

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
October 1, 2020

A Regular Board Meeting of the Hillsborough County Aviation Authority was held both in person and by electronic means of communications media technology.

Mr. Harrod welcomed everyone to the October 1, 2020 Regular Board Meeting of the Aviation Authority. He asked that the Board Members and Staff identify themselves before speaking and mute their microphones when not speaking.

Mr. Harrod started the meeting with a roll call of each Board Member.

Members present were: Gary Harrod, General Diehl and Mayor Jane Castor (attended in person). Robert Watkins attended electronically and Commissioner Lesley "Les" Miller, Jr. joined electronically right after the roll call. All Board Members were in attendance and a quorum was reached.

Authority staff members physically present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, Chris Minner, John Tiliacos, Michael Kamprath, Scott Knight, Elita McMillon, Veronica Cintron, Teresa Howell, James Tarro, Sargent EJ Diaz, Paul Ridgeway, and Violet Cummins.

Authority staff members that appeared electronically were Rob Porter, Jon Vaden, Michelle Benjamin, Patricia Julian, Kelly DeForest, Wanda Dunnigan, Brian Washburn, Brandon Taugner, Cheryl Hawkins, Rebecca Waterman, Eleanor Robichaud, Kendra Thomas, Diane Dirocco, Don Fizell, Mandy Schuler, Kelly Abreu, Kate Webb, David Potter, Kerry Duris, Kristen Schmidt, Luis Galan, Chief Charlie Vazquez, Thomas Johnson, Tony Conza, Adam Bouchard, Tom Thalheimer, Randy Forister, Damaris Cordova, Brian Miles, Scott Loper, Laurie Noyes, Janet Wood, James Hanney, Guy Brown, Chris Reyes, John Mallory, Carol Marino, Ann Davis, John Fiore, Ed Haines, Dan Johnson, Barbara Grilli, Nancy Rubin, Stephanie Douglas, Marcus Session, Laura Tatem, Gina Evans, Beth Zurenko, Mary Baltzell, Brett Fay, Melissa Solberg, Matthew Deloatche, and Rich Coudurier.

The Pledge of Allegiance was recited.

General Counsel Stephens discussed the procedural rules for the meeting.

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

Upon motion of Commissioner Miller, seconded by General Diehl, the Agenda was unanimously approved by all Board Members present in a roll call vote.

Chairman Harrod then moved to Public Comments. Any person who attended in person would have the opportunity to address the Board. He reminded the public that provisions were made for any member of the public attending electronically and who desired to participate in the public comments portion of the meeting to have access to the meeting. Anyone wishing to be heard was instructed on the public notice for this meeting and on the Tampa International Airport website to email the Board Services Administrator at publiccomments@tampaairport.com. The deadline for receiving public comments was at 8:00 a.m. on October 1, 2020. Any comments that were received by that deadline would be read by Legal Affairs. Emailed public comments would be afforded equal consideration as if the public comments were offered in person.

General Counsel Stephens stated that no Public Comments were received.

Chairman Harrod asked if there were any abstentions from the Regular Board Meeting held on September 3, 2020 that needed to be read into the record. General Counsel stated that there were no abstentions during the September 3, 2020 Board Meeting and none were anticipated at this meeting.

Chairman Harrod asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on September 3, 2020.

Upon motion of Robert Watkins, seconded by Commissioner Miler, the Minutes of the Regular Board Meeting held on September 3, 2020 were unanimously approved by all Board Members present in a roll call vote.

Mr. Lopano's Management Report was next.

Chris Minner began with the Performance Assessment Report. In the month of August more than 500,000 passengers were served which was a 67% reduction compared to last August. This is on target with the recovery forecast for the month of August.

International traffic was down 100% due to the suspension of all international flights.

Mr. Minner displayed a route map that showed the markets that are currently suspended, the locations that are currently being flown, and the markets that will be returning to service in the month of October.

Mr. Minner then reported on current events.

There was a celebratory welcome for the Tampa Bay Lightning when they returned to Tampa.

There was about 1,500 people added to the Airport's Social Media page. Some of the top items included the homecoming of the Stanley Cup as well as JD Power ranking Tampa International Airport number 2 in North America.

There were more than 130 million people that were reached with the announcement of the new COVID testing pilot program. This pilot program was featured both on the Today Show and CNN.

