

Hillsborough County Aviation Authority  
Regular Board Meeting

Thursday, 9:00 a.m.  
May 4, 2023

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

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

Aviation Authority staff members present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Chris Minner, John Tiliacos, Damian Brooke, Veronica Cintron, Scott Knight, Adam Bouchard, Elita McMillon, Jeff Siddle, Silvana Muro, Tom Thalheimer, Matt Bauer, Dan Johnson, Violet Cummins, Rob Porter, Michael Kamprath, Ben Robins, Marcus Session, Laura Tatem, Melissa Solberg, Emily Nipps, Josh Gillin, John Mallory, Gina Evans, Brett Faye, Barbara Grilli, Alex Heiter, Tony Mantegna, Laurie Noyes, Beau Zimmer, Marilyn Gauthier, Dan Sealey, Rob Furr, Stephanie O'Driscoll and Tony Conza.

Chairman Harrod welcomed everyone to the Regular Board Meeting and Board of Adjustment Public Hearing of the Aviation Authority and asked that anyone who would like to comment on propositions before the Board see Violet Cummins for a form.

The Pledge of Allegiance was recited.

Chairman Harrod called the Board of Adjustment Public Hearing to Order.

Assistant General Counsel Michael Kamprath discussed the rules for the Public Hearing of the Aviation Authority Board of Adjustment. There were two Petitions for Variance. The Public Hearing was duly noticed by newspaper advertisement on April 12, 2023. No comments from the public were received.

Chairman Harrod swore in Tony Mantegna, Authority Senior Manager of Planning, and Petitioners, Michael Brooks and Jeffrey Ogden.

The following items were heard during the Board of Adjustment Public Hearing.

Item C1

Airport Study No. 2022-146, Nolan Rivers, requesting a variance to construct a three-story single-family home, at the maximum height of 46' AMSL, located at 836 S. Davis Blvd, Tampa, FL, Resolution No. 2023-33, presented by Tony Mantegna.

Nolan Rivers (Petitioner) is seeking to construct a three-story single-family home at the maximum height of 46' AMSL located at 836 S. Davis Blvd, Tampa, FL. The nearest airport is Peter O. Knight Airport.

Notice of this Hearing before the Board of Adjustment was provided on April 12, 2023.

Petitioner is requesting a variance to construct a three-story single-family home.

The Petition was presented to the Airport Hearing Officer on March 23, 2023 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Peter O. Knight Airport, would not be contrary to the public interest, would avoid unnecessary hardship to the applicant's property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

The FAA's aeronautical study found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met. Additionally, the FDOT was given the opportunity to review the request and did not respond.

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Red Obstruction lighting required in accordance with FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA if the project is abandoned or within five (5) days after the construction reaches its greatest height; (3) Occupants and/or owners of the residence must be informed that the structure considered under this variance lies in close proximity to Peter O. Knight Airport and occupants may be subjected to noise and/or light from aircraft operating to and from the airport; (4) The property falls outside of the 65 dnl noise contour around the airport and is a compatible use but the Authority suggests a noise reduction level of at least 25 db be incorporated into design; (5) The project is subject to requirements listed in the Federal Aviation Administration Aeronautical Studies with the exception that height limits are restricted to the heights shown on the point data sheet attached as Exhibit A to the Recommended Order and are in accordance with elevation plans submitted; (6) Installation equipment (crane) exceeding 46' AMSL or installation of solar panels will require a separate permit by the Authority; (7) Any glint or glare issues identified from the project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; (8) The Authority requires a survey of the construction be completed and submitted to the Authority within five (5) days of construction reaching its greatest height; and (9) The Petitioner will be required to follow all conditions specified in the FAA Determination of No Hazard to remain in compliance.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires July 25, 2024, but if the FAA Determination of No Hazard is extended by the FAA for no more than 18 months, the variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structure have occurred.

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

Upon motion of Robert Watkins, seconded by Mayor Castor, variance for Airport Study No. 2022-146, Nolan Rivers, requesting a variance to construct a three-story single-family home at the maximum height of 46'

AMSL located at 836 S. Davis Blvd, Tampa, FL was unanimously approved by all Board Members present; and the Airport Zoning Director or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-33.

#### Item C2

Airport Study No. 2023-25, Tampa Electric Company, requesting a variance to replace an existing non-conforming antenna tower, at the maximum height of 618' AMSL, located at 820 South 78th Street, Tampa, FL, Resolution No. 2023-34, presented by Tony Mantegna.

Tampa Electric Company (Petitioner) is seeking to replace an existing non-conforming antenna tower at the maximum height of 618' AMSL located at 820 South 78th Street, Tampa, FL. The nearest airport is Tampa Executive Airport.

Notice of this Hearing before the Board of Adjustment was provided on April 12, 2023.

Petitioner is requesting a variance to replace an existing non-conforming antenna tower.

