

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
June 6, 2019

A Regular Board Meeting and Board of Adjustment Public Hearing 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 6, 2019.

Members present were: Robert I. Watkins, Gary Harrod, Mayor Jane Castor and Commissioner Lesley "Les" Miller, Jr.

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, John Tiliacos, Chris Minner, Al Illustrato, Janet Scherberger, Michael Kamprath, Jeff Siddle, Ann Davis, Beth Zurenko, Violet Cummins, Sargent EJ Diaz, Teresa Howell, Adam Bouchard, James Tarro, Ed Haines, Laurie Noyes, Marcus Session, Rob Porter, Tom Thalheimer, Chief Vazquez, Emily Nipps, Officer Olsen, Officer Brissenend, Lt. Seifer, Gina Evans, Randy Forister, Ed Haines, Scott Knight, Tony Mantegna, Paul Ridgeway, Kenneth Strickland, Jason Watkins, James Hanney, Rianner Woodard, Jordan Padova, Cheryl Hawkins, Mark Peterson, Melissa Solberg and Kasey Joyce.

Chairman Watkins welcomed everyone to the June 6, 2019 Regular Board Meeting of the Aviation Authority and Board of Adjustment Public Hearing. Chairman Watkins advised the audience that General Diehl would not be in attendance at the meeting. He asked anyone who had any propositions before the Board to see Violet Cummins, Board Service Administrator.

Everyone stood for the Pledge of Allegiance.

Chairman Watkins then called the Board of Adjustment Public Hearing to Order and called upon the Legal Affairs Department to open up the Hearing and give introductory remarks.

Mr. Kamprath opened the Hearing, provided a few brief remarks regarding the background of the Hearing, and then proceeded to ask Mr. Tony Mantegna, the Authority's Height Zoning and Land Use Manager, and the Petitioner, if present, to step forward and be sworn in by Chairman Watkins. Chairman Watkins administered the oath to Tony Mantegna. The Petitioner was not present.

Mr. Mantegna proceeded to present a petition for variance on Airport Study No. 2019-35, Strategic Property Partners, LLC, requesting a variance to construct a twenty-two story commercial office building, with a maximum height of 326' AMSL, located at 1001 Water Street, Tampa, FL Resolution No. 2019-56.

Strategic Property Partners, LLC (Petitioner) is seeking to construct a twenty-two story commercial office building, with a maximum height of 326' AMSL, located at 1001 Water Street, Tampa, FL. The nearest Airport is Peter O. Knight.

Notice of this hearing before the Board of Adjustment was provided on May 17, 2019.

Petitioner is requesting a variance to construct a twenty-two story commercial office building.

The Petition was presented to the Airport Hearing Officer on April 19, 2019 and, based on testimony and evidence presented, the Airport Hearing Officer found that the proposed variance, with required conditions, would have no 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 do substantial justice, and was in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical study found that Petitioner's request would not be a hazard to air navigation provided certain conditions are met. Additionally, the FDOT did not identify any concerns with the request.

The Airport Hearing Officer recommended that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Mark/Light the proposed structure in accordance with FAA Advisory Circular 70/7460-1 L, Change 2, Obstruction Marking and Lighting, red lights - Chapters 4, 5(Red) and 12; (2) E-file FAA Form 7460-2, Notice of Actual Construction or Alteration, if the project is abandoned or within five (5) days after construction reaches its greatest height; (3) Negotiate and enter into an Avigation Easement, no later than the date on which the Airport Hearing Officer's Recommendation is presented to the Board of Adjustment, to protect controlling airspace in accordance with Section 3.05 of the Airport Zoning Regulations; (4) Obtain a temporary permit from the Authority for any use of construction equipment exceeding 326' AMSL; and (5) Mitigate any glint/glare issues identified by the Authority prior to or during construction to the satisfaction of the Authority.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires September 5, 2020, 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 Airport Hearing Officer. However, the Board of Adjustment may, but is not required to, review the record of the Airport Hearing Officer's public hearing.

Upon motion of Mr. Harrod, seconded by Commissioner Miller, Airport Study No. 2019-35, Strategic Property Partners, LLC, requesting a variance to construct a twenty-two story commercial

office building, with a maximum height of 326' AMSL, at a site located at 1001 Water Street, Tampa, FL was unanimously approved by all members present; and the Airport Zoning Director or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-56.

With no other petitions for variance to be presented, Mr. Kamprath closed the public hearing of the Board of Adjustment. Chairman Watkins adjourned the Board of Adjustment public hearing and proceeded to the Regular Board Meeting of the Aviation Authority.

Chairman Watkins called the Regular Board Meeting to Order.

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

Upon Motion of Commissioner Miller, seconded by Gary Harrod, the Agenda was unanimously approved by all members present.

There were no Public Comments.

Chairman Watkins then asked General Counsel Stephens if there were any abstentions from the May 2, 2019 Board Meeting that needed to be read into the record. General Counsel Stephens stated there were no abstentions from the May 2, 2019 Board Meeting and he did not anticipate any abstentions at this meeting.

