aviation Authority has been recognized for the 6th consecutive year as a Top Work Place by the Tampa Bay Times. This is the result of an annual survey conducted across the entire region.

There were 1,400 new followers on social media. Top stories included Congresswoman Kathy Castor ensuring the replacement tower for Tampa International Airport would be included in President Biden's budget proposal. Also, Tampa International Airport is the first in the nation to have Uber Eats for pick up orders. There were 560 stories with an earned media value of just under \$5.6 million.

John Tiliacos reported on the Spring Break operation which ran from March 7, 2023 to April 10, 2023. Tampa International had a set a record passenger day on Sunday, March 19th with more than 90,000 passengers. In addition, March 18 to 19th was a record breaking weekend with nearly 180,000 passengers traveling through Tampa International Airport.

Mr. Tiliacos also reported on the Federal Aviation Administration Safety Summit that was held in March. Mr. Tiliacos represented the Aviation Authority at this summit with other industry leaders representing airlines, airports and the FAA's air traffic organization. The summit consisted of honest and candid dialogue regarding steps needed to enhance safety in the national airspace system.

This concluded Mr. Lopano's Management Report.

The Chairman then moved on to the Consent Agenda.

Upon motion of Commissioner Cohen, seconded by Robert Watkins, the Consent Agenda was unanimously approved by all Board Members present.

The following items were contained in the Consent Agenda.

Item G1

On-Airport Lease No. GS-04P-LFL02202 United States of America, General Services Administration, Tampa International Airport, Resolution No. 2023-22.

Since September 10, 2003, the Authority has leased space to the United States of America, General Services Administration (GSA) on the four Airsides at Tampa International Airport for use by Transportation Security Administration personnel as breakrooms. GSA also leases outdoor land, radio base stations, and parking spaces. The current lease expires on April 16, 2023.

Staff proposes entering into On-Airport Lease No. GS-04P-LFL02202 (Lease) with GSA for an initial Term of April 16, 2023 through April 15, 2028, with one, three-year renewal option. The Lease provides for 3,117 square feet of office and breakroom space, 7,000 square feet of outdoor land, two radio base stations, and five surface/outside parking spaces. The initial Rent will increase three and one-half percent (3.5%) each year throughout the initial Term, excluding the radio base stations which will remain fixed at \$1,200 each year, resulting in the following Rent:

April 16, 2023 – April 15, 2024: \$365,180.18/yr. or \$30,431.68/mo.

April 16, 2024 – April 15, 2025: \$377,874.95/yr. or \$31,468.58/mo.

April 16, 2025 – April 15, 2026: \$390,977.98/yr. or \$32,581.50/mo.

April 16, 2026 – April 15, 2027: \$404,590.54/yr. or \$33,715.87/mo.

April 16, 2027 – April 15, 2028: \$418,673.95/yr. or \$34,889.50/mo.

If the renewal option is exercised, the Authority may, at its option, adjust the Rent for the renewal term of the Lease based upon the fair market value of similarly used premises at Tampa International Airport. Such adjustment will be made via amendment to the Lease.

GSA may terminate the Lease with 90 days' written notice. The Authority may terminate the Lease with 180 days' written notice. The Authority may relocate GSA at the Authority's expense with 120 days' written notice.

Management recommended adoption of Resolution No. 2023-22.

Resolution No. 2023-22 approved and authorized execution of On-Airport Lease No. GS-04P-LFL02202 at Tampa International Airport with United States of America, General Services Administration; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item G2

Purchase Orders, Runway Pavement Surface Texturing, Skidabrader Group LLC, Tampa International Airport.

The Authority's O&M Budget provides for the repair and maintenance of the Airfield Operations Area (AOA). The Maintenance Department has an ongoing need for runway pavement surface texturing which is required to improve the runway surface friction values above the minimum acceptable value. During recent friction testing, it was determined that approximately 195,000 square feet of runway requires pavement surface texturing.

Skidabrader Group LLC provides a proprietary high velocity bi-directional impact re-texturing technology to restore runway pavement surface texture.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required product or service.