The Petition was presented to the Airport Hearing Officer on March 31, 2023 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no adverse effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Tampa Executive Airport, would not be contrary to the public interest, would avoid unnecessary hardship to the applicant's property, and would be in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

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

The Airport Hearing Officer recommends that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Red Obstruction lighting required in accordance with the FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA if the project is abandoned or within five (5) days after the construction reaches its greatest height; (3) If frequency interference is identified to aviation operations the owner will mitigate the interference or remove the antenna; (4) Notify the Airport at least five (5) business days prior to starting construction at 813-870-7863 and provide Airport Study Number; (5) The Petitioner will be required to follow all conditions specified in the FAA Determination of No Hazard to remain in compliance; (6) Installation equipment (crane) exceeding 618' AMSL will require a separate permit by the Authority and equipment greater than 649' AMSL will not be approved; (7) Any glint or glare issues identified from the project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; (8) The Authority requires a survey of the construction to be completed and submitted to the Authority within five (5) days of construction reaching its greatest height; and (9) In the event that the proposed elevation is exceeded, the Petitioner acknowledges that it will remove any feature or portion of the structure exceeding the permitted elevations.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires October 11, 2023, but if the FAA Determination of No Hazard is extended by the FAA for no more than 18 months, the

variance will also be extended one time, without further action of the Board of Adjustment, provided that no changes in the proposed structure have occurred.

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

Upon motion of Robert Watkins, seconded by Harry Cohen, variance for Airport Study No. 2023-25, Tampa Electric Company, requesting a variance to replace an existing non-conforming antenna tower at the maximum height of 618' AMSL located at 820 South 78th Street, Tampa, FL was unanimously approved by all Board Members present; and the Airport Zoning Director or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-34.

The Public Hearing of the Board of Adjustment was closed.

Chairman Harrod called the Board Meeting to Order.

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

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

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

Chairman Harrod then proceeded to Public Comments and asked if anyone would like to address the Board. There was one Public Comment by Neil Cosentino who is a Tampa resident and came to speak about a new flying club called Ye Mystic Airkrewe which was originally established 30 years ago.

Chairman Harrod asked General Counsel Stephens if there were any abstentions from the Regular Board Meeting held on April 6, 2023 that needed to be read into the record. General Counsel Stephens replied that there were no abstentions from the April 6, 2023 Board Meeting and none were anticipated at this meeting.

Chairman Harrod asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on April 6, 2023.

Upon motion of Mr. Watkins, seconded by Commissioner Cohen, the Minutes of the Regular Board Meeting held on April 6, 2023 were unanimously approved by all Board Members present.

Mr. Lopano's Management Report was next.

Chris Minner began with the Performance Assessment Report.

There were more than 2.3 million passengers in the month of March which was within one half of 1% of where the Airport was in March of 2019 before the pandemic began. There were 120,000 international passengers which brought the Airport within 5.5% of pre-pandemic numbers.

Food and Wine Magazine recognized Tampa International Airport as the 6<sup>th</sup> top Airport in all of the United States for restaurants and food offerings.

A delegation from Tampa spent a week in London led by Mayor Castor, St. Pete Mayor Ken Welch and Clearwater Mayor Brian Aungst.

Mr. Minner congratulated Veronica Cintron for her community leadership at the Girl Scouts of West Central Florida's Women of Distinction event.

Social media gained almost 3,000 new followers over the course of the month. CJ Johnson flew down to Grand Cayman on Cayman Airways in a partnership to promote three decades of non-stop flights with Cayman Airways from Tampa to Cayman.

In media, there were 357 stories and 18.7 million impressions, with an earned media value of more than \$1.8 million.

Mr. Minner reported on the death of Jane Davis Doggett who created the wayfinding system at Tampa International. She used colors to help direct people where they needed to go and also designed Tampa International Airport's Spirit of Flight logo in the 70's that is currently still used today.

John Tiliacos reported on the Spring Break operation which ran from March 7, 2023 to April 10, 2023. Tampa International hit a record the weekend of March 18 and 19<sup>th</sup> with nearly 180,000 passengers. Seven of the ten busiest days in the Airport's history happened over Spring Break this year.

This week the FAA announced an important enhancement to the National Airspace System. The FAA activated 169 new flight routes along the East Coast to improve air traffic flow. The new routes above 18,000 feet rely on GPS satellite based technology instead of traditional ground based radar.

Four new electric buses were commissioned at Tampa International Airport that will serve as the employee bus operation between the employee north parking lot and the Main Terminal. The buses were acquired through a Zero Emission Vehicle (ZEV) Grant.

An Earth Day event was held in the Main Terminal on April 19, 2023.

Mr. Tiliacos informed everyone that, beginning on May 14, 2023, FDOT will perform roadway construction as part of the West Shore Interchange Project. The work will alter how guests access the northbound Veterans Expressway when leaving the Airport for a period of 6 months.

Damian Brooke reported on the first half financial results for FY2023. The strong financial performance for the first half of the year had revenue numbers of more than \$184 million which exceeded the first half budget by just under \$13 million or a little over 7.5%. Expenses continued to trend better than budgeted

O&M for the 6 month period at just over \$88 million, which is about 3% better than was projected. Debt service was on target given the higher interest rates. The higher revenues and lower expenses resulted in airline revenue sharing calculations coming in at about \$675,000 higher than what was projected in the budget. The pre-capital bottom line number generated just over \$72 million over the first 6 months.

This concluded Mr. Lopano’s Management Report.

The Chairman then moved on to the Consent Agenda.

