

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
June 1, 2017

A Regular Board Meeting of the Hillsborough County Aviation Authority was convened in the Boardroom, Main Terminal Building, Level 3 at Tampa International Airport, Tampa, Florida, on Thursday, June 1, 2017.

Members present were: Robert I. Watkins, Gary Harrod, Mayor Bob Buckhorn and General Chip Diehl. Chairman Watkins read into the record that Commissioner Victor Crist would not be in attendance.

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Al Illustrato, Damian Brooke, Chris Minner, John Tiliacos, Janet Zink, Michael Kamprath, Scott Knight, Jeff Siddle, Ed Haines, Elita McMillon, Ann Davis, Beth Zurenko, Gina Evans, Violet Cummins, Laurie Noyes, Chief Paul Sireci, Police Officer Virt, Lloyd Tillmann, Laura Tatem, Teresa Howell, Dominic Macrone, Rob Porter, Adam Bouchard, Randy Forister, Kari Goetz, Marcus Session, Kelly Figley, James Tarro, Kenneth Strickland, Tony Mantegna, Brett Fay, Justin Homburg, McKenzie List, Joel Feldman, Karl Martin, Randall Caton, Brian Washburn and Mark Peterson.

Chairman Watkins welcomed everyone to the Regular Board Meeting of June 1, 2017. Chairman Watkins advised the audience that anyone wishing to comment on propositions brought before the Board should see Violet Cummins, Board Services Administrator, for a form. He then asked everyone to stand for the Pledge of Allegiance.

Chairman Watkins advised the audience that all members had received a copy of the Agenda prior to the meeting and had a chance to review it in advance. Before proceeding he informed the audience that Mr. Lopano had something to share with the Board.

Mr. Lopano reminded the Board that at the May Board Meeting General Counsel Stephens had advised of the possibility of holding an Attorney-Client Closed Session at the June meeting. Mr. Lopano informed the Board that there would be no need to hold that Closed Session.

Chairman Watkins then called for a motion to approve the Agenda for the Meeting.

Upon motion by Mayor Buckhorn, seconded by Gary Harrod, the Agenda was unanimously approved by all members present.

Chairman Watkins proceeded to the Public Comments section of the meeting and called Michael Viebrock to the podium.

Mr. Viebrock is the owner of Carillon Car Service and stated that the AVI proposition would adversely affect him. Mr. Viebrock felt the problem was due to the fact that Uber and Lyft pay nothing to the Aviation Authority and everyone else is being punished. He asked the Board to give this proposition careful consideration.

Chairman Watkins then called upon Tom Halsnik. Mr. Halsnik is with Black Pearl Limousine and is a member of the West Florida Limousine Association. Mr. Halsnik took issue with Leigh Fisher's study and he felt the AVI System is antiquated. Mr. Halsnik suggested a reasonable fee of \$3.00 be charged for commercial pickup.

Chairman Watkins asked Joe Robinson to step to the podium. Mr. Robinson discussed the Inspector General's Audit Report and its analysis of the decrease in DBE businesses and how he felt that related to Tampa International Airport.

Chairman Watkins asked General Counsel Stephens if there were any abstentions that needed to be read into the record. General Counsel Stephens reported no abstentions to be read from the May 4, 2017 Board Meeting and he did not anticipate any from this Meeting.

Chairman Watkins then called for a motion to approve the Minutes of the Regular Authority Board Meeting of May 4, 2017.

Upon motion of Mayor Buckhorn, seconded by Gary Harrod, the Minutes of the Regular Authority Board Meeting of May 4, 2017 were unanimously approved by all members present.

Chairman Watkins then called upon Mr. Lopano to present his Management Report.

Mr. Lopano asked Chris Minner, Executive Vice President of Marketing and Communications, to give the Performance Assessment Report. Mr. Minner announced that the Authority served nearly 1.8 million passengers in April which is a 5.6% increase versus the same month last year. This was driven by Southwest Airlines whose capacity was up 10.8% year-over-year. On the international front, the Authority was just short of 100,000 passengers for the month of April. That's up 16.8% versus the same month last year. This is the highest total of international arriving and departing passengers in Tampa International Airport history.