Chairman Watkins then called for a motion to approve the Minutes of the Regular Board Meeting of May 2, 2019. Upon motion of Gary Harrod, seconded by Commissioner Miller, the Minutes of the Regular Board Meeting of May 2, 2019 were unanimously approved by all members present.

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

Chris Minner was first and he presented the Performance Assessment Report. Total passenger traffic was up 9.4% for the month of April and international traffic was up 19% in April. Both Spirit and Frontier saw increases in service. Lufthansa had a 30% increase in traffic and still carried a 92.3% load factor. Copa Airways had a 60% increase in traffic on a 46% increase in capacity.

Amazon announced that they will be moving their new facility to Lakeland in 2020. Tampa International had a 45 acre parcel that they could offer and Lakeland offered an initial lease of 47 acres with the option of increasing to 60 and potentially more. As part of the Capital Improvement Budget the Board last year approved \$72.3 million for development of the East Side. Planning and Development has spent a little less than \$500,000 or 1% of that total budget to date. There are no further plans to move forward with any construction related items until the Authority has agreements in place with potential tenants to go into that space.

Current events included a celebration of Amsterdam during the month of May. Every Friday, there were musical performances, cheese tastings, traditional outfits and promotional messages which culminated with the inaugural flight on May 23rd.

United Airlines held a ground breaking party for their new maintenance hangar.

Some of the top news stories included the new amenities coming to the Airport, which include water filling stations, pet relief and nursing stations. There was also continued success with the Airside Access Program which is completely sold out on two Airsides through mid-August. The marketing team weighed in on "TPA" vs. "TIA" and announced TPA was the correct reference. There were 168 stories on the All Access Program which received national attention. Other stories included traveling with medical marijuana, new CT scanners that TSA is implementing, and the new non-stop flights to Amsterdam.

Mr. Minner also gave an update on the Public Art Program. Phase 1 had \$3.56 million in the public art budget. A total of \$1.36 million was held back to rolled in to Phase 2's public art budget due to deferring the Main Terminal location. The total budget for Phase 2 is \$3.1 million, which includes the \$1.36 million roll over amount.

In the forthcoming Phase 2 solicitation there are 9 locations that are distributed among the Main Terminal and Sky Center locations as well as the blue curbside and red curbside vertical circulation course that will feed the new express curb lanes.

At the October 3, 2019 Board Meeting the Board will be presented with a short list of Artists. Then at the March 5, 2020 meeting the Board will be presented with a recommended artist selection.

This concluded Mr. Minner's report.

Al Illustrato was next and shared that the Authority recently received the Sustainable Business Award from the Sustany Foundation. Phase 1 of the Master Plan supported local contracting with 95% of the contractors being Florida based or having regional offices in Florida. With Phase 1, 4 million vehicles were removed from the roadways annually with the people mover and rental car center which reduced the carbon footprint. There were 66 million gallons of potable water saved due to the Authority's reclaimed water use.

Chief Charlie Vazquez was next to report that the 2019 Sykes Hero Officer of the Year was Officer Jimmie Bizzle. Chief Vazquez did a brief presentation on all of Officer Bizzle's accomplishments this year through his community service efforts.

Next Chief Vazquez introduced his United Way Suncoast Co-Chair, Melissa Solberg. A thank you was given to the sponsors and over 200 volunteers. Donations for 2019 totaled \$157,252 which was an increase of over 7.7%.

Susan McCormack, CEO of United Way Suncoast, thanked the Authority for its efforts and contribution.

This concluded Mr. Lopano's Management Report.

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 called for a motion to approve the items in the Consent Agenda.

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

The following items were contained in the Consent Agenda.

CONSENT ITEM I1

Airline-Airport Use and Lease Agreement, Frontier Airlines, Inc., Tampa International Airport, Resolution No. 2019-61.

The Airline-Airport Use and Lease Agreement (Signatory Agreement) allows an airline to lease certain premises and obtain certain rights, services and privileges in connection with the use of Tampa International Airport and its facilities. The Authority has executed such Signatory Agreements with American Airlines, Inc., Delta Air Lines, Inc., Federal Express Corporation, jetBlue Airways Corporation, Southwest Airlines Co., Spirit Airlines, Inc., United Airlines, Inc., and UPS, Co. d/b/a United Parcel Service, Co., all of which terminate on September 30, 2020.

This Signatory Agreement authorizes Frontier Airlines, Inc. to operate at Tampa International Airport as a signatory passenger air carrier for the period commencing June 1, 2019 and terminating concurrently with all other signatory air carriers' Signatory Agreements on September 30, 2020. Frontier will pay landing fees at the signatory air carriers' FY 2018-19 rate per 1,000 pounds of certified maximum landing weight.

Management recommended adoption of Resolution No. 2019-61.

Resolution No. 2019-61 approved and authorized execution of the Airline-Airport Use and Lease Agreement at Tampa International Airport with Frontier Airlines, Inc.; and authorized the Chief Executive Officer or his designee to execute all ancillary documents.

CONSENT ITEM I2

Reimbursement Authorization, Southwest Airlines Co., Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, Tampa International Airport.