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

The following items were contained in the Consent Agenda.

Item 11

Space Rental Agreement, National Aviation Services, LLC, Tampa International Airport, Resolution No. 2023-35.

National Aviation Services, LLC (NAS) desires to lease ramp level operations space at Airside E in support of its ground handling operations at Tampa International Airport.

NAS desires to lease 268 square feet of ramp level operations space at the FY 2023 non-signatory rental rate.

Description	Sq. Ft.	Rate	Annual	Monthly
Suite 4151	268	\$105.95	\$28,394.60	\$2,366.22

The Space Rental Agreement commences on May 1, 2023 and terminates on September 30, 2027. Either party may terminate the Space Rental Agreement upon 30 days’ written notice.

Management recommended adoption of Resolution No. 2023-35.

Resolution No. 2023-35 approved and authorized execution of Space Rental Agreement at Tampa International Airport with National Aviation Services, LLC; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item 12

Agreement for Recognition of Operating Agreement and Nondisturbance and Attornment of Ground Lease, Tampa Westshore Associates Limited Partnership, Tampa International Airport, Resolution No. 2023-36.

On September 10, 1998, the Hillsborough County Aviation Authority (Authority) and Tampa Westshore Associates Limited Partnership (TWALP) entered into a Shopping Center Lease (Ground Lease) for the lease

and development of approximately 109 acres within a 200-acre tract known as the Concorde property located adjacent to Tampa International Airport.

TWALP is subletting an available anchor tenant space to a new anchor tenant and is requesting the Authority provide an Agreement for Recognition of Operating Agreement and Nondisturbance and Attornment of Ground Lease (Recognition Agreement) for the new anchor tenant.

Paragraph 20 (Assignment and Subletting) of the Ground Lease states that the Authority will execute and deliver to each anchor tenant a Recognition Agreement pursuant to which the Authority agrees that the leased premises (as defined in the Ground Lease) shall be subject to the Construction, Operation and Reciprocal Easement Agreement for the shopping center and agrees to recognize the sublease between TWALP and each anchor tenant and not disturb the rights of any anchor tenant.

Staff recommended the Authority execute the requested Agreement for Recognition of Operating Agreement and Nondisturbance and Attornment of Ground Lease with TWALP, as required in the Ground Lease.

Management recommended adoption of Resolution No. 2023-36.

Resolution No. 2023-36 approved and authorized execution of Agreement for Recognition of Operating Agreement and Nondisturbance and Attornment of Ground Lease at Tampa International Airport with Tampa Westshore Associates Limited Partnership; and authorized the Chief Executive Officer or designee to execute all future Agreement(s) for Recognition of Operating and Nondisturbance and Attornment of Ground Lease related to the Shopping Center Lease.

### Item 13

Tripartite Maintenance and License Agreement for Memorial Highway & Veterans Expressway U-Path Corridor, City of Tampa and State of Florida Department of Transportation, Tampa International Airport, Resolution No. 2023-37.

A portion of a service road located near the Tampa Airport Interchange has been used as a pedestrian trail and bikeway. In 2012, the Authority worked with State of Florida Department of Transportation (FDOT), City of Tampa (City), and the Federal Aviation Administration (FAA) to develop terms and conditions for maintenance and public use of the service road within the Tampa International Airport boundary (2012 Agreement). The 2012 Agreement provided that the service road may be used for non-motorized pedestrian purposes with such use subordinate to the primary purpose as a utility and access corridor. As required by FAA, the pedestrian use was stated as temporary with the Authority having the ability to revert to aviation-related use if required. The 2012 Agreement expired at the end of 2022 and a new agreement is needed.

Staff proposes entering into a Tripartite Maintenance and License Agreement for Memorial Highway & Veterans Expressway U-Path Corridor (Agreement) with the City and FDOT. The Term of the Agreement expires at the end of the tenth year and all parties have the ability to terminate the Agreement upon 60 days written notice. In accordance with conditions imposed by the FAA, the City agrees to mitigate any adverse impacts resulting from pedestrian use, including relocation, if required. The City further assumes

liability for its use of the service road, assumes all maintenance responsibilities, and will install and maintain signage and removable bollards to prohibit access by unauthorized vehicles.

Management recommended adoption of Resolution No. 2023-37.

Resolution No. 2023-37 approved and authorized execution of Tripartite Maintenance and License Agreement for Memorial Highway & Veterans Expressway U-Path Corridor at Tampa International Airport with City of Tampa and State of Florida Department of Transportation; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

#### Item 14

Amendment No. 2 to Master Service Contract, Security Guard and Concierge Guard Services, Universal Protection Services, LLC d/b/a Allied Universal Security Services, LLC, Tampa International Airport, Resolution No. 2023-46.

On July 12, 2021, a Master Service Contract was executed between JO TPA Office 270, LLC and Universal Protection Services, LLC d/b/a Allied Universal Security Services, LLC (Company) to provide security guard and concierge guard services for SkyCenter One in a maximum purchase authorization amount of \$170,370.82.

