



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

and

BOARD OF ADJUSTMENT HEARING

Thursday, August 3, 2017

9:00 A.M.

Boardroom

Level 3 at Tampa International Airport

AGENDA

Any person who desires to appeal any decisions made at this meeting will need a record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is based. Any person requiring reasonable accommodations to attend any public meeting because of a disability or physical impairment must submit a written request to Joseph W. Lopano, Chief Executive Officer, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or via facsimile at (813) 870-7868. Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-8701.



Thursday, August 3, 2017
Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

AGENDA

9:00 A.M.

Boardroom

Level 3 at Tampa International Airport

A. CALL TO ORDER (BOARD OF ADJUSTMENT HEARING)

1. Call to Order (Board Of Adjustment Hearing)

B. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

C. BOARD OF ADJUSTMENT HEARING

1. Airport Study No. 2017-35, University of South Florida Board of Trustees, requesting a variance to construct a fourteen story building for USF Health Morsani College of Medicine and Heart Institute, with a maximum height of 305' AMSL, on a site located at the northwest corner of Channelside Drive and Meridian Aveune, Tampa, FL, Resolution No. 2017-64

D. CALL TO ORDER (REGULAR BOARD MEETING)

1. Call to Order (Regular Board Meeting)

E. APPROVAL OF THE AGENDA

1. Approval of the Agenda

F. PUBLIC COMMENTS

1. Public Comments

G. APPROVAL OF THE MINUTES

1. Approval of the Minutes

H. MANAGEMENT REPORT

1. Management Report

I. APPROVAL OF THE CONSENT AGENDA

1. Airline-Airport Use and Lease Agreement, UPS, Co. d/b/a United Parcel Service, Co., Tampa International Airport, Resolution No. 2017-49; and North Cargo Building Space Rental Agreement, United Parcel Service, Inc., Tampa International Airport, Resolution No. 2017-50
2. Operating Agreement for Ground Handlers, Quantem Aviation Services, LLC, Tampa International Airport, Resolution No. 2017-46
3. Agreement for Off-Airport Parking Concession, Parkway Parking, LLC, Tampa International Airport, Resolution No. 2017-63

4. Participation Agreement, ePayment Solutions and Services utilizing State of Florida Contract No. TR175, Bank of America, National Association and Banc of America Merchant Services, LLC, Tampa International Airport, Resolution No. 2017-52

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

6. Letter of Agreement for Temporary Use of Overflow Parking Lots for Non-NFL Events at Raymond James Stadium, Tampa Sports Authority, Tampa International Airport, Resolution No. 2017-45

7. Operating Agreement for Non-Signatory Passenger Air Carriers, Icelandair, LLC, Tampa International Airport, Resolution No. 2017-47

8. Amendment No. 1 to Software Support Agreement, TriTech Software Systems, Tampa International Airport, Resolution No. 2017-51

9. Purchase Order(s), Multi-Function Copiers, Printers, Facsimile Equipment, Scanners, Related Software, Supplies and Services utilizing State of Florida Contract No. 600-000-11-1, Konica Minolta Business Solutions USA, Inc. and Canon USA, Inc., Tampa International and Tampa Executive Airports

10. Purchase Order, General Purpose Commercial Information Technology Equipment, Software and Services, utilizing GSA Contract No. GS-35F-0275S, Audio Visual Innovations, Inc., Tampa International Airport

11. Purchase Order, Airfield Signs, Advanced Airport Equipment, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Update to Policy Manual, Revisions to Policy for Approval: Section 300, Policy P310, Commercial Ground Transportation

2. Update to Policy Manual, Revisions to Policy for Approval: Section 800, Policy P820, Award of Concession Agreements

3. Update to Policy Manual, Revisions to Rules and Regulations for Approval: Section 300, R340, Rules and Regulations for Tampa International Airport

K. COMMITTEE REPORTS

1. Committee Reports

L. UNFINISHED BUSINESS

1. Part 1 Contract for Design-Build Services, Airport Security Systems Replacement, HCAA Project Nos. 8805 17 & 6495 17, HCBeck, Ltd. d/b/a The Beck Group, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2017-53

M. NEW BUSINESS

1. Construction Contract, General Aviation Hangar Rehabilitation, HCAA Project No. 6340 17, Nujak Development, Inc., Tampa Executive and Plant City Airports, Resolution No. 2017-56

2. Construction Contract, Airfield Pavement Reconstruction and Replacement, HCAA Project Nos. 6160 15, 5730 16, 5745 16 & 8820 17, Ajax Paving Industries of Florida LLC, Tampa International Airport, Resolution No. 2017-57