Mr. Minner then turned to current events. He and Kenneth Strickland, Director of Air Service Development, joined the Tampa Bay Export Alliance on their Business Development Trade Mission to

Frankfurt, Germany, where the group was allowed to explore the Lufthansa A380, the largest operating passenger aircraft in the world. Mr. Minner announced Airtran’s new nonstop flights both to Toronto and Montréal. They will begin next February on a seasonal basis through April.

Michael Stephens, General Counsel, reported on the results of the 2017 annual United Way Giving Campaign. This year the Authority had approximately 2,000 participants for the annual 5K on the Runway. The IT team donated at 100% and Traffic Control donated at 91%. Mr. Stephens announced this year’s total of \$141,000 for the United Way Campaign. Mr. Stephens asked Mr. Emery Ivory, President and CEO of United Way Suncoast, to address the Board. Mr. Ivory thanked the Board, staff and leadership for their generosity and year-round support. Mr. Stephens then asked the Chairman and Mr. Lopano to join the staff and the guests from United Way in a photo opportunity while presenting the check for this year’s campaign.

The Chairman then asked if anyone had any items they would like set aside for further consideration on the Consent Agenda. Hearing none, Chairman Watkins then called for a motion to approve the items in the Consent Agenda.

Upon motion of Mayor Buckhorn, seconded by Gary Harrod, the Consent Agenda was unanimously approved by all members present.

The following items were contained in the Consent Agenda.

CONSENT ITEM G1

Authorization to Dispose of Surplus Property, Tampa International Airport.

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

Description	Qty	Asset Number	Year Procured
Runway Paint Stripper Truck	1	102380	1993
Ford Crown Victoria	1	122434	2008
Ford Ranger	2	104230/104263	2001
El Dorado/ Ford Shuttle Bus	1	100727	2001
John Deere Cart	1	123344	2010
Gem Electric Vehicle	1	105067	2008
Gem Electric Vehicle	1	122194	2010
Gem Electric Vehicle	2	123322/123324	2011
Mower-Alamo	1	123388	2011
Mower-Toro-72"	2	123357/123359	2010

Mower-Toro-52"	1	123358	2010
Mower-Toro-48"	2	123360/123361	2010
Mower-Bush Hog	1	106746	2006
Club Cart	1	106676	2000
Various Computer Equipment	300	---	---

Designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes. The surplus property will be publicly advertised and auctioned at Tampa Machinery Auction, Inc., Bay Area Auction Services, Inc., or GovDeals.com, an internet based auction system. The computer equipment will be donated to the School District of Hillsborough County or otherwise properly disposed of.

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

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

CONSENT ITEM G2

Authority to Execute Environmental Agreements with FDEP, Rent-A-Car Fueling Facility, Tampa International Airport, Resolution No. 2017-36.

The Authority wishes to settle the terms and conditions of tank closure and petroleum contamination restoration at the Rent-A-Car Fueling Facility located in and adjacent to the long term parking garage at Tampa International Airport. The Authority has been working closely with the Florida Department of Environmental Protection (FDEP) to identify an opportunity to remove the tank system and impacted source material at the time of tank removal. The Authority will complete the tank closure and interim source removal work and submit appropriate completion documentation to FDEP. Upon receipt of various documentation, the FDEP will prepare a settlement agreement for Rent-A-Car Fueling Facility site with FDEP-assigned facility identification numbers 299812315, 298624920, 299401666, 299401858, 299401722, 299201931, 299401859, 299805875 and 298731672. This settlement agreement may take the form of a Site Rehabilitation Consent Order, Site Rehabilitation Funding Allocation Agreement or other Settlement Agreement. Considering the area surrounding this site is non-residential and that numerous engineered and institutional controls exist, this is the appropriate method to close the site. This action is consistent with FDEP's risk-based corrective action provisions and is expected to result in site closure at a reduced cost to the Authority while ensuring protection of human health and the local environment.