On March 31, 2023, JO TPA Office 270, LLC transferred ownership of SkyCenter One to the Authority. At that time, the Authority executed an Assignment and Assumption of the Master Service Contract, thereby assuming all terms, obligations, responsibilities, provisions, and conditions of the Master Service Contract. Also on March 31, 2023, the Chief Executive Officer authorized Amendment No. 1 to the Master Service Contract which updated certain terms and conditions of the Master Service Contract.

The Authority would like additional security guard services to allow for 24-hours per day, seven days a week coverage at SkyCenter One.

This Amendment No. 2 authorizes an increase of \$135,059.90 to the Master Service Contract, for a new total maximum purchase authorization amount of \$305,430.72, to allow for additional security guard services at SkyCenter One.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2023-46.

Resolution No. 2023-46 approved and authorized execution of Amendment No. 2 to Master Service Contract at Tampa International Airport with Universal Protection Services, LLC d/b/a Allied Universal Security Services, LLC; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.



### Item 15

Purchase Orders, Simplex Upgrade for North Air Cargo Building, HCAA Project No. 6530 18, Johnson Controls Fire Protection, L.P., utilizing Sourcewell Contract No. 030421-JHN, Tampa International Airport.

This Project includes the replacement of fire alarm components such as pull stations, smoke and heat detectors, and duct smoke detectors in the North Air Cargo Building. It also includes the installation of addressable input modules to monitor tamper and flow switches, replacement of horn strobes and strobe devices, and installation of two external fire alarm panels at Skycenter One and the Police and Maintenance shop, including fiber connections.

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

Staff recommends the issuance of Purchase Orders to Johnson Controls Fire Protection, L.P. utilizing Sourcewell Contract No. 030421-JHN for the replacement of fire alarm components such as pull stations, smoke and heat detectors, and duct smoke detectors in the North Air Cargo Building in the maximum purchase authorization amount of \$220,000.

This item is included in the Capital Budget.

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

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

### Item 16

Maintenance Contract, Lightning Warning System, Earth Networks, Inc., Tampa International Airport, Resolution No. 2023-38.

On April 5, 2019, a Request for Qualifications entitled SkyCenter Authority Offices Fit Out Including Airport Operations Center, Incident Command Center, Network Operations Center and Data Center at Tampa International Airport was issued. On September 5, 2019, the Board approved negotiations with the number one ranked firm, DPR Construction. On November 7, 2019, the Board approved the Part 1 Contract for Design-Build Services with DPR Construction. On March 4, 2021, the Board approved the Part 2 Contract for Design-Build Services with DPR Construction which included a new Lightning Warning System at Tampa International Airport (Airport).

The Lightning Warning System is designed to enhance safety and personnel working on Airport ramps and is comprised of weather stations and cameras that stream live data and interface with Dangerous Thunderstorm Alerts (DTA). Alerts are issued based on the amount of lightning in each storm, activating audible and visual warnings to Authority personnel and tenants.

On April 5, 2023, a Notice of Intent to Sole Source with Earth Networks, Inc. for weather stations and Sferic maps alerting software, to include software, unlimited parts, labor, and maintenance, was advertised. 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 the execution of a Maintenance Contract for Lightning Warning System with Earth Networks, Inc. to provide software, unlimited parts, labor and maintenance, for the Term of June 1, 2023 through May 31, 2028 in the amount of \$160,000. This item also authorizes the Chief Executive Officer or designee to approve up to \$100,000 in extra work, for a total maximum purchase authorization amount of \$260,000.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2023-38.

Resolution No. 2023-38 approved and authorized execution of Maintenance Contract for Lightning Warning System at Tampa International Airport with Earth Networks, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item 17

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	Year Purchased	Asset Tag
2015 CHEVY TAHOE	1	2015	200897
2015 CHEVY TAHOE	1	2014	128149
2011 FORD JERR DAN WRECKER	1	2011	123554
HALI-BRITE RUNWAY CLOSURE TRAILER	2	2011/2014	127552/123616
GRACO PAVEMENT PAINT MACHINE	3	2007/2010/2011	100958/123238/124235
MAGNAMAX GENERATOR	1	UNKNOWN	000063
KOHLER GENERATOR	1	UNKNOWN	000061

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., Royal Auction Group, Bay Area Auction Services, or GovDeals.com, an internet-based auction system.

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

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

Chairman Harrod proceeded to Policies or Rules for Consideration or Action.

The following item was contained in Policies or Rules for Consideration or Action.

Item J1

Update to Policy Manual, Revisions to Rules and Regulations for Approval: Rules and Regulations No. R330, Rules and Regulations for Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport; Update to Policy Manual, Revisions to Minimum Standards, R331, Minimum Standards for Commercial Aeronautical Activities for Tampa International Airport General Aviation, Peter O. Knight Airport, Plant City Airport and Tampa Executive Airport, presented by Brett Fay.

R331, Minimum Standards for Commercial Aeronautical Activities for Tampa International Airport General Aviation, Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport was last revised on September 7, 2017. The purpose of Minimum Standards is to foster, encourage, promote, and develop general aviation and related aeronautical activities, while promoting safety and security in all airport activities, enhancing the availability of high quality services for airport users, promoting the orderly development of airport property for aeronautical activities, and providing a fair and reasonable opportunity to all on-airport commercial aeronautical operators.