Pursuant to HCAA Project No. 5991 14, Checked Baggage System Upgrades and Optimization, improvements were implemented to the existing checked baggage screening system for Airsides A and C. In August 2018, a conflict was identified between the construction limits of the HCAA Project No. 5991 14 and space in Airside C leased and occupied by Southwest Airlines Co. (Southwest).

To resolve this conflict, a portion of the Southwest leased area was relocated to vacant space. Additionally, Southwest agreed to enlarge its breakroom construction project that was currently underway to accommodate the balance of the displaced activity. In February 2019, Southwest presented costs for this work to the Authority based on the actual prorated construction value of its expanded breakroom construction project.

HCAA Project No. 5991 14 includes funds for these impacts to Southwest. This authorization will reimburse Southwest based on its actual costs.

Authorize reimbursement in the amount of \$157,497.05 to Southwest for its expanded breakroom construction project.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board authorize the issuance of a purchase order to Southwest Airlines Co., 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.

CONSENT ITEM 13

Renewal to Contract for State Legislative Consulting Services, GrayRobinson, P.A., Tampa International Airport.

On October 4, 2018, the Board awarded a Contract for State Legislative Consulting Services (Contract) to GrayRobinson, P.A. for one-year, with three, one-year renewal options at the discretion of the Board, in a not-to-exceed amount of \$423,000, including the renewal options. This Contract provides consulting services related to state governmental affairs, including serving as a liaison for the Authority with key state legislators, legislative staff and executive agencies, identifying grant funding and appropriation sources, and advocating on behalf of the Authority on specific bills and issues of interest and benefit to the Authority.

Authorize the first renewal option of the Contract with GrayRobinson, P.A., at the same terms and conditions, for the term October 4, 2019 through October 3, 2020. Two, one-year renewal options at the discretion of the Board will remain. The Authority may cancel the Contract with thirty days' written notice.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorized the renewal of the Contract for State Legislative Consulting Services with GrayRobinson, P.A. 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.

CONSENT ITEM I4

State of Florida Purchasing Card Program Eligible User Agreement utilizing State of Florida Term Contract No. 84121500-15-01, Bank of America, N.A., Tampa International Airport, Resolution No. 2019-58.

The Authority has utilized Bank of America, N.A. for purchasing card services since 1999 through utilization of State of Florida and Hillsborough County contracts. The Authority currently utilizes the Hillsborough County Board of County Commissioners contract, which will expire in August 2019.

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 advertising.

Authorize execution of the State of Florida Purchasing Card Program Eligible User Agreement which would allow the Authority to utilize State of Florida Term Contract No. 84121500-15-01 with Bank of America, N.A. for purchasing card program services for the term of June 6, 2019 through January 4, 2021, with one, five-year renewal option at the discretion of the Chief Executive Officer.

The Chief Executive Office Recommended adoption of Resolution No. 2019-58.

Resolution No. 2019-58 authorized the execution of State of Florida Purchasing Card Program Eligible User Agreement, allowing the Authority to utilize State of Florida Term Contract No. 84121500-15-01 with Bank of America, N.A. for purchasing card program services; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

CONSENT ITEM 15

Purchase Order(s), Furniture, utilizing The Interlocking Purchasing System (TIPS) Contract No. 180305, Corporate Interiors, Inc., Tampa International Airport.

The SkyCenter Site Development, Atrium and Pedestrian Bridge Project (SkyCenter), HCAA Project No. 8225 17, includes the construction of a new 4-story, 40,000+ square foot Atrium structure, a 230-foot long elevated pedestrian walkway between the Atrium and the Rental Car Center, a new 600-foot long remote, commercial curbside, a 230-foot extension of the existing remote commercial curbside canopy, phased reconfiguration of the existing Airport Cell Phone Waiting Lot including construction of a new restroom facility and FIDS boards, as well as civil and site preparations of surrounding 35 acre parcels for eventual real estate development.

The purpose of this authorization is to purchase the furniture that will be installed by the SkyCenter Contractor at the Site, Atrium, Pedestrian Bridge and commercial curbside.

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.

Authorize the use of The Interlocking Purchasing System (TIPS) Contract No. 180305 for the issuance of purchase orders to Corporate Interiors, Inc. for the purchase of furniture at Tampa International Airport in a total not-to-exceed amount of \$122,350.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board award and authorize the issuance of purchase orders to Corporate Interiors, Inc., 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.

CONSENT ITEM 16

Purchase Order(s), Furniture, utilizing State of Florida Contract No. 425-001-12-1, Beaux-Arts Group and Empire Office, Inc., Tampa International Airport.

The SkyCenter Site Development, Atrium and Pedestrian Bridge Project (SkyCenter), HCAA Project No. 8225 17, includes the construction of a new 4-story, 40,000+ square foot Atrium structure, a 230-foot long elevated pedestrian walkway between the Atrium and the Rental Car Center, a new 600-foot long remote, commercial curbside, a 230-foot extension of the existing remote commercial curbside canopy, phased reconfiguration of the existing Airport Cell Phone Waiting Lot including

construction of a new restroom facility and FIDS boards, as well as civil and site preparations of surrounding 35 acre parcels for eventual real estate development.