John Tiliacos was next to report on the annual FAA inspection. Each year the FAA sends a team of inspectors to conduct a comprehensive inspection of operations and administrative record keeping to ensure the Authority is complying with regulations. Due to the COVID pandemic the FAA conducted an administrative inspection instead of a physical inspection. The FAA completed their inspection with zero discrepancies.

Mr. Tiliacos then reported on the launch of a COVID 19 passenger testing pilot program in partnership with Baycare. On the first day of the test, there were 14 passengers in line as soon as they opened. Tampa International is the first airport in the country to offer both the PCR and the antigen test to both arriving and departing passengers regardless of airline or destination.

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

Upon motion of Robert Watkins, seconded by Commissioner Miller, the Consent Agenda was unanimously approved by all Board members present in a roll call vote.

The following items were contained in the Consent Agenda.

Item G1

Amendment No. 1 to Space Rental Agreement, Pemco World Air Services, Inc., Tampa International Airport, Resolution No. 2020-247.

Pemco World Air Services, Inc. (Pemco) leases office space from the Authority through a Space Rental Agreement (SRA) in support of its line maintenance operations at Tampa International Airport. Pemco entered into its current SRA with the Authority on September 5, 2019 and the term expired on September 30, 2020.

Utilizing Fiscal Year 2021 rates, the SRA leases airside building (ramp operations) space at \$85.54 per square foot (includes a 5% premium). The SRA provides for an annual rental rate adjustment.

Facilities	Ramp Operations & Offices	Total Annual	Total Monthly
Pemco	\$32,847.36	\$32,847.36	\$2,737.28

This Amendment extends the term of the SRA for one year, for a final termination date of September 30, 2021, and updates certain administrative provisions. All other terms and conditions of the SRA will remain the same.

Management recommended adoption of Resolution No. 2020-247.

Resolution No. 2020-247 approved and authorized execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with Pemco World Air Services, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item G2

Space Rental Agreement, Southwest Airlines Co., Tampa International Airport, Resolution No. 2020-249; Space Rental Agreement, United Airlines Inc., Tampa International Airport, Resolution No. 2020-250; Space Rental Agreement, Spirit Airlines, Inc., Tampa International Airport, Resolution No. 2020-252; Space Rental Agreement, JetBlue Airways Corporation, Tampa International Airport, Resolution No. 2020-253; Space Rental Agreement, American Airlines, Inc., Tampa International Airport, Resolution No. 2020-254; Space Rental Agreement, Air Canada, Tampa International Airport, Resolution No. 2020-255; Space Rental Agreement, Delta Air Lines Inc., Tampa International Airport, Resolution No. 2020-256.

Southwest Airlines Co. (Southwest), United Airlines Inc. (United), Spirit Airlines, Inc. (Spirit), JetBlue Airways Corporation (JetBlue), American Airlines, Inc. (American), and Delta Air Lines Inc. (Delta) previously leased space under their respective Airline-Airport Use and Lease Agreements from the Authority in support of their operations at Tampa International Airport (Airport). All AAULAs expired on September 30, 2020.

Air Canada currently leases space at the Airport through a Space Rental Agreement. Air Canada's current Space Rental Agreement expired September 30, 2020.

As approved by the Board at its September 3, 2020 Board Meeting, as of October 1, 2020, all airlines will operate at the Airport under the Tampa International Airport Airline Rates, Fees and Charges Resolution (Resolution). Any airline or tenant wishing to lease space at the Airport will be required to enter into a Space Rental Agreement (SRA) with the Authority.

The proposed SRAs have an initial one (1) year term, effective October 1, 2020 and terminating September 30, 2021, with five (5) separate one (1) year renewal options upon sixty (60) days written request prior to the expiration of the then existing term and written approval by the Authority's Chief

Executive Officer. If all renewal options are exercised, the SRAs will have a final termination date of September 30, 2026.

The SRAs have standard Authority contractual terms, including, but not limited to, environmental, insurance, payment security, and indemnity.