Rules and Regulations No. R330, Rules and Regulations for Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport was last revised on June 3, 2021. Rules and Regulations are statements of general applicability adopted by the Authority that implement, interpret or prescribe law or policy or describe the procedure or practice requirements of the Authority.

Staff has reviewed R331, Minimum Standards for Commercial Aeronautical Activities for Tampa International Airport General Aviation, Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport and recommends the following:

- Revise the list of Fixed Base Operator “Required Core Services” and “Other Required Services” to promote and foster aeronautical activities and private hangar development.

Staff has reviewed Rules and Regulations No. R330, Rules and Regulations for Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport and recommends the following:

- Update the term "NOTAM" from "Notice to Airmen" to "Notice to Air Missions" to be consistent with recent FAA revisions.

The Chief Executive Officer recommended the Board approve the revisions to Rules and Regulations No. R330, Rules and Regulations for Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport and

R331, Minimum Standards for Commercial Aeronautical Activities for Tampa International Airport General Aviation, Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport.

Upon Motion of Robert Watkins, seconded by General Diehl, revisions to Rules and Regulations No. R330, Rules and Regulations for Peter O. Knight Airport, Plant City Airport, and Tampa Executive Airport and Revisions to Minimum Standards, R331, Minimum Standards for Commercial Aeronautical Activities for Tampa International Airport General Aviation, Peter O. Knight Airport, Plant City Airport and Tampa Executive Airport were unanimously approved by all Board Members present. No resolution was required.

Next was the Audit Committee Report.

#### Item K1

Report of Audit Committee Meeting held on March 2, 2023 in the Authority Boardroom at SkyCenter One, presented by General Diehl.

The Audit Committee met on March 2, 2023 in the Authority Boardroom with all members in attendance. The minutes of the November 3, 2022 Audit Committee Meeting were approved. The Audit Committee heard presentations from the Director of Internal Audit regarding the status of the Fiscal Year 2023 audit plan, other tasks and projects in progress, upcoming internal and external assessments, and the status of recommendations not yet implemented. The Authority's external auditors, RSM US, presented the results of the Fiscal Year 2022 external financial audit. RSM US issued unmodified opinions on the financial statements and compliance reports.

Chairman Harrod then proceeded to Unfinished Business.

The following item was in Unfinished Business.

#### Item L1

Award of Part 2 Contract for Design-Build Services, Airsides A and E Security Screening Checkpoint Expansion, HCAA Project No. 8435 22, Suffolk Construction Company, Inc., Tampa International Airport, Resolution No. 2023-39, presented by Jeff Siddle.

This Project will expand the security screening checkpoint areas at Airsides A and E to enhance circulation, queuing, and throughput, while also improving customer service.

On August 5, 2021, a Request for Qualifications entitled Airsides A and E Security Screening Checkpoint Expansion at Tampa International Airport was posted.

On December 2, 2021, the Board approved negotiations with the number one ranked firm, Suffolk Construction Company, Inc.

On February 3, 2022, the Board awarded a Part 1 Contract for Design-Build Services in the amount of \$4,661,871 for the design of the Project.

The scope of work for this Part 2 Contract for Design-Build Services will be for the early procurement of materials where there is potential for extended lead times. A Part 2 Contract for Design-Build Services Supplemental A Contract is anticipated for the August 2023 Board Meeting.

The maximum purchase authorization amount for this Part 2 Contract for Design-Build Services will be \$9,439,525, bringing the total combined Project Contract amount to date to \$14,101,396.

This Part 2 Contract for Design-Build Services will commence on May 4, 2023. Substantial completion of the Project is anticipated by May 29, 2025.

This Part 2 Contract for Design-Build Services will incorporate a W/MBE participation of 23.3% for design and 10% for construction.

Per Authority Policy P410, staff may authorize the 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. 2023-39.

Upon Motion of Robert Watkins, seconded by Commissioner Cohen, Part 2 Contract for Design-Build Services, Airsides A and E Security Screening Checkpoint Expansion, HCAA Project No. 8435 22 at Tampa International Airport with Suffolk Construction Company, Inc. 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 designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-39.

Chairman Harrod then proceeded to New Business.

The following items were contained in New Business.

#### Item M1

Selection of Design-Builder, Airside D Development Program, HCAA Project No. 8500 23, Tampa International Airport, presented by Jeff Siddle.

As part of the 2022 Master Plan Update, the Authority's Planning Consultant, Ricondo and Associates, reviewed and validated the need for Airside D. The 16 gate Airside is necessary for Tampa International Airport to accommodate up to 35 million annual passengers. Airside D will be designed to accommodate departure and arrival passenger functions for both domestic and international operations.

The scope of work for the Airside D Development Program (Program) will include, at a minimum, the following work elements at Tampa International Airport:

- State of the art 16 gate, 3-level domestic and international airside terminal
- Transportation Security Administration (TSA) Security Screening Checkpoint
- TSA Checked Baggage Inspection System (CBIS) and Checked Baggage Reconciliation Area (CBRA)
- U.S. Customs and Border Protection (CBP) facilities
- Common building spaces, restrooms, and circulation corridors
- Shuttle Station for connectivity to the Main Terminal
- New automated people mover system and guideway
- New ramp, hydrant fuel system, and passenger boarding bridges
- Baggage handling system with connections to the Main Terminal
- Airline relocations
- Modifications to the Main Terminal Ticket Level

On October 12, 2022, a Request for Qualifications entitled Airside D Development Program at Tampa International Airport was posted.