The purpose of this authorization is to purchase the furniture that will be installed by the SkyCenter Contractor at the Site, Atrium, Pedestrian Bridge and commercial curbside.

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.

Authorize the use of State of Florida Contract No. 425-001-12-1 for the issuance of purchase orders to Beaux-Arts Group and Empire Office, Inc. for the purchase of furniture at Tampa International Airport in a total combined not-to-exceed amount of \$410,300.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board award and authorized the issuance of purchase orders to Beaux-Arts Group and Empire Office, Inc., and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

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

The Chairman proceeded to Policies or Rules for Consideration or Action

The first item under Policies or Rules for Consideration or Action was Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P440, General Accounting and Financial Reporting, presented by Damian Brooke.

Policy P440, General Accounting and Financial Reporting, details the Authority's financial management and reporting obligations. Currently, Policy P440 requires the annual financial audit to be completed no later than four months after the close of the Authority's fiscal year and requires presentation of the annual financial audit to the Audit Committee in early December and to the full Board in January.

Government Accounting Standards Board Statement 68, *Accounting and Financial Reporting for Pensions*, revises and establishes new financial reporting requirements for most state and local governments that provide their employees with pension benefits. As a participating member of the Florida Retirement System (FRS), the Authority is reliant upon the release of the FRS Schedule of Employer Allocations to determine its proportionate share of the State of Florida's net pension liability. The FRS Schedule of Employer Allocations is typically released the second week of January, nearly four months after the completion of the Authority's fiscal year. Compilation of accompanying

journal entries and note disclosures follows, as does external audit firm concurrent review and eventual release of the audit opinion.

Staff recommended modifying Policy P440 to revise the completion deadline for the annual financial audit to within two months of the issuance of the FRS Schedule of Employer Allocations. Results of the financial audit will be presented to the Audit Committee and the completed audit will be provided to the Board the following month.

The Chief Executive Officer recommended the Board approve the revisions to Policy P440, General Accounting and Financial Reporting.

Upon motion of Gary Harrod, seconded by Commissioner Miller, the revisions to Policy P440, General Accounting and Financial Reporting, were unanimously approved by all members present; no resolution was required.

The second item under Policies or Rules for Consideration or Action was Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P450, Banking and Investments, presented by Damian Brooke.

Policy P450, Banking and Investments, establishes guidelines regarding the Authority's administration of bank accounts and investments. The Authority's Finance Department has benchmarked the existing Policy against several peer group public agencies to identify additional products in the marketplace suitable for the investment of available Authority funds, excluding those held by the Authority's Trustee. Funds held by the Trustee are governed by the various trust agreements under which the Authority's bonds are issued.

Staff recommends revising Policy P450 to:

- Broaden local government investment pool options as authorized under Florida Statute Section 218.415;
- Revise portfolio performance reporting to include short and long term benchmarks;
- Authorize additional investment options to include highly rated corporate and municipal fixed income instruments, as well as commercial paper;
- Further define the portfolio composition to limit investment in instruments other than U.S. Treasuries. Non-U.S. Treasury investments cannot exceed 35%, per instrument type, of the total investment portfolio.

The Chief Executive Officer recommended the Board approve the revisions to Policy P450, Banking and Investments.

Upon motion of Commissioner Miller, seconded by Gary Harrod. The revisions to Policy P450, Banking and Investments, were unanimously approved by all members present; no resolution was required.

There were no Committee Reports so the Chairman proceeded to Unfinished Business.

The first item in Unfinished Business was the Amendment No. 1 to Part 1 Contract for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18 and 8240 19, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2019-52, presented by Jeff Siddle.

On June 7, 2018, the Board awarded a Part 1 Contract for Design-Build Services to Hensel Phelps Construction Co. for the design of the Main Terminal Curbside Expansion, New Energy Plant and Related Work (Program) in the not-to-exceed amount of \$25,262,708 for basic services and reimbursable expenses.

The Part 1 Contract for Design-Build Services commenced on June 7, 2018.

A W/MBE goal of at least 17% of the dollar amount earned on the Part 1 Contract for Design-Build Services for the design phase of the Program was prescribed. The Part 1 Contract for Design-Build Services will incorporate a W/MBE participation of at least 17.1% of the dollar amount earned on the design phase.

During the course of design development for the Program, the Authority has determined that the following additional design services are required:

- Main Terminal shuttle platform building core and shell and baggage conveyor system right of way for future Airside D: Due to limited space and existing conditions, the structural engineers have determined that the new Red Side Curb structural design must take into account the future Airside D shuttle station and baggage conveyor system. This Amendment No. 1 will include all required design services for the structural frame, foundations, roof enclosure, exterior curtain walls and envelope for the baggage conveyor system.
- Long Term Parking Garage pedestrian bridge phasing requirements and demolition of existing tunnel: The Authority is requiring that one pedestrian bridge be maintained for access between the Long Term Parking Garage and the Main Terminal at all times during construction of the Blue Side Curbs. This requires extensive phasing plans, additional design considerations and permitting.
- Enclose new pedestrian bridge between Long Term Parking Garage and the Main Terminal: The Authority is requiring the new pedestrian bridge be air conditioned with similar interior finishes as the Blue Side vertical circulation building.
- Maintenance and Police/Traffic offices on Level 1 of the Long Term Parking Garage: The original plan was to locate the Maintenance Staff in the new Central Utility Plant and

Police/Traffic staff in the new SkyCenter Office Building. Due to space limitations, it has be determined that these personnel will be located on Level 1 of the Long Term Parking Garage in a specifically designed 14,000 sf facility.