SRA for Southwest:

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Baggage Level	1,033	\$206.79	\$213,614.07	\$17,801.17
Main Terminal - Curbside Check-in	860	\$206.79	\$177,839.40	\$14,819.95
Main Terminal - Ticketing Level	2,794	\$206.79	\$577,771.26	\$48,147.61
Main Terminal - Ticketing Kiosks	1,212	\$206.79	\$250,629.48	\$20,885.79
Main Terminal - Ticketing Counter	3,328	\$206.79	\$688,197.12	\$57,349.76
Airside - Ramp Level	22,757	\$81.47	\$1,854,012.79	\$154,501.07
Airside - Boarding Level	1,051	\$81.47	\$85,624.97	\$7,135.41
Airside - Gate and Hold Room	27,000	\$81.47	\$2,199,690.00	\$183,307.50
TOTAL			\$6,047,379.09	\$503,948.26

SRA for United:

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Baggage Level	510	\$206.79	\$105,462.90	\$8,788.58
Main Terminal - Ticketing Level	1,728	\$206.79	\$357,333.12	\$29,777.76
Main Terminal - Ticketing Counter	2,861	\$206.79	\$591,626.19	\$49,302.18
Airside - Ramp Level	8,528	\$81.47	\$694,776.16	\$57,898.01
Airside - Boarding Level	448	\$81.47	\$36,498.56	\$3,041.55
Airside - Gate and Hold Room	12,000	\$81.47	\$977,640.00	\$81,470.00
TOTAL			\$2,763,336.93	\$230,278.08

SRA for Spirit:

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Baggage Level	323	\$206.79	\$66,793.17	\$5,566.10
Main Terminal - Ticketing Level	790	\$206.79	\$163,364.10	\$13,613.68
Main Terminal - Ticketing Kiosks	378	\$206.79	\$78,166.62	\$6,513.89
Main Terminal - Ticketing Counter	1,069	\$206.79	\$221,058.51	\$18,421.54
Airside - Ramp Level	1,166	\$81.47	\$94,994.02	\$7,916.17
Airside - Gate and Hold Room	12,000	\$81.47	\$977,640.00	\$81,470.00
TOTAL			\$1,602,016.42	\$133,501.38

SRA for JetBlue:

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Ticketing Level Office	752	\$206.79	\$155,506.08	\$12,958.84
Main Terminal - Airline Kiosk	72	\$206.79	\$14,888.88	\$1,240.74
Main Terminal - Ticketing Counter	943	\$206.79	\$195,002.97	\$16,250.25
Airside - Ramp Level	5,327	\$81.47	\$433,990.69	\$36,165.89
Airside - Gate and Hold Room	9,000	\$81.47	\$733,230.00	\$61,102.50
TOTAL			\$1,532,618.62	\$127,718.22

SRA for American:

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Baggage Level	632	\$206.79	\$130,691.28	\$10,890.94
Main Terminal - Ticketing Level Office	2,036	\$206.79	\$421,024.44	\$35,085.37
Main Terminal - Airline Kiosk	108	\$206.79	\$22,333.32	\$1,861.11
Main Terminal - Ticketing Counter	3,805	\$206.79	\$786,835.95	\$65,569.66
Airside - Ramp Level	16,603	\$81.47	\$1,352,646.41	\$112,720.53
Airside - Boarding Level	1,433	\$81.47	\$116,746.51	\$9,728.88
Airside - Mezzanine Level	7,954	\$81.47	\$648,012.38	\$54,001.03
Airside - Gate and Hold Room	15,000	\$81.47	\$1,222,050.00	\$101,837.50
TOTAL			\$4,700,340.29	\$391,695.02

SRA for Air Canada:

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Baggage Level	340	\$206.79	\$70,308.60	\$5,859.05
Main Terminal - Ticketing Level Office	945	\$206.79	\$195,416.55	\$16,284.71
Main Terminal - Airline Kiosk	108	\$206.79	\$22,333.32	\$1,861.11
Airside - Ramp Level	240	\$81.47	\$19,552.80	\$1,629.40
TOTAL			\$307,611.27	\$25,634.27

SRA for Delta:

Space Type	Square Footage	Rate	Annual Payments	Monthly Payments
Main Terminal - Baggage Level	683	\$206.79	\$141,237.57	\$11,769.80
Main Terminal - Ticketing Level	1,786	\$206.79	\$369,326.94	\$30,777.25
Main Terminal - Ticketing Counter	2,224	\$206.79	\$459,900.96	\$38,325.08
Airside - Ramp Level	15,501	\$81.47	\$1,262,866.47	\$105,238.87
Airside - Boarding Level	2,807	\$81.47	\$228,686.29	\$19,057.19
Airside - Gate and Hold Room	12,108	\$81.47	\$986,438.76	\$82,203.23
Airside - Mezzanine Level	8,261	\$81.47	\$673,023.67	\$56,085.31
TOTAL			\$4,121,480.66	\$343,456.73

Management recommended adoption of Resolution Nos. 2020-249, 2020-250, 2020-252, 2020-253, 2020-254, 2020-255, and 2020-256.