Three (3) responses were received and evaluated by staff.

The order of technical ranking is as follows:

1. Hensel Phelps Construction Co.
2. Austin Commercial, L.P.
3. The Weitz Company, LLC

A DBE Goal of at least 16% of the dollar amount earned on the contract for the design phase of the Program was prescribed. A DBE Goal of at least 13% of the dollar amount earned on the contract for the construction phase of the Program was prescribed. The percentages proposed by all qualified respondents for the amount earned on design will meet or exceed the DBE Goal requirements and will be incorporated into the resulting contract. All qualified 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 Robert Watkins, seconded by General Diehl, the firms were ranked in order of preference and staff was authorized to negotiate a contract. No resolution was required.

#### Item M2

Joint Project Agreement, Air Cargo Expansion, HCAA Project No 8240 19, City of Tampa, Tampa International Airport, Resolution No. 2023-40, presented by Jeff Siddle.

As part of the Air Cargo Expansion Project, the sanitary sewer lift station known as the Dazzo pump station, which is owned by the City of Tampa (City), will need to be relocated. In discussions with the City, it was

decided that the Authority would pay for the design of the new pump station and that the City and the Authority would share in the construction costs. The City was involved in the design review and has approved the construction documents.

The Authority and the City will enter into a Joint Project Agreement (JPA) which will define the obligations of both parties to complete the work. The City will pay the Authority \$1,271,500 to relocate the Dazzo pump station. The Authority will be responsible for the remaining construction costs of the new Dazzo pump station. The Authority will be responsible for all costs for the construction of all new gravity sewer mains, force mains, manholes, electrical services, and other appurtenances needed to divert flow to, maintain wastewater service, and provide for the operation of the new Dazzo pump station. The Authority will also be solely responsible for the demolition of the existing facilities necessary to complete the work required for the construction of the Air Cargo Expansion Project.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2023-40.

Upon motion of Robert Watkins, seconded by General Diehl, Joint Project Agreement, HCAA Project No. 8240 19, Air Cargo Expansion at Tampa International Airport with City of Tampa was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-40.

### Item M3

Supplemental Contract, Pest Control Services, utilizing TIPS Contract No. 230103, Ecolab Inc, Tampa International Airport, Resolution No. 2023-41, presented by Ben Robins.

The Authority currently uses TIPS Contract No. 200106 with Ecolab Inc to provide recurring pest control services at different locations throughout Tampa International Airport (Airport).

This Supplemental Contract will provide for the continuation of pest control services, inclusive of labor, equipment, chemicals, product data, and incidentals for the Airport and tenant buildings, includes Authority and statutorily required language, and allows for additions and deletions of locations as may be required during the Term of the Supplemental Contract.

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.

This item authorizes execution of a Supplemental Contract with Ecolab Inc for pest control services, utilizing TIPS Contract No. 230103, for the Term of May 4, 2023 through March 31, 2026, with one, one-year renewal option at the discretion of the Chief Executive Officer or designee, contingent upon approval of the renewal between Ecolab Inc and TIPS, in the maximum purchase authorization amount of \$700,100 including the renewal option.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2023-41.

Upon motion of Robert Watkins, seconded by Commissioner Cohen, Supplemental Contract at Tampa International Airport with Ecolab Inc was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-41.

#### Item M4

Increase to Maximum Purchase Authorization Amount, Purchase Orders, Proximity Cards, IRIS LTD., Inc. dba The IRIS Companies, Tampa International Airport, presented by Adam Bouchard.

In accordance with TSA regulations, the Authority is responsible for issuing identification badges for Tampa International Airport. The Authority is required to purchase proximity cards on an annual basis to fulfill this requirement. Proximity cards are contactless smart cards which can be held near an electronic reader to enable an encoded number to be identified and read.

An Invitation to Bid for Proximity Cards was issued on June 14, 2019. On October 3, 2019, the Board authorized the issuance of Purchase Orders to IRIS LTD., Inc. dba The IRIS Companies for the purchase of proximity cards for the period of October 3, 2019 through October 2, 2020 with four, one-year renewal options at the discretion of the Chief Executive Officer, in an estimated maximum purchase authorization amount of \$357,000. Three of the four, one-year renewal options have been exercised, resulting in the current renewal Term of October 3, 2022 through October 2, 2023.

Actual spend for renewal periods three (3) and four (4) is expected to exceed the original forecasted amount due to increases in raw material pricing, supply chain issues, and the Authority's increased frequency for proximity card renewal. Therefore, an increase to the maximum purchase authorization amount is requested.

Staff requests the Board authorize an increase of \$234,000 to the previously approved maximum purchase authorization amount for the purchase of proximity cards for a new maximum purchase authorization amount of \$591,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the increase to the maximum purchase authorization amount for the issuance of Purchase Orders to IRIS LTD., Inc. dba The IRIS Companies and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by General Diehl, Increase to Maximum Purchase Authorization Amount, Purchase Orders, Proximity Cards, IRIS LTD., Inc. dba The IRIS Companies, Tampa International Airport was unanimously approved by all Board Members present. No resolution was required.