To complete site rehabilitation and fulfill the requirements of FDEP in an efficient and cost-effective way, it is necessary to designate the authority to execute the Site Rehabilitation Consent

Order, Site Rehabilitation Funding Allocation Agreement, and/or other Settlement Agreement, as well as associated supporting documents, to the Chief Executive Officer.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2017-36.

Resolution No. 2017-36 approved and authorized the Chief Executive Officer to execute a Site Rehabilitation Consent Order, Site Rehabilitation Funding Allocation Agreement and/or other Settlement Agreement at Tampa International Airport with FDEP for the Rent-A-Car Fueling Facility; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM G3

Operating Agreement for Ground Handlers and Space Rental Agreement, Xtreme Aviation LLC, Tampa International Airport, Resolution Nos. 2017-29 and 2017-30.

Aircraft maintenance providers at Tampa International Airport (Airport) must have, at a minimum, a ground handling operating agreement prior to commencing operations.

Xtreme Aviation LLC (Xtreme) desires to perform FAA certified repair station services for its customers at the Airport under an Operating Agreement for Ground Handlers (Operating Agreement) for a term commencing June 1, 2017 through September 30, 2020. For the privilege of providing services to signatory air carriers at the Airport, no privilege fee will be remitted, per the Authority's signatory airline agreement. For the privilege of providing services to non-signatory air carriers and non-airline customers at the Airport, Xtreme will pay to the Authority five percent of gross receipts, payable in equal monthly installments. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to Xtreme's limited ground handling operations at the Airport. Gross receipts exclude the retail value of fuel and oil and the related fuel service fee, gross revenues that Xtreme receives for all services provided to signatory air carriers, certain catering sales, and ferrying and diverted landings. Either party may terminate the Operating Agreement upon 30 days' written notice.

In support of its repair station services, Xtreme desires to lease 287 sq. ft. of Airside E Ramp Level Space at the FY 2017 non-signatory rate indicated below:

<u>Description</u>	<u>Sq. Ft.</u>	<u>FY17 Rate</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
Airside E Ramp Suite 4131	287	\$89.59	\$25,712.33	\$2,142.69

The Space Rental Agreement commences June 1, 2017 and terminates concurrently with all other space rental agreements on September 30, 2020. Either party may terminate the Space Rental Agreement upon 30 days' written notice. Xtreme must provide payment security in the amount of \$6,428.07, equal to three months' rents, fees and charges.

Management recommended adoption of Resolution Nos. 2017-29 and 2017-30.

Resolution No. 2017-29 approved and authorized execution of the Space Rental Agreement at Tampa International Airport with Xtreme Aviation LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2017-30 approved and authorized execution of the Operating Agreement for Ground Handlers at Tampa International Airport with Xtreme Aviation LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM G4

Operating Agreement for Ground Handlers, F&E Aircraft Maintenance LLC, Tampa International Airport, Resolution No. 2017-44.

Aircraft maintenance providers at Tampa International Airport (Airport) must have, at a minimum, a ground handling operating agreement prior to commencing operations.

F&E Aircraft Maintenance LLC (F&E) desires to perform FAA certified repair station services for its customers at the Airport for a term commencing June 1, 2017 through September 30, 2020. Initially, this service will be provided to Atlas Air, Inc. For the privilege of providing services to signatory air carriers at the Airport, no privilege fee will be remitted, per the Authority's signatory airline agreement. For the privilege of providing services to Atlas Air, Inc. and any other non-signatory air carriers and non-airline customers at the Airport, F&E will pay to the Authority five percent of gross receipts, payable in equal monthly installments. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to F&E's limited ground handling operations at the Airport. Gross receipts exclude the retail value of fuel and oil and the related fuel service fee, gross revenues that F&E receives for all services provided to signatory air carriers, certain catering sales, and ferrying and diverted landings. Either party may terminate the Agreement upon 30 days' written notice.