Resolution No. 2020-249 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Southwest Airlines Co.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-250 approved and authorized execution of Space Rental Agreement at Tampa International Airport with United Airlines Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-252 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Spirit Airlines, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-253 approved and authorized execution of Space Rental Agreement at Tampa International Airport with JetBlue Airways Corporation; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-254 approved and authorized execution of Space Rental Agreement at Tampa International Airport with American Airlines, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-255 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Air Canada; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-256 approved and authorized execution of Space Rental Agreement at Tampa International Airport with Delta Air Lines Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item G3

On Airport In-Flight Kitchen Lease and Use Agreement, Gate Gourmet, Inc., Tampa International Airport, Resolution No. 2020-258.

Gate Gourmet, Inc. (GG) is an in-flight kitchen catering company at Tampa International Airport (Airport). GG currently operates out of 2404 North Westshore Blvd., Tampa, FL 33607. GG's current lease with the Authority started October 1, 2011 and expires September 30, 2020. GG currently leases 156,858 sf of land and 32,214 sf of building. The current lease is triple net with rent being equal to the Minimum Annual Guarantee (MAG). If the MAG is exceeded, GG pays the difference between the MAG and the privilege fees on a monthly basis. The privilege fees are 5% of on-airport revenues and 2% of off-airport revenues.

The initial term of this On Airport In-Flight Kitchen Lease and Use Agreement (Agreement) is for five years, commencing October 1, 2020. There is one, five-year renewal option which, if exercised and approved by Authority, will provide a final termination date for the Agreement of September 30, 2030. The Agreement is a triple net basis lease.

GG will lease 156,822 sf of land, 32,178 sf of building, and 48,372 sf of pavement. Rent is based upon the current fair market rental rate as determined by appraisal of the property dated October 16, 2019, which is five dollars per square foot per year (\$5.00/sf) for the building, seventy cents per square foot per year (\$0.70/sf) for the land, and ten cents per square foot per year (\$0.10/sf) for the pavement. The initial total annual Minimum Annual Privilege Fee (MAPF) for the Leased Premises is \$275,502.60, payable at \$22,958.55 monthly, plus applicable taxes. The rent for the building and the Ground Rent will be adjusted at the end of the initial five-year term to the then current fair market annual rental rate. The Ground Rent will increase by 2.15% each year beginning the second year of the renewal option, if exercised.

GG will pay the greater of the MAPF or the Percentage Privilege Fee (PPF) on a monthly basis. The PPF is 5% of on-airport revenues and 2% of off-airport revenues.

Management recommended adoption of Resolution No. 2020-258.

Resolution No. 2020-258 approved and authorized execution of On Airport In-Flight Kitchen Lease and Use Agreement at Tampa International Airport with Gate Gourmet, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item G4

Amendment No. 2 to Ground Service Equipment Facilities Space Rental Agreement, Delta Air Lines Inc., Tampa International Airport, Resolution No. 2020-260.

On September 8, 2010, the Authority and Delta Air Lines Inc. (Delta) entered into a SRA for Suite 2100. Delta performs its own GSE maintenance out of Suite 2100.

The SRA terminates on September 30, 2020.

This Amendment extends the term of the SRA for a period of one year to September 30, 2021, increases the O&M Rent, and updates certain administration provisions. All other terms and conditions of the SRA remain the same.

Management recommended adoption of Resolution No. 2020-260.

Resolution No. 2020-260 approved and authorized execution of Amendment No. 2 to Ground Service Equipment Facilities Space Rental Agreement at Tampa International Airport with Delta Air Lines, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

This concluded the Consent Agenda. Chairman Harrod then proceeded to Policies or Rules for Consideration or Action. The following items were contained in Policies or Rules for Consideration or Action.

Item H1

Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P410, Procurement, presented by Damian Brooke.

Policy P410, Procurement, establishes guidelines for the procurement of construction, improvements, repairs, or work of any nature, as well as equipment, materials, supplies, and services.