On March 1, 2023, a Notice of Intent to Sole Source with Skidabrader Group LLC at Tampa International Airport was publicly advertised. No responses were received.

Staff requests authorization for the issuance of Purchase Orders to Skidabrader Group LLC for runway pavement surface texturing for the Term of April 6, 2023 through April 5, 2028 in a maximum purchase authorization amount of \$300,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Skidabrader Group LLC and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

Item G3

Purchase Orders, Plumbing Supplies, Apple Specialties and Tampa Winsupply, Inc., Tampa International Airport.

The Authority has a continuous need for the purchase of miscellaneous plumbing supplies for the repair and maintenance of Authority facilities.

The Authority led a cooperative Invitation to Bid for Plumbing Supplies which included Lee County Port Authority, Hillsborough County Sheriff's Office, and Pinellas County. The Invitation to Bid was issued on January 26, 2023.

On March 1, 2023, Bids from Apple Specialties, Best Plumbing Specialties, Inc., and Tampa Winsupply, Inc. were publicly opened and read aloud. The following list identifies the highest percentage discount off each manufacturer's suggested retail price for the purchase of plumbing supplies on an as-needed basis during the Term of Award.

Manufacturer – Commercial Drainage and Carriers	% Discount	Bidder with Highest % Discount
AO Smith	<u>7%</u>	Tampa Winsupply, Inc.
Acorn	<u>43%</u>	Tampa Winsupply, Inc.
American Standard	<u>50%</u>	Tampa Winsupply, Inc.
Ames	<u>50%</u>	Tampa Winsupply, Inc.
Apollo	<u>45%</u>	Tampa Winsupply, Inc.
Bemis	<u>46%</u>	Tampa Winsupply, Inc.
Bobrick	<u>15%</u>	Apple Specialties
Bradley	<u>45%</u>	Tampa Winsupply, Inc.
Brass Craft	<u>46%</u>	Tampa Winsupply, Inc.
Delaney	<u>50%</u>	Tampa Winsupply, Inc.
Delta	<u>48%</u>	Tampa Winsupply, Inc.
Dyson	<u>15%</u>	Apple Specialties
EEMax	<u>50%</u>	Tampa Winsupply, Inc.
Elkay	<u>46%</u>	Tampa Winsupply, Inc.
Fluidmaster	<u>50%</u>	Tampa Winsupply, Inc.
Insinkerator	<u>42%</u>	Tampa Winsupply, Inc.
Koala Kare	<u>15%</u>	Apple Specialties
Kohler	<u>47%</u>	Tampa Winsupply, Inc.
Leonard	<u>31%</u>	Tampa Winsupply, Inc.
Peerless	<u>48%</u>	Tampa Winsupply, Inc.
Precision Plumbing Products (PPP Inc.)	<u>42%</u>	Tampa Winsupply, Inc.
Sloan	<u>46%</u>	Apple Specialties
Speakman	<u>40%</u>	Tampa Winsupply, Inc.
State	<u>7%</u>	Tampa Winsupply, Inc.
Symmons	<u>44%</u>	Tampa Winsupply, Inc.
T&S Brass & Bronze	<u>45%</u>	Tampa Winsupply, Inc.
Toto USA	<u>51%</u>	Tampa Winsupply, Inc.
Viega	<u>55%</u>	Tampa Winsupply, Inc.
Watts	<u>80%</u>	Tampa Winsupply, Inc.
Wilkins	<u>46%</u>	Tampa Winsupply, Inc.