Management recommended adoption of Resolution No. 2017-44.

Resolution No. 2017-44 approved and authorized execution of the Operating Agreement for Ground Handlers at Tampa International Airport with F & E Aircraft Maintenance LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM G5

Memorandum of Understanding for Maintenance of Wheelchair/Baggage Lifts, Southwest Airlines Co., Tampa International Airport, Resolution No. 2017-04.

The Authority's Maintenance staff currently inspect, maintain, and repair wheelchair/baggage lifts (lift equipment) under a verbal agreement with Southwest Airlines Co. (Southwest). Southwest is preparing to purchase and install new lift equipment at the jet bridges it leases from the Authority. Prior to the installation of the new lift equipment, Maintenance staff desire to clarify and memorialize the terms and conditions of the Authority's continuing inspection, maintenance, and repair of such lift equipment owned by Southwest.

This Memorandum of Understanding for Maintenance of Wheelchair/Baggage Lifts (MOU) sets forth the terms, conditions, and obligations of the respective parties for the Authority's inspection, maintenance, and repair of lift equipment owned by Southwest. Under the MOU, during routine operations, Maintenance staff will inspect and maintain the lift equipment. Maintenance staff will prepare cost estimates for any needed repairs and will obtain approval from Southwest prior to making such repairs. The actual cost of repairs will be invoiced to Southwest on a time and material basis. Southwest will provide insurance and indemnify the Authority from all damage or injury in connection with the MOU. The term of the MOU runs concurrently with Southwest's Airline Airport Use and Lease Agreement and can be terminated by either party upon 30 days written notice.

Management recommended adoption of Resolution No. 2017-04.

Resolution No. 2017-04 approved and authorized execution of the Memorandum of Understanding for Maintenance of Wheelchair/Baggage Lifts at Tampa International Airport with Southwest Airlines Co.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM G6

Purchase Order, Telesoft Software License and Telesoft Database Conversion Services Software Support and Maintenance, Telesoft Corporation, Tampa International Airport.

On August 1, 2013, the Board approved and authorized execution of a sole source purchase of the Telesoft Software License and Telesoft Database Conversion Services Software. The Telesoft Software License and Telesoft Database Conversion Services Software provides the tools needed to manage usage, cost allocation and reporting associated with operating the Shared Tenant Services. The current total issued purchase orders for such services from August 2, 2013 through August 31, 2017 is \$76,459.

On March 24, 2017, a Notice of Intent to Sole Source with Telesoft Corporation for the continued support and maintenance of the Telesoft Software currently being used at Tampa International Airport was advertised. The Telesoft Software is proprietary and distributors or third party providers are not permitted to offer support and maintenance. Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies or services.

Authorize the issuance of purchase orders to Telesoft Corporation for continued support and maintenance of the Telemanagement Expense Management System for the period of September 1, 2017 through August 31, 2022, for a total not-to-exceed amount of \$120,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize issuance of purchase orders to Telesoft Corporation and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

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

This concluded the Consent Agenda, Chairman Watkins announced there were no Policies or Rules for Consideration or Action or Committee Reports. The Chairman proceeded to Unfinished Business which began with a Public Hearing. Chairman Watkins called the Hearing to order.

Michael Kamprath, Assistant General Counsel, stated the Public Hearing was on Amendments to the Airports Height Zoning Regulations. The Hearing was conducted in compliance with Chapter 333, Florida Statutes. No comments from the Public were received prior to this Hearing. Mr. Kamprath explained the procedures for the Hearing.

The Public Hearing to Approve Update to Airport Zoning Regulations, Tampa International, Tampa Executive, Peter O. Knight, and Plant City Airports, Resolution No. 2017-37 was presented by Jeff Siddle, Vice President of Planning and Development.