Staff recommends revising Policy P410 to modify the threshold for formal sealed and advertised solicitations (Competitive Selection Process) from \$100,000 to \$65,000. This revision is in accordance with the Florida Legislature's recent enactment of Section 332.0075, Florida Statutes which is effective October 1, 2020.

The Chief Executive Officer recommended approval of the revisions to Policy P410, Procurement.

Upon motion of Mayor Castor, seconded by General Diehl, revisions to Policy P410, Procurement were unanimously approved by all Board members present. No resolution was required.

Item H2

Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P412, Travel and Business Development Expenses, Resolution No. 2020-273, presented by Damian Brooke.

Policy P412, Travel and Business Development Expenses, establishes guidelines governing the authorization, approval, and eligibility of travel, business development, and working meals expenses. Policy P412 was last revised in 2013. Available travel industry options and common business practices have changed since that time.

Staff proposes Policy P412, Travel and Business Development Expenses be revised to:

- Separate the three different expense categories (Travel, Business Development, Working Meals) in the title and overall format of the Policy;
- Include current travel industry options for transportation and lodging;
- Provide guidance for:
 - common airline fees;
 - lodging, meals, rental cars and ground transportation within the Metropolitan Statistical Area;
 - per diem as it relates to continental breakfasts and meals included with conference registration or flight;
 - State of Florida rental car contract which provides discounted rates; and
 - insurance coverage costs for rental cars;
- Allow use of personal credit cards in lieu of Authority Purchasing Card for travel-related expenses;
- Eliminate requirement for separate travel report; and
- Indicate third parties conducting business on behalf of the Authority must follow the Policy if there are not specific travel terms outlined in their contracts with the Authority.

The Chief Executive Officer recommended adoption of Resolution No. 2020-273.

Upon motion of Robert Watkins, seconded by Commissioner Miller, the revisions to Policy P412, Travel and Business Development Expenses, were unanimously approved by all Board members present by adoption of Resolution No. 2020-273.

Item H3

Update to Policy Manual, Revisions to Policy for Approval: Section 1200, Policy P1202, Air Service Incentive Program, presented by Chris Minner.

Policy P1202, Air Service Incentive Program, allows the Authority to actively recruit both passenger and cargo airlines to offer new service to domestic and international destinations.

Staff recommends revising Policy P1202 to update the names of rates and fees eligible for fee waivers, to renew the five-year period of the Policy, and to re-define a "new" route under the terms of the Policy.

This item will be funded out of Reserves.

The Chief Executive Officer recommended approval of the revisions to Policy P1202, Air Service Incentive Program.

Upon motion of Commissioner Miller, seconded by General Diehl, revisions to Policy P1202, Air Service Incentive Program, were unanimously approved by all Board members present in a roll call vote. No resolution was required.

There were no Committee Reports, Chairman Harrod then proceeded to Unfinished Business. The following items were contained in Unfinished Business.

Item J1

Selection of Artist and Award of Contract, Tampa International Airport Public Art for Master Plan Phase 2 Projects SkyCenter Atrium, Red and Blue Curbsides and Main Terminal, Tampa International Airport, Resolution No. 2020-262, presented by Chris Minner.

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

Artist presentations were held in January 2020. The Public Art Committee evaluated Artist proposals and made final recommendations on January 17, 2020.

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

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

Location: Main Terminal Transfer 3 Airside D Entry Zone
Claudia Comte USA LLC
\$389,220.00

No specific expectancy for W/MBE participation was established.

This item is included in the Capital Budget.

The Public Art Committee recommends adoption of Resolution No. 2020-262.

Upon motion of Mayor Castor, seconded by General Diehl, the Artist Services Contract at Tampa International Airport with Claudia Comte USA LLC in the amount of \$389,220.00 was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-262.

Item J2

Part 2 Contract for Design-Build Services, Airsides A, C and F Restroom Refurbishment and Expansion, HCAA Project No. 8300 20, HCBeck, Ltd. d/b/a The Beck Group, Tampa International Airport, Resolution No. 2020-263, presented by Jeff Siddle.

This Project will refurbish and expand Tampa International Airport's restrooms at Airsides A (ramp level boarding lobby restroom), C and F.

The scope of work includes prescriptive demolition, new partitions, finishes, fixtures, accessories, and all associated mechanical, electrical and plumbing work for Airsides A and F. Board approval for the work associated with Airside C is anticipated at a future Board meeting.