The not-to-exceed amount for Amendment No. 1 for basic services and reimbursable expenses will be \$4,031,477.00, bringing the total combined Part 1 Design-Build Contract amount to date to \$29,294,185.00.

The W/MBE participation will change from 17.1% to 17% due to these changes.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2019-52.

Upon motion of Gary Harrod, seconded by Commissioner Miller, Amendment No. 1 to Part 1 Contract for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18 and 8240 19 at Tampa International Airport with Hensel Phelps Construction Co. 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. 2019-52.

The second item in Unfinished Business was the Part 2 Contract for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18 and 8240 19, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2019-49, also presented by Jeff Siddle.

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

On October 4, 2017, a request for qualifications entitled Main Terminal Curbside Expansion, New Energy Plant and Related Work at Tampa International Airport was issued.

On March 1, 2018, the Board approved negotiations with the number one ranked firm, Hensel Phelps Construction Co.

To date, the Board has approved a Part 1 Design-Build Contract for \$25,262,708 for the design of the Program.

Amendment No. 1 to the Part 1 Design-Build Contract for \$4,031,477 for additional design services for the Program is being separately presented to the Board today for approval.

This Part 2 Design-Build Contract provides for construction of the early enabling work. This Part 2 Design-Build Contract also includes construction general conditions through February 2022 and construction administration fees through December 31, 2019. The final Part 2 Design-Build Contract Guaranteed Maximum Price (GMP) will be established in a subsequent Supplemental Part 2 Design-Build Contract.

This Part 2 Design-Build Contract will consist of the following early work elements:

- Demolition of Blue side rental car building, pedestrian bridges and fountains
- Utility relocations and installation
- Roadway modifications
- Site development
- Set up of the Hensel Phelps Construction Co. trailer complex

The not-to-exceed amount for this Part 2 Design-Build Contract will be \$31,535,723, bringing the total combined Program Contract amount to date to \$60,829,908.

This Part 2 Design-Build Contract will incorporate a W/MBE participation of at least 17.0% for design and 15.1% for construction. Hensel Phelps Construction Co. has assured they will meet 19.0% W/MBE participation for construction when the Supplemental Part 2 Design-Build Contract is subsequently awarded.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2019-49.

Upon motion of Commissioner Miller, seconded by Gary Harrod, the Part 2 Contract for Design-Build Services, Main Terminal Curbside Expansion, New Energy Plant and Related Work, HCAA Project Nos. 8200 18, 8205 18, 8900 18, 8230 18 and 8240 19 at Tampa International Airport with Hensel Phelps Construction Co. 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. 2019-49.

The third item in Unfinished Business is the Contract for Design Professional Services, Remain Overnight Aircraft Parking Aprons, HCAA Project Nos. 8325 19 and 8330 20, Kimley-Horn and Associates, Inc., Tampa International Airport, Resolution No. 2019-50, again presented by Jeff Siddle.

Due to Tampa International Airport's (Airport) growth and additional airline flights, it has become a challenge to accommodate the number of aircraft that remain at the Airport overnight.

Typically, the last arriving aircraft remains parked at its inbound gate and remains overnight (RON) until it departs in the morning.

There is limited space available on the Airport's ramp areas to accommodate these RON aircraft. As a result of anticipated future development for Airside D, the Authority will lose a large area of existing apron at Hardstand D that is currently used for RON aircraft as well as cargo processing. HCAA Project Nos. 8325 19 and 8330 20 will construct new RON aprons and associated ramp lighting to increase hardstand capacity.

HCAA Project No. 8325 19 will construct a new RON apron located south of Airside F in an area that is currently a stormwater management facility. It is envisioned that this new RON apron will be able to accommodate a minimum of five commercial aircraft.

HCAA Project No. 8330 20 will construct a new north RON parking ramp on the north side of Taxiway A. The new RON parking ramp will be able to accommodate up to 12 commercial aircraft. HCAA Project No. 8330 20 will also relocate a vehicle service road and its associated lighting, signage and pavement markings. HCAA Project No. 8330 20 is contingent upon future Board budget approval.

On December 5, 2018, a request for qualifications entitled Remain Overnight Aircraft Parking Aprons at Tampa International Airport was issued.

On April 4, 2019, the Board approved negotiations with the highest ranked firm, Kimley-Horn and Associates, Inc.

This Contract for Design Professional Services (Contract) will commence on June 6, 2019 and will remain in effect until one year after final acceptance of the constructed project. This Contract provides for design professional services, including construction administration services, and direct and reimbursable expenses in the not-to-exceed amount of \$3,203,859.