### Item M5

Master Software and Services Agreement, IT Support for Interactive Directories, Four Winds Interactive, LLC, Tampa International Airport, Resolution No. 2023-43, presented by Marcus Session.

The Authority needs continued support for over 400 displays at Tampa International Airport (Airport), including, but not limited to, software updates, upgrades, enhancements, and the development of custom content. Four Winds Interactive, LLC provides digital content management for displays throughout the Airport ensuring the content remains current.

On January 25, 2023, a Notice of Intent to Sole Source with Four Winds Interactive, LLC for continued software support, maintenance, and consulting services of the Four Winds Interactive, LLC digital content management of displays was advertised. Four Winds Interactive, LLC's wayfinding functionality is proprietary and the software is available only through an express license granted directly by Four Winds Interactive, LLC.

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

This item authorizes the execution of a Master Software and Services Agreement with Four Winds Interactive, LLC for continued software support, maintenance, and consulting services for digital content management of displays for the period of May 4, 2023 through May 3, 2028, in the maximum purchase authorization amount of \$940,000.

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

Management recommended adoption of Resolution No. 2023-43.

Upon motion of Robert Watkins, seconded by Harry Cohen, Master Software and Services Agreement at Tampa International Airport with Four Winds Interactive, LLC was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-43.

### Item M6

Development Agreement, Software, Solution and Services, The Indoor Lab LLC, Tampa International Airport, Resolution No. 2023-44, presented by Marcus Session.

In October 2022, the Authority entered into a ninety-day proof of concept (POC) with The Indoor Lab LLC (Indoor Lab) utilizing NCPA Contract No. 12-15 with Convergent Technologies Corp (Convergent). The POC included the implementation of Indoor Lab and Blattner Technologies Lidar solution, a platform leveraging LiDAR, artificial intelligence (AI), and machine learning. The solution provides historical, real-time, and future simulations to enable proactive planning and drive proactive staff allocations to continually enhance the customer experience. In addition, the platform has real-time reporting ability covering no less than fifteen (15) individual statistical automation modules, streamlining information delivery of critical data not available

currently to the Authority. The solution manages the collection of data from LiDAR sensors which will be purchased from a third party.

As a result of the success of the POC, Indoor Lab has offered the Authority a strategic partnering opportunity which includes cobranding and revenue share opportunities. Through this partnership, the Authority will assist Indoor Lab in developing its existing proprietary solution (patent pending). The Authority will cobrand the individual modules that have been developed and will assist in marketing the solution. In return, the Authority will receive a greater discount than what is available under NCPA Contract No. 12-15 for any additional licensing, professional services, support, and maintenance purchased during future expansion, if any, and the Authority will receive a revenue share of sales made to other entities. Indoor Lab has confirmed that this offer is exclusive to the Authority and is not available through the NCPA Contract with Convergent or any other contract.

On January 18, 2023, a Notice of Intent to Sole Source with Indoor Lab for software development, cobranding, revenue share, software, support, maintenance, and professional services of the Indoor Lab proprietary solution was advertised. The software is available only through an express license granted directly by Indoor Lab.

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 Development Agreement with Indoor Lab for cobranding, revenue share, software, software support, maintenance, and professional services for the period of May 4, 2023 through May 3, 2030, with two, five year renewal options at the discretion of the CEO.

The Authority committed to infrastructure and licensing expenditures for planned solution implementation in an approximate amount of \$500,000 through a previous Board authorization. The Authority has agreed to commit to additional infrastructure and licensing expenditures for planned solution implementation in the next two years upon receipt of revenue share from Indoor Lab equal to the cost of those expenditures and with Board approval of those projects which will be included in a future year's budget. The maximum purchase authorization amount for the first seven-year initial Term is \$5,000,000.

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

Management recommended adoption of Resolution No. 2023-44.

Upon motion of Robert Watkins, seconded by General Diehl, Development Agreement at Tampa International Airport with The Indoor Lab LLC was unanimously approved by all Board Members present; and the Chief Executive Officer or designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2023-44.

#### Item M7

Qualification of Firms and Issuance of Purchase Orders, Boarding Passes, Bag Tags, and Kiosk Paper, Canada Ticket Inc., EDM Technology Inc., Istanbul Bilgisayar Form Matbaacilik Ic ve Dis.Tic.Ltd.Sti., Paper Roll

Products LLC, Print-O-Tape, Inc., PSIX LLC dba Paper Systems Inc., Southland Printing Company, Inc., Stock Keeper LLC, and Ryan Peterson Mang dba VidTroniX Ticket and Label LLC, Tampa International Airport, presented by Marcus Session.

The Authority supplies boarding passes, bag tags, and kiosk paper to airlines for common use ticket counters, gates, and at the Rental Car Center.

The Authority has fifty-two (52) dual-position ticket counters, thirty-one (31) gates, and twenty (20) self-service kiosks that are commonly in use at the Rental Car Center and Main Terminal.

On March 10, 2023, the Authority issued a Pre-Qualification to establish a Qualified Company List for boarding passes, bag tags, and kiosk paper. On March 29, 2023, nine (9) responses were received and evaluated by staff. The following firms were determined to meet the qualifications and are recommended for inclusion on the Qualified Company List.