The Airport Zoning Regulations promote safety by establishing procedures to protect the navigable airspace of the region served by Tampa International Airport, Tampa Executive Airport, Peter O. Knight Airport, and Plant City Airport from hazards and incompatible land uses. Notice of this public hearing was published on May 17, 2017 and May 24, 2017 in the Tampa Bay Times. The public notice and updated Airport Zoning Regulations were also posted on the Authority's website. The Airport Zoning Regulations were approved by the Board on April 1, 2010 and updated on December 3, 2015. The Florida Legislature amended Chapter 333, Fla. Stat., effective July 1, 2016, to require an amendment to local and airport zoning regulations by July 1, 2017.

The Airport Zoning Regulations have been updated to:

1. Provide administrative updates pursuant to Chapter 333, Fla. Stat.;
2. Create a new tool to allow staff to consider whether surrounding structures or objects are shielded from proposed uses;
3. Include updated and enhanced Airport Zoning maps; and
4. Establish land use regulations related to the operation of Unmanned Aircraft Systems in airspace where they could conflict with manned aircraft.

These Airport Zoning Regulations will have an effective date of June 1, 2017 with the exception of the regulation pertaining to Unmanned Aircraft Systems which will take effect September 1, 2017 following public outreach.

Management recommended adoption of Resolution No. 2017-37.

Mayor Buckhorn moved the motion and it was seconded by Gary Harrod.

Mr. Harrod inquired how developers would know if they are compliant and are not required to come for a Public Hearing. Mr. Siddle replied that community outreach programs would be held. Mr. Harrod had also inquired what authority would be responsible for the enforcement of drones. Mr. Kamprath replied that the entities authorized to enforce height zoning regulations would have the authority to issue fines up to \$500.

The motion that was previously on the floor, the update to the Airport Zoning Regulations for Tampa International, Tampa Executive, Peter O. Knight, and Plant City Airports as presented, was unanimously approved by all members present by adoption of Resolution No. 2017-37.

Chairman Watkins closed the Public Hearing and proceeded to the next item in Unfinished Business.

The second item in Unfinished Business was the Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, Corgan Associates, Inc., Tampa International Airport, Resolution No. 2017-40, presented by Jeff Siddle.

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 is 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. Pursuant to the Notice, negotiations began on April 13, 2017.

This Contract provides for design professional services, including construction administration services and direct and reimbursable expenses, in the not-to-exceed amount of \$3,371,593.00. This Contract will commence on June 1, 2017 and will remain in effect until one year after final acceptance of the constructed project.

For design and construction administration services, a DBE goal of 10.9% of the amount earned will be incorporated into this Contract.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2017-40.

Upon motion of Mayor Buckhorn, seconded by Gary Harrod, the Contract for Design Professional Services for Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, at Tampa International Airport with Corgan Associates, Inc. was unanimously approved by all members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2017-40.

The third and final item in Unfinished Business was the Part 1 Contract for Design-Build Services, Reclaim Long Term Parking Garage Levels 1 and 2, HCAA Project No. 6505 17, Creative Contractors, Inc., Tampa International Airport, Resolution No. 2017-39 presented by Jeff Siddle.

As part of the Authority's Master Plan Phase 1 program, a Consolidated Rental Car Facility and Automated People Mover are being constructed. The existing rental car operations are located on Levels 1 and 2 of the Long Term Parking Garage (LTPG). This Project will provide for the design and construction to convert Levels 1 and 2 of the LTPG to public parking. Currently the LTPG has approximately 6,800 parking spaces. This Project will add approximately 2,200 additional parking spaces.

On November 16, 2016, a request for qualifications entitled Reclaim Long Term Parking Garage Levels 1 and 2 at Tampa International Airport was issued.

On March 2, 2017, the Board approved negotiations with the number one ranked firm, Creative Contractors, Inc.

This Part 1 Contract for Design-Build Services provides for design of the Project in the not-to-exceed amount of \$1,555,000.00 for basic services and reimbursable expenses.

The Part 1 Contract will commence on June 1, 2017. Substantial completion of the Project is anticipated in February 2019.

The W/MBE goal for the design of the Project will be 32.0% of the dollar amount earned on the design phase.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2017-39.