A W/MBE goal of at least 14.1% of the dollar amount earned on the Contract for the design of the project was prescribed. The proposed W/MBE percentage of 18% for the amount earned on design will meet or exceed the W/MBE goal requirements and will be incorporated into the Contract.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2019-50.

Upon motion of Gary Harrod, seconded by Commissioner Miller, the Contract for Design Professional Services, Remain Overnight Aircraft Parking Aprons, HCAA Project Nos. 8325 19 and 8330 20 at Tampa International Airport with Kimley-Horn and 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. 2019-50.

The fourth item in Unfinished Business was the Award of Contract for General Planning Consultant and Master Plan Update, Ricondo & Associates, Inc., Tampa International Airport, Resolution No. 2019-51, presented by Jeff Siddle.

The general, on-call professional airport planning consulting services include a variety of planning assignments at all four Authority airports and an update to the 2012 Master Plan and 2012 Master Plan Update-2016 Addendum.

The services may also include an update to the Electronic Airport Layout Plan, Sustainability Management Plan, Tampa International Airport F.A.R. Part 150, GA Master Plans, Common Use Master Plan, revisions to the Wayfinding Guidelines Standards, and other miscellaneous planning services and support.

On March 7, 2019, the Board approved negotiations with the number one ranked firm, Ricondo & Associates, Inc.

The term of this Contract is for the period of June 6, 2019 through June 5, 2024, with two discrete one-year renewal options at the discretion of the Chief Executive Officer, in a total not-to-exceed amount of \$12,500,000, including the renewal options.

A W/MBE goal of at least 17% of the dollar amount earned on the Contract was prescribed. A W/MBE goal of at least 17% will be incorporated into this Contract.

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

Management recommended adoption of Resolution No. 2019-51.

Upon motion of Commissioner Miller, seconded by Gary Harrod, the Contract for General Planning Consultant and Master Plan Update at Tampa International Airport with Ricondo & 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 or Resolution No. 2019-51.

The Chairman then proceeded to New Business.

The first item in New Business Reimbursable Agreement, SkyCenter Development Area, HCAA Project No. 8226 17, FAA Agreement No. AJW-FN-ESA-19-SO-002994, Federal Aviation Administration, Tampa International Airport, Resolution No. 2019-57, presented by Jeff Siddle.

Due to the construction in the SkyCenter Development Area, it has become necessary for the FAA to modify the Runway 1L Localizer antenna system. The construction in the SkyCenter Development Area will affect the Runway 1L Instrument Landing System.

The FAA has provided a cost of \$258,975.24 to perform the design and construction for the modification. Management recommends including a 25% contingency of \$64,743.76 to be used if the FAA exceeds its cost estimate for a total not-to-exceed amount of \$323,719.00. The Reimbursable Agreement will end once the work has been completed and final costs have been determined; however, it will not extend more than five years beyond FAA execution.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2019-57.

Upon motion of Gary Harrod, seconded by Commissioner Miller, the Reimbursable Agreement for SkyCenter Development Area, HCAA Project No. 8226 17, FAA Agreement No. AJW-FN-ESA-19-SO-002994 at Tampa International Airport with the Federal Aviation Administration in the amount of \$258,975.24 was unanimously approved by all members present; the total not-to-exceed amount was authorized for the Reimbursable Agreement for SkyCenter Development Area of \$323,719.00; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-57.

The second item in New Business was the Purchase Order, Tampa Electric Company (TECO), New Energy Plant and Related Work, HCAA Project No. 8205 18, Tampa International Airport, also presented by Jeff Siddle.

The 2012 Master Plan Update studied, modeled and identified Airport-wide roadway improvements that are recommended for the Authority to keep pace with forecasted growth and maintain an acceptable level-of-service for its roadway network. Phase 2 of the Master Plan includes expansion of the Curbsides, incorporating new elevated and at-grade lanes, and vertical circulation buildings for both the Blue and Red Curbsides. To enable expansion of the Red Curbside, it is necessary to demolish the existing Energy Plant and construct a new Energy Plant at a different location.

This work includes Tampa Electric Company modifying existing underground infrastructure in and around the site of the proposed Central Utility Plant (CUP) and Electrical Service Building (ESB), including the necessary work to relocate, update and add to the existing Tampa Electric company electrical and street lighting infrastructure.

Authorize a purchase order to Tampa Electric Company in an amount not-to-exceed \$1,826,606 for the relocation, replacement, update and addition to the Tampa Electric Company electrical and street lighting infrastructure.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board authorize the issuance of the purchase order to Tampa Electric Company and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Upon motion of Gary Harrod, seconded by Commissioner Miller, the purchase order to Tampa Electric Company was unanimously approved by all members present; no resolution was required.

The third item in New Business was the Selection of Firm, Noise Consulting Services, HCAA Project No. 6660 19, Tampa International Airport, presented by Adam Bouchard.