Zurn	80%	Tampa Winsupply, Inc.
Manufacturer – Sensor Faucets and Flush Valves	% Discount	Bidder with Highest % Discount
AO Smith	7%	Tampa Winsupply, Inc.
Acorn	43%	Tampa Winsupply, Inc.
American Standard	50%	Tampa Winsupply, Inc.
Ames	50%	Tampa Winsupply, Inc.
Apollo	45%	Tampa Winsupply, Inc.
Bemis	46%	Tampa Winsupply, Inc.
Bobrick	15%	Apple Specialties
Bradley	45%	Tampa Winsupply, Inc.
Brass Craft	46%	Tampa Winsupply, Inc.
Delaney	50%	Tampa Winsupply, Inc.
Delta	48%	Tampa Winsupply, Inc.
Dyson	15%	Apple Specialties
EEMax	50%	Tampa Winsupply, Inc.
Elkay	46%	Tampa Winsupply, Inc.
Fluidmaster	50%	Tampa Winsupply, Inc.
Insinkerator	42%	Tampa Winsupply, Inc.
Koala Kare	15%	Apple Specialties
Kohler	47%	Tampa Winsupply, Inc.
Leonard	31%	Tampa Winsupply, Inc.
Peerless	48%	Tampa Winsupply, Inc.
Precision Plumbing Products (PPP Inc.)	42%	Tampa Winsupply, Inc.
Pro Flo	50%	Tampa Winsupply, Inc.
Sloan	46%	Apple Specialties
Speakman	40%	Tampa Winsupply, Inc.
State	7%	Tampa Winsupply, Inc.
Symmons	44%	Tampa Winsupply, Inc.
T&S Brass & Bronze	45%	Tampa Winsupply, Inc.
Toto USA	51%	Tampa Winsupply, Inc.
Viega	55%	Tampa Winsupply, Inc.
Watts	80%	Tampa Winsupply, Inc.
Wilkins	46%	Tampa Winsupply, Inc.
Zurn	57%	Tampa Winsupply, Inc.
Manufacturer – Light Duty Commercial Brass	% Discount	Bidder with Highest % Discount
AO Smith	7%	Tampa Winsupply, Inc.
Acorn	40%	Tampa Winsupply, Inc.
American Standard	50%	Tampa Winsupply, Inc.
Ames	50%	Tampa Winsupply, Inc.
Apollo	45%	Tampa Winsupply, Inc.

Bemis	<u>46%</u>	Tampa Winsupply, Inc.
Bobrick	<u>15%</u>	Apple Specialties
Bradley	<u>45%</u>	Tampa Winsupply, Inc.
Brass Craft	<u>46%</u>	Tampa Winsupply, Inc.
Delaney	<u>50%</u>	Tampa Winsupply, Inc.
Delta	<u>48%</u>	Tampa Winsupply, Inc.
Dyson	<u>15%</u>	Tampa Winsupply, Inc.
EEMax	<u>50%</u>	Tampa Winsupply, Inc.
Elkay	<u>46%</u>	Tampa Winsupply, Inc.
Fluidmaster	<u>50%</u>	Tampa Winsupply, Inc.
Insinkerator	<u>42%</u>	Tampa Winsupply, Inc.
Koala Kare	<u>15%</u>	Apple Specialties
Kohler	<u>47%</u>	Tampa Winsupply, Inc.
Leonard	<u>31%</u>	Tampa Winsupply, Inc.
Peerless	<u>48%</u>	Tampa Winsupply, Inc.
Precision Plumbing Products (PPP Inc.)	<u>42%</u>	Tampa Winsupply, Inc.
Pro Flo	<u>50%</u>	Tampa Winsupply, Inc.
Sloan	<u>46%</u>	Apple Specialties
Speakman	<u>40%</u>	Tampa Winsupply, Inc.
State	<u>7%</u>	Tampa Winsupply, Inc.
Symmons	<u>46%</u>	Tampa Winsupply, Inc.
T&S Brass & Bronze	<u>45%</u>	Tampa Winsupply, Inc.
Toto USA	<u>51%</u>	Tampa Winsupply, Inc.
Viega	<u>55%</u>	Tampa Winsupply, Inc.
Watts	<u>45%</u>	Tampa Winsupply, Inc.
Wilkins	<u>46%</u>	Tampa Winsupply, Inc.
Zurn	<u>45%</u>	Tampa Winsupply, Inc.

There was no W/MBE goal prescribed for the Invitation to Bid.