Upon motion of Gary Harrod, seconded by Mayor Buckhorn, Part 1 Contract for Design-Build Services, Reclaim Long Term Parking Garage Levels 1 and 2, HCAA Project No. 6505 17, at Tampa International Airport with Creative Contractors, Inc. was unanimously approved by all members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2017-39.

This item concluded Unfinished Business and the Chairman moved on to New Business.

The first item in New Business was the Approval for Implementation of Ground Transportation Per-Trip Fees, Tampa International Airport, Resolution No. 2017-38 presented by John Tiliacos. An overview of the Ground Transportation study was presented by Jason Snowden from Leigh/Fischer.

Tampa International Airport (Airport) is installing an Automatic Vehicle Identification (AVI) system which will track the usage of the Airport's facilities by ground transportation vehicles through the new Parking and Revenue Control System (PARCS). The AVI system will enable the Authority to accurately monitor, measure, and charge ground transportation vehicle operators a per-trip fee each time a vehicle, with an Authority provided transponder, passes an AVI reader during customer pick-ups.

As part of a recent ground transportation study, Leigh Fisher, the Authority's ground transportation consultant, reviewed and analyzed the ground transportation fee structure at the Airport. The study concluded that the Authority's expenses related to the operation and maintenance

of its ground transportation facilities exceed the revenue received under the current ground transportation fee structure. The consultant recommended the Authority replace its current fee model for ground transportation vehicles with a cost recovery model based on vehicle per-trip fees for customer pick-ups at the Airport.

Management recommends implementing ground transportation vehicle per-trip fees for customer pick-ups at the Airport as follows:

Ground Transportation Operator	Existing Ground Transportation Vehicle Fee	Proposed Ground Transportation Vehicle Per-Trip Fee
Taxis	\$0.043 per deplaned passenger	\$3 per trip for year 1 \$4 per trip for year 2 \$5 per trip for year 3
Limos	\$150 annually per vehicle	\$3 per trip for year 1 \$4 per trip for year 2 \$5 per trip for year 3
Transportation Network Companies	N/A	\$3 per trip for year 1 \$4 per trip for year 2 \$5 per trip for year 3
Shared Ride Van	Privilege fee + deplaned passenger \$0.0121 for Hillsborough County \$0.0055 for Pasco/Hernando Counties \$0.0412 for Pinellas County	\$2.50 per trip for year 1 \$3.50 per trip for year 2 \$4.50 per trip for year 3
Off-Airport Rental Car Courtesy Vehicles	\$100 annually per vehicle	\$2.50 per trip for year 1 \$3.50 per trip for year 2 \$4.50 per trip for year 3
Off-Airport Parking	\$50 annually per vehicle	\$2.50 per trip for year 1

Courtesy Vehicles		\$3.50 per trip for year 2 \$4.50 per trip for year 3
Hotel/Motel Courtesy Vehicles	\$550 annually per vehicle	\$2.50 per trip for year 1 \$3.50 per trip for year 2 \$4.50 per trip for year 3
Charter Buses	\$25 per trip	No Change

Vehicle per-trip fees for all ground transportation operators reliant on the AVI system will commence upon the AVI system's completion, which is estimated to be February 2018. Transportation Network Company vehicle per-trip fees will commence upon Board approval of their Use and Permit Agreements, which is anticipated in August 2017. Those ground transportation operators wishing to adopt vehicle per-trip fees early may do so in coordination with the Authority's Concessions Department.

The proposed ground transportation vehicle per-trip fees match the median fees of peer airports. Customer drop-offs will continue to be allowed at no charge.

Mayor Buckhorn inquired about the cost allocation for the system and if the Geo-Fencing could accurately capture what the TNC companies are doing. Mr. Snowden explained that this technology is currently being used at airports throughout the United States. He also explained that for the information to be captured the app would need to be turned on. It also needs to be turned on to be called to the curbside too. Mr. Harrod inquired about only having pick-up fees as opposed to pick-up and drop-off fees. Mr. Snowden replied that state law requires that pick-up fees be charged and that some airports have both fees. He stated that the AVI System will be thoroughly tested and readers will be placed in strategic locations so that only pick-up activity is monitored.