On August 14, 2019, a Request for Qualifications entitled Airsides A, C and F Restroom Refurbishment and Expansion at Tampa International Airport was issued.

On December 5, 2019, the Board approved negotiations with the number one ranked firm, HCBeck, Ltd. d/b/a The Beck Group.

To date, the Board has approved a Part 1 Design-Build Contract for \$2,005,275 for the design of the Project.

The maximum purchase authorization for this Part 2 Contract for Design-Build Services will be \$4,068,898, bringing the total combined Project Contract amount-to-date to \$6,074,173.

This Part 2 Contract for Design-Build Services will incorporate a W/MBE participation of 34.6% for design and 21.5% for construction.

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

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2020-263.

Upon motion of Robert Watkins, seconded by General Diehl, Part 2 Contract for Design-Build Services, Airsides A, C and F Restroom Refurbishment and Expansion, HCAA Project No. 8300 20 at Tampa International Airport with HCBeck, Ltd. d/b/a The Beck Group was unanimously approved by all Board members present; staff was authorized to use Owner's Direct Purchase Program, if appropriate; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-263.

Item J3

Amendment No. 2, Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, Corgan Associates, Inc., Tampa International Airport, Resolution No. 2020-265, presented by Jeff Siddle.

HCAA Project No. 5991 14, Checked Baggage System Upgrades and Optimization, includes all necessary design and facility modifications required for the reconstruction and optimization of the Checked Baggage System at Tampa International Airport.

On March 31, 2017, the Authority advertised a Notice of Intent to Negotiate and Award a Design Professional Contract to the competitively selected designer of record, Corgan Associates, Inc. (Corgan), 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.

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

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

On April 5, 2018, the Authority awarded a Construction Contract to Hensel Phelps for construction of the Project in the amount of \$36,994,000.

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

This Amendment No. 2 to the Contract for Design Professional Services provides for design professional services, including construction administration services and direct and reimbursable expenses, in the maximum purchase authorization amount of \$1,537,000.00. Corgan provided certain credits and concessions as part of the negotiation of Amendment No. 2 in exchange for the Authority's waiver and agreement to not seek recovery or reimbursement from Corgan for the contractor's costs and any other costs of the Authority, including any alleged delay costs, related to or arising out of certain changes to date in the design after the contract award. Apart from these contractor's costs and any other costs of the Authority, nothing in Amendment No. 2 releases Corgan from any unknown or latent defects, scope omissions, corrective actions/rework of in-place construction, and project delays.

A DBE goal of 8.1% of the amount earned will be incorporated into the Contract for Design Professional Services.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2020-265.

Upon motion of General Diehl, seconded by Commissioner Miller, Amendment No. 2 to Contract for Design Professional Services, Checked Baggage System Upgrades and Optimization, HCAA Project No. 5991 14, at Tampa International Airport with Corgan Associates, Inc. was unanimously approved by all Board members present; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-265.

This item concluded Unfinished Business, Chairman Harrod proceeded to New Business. The following items were contained in New Business.

Item K1

Contract for Airsides A and C Shuttle Car and Control System Replacement, HCAA Project No. 8420 21, Bombardier Transportation (Holdings) USA, Inc., Tampa International Airport, Resolution No. 2020-266, presented by Jeff Siddle.

In 1971, Tampa International Airport (TPA) was the first airport to utilize an Automated People Mover (APM) Shuttle System to transport passengers between the Landside Main Terminal and the Airsides. Currently, TPA operates shuttle cars to Airsides A, C, E and F. These systems are manufactured and maintained by Bombardier Transportation.

HCAA Project No. 8420 21, Airside A and C Shuttle Car and Control System Replacement, is included in the FY21 CIP. This Project will be performed in two phases. Phase 1, New Central Control System, will replace existing controls systems that are approaching the end of their useful life. Phase 1 will also install updated control systems in the new SkyCenter Airport Operations Center (AOC) and Bombardier's new maintenance offices on Level 7 of the Long Term Parking Garage. Upgrades to the trackside controls and installation of the associated infrastructure (cabling, conduit, monitors, etc.) will also be a part of Phase 1.

In addition to the updated/enhanced operating features of the new shuttle control system, replacing the current shuttle control system will reduce costs associated with moving the existing shuttle control consoles that currently reside in the Administration Building to the new AOC.