The Term of Award is April 6, 2023 through April 5, 2026 with two (2), one (1) year renewal options at the discretion of the CEO. The total not-to-exceed amount for the Term of Award is \$300,000, including the renewal options.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Apple Specialties and Tampa Winsupply, Inc. and authorize the Chief Executive Officer or designee to execute all ancillary documents.

The Board acted on this by motion; no resolution was required.

Item G4

Purchase Orders, Automated Weather Observing System, DBT Transportation Services, LLC, Tampa Executive, Peter O. Knight, and Plant City Airports.

In order to provide safety and customer service, the Authority's General Aviation (GA) airports have offered Automated Weather Observing System (AWOS) services since the late 1990s. An AWOS automatically measures one or more weather parameters, analyzes the data, provides dissemination of the observation, and broadcasts the weather observation to the pilot in the vicinity of the AWOS, typically using an integral very high frequency (VHF) radio, an existing navigational aid (NAVAID), Automatic Terminal Information Service (ATIS), or via telephone.

In 2016, the Board authorized the issuance of Purchase Orders to Vaisala, Inc. in a maximum purchase authorization amount of \$175,000 to upgrade parts and maintain the AWOS. A recent ground inspection by the Federal Aviation Administration (FAA) has identified additional parts of the current AWOS that need to be upgraded.

The AWOS equipment is proprietary and can only be provided by DBT Transportation Services, LLC (formerly Vaisala, Inc.), the manufacturer of the equipment. Authority Policy P410 authorizes sole source purchases when the required purchase is highly specialized or proprietary and no other authorized vendor can supply the required equipment, materials, supplies or services.

A Notice of Intent to Sole Source with DBT Transportation Services, LLC for hardware, software, technical support, and maintenance for AWOS Model VD, Type AWOS III P was advertised on February 12, 2023. No responses were received.

Staff requests authorization for the issuance of Purchase Orders to DBT Transportation Services, LLC for the purchase of hardware, software, technical support, and maintenance for the AWOS for the Term of April 6, 2023 through April 5, 2028 in a maximum purchase authorization amount of \$250,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to DBT Transportation Services, LLC and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

Item G5

Purchase Orders, Fire Protection Systems Testing and Repair Services utilizing Citrus County Contract No. ITB 22-033, Piper Fire Protection, Inc., Tampa International, Tampa Executive, Peter O. Knight, and Plant City Airports.

The Authority O&M Budget provides for inspection, testing, and repair services of fire alarms, fire sprinkler systems, fire suppression systems, and fire backflow throughout the Authority.

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

Staff requests authorization for the issuance of Purchase Orders to Piper Fire Protection, Inc. for inspection, testing, and repair services of fire alarms, fire sprinkler systems, fire suppression systems, and fire backflow utilizing Citrus County Contract No. ITB 22-033 for the period of April 6, 2023 through March 21, 2025, with two, one-year renewal options at the discretion of the Chief Executive Officer, contingent upon the renewal options being exercised by Citrus County, in a maximum purchase authorization amount of \$200,000, including the renewal options.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Piper Fire Protection, Inc. and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board acted on this by motion; no resolution was required.

Item G6

Contract for Special Legal Services, Hill, Ward & Henderson, PA, Tampa International Airport, Resolution No. 2023-32.

The Legal Affairs Department has a continued need for legal services with regard to real estate law, including ad valorem tax exemption law and related legal matters, for Tampa International Airport. The current Contract will expire on April 8, 2023.

Authority Policy P500 authorizes the utilization of non-Authority attorneys without obtaining three quotes or advertisement based upon such factors as needed services, experience, qualifications, geographic location, length of services, and efficiencies.

Staff requests authorization to enter into a Contract for Special Legal Services (Contract) with Hill, Ward & Henderson, PA for a two-year Term beginning April 9, 2023 and continuing through April 8, 2025, with one, one-year renewal option at the discretion of Authority General Counsel or Assistant General Counsel. The total maximum purchase authorization amount for the Term of the Contract, including the renewal option, is \$300,000. The Authority may cancel the Contract with 30 days written notice.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2023-32.