Canada Ticket Inc.  
EDM Technology Inc.  
Istanbul Bilgisayar Form Matbaacilik Ic ve Dis.Tic.Ltd.Sti.  
Paper Roll Products LLC  
Print-O-Tape, Inc.  
PSIX LLC dba Paper Systems Inc.  
Southland Printing Company, Inc.  
Stock Keeper LLC  
Ryan Peterson Mang dba VidTroniX Ticket and Label LLC

No specific expectancy for W/MBE participation was established.

This item approves the Qualified Company List and authorizes the issuance of Purchase Orders to Canada Ticket Inc., EDM Technology Inc., Istanbul Bilgisayar Form Matbaacilik Ic ve Dis.Tic.Ltd.Sti., Paper Roll Products LLC, Print-O-Tape, Inc., PSIX LLC dba Paper Systems Inc., Southland Printing Company, Inc., Stock Keeper LLC, and Ryan Peterson Mang dba VidTroniX Ticket and Label LLC on an as-needed basis.

The Term of Qualification is May 4, 2023 through May 3, 2028 in the aggregate maximum purchase authorization amount of \$900,000. The Authority will request quotes from each company on the Qualified Company List each time an order is placed and award will be to the Company with the lowest quote. The Authority may end the Term of Qualification and terminate the entire Qualified Company List by giving thirty (30) days' written notice to the Qualified Company List. Samples received that do not meet specifications or quality standards may result in removal of a company from the Qualified Company List.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board approve the qualification of firms and authorize the issuance of Purchase Orders to Canada Ticket Inc., EDM Technology Inc., Istanbul Bilgisayar Form Matbaacilik Ic ve Dis.Tic.Ltd.Sti., Paper Roll Products LLC, Print-O-Tape, Inc., PSIX LLC dba Paper Systems Inc., Southland Printing Company, Inc., Stock Keeper LLC, and Ryan Peterson Mang dba VidTroniX Ticket and Label LLC for

boarding passes, bag tags, and kiosk paper and authorize the Chief Executive Officer to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by General Diehl, the Qualification of Firms and Issuance of Purchase Orders, Boarding Passes, Bag Tags, and Kiosk Paper, Canada Ticket Inc., EDM Technology Inc., Istanbul Bilgisayar Form Matbaacilik Ic ve Dis.Tic.Ltd.Sti., Paper Roll Products LLC, Print-O-Tape, Inc., PSIX LLC dba Paper Systems Inc., Southland Printing Company, Inc., Stock Keeper LLC, and Ryan Peterson Mang dba VidTroniX Ticket and Label LLC, Tampa International Airport was unanimously approved by all Board Members present. No resolution was required.

#### Item M8

Increase to Maximum Purchase Authorization, Software, Support and Professional Services utilizing GSA Contract No. 47QTCA19D008Y, Splash Business Intelligence, Inc., Tampa International Airport, presented by Marcus Session.

On May 2, 2019, the Board authorized the issuance of Purchase Orders to Splash Business Intelligence, Inc. for the purchase of SplashBI analytics solution, utilizing GSA Contract No. 47QTCA19D008Y for the Term of May 2, 2019 through March 28, 2024 in a maximum purchase authorization amount of \$350,000. Total expenditures to date are \$330,671.51.

The Authority requires continued use of SplashBI for self-service reporting and visualization for applications, including, but not limited to, Oracle Cloud and Oracle E-Business Suite, the Authority's enterprise resource system. SplashBI offers a robust pre-built content and data model and its natural integration with Enterprise Oracle reduces technical integration costs and simplifies user access. Due to unanticipated increases in license costs, the Authority requires an increase to the maximum purchase authorization amount. Additionally, GSA Contract No. 47QTCA19D008Y includes renewal options that, if exercised, will allow for the continued use of SplashBI past the current Term.

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.

This item authorizes the addition of one, five-year renewal option contingent upon exercise of the same renewal between GSA and Splash Business Intelligence, Inc. and authorizes an increase of \$450,000 to the previous Board authorization for a new total maximum purchase authorization amount of \$800,000 including the renewal option.

This item is included in the O&M Budget.

The Chief Executive Officer recommends the Board authorize the addition of one, five-year renewal option contingent upon exercise of the same renewal between GSA and Splash Business Intelligence, Inc., authorize an increase of \$450,000 to the previous Board authorization for a new total maximum purchase authorization amount of \$800,000 including the renewal option, and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by General Diehl, the Increase to Maximum Purchase Authorization, Software, Support and Professional Services utilizing GSA Contract No. 47QTCA19D008Y, Splash Business Intelligence, Inc., Tampa International Airport was unanimously approved by all Board Members present. No resolution was required.

This concluded New Business.

Jeff Siddle gave a Master Plan update.

The Administration Building is almost gone and in the next couple of weeks the remaining work will be finished. The temporary steel column braces are working. Concrete placement has started around the columns. Road foundation work on the red side curb continues. The Board has authorized a little over \$583 million and the Program is proceeding in a good manner.

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

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

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Gary Harrod, Chairman

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Jane Castor, Secretary