The Authority has an extensive noise mitigation program to reduce aircraft noise levels in surrounding noise-sensitive communities and is committed to continuing those efforts. HCAA Project No. 6660 19 will formally update the Noise Exposure Map (NEM) for Tampa International Airport. The last formal update was completed in 2000 and was approved by the Authority in 2001. The following additional general noise consulting services that are not included in HCAA Project No. 6660 19 may also be provided under this Contract:

- Outreach program assistance and recommendations
- Noise and airspace planning
- Noise contour updates
- Other noise related tasks as requested by the Authority

On February 20, 2019, a request for qualifications entitled Noise Consulting Services at Tampa International Airport was issued.

Two responses were received and evaluated by staff.

The order of technical ranking is as follows:

1. Environmental Science Associates Corporation
2. Harris Miller Miller & Hanson, Inc.

A DBE goal of at least 10% of the dollar amount earned on the Contract was prescribed. A DBE goal of at least 10% will be incorporated into this Contract.

The anticipated term of the negotiated Contract is August 1, 2019 through July 31, 2024, with two discrete one-year renewal options.

This item is included in the Capital Budget.

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

Upon motion of Gary Harrod, seconded by Commissioner Miller, the Board approved the rank of firms in order of preference and staff was authorized to negotiate a contract; no resolution was required.

The fourth item in New Business was the Maintenance Contract, General Aviation Navigational Aids, Saulnier Enterprises, Inc. dba Signal Connections, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2019-53, presented by Brett Fay.

The Authority has an ongoing need for the maintenance of aircraft navigational aid systems (Systems) at Peter O. Knight, Tampa Executive and Plant City Airports. The Systems are composed of runway end identifier lights, a precision approach path indicator (PAPI), a radio-controlled receiver for lighting (REIL), a medium intensity approach lighting system and runway alignment indicator lights (MALSR), and an automated weather observation system transmitter (AWOS). Maintenance of these Systems requires a qualified technician approved by the Federal Aviation Administration and licensed by the Federal Communications Commission. The current Contract for these services expired June 2, 2019.

A low bid solicitation for the maintenance of the Systems was advertised on February 27, 2019.

On March 26, 2019, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Five-Year Bid Amount</u>
Saulnier Enterprises, Inc. dba Signal Connections	\$291,897.60
ADB Safegate Americas, LLC	\$364,500.00

The lowest responsive and responsible bidder is Saulnier Enterprises, Inc. dba Signal Connections.

This item authorizes execution of a Maintenance Contract for General Aviation Navigational Aids with Saulnier Enterprises, Inc. dba Signal Connections for the term of June 6, 2019 through June 5, 2024 in the amount of \$291,897.60.

Additionally, this Maintenance Contract includes an Extra Work provision to allow for additions, deletions or revisions in the work being performed. This item authorizes the Chief Executive Officer or designee to approve up to \$65,000 of Extra Work over the term of this Maintenance Contract.

The Authority may terminate this Maintenance Contract by giving thirty days written notice.

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

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2019-53.

Upon motion of Commissioner Miller, seconded by Gary Harrod, the Maintenance Contract for General Aviation Navigational Aids at Peter O. Knight, Tampa Executive and Plant City Airports with Saulnier Enterprises, Inc. dba Signal Connections was unanimously approved by all members present; the Chief Executive Officer or designee was authorized to approve up to \$65,000 of Extra Work over the term of the Maintenance Contract; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-53.

The fifth item in New Business was the Master Services Agreement for Electronic Visual Display System (EVIDS), SITA Information Networking Computing USA, Inc., Tampa International Airport, Resolution No. 2019-48, presented by Marcus Session.

The Authority installed Electronic Visual Information Displays (EVIDS) in 1998. EVIDS is the Authority's campus-wide information display system that provides baggage belt, flight and gate information to Tampa International Airport guests. Signature Technologies, Inc., d/b/a Com-net Software (Com-net) developed and installed the software and hardware which supports the EVIDS.

In April 2012, the Board approved a sole source contract with Com-net for maintenance and support of the EVIDS for the term of April 12, 2012 through April 11, 2017, with two (2) one-year options to renew. Com-net has since been purchased by SITA Information Networking Computing USA, Inc.

On March 6, 2019, a Notice of Intent to Sole Source with SITA Information Networking Computing USA, Inc. for the purchase of maintenance and support of the EVIDS was advertised. SITA holds the intellectual property rights and copyright privileges for iValidate and AirportVision and does not have agents or authorized dealers. No responses were received.

Authority Policy P410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies or services.

This item authorizes execution of a Master Services Agreement for Electronic Visual Display System with SITA Information Networking Computing USA, Inc. for maintenance and support of the EVIDS for the period of June 6, 2019 through June 5, 2024, in a total not-to-exceed amount of \$2,200,000.

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

Management recommended adoption of Resolution No. 2019-48.

Upon motion of Commissioner Miller, seconded by Gary Harrod, the Master Services Agreement for Electronic Visual Display System at Tampa International Airport with SITA Information Networking Computing USA, 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. 2019-48.