Management recommended adoption of Resolution No. 2017-38.

Mayor Buckhorn moved the motion and it was seconded by Gary Harrod.

There was additional discussion regarding the AVI transponder being able to capture vehicles correctly using the Geo-Fencing technology. Chairman Watkins concluded that the Authority can put forth its best effort to enforce it but it can't be controlled as much as the Authority would like.

The motion that was previously on the floor on for the ground transportation vehicle per-trip fees at Tampa International Airport was unanimously approved by all members present by adoption of Resolution No. 2017-38.

The second item on New Business was the Construction Contract, Short Term Parking Garage-Level 7 Rehabilitation, HCAA Project No. 6250 15, Restocon Corporation, Tampa International Airport,

Resolution No. 2017-41, presented by Jeff Siddle.

This Project includes the rehabilitation of Level 7 of the Short Term Parking Garage and renovation of the Monorail Bridge between the Long Term Parking Garage and the Short Term Parking Garage at Tampa International Airport. A low bid solicitation was advertised on March 8, 2017.

On April 20, 2017, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Restocon Corporation	\$1,556,618.00
Brock Logistics, LLC	\$1,833,843.00
Structural Preservation Systems, LLC	\$1,872,342.00
*Leisure Construction, Inc.	\$2,504,548.70
Intron Technologies, Inc.	\$2,599,899.00

*Leisure Construction, Inc. was deemed non-responsive for failure to include the correct bid bond form with their response.

The lowest responsive and responsible bidder is Restocon Corporation.

A W/MBE Goal participation rate of 9% was prescribed and a W/MBE Goal participation rate of at least 10.3% is incorporated into this Contract.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2017-41.

Upon motion of Gary Harrod, seconded by Mayor Buckhorn, the award and execution of the Construction Contract for Short Term Parking Garage-Level 7 Rehabilitation, HCAA Project No. 6250 15 at Tampa International Airport with Restocon Corporation in the amount of \$1,566,618.00 was unanimously approved by all members present; the rejection of bid from Leisure Construction, Inc. as non-responsive was approved; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2017-41.

The third item under New Business was the Selection of Design-Builder, Airport Security Systems Replacement, HCAA Project Nos. 8805 17 & 6495 17, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, presented by Jeff Siddle.

The Authority's security systems are currently comprised of an Access Control System (ACS), Video Management System (VMS), and associated network infrastructure, including video storage.

While the maintenance of both the ACS and VMS are kept up-to-date, many of the hardware components are reaching the end of their useful life.

The scope of work for this Program includes the development of a Security Master Plan, an implementation strategy based on agreed upon recommendations of the Security Master Plan, and all design, fabrication and construction services necessary to complete the agreed upon recommendations of the Security Master Plan.

On January 25, 2017, a request for qualifications entitled Airport Security Systems Replacement at Tampa International and General Aviation Airports was issued.

Five responses were received and evaluated by staff. The order of technical ranking is as follows:

1. HCBeck, Ltd. d/b/a The Beck Group
2. Manhattan Construction (Florida), Inc.
3. Johnson Controls, Inc.
4. Charles Perry Partners, Inc.*
4. M.C. Dean, Inc.*

*Tied for fourth

A DBE goal of at least 8% of the dollar amount earned on the contract for the design phase of the Program was prescribed. The DBE goal for construction will be determined upon receipt of the 60% design construction cost estimate. The DBE percentages proposed by all respondents for the amount earned on design will meet or exceed the DBE goal requirements and will be incorporated into the resulting contract. All respondents assured that they will meet the DBE goal for construction.

This item is included in the Capital Budget.

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

Upon motion of Mayor Buckhorn, seconded by Gary Harrod, the firms were unanimously approved to be ranked in order of preference by all members present; and a contract is to be negotiated. No resolution was required.