Resolution No. 2023-32 approved and authorized execution of Contract for Special Legal Services at Tampa International Airport with Hill, Ward & Henderson, PA; and authorized the General Counsel or designee to execute all other ancillary documents.

Item G7

Amendment Three to Revolving Credit Agreement, Truist Bank and Truist Commercial Equity, Inc., Tampa International Airport, Resolution No. 2023-24.

The Authority executed a Revolving Credit Agreement in the amount of \$100,000,000 with Truist Bank and STI Institutional & Government, Inc. effective May 11, 2020 as an interim financing source for the Authority's capital program. On July 1, 2020, the Authority executed Amendment One to the Revolving Credit Agreement which increased the line of credit to \$200,000,000 through June 30, 2021. The Authority executed Amendment Two to the Revolving Credit Agreement, effective June 3, 2021, extending the \$200,000,000 line of credit through January 1, 2023. The Authority reduced the line of credit limit back to \$100,000,000 on October 1, 2022 to align with the Authority's financing needs. STI Institutional & Government, Inc. is now known as Truist Commercial Equity, Inc. The Revolving Credit Agreement expires on May 11, 2025.

The Authority proposes to amend the Revolving Credit Agreement to (i) convert the applicable rate thereunder from the LIBOR (London Interbank Offered Rate) based interest rate-calculation to a SOFR (Secured Overnight Financing Rate) based interest rate calculation, (ii) to delegate to authorized officers named in the Revolving Credit Agreement the ability to approve changes and modifications to the Revolving Credit Agreement, (iii) to add a waiver of conflict of interest between the bank and bond counsel on this transaction as it relates to other unrelated matters and (iv) to provide an effective date of the SOFR rate change of June 1, 2023.

All other terms of the Revolving Credit Agreement remain unchanged. There will not be a loan modification fee for amending the Revolving Credit Agreement and the estimated fee for bank counsel and bond counsel will not exceed \$30,000.

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

Management recommended adoption of Resolution No. 2023-24.

Resolution No. 2023-24 supplements Resolution Nos. 2020-67, 2020-149, and 2021-70, adopted on May 7, 2020, June 4, 2020, and June 3, 2021, which authorized a Revolving Credit Agreement, and Amendment One and Amendment Two thereto, with STI Institutional & Government, Inc. and Truist Bank, with Truist Bank as agent, and Tampa International Airport Replacement Tax-Exempt Subordinated Revenue Note, Series 2020A and Replacement Taxable Subordinated Revenue Note, Series 2020B issued thereunder, in the aggregate principal amount of currently not to exceed at any one time \$100,000,000; approves further amendments to the Revolving Credit Agreement to convert the applicable rate thereunder from LIBOR to SOFR and make conforming changes thereto; delegates to authorized officers named in the Revolving Credit Agreement the authority to approve changes and modifications to such agreements and to execute and deliver such agreements and other documents required in the consummation of the transactions herein contemplated;

provides other details with respect thereto; provides a waiver of conflict of interest; and provides an effective date.

Item G8

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

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.

Authorize the expenditure of State forfeiture funds to be used by the Tampa International Airport Police Department in a maximum purchase authorization amount of \$1,075.62 for the purchase of challenge coins, which are used to boost morale and camaraderie within the community.

This item is included in the State Forfeiture Funds Budget.

The Chief Executive Officer recommended 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 acted on this by motion; no resolution was required.

Item G9

Authorization to Dispose of Surplus Property, Tampa International Airport.

The following vehicles have been determined to be surplus and have exceeded their useful service life. The continued use of these vehicles is uneconomical or inefficient and their disposal would be in the Authority's best interest.

Description	QTY	Year Purchased	Asset Tag
2013 ELDORADO TRANSMARK	1	2013	125345
2013 ELDORADO TRANSMARK	1	2013	126035
2013 ELDORADO TRANSMARK	1	2013	126036

Designate the above property as surplus and authorize disposal 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.

The Chief Executive Officer recommended the Board designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes.

The Board acted on this by motion; no resolution was required.

There were no Policies or Rules for Consideration or Action, Committee Reports or Unfinished Business. Chairman Harrod proceeded to New Business.