The sixth item in New Business was the Selection of Firm and Award of Agreement, Distributed Antenna System, Crown Castle Fiber LLC, Tampa International Airport, Resolution No. 2019-54, also presented by Marcus Session.

The Authority desires a company to provide a neutral-host cellular Distributed Antenna System (DAS) at Tampa International Airport (Airport). The company will design, build, monitor, operate, and maintain a carrier grade, carrier approved neutral-host DAS to support all commercially licensed cellular wireless frequencies at the Airport. The DAS will provide better voice and data cellular services to passengers from touch-down of their flight and throughout the Airport campus, including back-end areas. In addition, Authority employees and business partners will experience improved cellular coverage across the Airport campus.

On December 21, 2018, an Invitation to Negotiate for Distributed Antenna System (DAS) at Tampa International Airport was issued.

On March 5, 2019 four responses were received and three qualified responses were evaluated by staff. The response from SBA Communications Corporation was deemed non-responsive for failing to meet minimum qualifications. The three responsive firms were:

1. Boingo Wireless
2. Cellco Partnership, a Delaware general partnership, d/b/a Verizon Wireless, an indirect wholly owned subsidiary of Verizon Communications, Inc.
3. Crown Castle Fiber, LLC

After review of the three responses against the evaluation criteria in the Invitation to Negotiate, the technical evaluation committee recommended concurrent negotiations with all three firms and subsequent award to the firm providing the overall best value to the Authority.

This item awards and authorizes execution of the License Agreement for Distributed Antenna System (Agreement) to Crown Castle Fiber LLC. This Agreement will provide for the design, installation, monitoring, operation, and maintenance of the DAS. Crown Castle Fiber, LLC will leverage global agreements with cellular carriers to onboard the cellular carriers to the DAS.

This Agreement will commence on June 6, 2019 with the beginning of design, construction, and installation of the DAS. The term of this Agreement for revenue operation is November 6, 2020 to November 5, 2030, or earlier upon completion of construction and installation of the DAS, with two discrete, five-year renewal options at the discretion of the Chief Executive Officer. This Agreement will be renegotiated at the beginning of each renewal option. Under the initial term of this Agreement, Crown Castle Fiber LLC will pay an annual Privilege Fee equal to the greater of \$465,000, referred to as the Minimum Annual Privilege Fee, or a Percentage Fee of 35% of the cellular carrier agreement receipts, as well as the following fees and charges:

Type	Amount Payable to Authority
License Charge (Rent)	\$1.23 per square foot per year
License Area Maintenance (LAM)	\$100.00 per month

No specific goal for W/MBE participation was established.

Management recommended adoption of Resolution No. 2019-54.

Upon motion of Gary Harrod, seconded by Commission Miller, the License Agreement for Distributed Antenna System at Tampa International Airport with Crown Castle Fiber LLC was unanimously approved by all members present; the response from SBA Communications Corporation was deemed non-responsive for failing to meet minimum qualifications and was rejected; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2019-54.

This item concluded New Business and Chairman Watkins proceeded to Staff Reports.

Al Illustrato gave a brief Master Plan Phase 2 update.

Kimmins Contracting continues working on the red side rental car garage demolition. Emergency stair installation has been completed and work is being done to prepare for the new Airside D shuttle guideway.

At SkyCenter there is continued foundation work. The commercial curb will be extended further South due to growth which will accommodate more buses in the future.

The Cross Field Taxiway A went out to bid. The Notice to Proceed to construct the Taxiway is June 10.

On the Roadway Expansion, Cone & Graham will submit 100% design documents and the Part 2 Contract will come to the Board for consideration.

At SkyCenter, 67 drill shafts are in place. Due to the reshaping of the site, the cell lot will need to be reconfigured. The elevator pit under the atrium has been constructed.

Cone and Graham will be submitting 100% design plans for the roadway expansion.

Hensel Phelps will have 90% design plans submitted for the curbside expansion and the Central Utility Plant enabling a Part Two Construction Contract at the June Board Meeting.

Mr. Illustrato concluded with the Budget slide with a little over \$543.7 million in the program budget. There are a little over \$129.9 in committed costs and a little over \$32.7 in costs to date.

This concluded Mr. Illustrato's report.

General Counsel Stephens asked the Board to enter into an Attorney-Client Closed Session to discuss active litigation in accordance with Section 286.11 of Florida Statutes.

Upon motion of Gary Harrod, seconded by Commissioner Miller, the Board entered into the Attorney-Client Closed Session.

Chairman Watkins reopened the Regular Board Meeting after the Attorney-Client Closed Session concluded.

Upon motion of Gary Harrod, seconded by Commissioner Miller, the requested item that was discussed during the Attorney-Client Closed Session was unanimously approved by all members present.

Before adjourning the meeting, Mr. Stephens requested an Attorney-Client Closed Session be held at the August 2019 Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

The Chairman reminded the audience that there will be no Board Meeting in July and the next scheduled Board Meeting would take place on August 1, 2019.

With no further business to be brought before the Board, the Regular Board meeting adjourned at 10:40 a.m.

Robert I. Watkins, Chairman

Lesley "Les" Miller, Jr., Secretary