Phase 2, Replacement of New Shuttle Cars for Airsides A and C, will be included in a future fiscal year. A Supplemental Contract for Phase 2 will be brought to the Board for their consideration in the future.

Authority Policy P410, Procurement, authorizes the standardization of purchases based on evaluated criteria such as product performance, consistency of manufacturer(s), life cycle costs, design life, and maintainability. In 2019, the Authority standardized Bombardier Transportation Systems for the APM systems and associated equipment for the Main Terminal complex.

Staff recommends award of Contract for Airsides A and C Shuttle Car and Control System Replacement with Bombardier Transportation (Holdings) USA, Inc. for the replacement of the central control system for the airside shuttles under Phase 1 of HCAA Project No. 8420 21. The total Contract amount is \$13,018,834.

Due to the nature of the work, a W/MBE goal was not prescribed.

Bombardier Transportation (Holdings) USA, Inc. is currently facing a delay in securing the required Payment and Performance Bonds due to current pressures on the bond market and has informed the Authority that their corporate policy prohibits them from executing a contract until such time as the bonds have been secured. The start and completion of this Project is critical to the schedules of other Authority projects. In order to not unnecessarily delay award of the Project to a future Board meeting, Staff recommends the Board approve the award and authorize the Chief Executive Officer to execute the Contract once the required bonds are secured.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2020-266.

Upon motion of Mayor Castor, seconded by Commissioner Miller, Contract for Airsides A and C Shuttle Car and Control System Replacement, HCAA Project No. 8420 21 at Tampa International Airport with Bombardier Transportation (Holdings) USA, Inc. in the amount of \$13,018,834 was unanimously approved by all Board members present; the Chief Executive Officer was authorized to approve all changes and revisions to the documents deemed necessary or desirable in connection with the execution of the Contract; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-266.

Item K2

Labor Agreement, West Central Florida Police Benevolent Association, Tampa International Airport, Resolution No. 2020-269, presented by Michael Stephens.

The West Central Florida Police Benevolent Association (PBA) union represents police officers, corporals, sergeants, detectives, investigators and traffic specialists.

The current labor agreement between the Authority and the PBA began on October 1, 2017 and expired on September 30, 2020.

Negotiations between the Authority and the PBA on a new labor agreement began in June and:

This new labor agreement with the PBA begins on October 1, 2020 and ends September 30, 2023. The new labor agreement contains minor increases to current stipends for special unit officer assignments such as detectives, K9 and Field Training. Additionally, shift differentials were increased by \$0.15 per hour from the previous labor agreement and language associated with the "Master" designation for promoted police officers was modified. In addition, a new stipend was created for traffic personnel who serve as Airport Resource Officers and for police officers who are assigned the responsibility of serving as Evidence Technician.

Expected costs associated with increases to shift differentials, stipends, and “Master” program will be absorbed in the O&M budget.

Management recommended adoption of Resolution No. 2020-269.

Upon motion of Mayor Castor, seconded by General Diehl, the Labor Agreement at Tampa International Airport with West Central Florida Police Benevolent Association was unanimously approved by all Board members present in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-269.

This concluded New Business and Chairman Harrod proceeded to Staff Reports.

Jeff Siddle began the Staff Report with an update on SkyCenter. He discussed about the site preparation, remote commercial curb, and the atrium and pedestrian bridge work being performed by Hensel Phelps. There is continued work on the interior finishes, restroom buildout and flooring and the landscape is being added to the roof top terrace.

Mr. Siddle reported that one of the fountains referred to as the Peacock fountain that was installed when the Airport opened in 1971 is getting repurposed and will be relocated to SkyCenter.

On Cross Field Taxiway A there is continued bridge deck, embankment, signage, electrical installation and taxiway pavement construction.

The Roadway Expansion with Cone and Graham work is being performed with roadway widening, drainage, bridge construction and signage installation.

The Curbside Expansion in the new CUP and related projects has started to come pretty quickly out of the ground as well as all the foundations and near the building.

On the budget slide, the Authority has 70% percent of the contracts set. There are 2 projects that remain for Board consideration: The three Authority floors at SkyCenter are expected to come before the Board in March with DPR and the final contract for the red side curb which will be brought to the Board later next year.

This concluded Staff Reports.

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

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

Gary W. Harrod, Chairman

Jane Castor, Secretary