The following items were contained in New Business.

Item K1

Construction Contract, North Air Cargo Parking Expansion, Truck Court Repairs, Service Road Relocation, and Apron Rehabilitation, HCAA Project No. 6530 18, Gosalia Concrete Constructors, Inc., Tampa International Airport, Resolution No. 2023-25, presented by Jeff Siddle.

The purpose of this Project is to perform the following in the north air cargo area at Tampa International Airport: relocate the perimeter service road, rehabilitate the truck court and provide additional parking, and provide crack and joint sealing replacement.

Additional crack and joint sealing replacement will be performed at three locations on the east airfield to eliminate wildfire attractant vegetation in the pavement joints.

A low bid solicitation was issued on January 18, 2023.

On March 1, 2023, Bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Gosalia Concrete Constructors, Inc.	\$1,608,248.60
David Nelson Construction Co.	\$1,638,275.00
Cone & Graham, Inc.	\$2,152,367.79
Ajax Paving Industries of Florida, LLC	\$2,678,917.50
Kiewit Infrastructure South Co.	\$2,884,000.00

The lowest responsive and responsible Bidder is Gosalia Concrete Constructors, Inc.

A W/MBE Goal participation rate of 15% was prescribed and a W/MBE Goal participation rate of at least 20.3% is incorporated into this Contract.

This project will be partially funded out of the Capital Budget, and partially funded out of the FY 23 O&M Budget to the extent funds are available in the FY 23 O&M Budget. The remainder, if required, is anticipated to be funded out of the FY 24 O&M Budget, subject to Board approval.

Management recommended adoption of Resolution No. 2023-25.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Construction Contract for North Air Cargo Parking Expansion, Truck Court Repairs, Service Road Relocation, and Apron Rehabilitation at Tampa International Airport with Gosalia Concrete Constructors, Inc. in the amount of \$1,608,248.60 was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-25.

Item K2

Selection of Firm, General Aviation Airport Security Improvements, HCAA Project No. 7185 23, Tampa Executive, Peter O. Knight and Plant City Airports, presented by Jeff Siddle.

In 2021, a new access control system was implemented at Tampa Executive Airport (VDF) that included an integration with the existing access control head-end system at Tampa International Airport (TPA). The increased capabilities associated with having an integrated security system at VDF are now desired at Peter O. Knight (TPF) and Plant City Airports (PCM). This Project will integrate both TPF and PCM in a similar manner as VDF and will also include additional security improvements for VDF, TPF and PCM.

On November 9, 2022, a Request for Qualifications entitled General Aviation Airport Security Improvements at Tampa Executive, Peter O. Knight and Plant City Airports was issued.

Four (4) responses were received and three (3) responses were evaluated by staff.

The order of technical ranking is as follows:

1. Avcon, Inc.
2. Arora Engineers, LLC
3. Faith Group, LLC

The response received from Burns Engineering, Inc. was deemed non-responsive for failing to meet the DBE Goal.

A DBE Goal of at least 11.2% of the dollar amount earned on the Contract for the design phase of the Project was prescribed. The percentage proposed by all qualified respondents for the amount earned on design will meet or exceed the DBE Goal requirements and will be incorporated into the resulting Contract.

This item is included in the Capital Budget.

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

Upon motion of Robert Watkins, seconded by Commissioner Cohen the Board approved the order of preference and authorized staff to negotiate a contract; no resolution was required.

Item K3

Contract for Design Professional Services, HCAA Project Nos. 8505 23 & 8510 23, Mead and Hunt, Inc., Tampa International Airport, Resolution No. 2023-28, presented by Jeff Siddle.

The Forest Removal and North Employee Parking Lot Expansion Project will remove approximately 185 acres of forest and wetlands to mitigate wildlife hazards in the Aircraft Operations Area (AOA) on the west and north sides of Tampa International Airport. Additionally, the Project will expand the existing 2,745 space north employee parking lot by approximately 1,000 spaces, which will provide additional employee parking capacity at Tampa International Airport to satisfy the current and forecasted demand.