The fourth and final item under New Business was the Selection of Firm and Award of Contract, Flight Tracking System Services, Casper Airport Solutions, Inc., Tampa International Airport, Resolution No. 2017-43, presented by Lloyd Tillmann.

The Authority currently utilizes a Flight Tracking System (System) provided by Harris Corporation for the purpose of tracking flights and noise complaints. Such System allows the Authority Noise Monitoring Officer and Authority Operations Department staff to effectively monitor compliance with the Authority's voluntary noise program on a daily basis. The current contract for the System with Harris Corporation expires on September 30, 2017 and has a current annual cost of \$114,911.

The scope of work for this Contract includes providing all necessary equipment, software, training and support services necessary to deliver System services to the Authority.

On February 8, 2017, a request for proposals was issued for Flight Tracking System Services at Tampa International Airport.

Two responses were received and two responses were evaluated by staff. The following firms are listed in order of technical ranking:

1. Casper Airport Solutions, Inc.
2. Harris Corporation (*incumbent*)

There was no W/MBE goal prescribed for this Contract.

The term of the Contract is for the period of October 1, 2017 through September 30, 2020 with one, two-year renewal option at the discretion of the Chief Executive Officer. The total not-to-exceed amount for the Contract including the renewal option is \$412,000. The Authority may terminate the Contract by giving thirty days written notice.

This item is included in the O&M Budget.

Management recommended ranking the firms in the order listed above and award to the top ranked firm.

Upon motion of Gary Harrod, seconded by Mayor Buckhorn, the ranking of the Contract for Flight Tracking System Services at Tampa International Airport with Casper Airport Solutions, Inc. was unanimously approved by all members present. The award and execution was authorized; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2017-43.

This item concluded New Business and Chairman Watkins proceeded to staff reports.

Al Illustrato began the Staff Reports informing everyone that there will be an outreach session for the Master Plan, Phase 2 on June 9th in the Boardroom.

In Phase 1 of the Master Plan we have a goal of \$122 million for minority contracting. The Authority is on pace to exceed that with more than \$160 million being paid to minority contractors in the local area.

The overall budget is \$971.8 million and with the contingencies and expenditures the Authority is on pace to be within budget. The program schedule for the Rental Car Center, the quick turnaround, the Service Center Site, SkyConnect Stations, the Guideway and the South Terminal Support area is on pace to be completed by late 2017. The projected timeframe for vehicle testing with Mitsubishi will start in August 2017 and end in February 2018.

MTAC will have 7 out of the 8 shuttles completed by early 2018. The projected completion for the A shuttle will be in June 2018. Concessions has a projected completion in early 2018. There will be 63 out of 69 concessions operating by the end of 2017.

The Shuttle Trains for SkyConnect will be arriving at the Port of Tampa in July from Japan and Mitsubishi will test the track and cars in August 2017. Interior finishes are being completed on the Rental Car Center.

Mr. Illustrato also discussed the program budget explaining that there was \$23.4 million in unallocated contingency money. That is up about \$2 million since his last report which is due to a tax savings, program management, and TECO work that cost less than earlier anticipated.

Mr. Harrod inquired if the \$961 million included the contingency money and Mr. Illustrato replied it did not. Mr. Harrod also inquired if the cell phone lot would remain with the work that will be done with the Office and Hotel Complex. Mr. Illustrato explained that the cell phone lot would remain and there may be minor work in reshaping it or how it is accessed.

Before adjourning Mr. Stephens requested an Attorney-Client Closed Session be held at the August Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

Chairman Watkins reminded the audience that there will be no Board Meeting held in July and the next Regular Board Meeting would be held on August 3, 2017.

Mayor Buckhorn requested that one more motion be placed. He proposed that the Authority send a copy of the Audit to the Legislative Delegation including the Speaker of the House of

Representatives. Mr. Harrod seconded that motion. The Motion was unanimously approved by all members present.

With no other business to be brought before the Board, the Regular Board meeting adjourned at 10:37 a.m.

Robert I. Watkins, Chairman

Victor D. Crist, Secretary