On September 14, 2022, a Request for Qualifications entitled Forest Removal and North Employee Parking Lot Expansion at Tampa International Airport was issued.

On February 2, 2023, the Board approved negotiations with the number one ranked firm, Mead and Hunt, Inc.

This Contract for Design Professional Services (Contract) will commence on April 6, 2023 and will remain in effect until final acceptance of the constructed Project. This Contract provides for design professional services, including construction administration services and direct and reimbursable expenses, in the maximum purchase authorization amount of \$2,755,710.

A DBE Goal of at least 11% of the dollar amount earned on the Contract was prescribed. The proposed DBE percentage of 20.3% for the amount earned on the design will meet or exceed the DBE Goal requirements and will be incorporated into the Contract.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2023-28.

Robert Watkins moved the motion.

Mayor Castor had additional comments and questions regarding the 185 acres of wetlands and conservation.

Mr. Siddle replied that the Authority has worked extensively with consultants and its in-house wildlife biologist and this recommendation is based on the number of strikes that have occurred on campus. This was also recognized by the FAA in their Part 139 inspection.

John Tiliacos added that in the past two years there were 26 triggering events which consisted of an aircraft that has had multiple bird strikes, engine ingestion or damage to the aircraft and 283 bird strikes on aircraft.

Mr. Siddle mentioned that there will be a little over 100 gopher tortoises that will be relocated.

With the award of contract to Mead and Hunt as part of their scope of work they will work with all of the agencies and go through the permitting process. There will be a wetland mitigation program that will be used to mitigate the wetlands in this area.

Mayor Castor asked if the item could be postponed to the next Board Meeting as she would like to do her due diligence and further research this item.

Mr. Watkins replied that he thought the item should be passed and taking out the forest for safety issues was unavoidable.

Mayor Castor stated that if this item still needed to go through the permitting process, she would be able to get her questions answered at that point. Mr. Siddle said that he and John Tiliacos would come and meet with Mayor Castor to address any questions that she may have.

Commissioner Cohen seconded the motion. The Contract for Design Professional Services, HCAA Project Nos. 8505 23 & 8510 23 at Tampa International Airport with Mead and Hunt, Inc. was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-28.

Item K4

Purchase Orders, Airfield Lighting Fixtures, Parts, and Supplies, Allen Enterprises, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, presented by Ben Robins.

The Authority currently owns and maintains airfield lighting fixtures manufactured by ADB Safegate Americas, LLC. The Authority maintains an inventory of replacement fixtures, parts, and supplies to expedite the repair and maintenance of airfield lighting.

ADB Safegate Americas, LLC is the sole manufacturer for ADB lighting. Allen Enterprises, Inc. is the exclusive representative and sole provider of ADB lighting for the southeast United States, including Florida.

On March 15, 2023 a Notice of Intent to Sole Source with Allen Enterprises, Inc. for ADB airfield lighting fixtures, parts and supplies at Tampa International Airport was publicly advertised. No responses were received.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required product.

Staff requests authorization for the issuance of Purchase Orders to Allen Enterprises, Inc. for the purchase of ADB airfield lighting fixtures, parts, and supplies for the Term of April 6, 2023 through April 5, 2028 in a maximum purchase authorization amount of \$900,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Allen Enterprises, Inc., and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Commissioner Cohen, seconded by Mayor Castor, Purchase Orders for Airfield Lighting Fixtures, Parts, and Supplies, Allen Enterprises, Inc. at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, were unanimously approved by all Board Members present; no resolution was required.

Item K5

Construction Contract, Main Terminal Controls Retrofit, HCAA Project No. 7060 23, Johnson Controls, Inc., utilizing Sourcewell Contract No. 070121-JHN, Tampa International Airport, Resolution No. 2023-31, presented by Ben Robins.

The purpose of this Project is to upgrade the Metasys building control system components in the Main Terminal at Tampa International Airport to the latest version. This Project will upgrade all components in the Main Terminal that are not included in the Baggage Level renovation project.

Currently all the existing air handling control panels for the Tampa International Airport terminal complex have been manufactured and installed by Johnson Controls, Inc. The existing Metasys control system components in the Main Terminal are obsolete and part of a product line that will not be manufactured anymore. Johnson Controls, Inc. is the manufacturer and only authorized company with the technical expertise necessary to install its proprietary equipment and software at Tampa International Airport.

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

Staff requests authorization to use Sourcewell Contract No. 070121-JHN for the issuance of a Construction Contract for Main Terminal Controls Retrofit to Johnson Controls, Inc. in a total not-to-exceed amount of \$891,837. Substantial completion for the Project is anticipated by December 2023.

A W/MBE Goal participation rate of at least 16.3% is incorporated into this Contract.

This item is included in the Capital Budget.

Management recommends adoption of Resolution No. 2023-31.

Upon motion of Robert Watkins, seconded by Mayor Castor, Construction Contract for Main Terminal Controls Retrofit at Tampa International Airport with Johnson Controls, Inc. in the total not-to-exceed amount of \$891,837 was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-31.

Item K6

Selection of Company and Award of Concessions Consulting Services Contract, Paslay Management Group, LP dba Paslay Group, Tampa International Airport, Resolution No. 2023-27, presented by Chris Minner.

The current Airport Concessions Program (ACP) includes 66 locations consisting of 11 contracts and 6 operators for food and beverage, retail, and duty-free concessions. A previous concessions consulting services agreement with Unison Consulting, Inc. was solicited in advance of the Authority's Master Plan Phase 1 work in 2011 and expired in 2018.

The selected consultant will review and analyze the current ACP to develop and implement a Concessions program for Master Plan Phase 3. They will also provide consulting services on an on-call, as-needed basis.

On January 18, 2023, a Request for Proposals for Concessions Consulting Services was issued. Two responses were received. Responses from the following companies met the minimum qualification requirements, were evaluated by staff, and are listed in order of technical ranking:

1. Paslay Management Group, LP dba Paslay Group
2. ICF SH&E, Inc.

This item authorizes the execution of a Concessions Consulting Services Contract (Contract) with Paslay Management Group, LP dba Paslay Group for the period of April 6, 2023 through April 5, 2028 with two discrete, 1-year renewal options at the sole discretion of the CEO. The maximum purchase authorization amount for the Contract, including the renewal options, is \$3,674,881. The Authority may terminate the Contract with or without cause by providing 30 days written notice.

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

This item is included in the O&M Budget.

Management recommends adoption of Resolution No. 2023-27.

Upon motion of Robert Watkins, seconded by Mayor Castor, Concessions Consulting Services Contract at Tampa International Airport with Paslay Management Group, LP dba Paslay Group was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-27.

This concluded New Business.

Jeff Siddle gave a Master Plan update.

Half of the Administrative Building is gone. The goal is to have the entire building gone by June. Rebar is being installed and a 12 inch jacket of concrete will get placed around the columns for them to be strengthened. There will be a complete restructure of the arcade space to make room for the new Airside D Shuttle Station. The Board authorized amount is \$583.4 million and the Authority is within budget and on schedule.

This concluded the Staff Reports and Chairman Harrod proceed to the Closed Session pursuant to Section 119.0725, Florida Statute.

General Counsel Stephens discussed the rules for the Closed Session and asked for a motion to enter into the Closed Session.

Upon motion of Commissioner Cohen, seconded by Robert Watkins, the motion to enter into a Closed Session was unanimously approved by all Board Members present.

At the conclusion of the Closed Session, Chairman Harrod reopened the Regular Board Meeting.

Upon motion of Robert Watkins, seconded by Commissioner Cohen the item that was presented in the Closed Session was unanimously approved by all Board Members present.

Before adjourning the meeting, General Counsel Stephens requested an Attorney-Client Closed Session be held at the May 2023 Board Meeting to discuss pending litigation and strategy related to litigation expense and to seek the Board's direction.

With no further business to be brought before the Board, Chairman Harrod adjourned the meeting.

Gary Harrod, Chairman

Jane Castor, Secretary