3. Construction Contract, Runway 4-22 and Other Pavement Rehabilitation, HCAA Project No. 6310 17, Ajax Paving Industries of Florida LLC, Peter O. Knight Airport, Resolution No. 2017-58

4. Construction Contract, Perimeter Fence Rehabilitation, HCAA Project No. 6440 17, Smith Industries, Inc., Peter O. Knight and Plant City Airports, Resolution No. 2017-55

5. Selection of Firm and Award of Contract, Remote Baggage Check Services, Baggage Airline Guest Services, Inc., Tampa International Airport, Resolution No. 2017-59

6. Award of Contracts, Use and Permit Agreement for Transportation Network Companies, Lyft, Inc., Rasier-DC, LLC (Uber), and Wingz, Inc., Tampa International Airport, Resolution Nos. 2017-60, 2017-61 and 2017-62

7. Selection of Firm and Award of Contract, Employee Insurance Benefits Consulting Services, Gallagher Benefit Services, Inc., Tampa International Airport, Resolution No. 2017-54

8. Proposed Capital and Operating Budget for FY 2018

9. CEO Annual Review and Contract Update

N. PRESENTATIONS

1. Presentations

O. STAFF REPORTS

1. Staff Reports

P. ADJOURNMENT

1. Adjournment



Thursday, August 3, 2017
Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

AGENDA
9:00 A.M.
Boardroom
Level 3 at Tampa International Airport

A. CALL TO ORDER (BOARD OF ADJUSTMENT HEARING)

Subject	1. Call to Order (Board Of Adjustment Hearing)
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Procedural

B. PLEDGE OF ALLEGIANCE

Subject	1. Pledge of Allegiance
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Procedural

C. BOARD OF ADJUSTMENT HEARING

Subject	1. Airport Study No. 2017-35, University of South Florida Board of Trustees, requesting a variance to construct a fourteen story building for USF Health Morsani College of Medicine and Heart Institute, with a maximum height of 305' AMSL, on a site located at the northwest corner of Channelside Drive and Meridian Aveune, Tampa, FL, Resolution No. 2017-64
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

The University of South Florida Board of Trustees (Petitioner) is seeking to construct a fourteen story building for USF Health Morsani College of Medicine and Heart Institute, with a maximum height of 305' AMSL, on a site located at the northwest corner of Channelside Drive and Meridian Avenue, Tampa, FL. The nearest airport is Peter O. Knight.

Notice of this hearing before the Board of Adjustment was provided on July 14, 2017.

Proposal:

Petitioner is requesting a variance to construct a fourteen story building for USF Health Morsani College Medicine and Heart Institute as set out above.

Operational Impact:

The petition was presented to the Airport Hearing Officer on June 15, 2017 and, based on testimony and evidence presented, the Hearing Officer found that approval of the variance, with required conditions, would have no effect on existing FAA restrictions, would not cause additional impacts or loss of utility to Peter O. Knight Airport, would not be contrary to the public interest, would do substantial justice, and was in accordance with the spirit of the Airport Zoning Regulations and Chapter 333, Florida Statutes.

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

Funding:

N/A

Recommendation:

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) Mark/Light the proposed structure in accordance with FAA Advisory Circular 70/7460-1 L, Change 1, Obstruction Marking and Lighting, red lights – Chapter 4, 5(Red) and 12; (2) e-file FAA Form 7460-2, Notice of Actual Construction or Alteration, within five (5) days after construction reaches its greatest height; and (3) obtain a temporary permit from the Authority for any use of a crane exceeding 305' AMSL.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires on September 23, 2018, 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 building 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.

Resolution:

Resolution No. 2017-64 approves and authorizes a variance for Airport Study No. 2017-35, University of South Florida Board of Trustees, requesting a variance to construct a fourteen story building for USF Health Morsani College of Medicine and Heart Institute, with a maximum height of 305' AMSL, on a site located at the northwest corner of Channelside Drive and Meridian Avenue, Tampa, FL; and authorizes the Airport Zoning Director or his designee to execute all other ancillary documents.

D. CALL TO ORDER (REGULAR BOARD MEETING)

Subject	1. Call to Order (Regular Board Meeting)
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Procedural

E. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

F. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Information

Speakers are allowed 3 minutes total to comment on propositions before the Board. Speakers designated to speak on behalf of a group of 2 or more individuals are allowed 5 minutes total to comment on propositions before the Board.

G. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Minutes

H. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Information

I. APPROVAL OF THE CONSENT AGENDA

Subject	1. Airline-Airport Use and Lease Agreement, UPS, Co. d/b/a United Parcel Service, Co., Tampa International Airport, Resolution No. 2017-49; and North Cargo Building Space Rental Agreement, United Parcel Service, Inc., Tampa International Airport, Resolution No. 2017-50
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

The Airline-Airport Use and Lease Agreement (Signatory Agreement) allows an airline to lease certain premises and obtain certain rights, services and privileges in connection with the use of Tampa International Airport and its facilities. The Authority has executed such Signatory Agreements with American Airlines, Inc., Delta Air Lines, Inc., Federal Express Corporation, jetBlue Airways Corporation, Southwest Airlines Co., Spirit Airlines, Inc., and United Airlines, Inc., all of which terminate on September 30, 2020. In addition, a Space Rental Agreement is required for signatory airlines' lease of facilities outside of the Main Terminal and airfield areas.

Proposal:

UPS, Co. d/b/a United Parcel Service, Co. (UPS Co.) and United Parcel Service, Inc. (UPS Inc.) are sibling entities. This Signatory Agreement authorizes UPS Co. to operate at Tampa International Airport as a signatory cargo air carrier for the period commencing October 1, 2017 and terminating concurrently with all other signatory air carriers' Signatory Agreements on September 30, 2020. UPS Co. will pay landing fees at the signatory air carriers' FY 2017-18 rate per 1,000 pounds of certified maximum landing weight.

This North Cargo Building Space Rental Agreement with UPS Inc. leases certain space in the North Cargo Building, consisting of the Hardstand D Storage Space, Apron GSE Storage Space, Parking Lot GSE Storage Space, and Suite S Warehouse space for a term of August 3, 2017 through September 30, 2020. The Authority may terminate the North Cargo Building Space Rental Agreement upon 180 days' written notice; however, UPS Inc. has no termination option without cause. The following rents commence October 1, 2017 for use of these facilities:

<u>Description:</u>	<u>Sq. Ft.</u>	<u>Rate</u>	<u>Annual</u>	<u>Monthly</u>
Hardstand D Storage Space	6,948	\$0.84	\$5,836.32	\$486.36
Apron GSE Storage Space	26,880	\$0.69	\$18,547.20	\$1,545.60
Parking Lot GSE Storage Space	17,791	\$0.69	\$12,275.79	\$1,022.98
Suite S Warehouse Rent	17,640	\$6.50	\$114,660.00	\$9,555.00
Suite S O&M Cost Recovery	17,640	\$0.26	\$4,586.40	\$382.20
Total Rents	86,899		\$155,905.71	\$12,992.14

Effective October 1, 2019, each annual rental rate increases by five percent.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2017-49 and 2017-50.

Resolution:

Resolution No. 2017-49 approves and authorizes the execution of the Airline-Airport Use and Lease Agreement at Tampa International Airport with UPS, Co. d/b/a United Parcel Service, Co.; and authorizes the Chief Executive Officer or his designee to execute all ancillary documents.

Resolution No. 2017-50 approves and authorizes the execution of the North Cargo Building Space Rental Agreement at Tampa International Airport with United Parcel Service, Inc.; and authorizes the Chief Executive Officer or his designee to execute all ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	2. Operating Agreement for Ground Handlers, Quantem Aviation Services, LLC, Tampa International Airport, Resolution No. 2017-46
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

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

Proposal:

Quantem Aviation Services, LLC (Quantem) desires to perform ground handling services for its customers at the Airport for a term commencing August 3, 2017 through September 30, 2020. For the privilege of providing services to any non-signatory air carrier and non-airline customers at the Airport, Quantem will pay Authority the greater of a minimum annual privilege fee of \$12,000 or a percentage privilege fee (PPF) of five percent (5%) of gross receipts, payable in equal monthly installments. For the privilege of providing services to signatory air carriers at the Airport, no privilege fee will be remitted, per the Authority's signatory airline agreement. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to Quantem's ground handling operations at the Airport. Gross receipts exclude the retail value of fuel and oil and the related fuel service fee, gross revenues that Quantem receives for all services provided to signatory air carriers, certain catering sales, and ferrying and diverted landings. Either party may terminate the Agreement upon 30 days' written notice.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2017-46.

Resolution:

Resolution No. 2017-46 approves and authorizes execution of the Operating Agreement for Ground Handlers at Tampa International Airport with Quantem Aviation Services, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	3. Agreement for Off-Airport Parking Concession, Parkway Parking, LLC, Tampa International Airport, Resolution No. 2017-63
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

Parkway Parking, LLC (Parkway) desires to operate an off-airport parking business near Tampa International Airport. Parkway operates parking lots at Port of Tampa and other airport and seaports across the United States.

Proposal:

This item approves and authorizes an Agreement for Off-Airport Parking Concession (Agreement) with Parkway to operate an off-airport parking business and to provide transportation for airport customers to its off-airport location by courtesy vehicle. Off-airport parking operators are defined in Authority Policy P823 as an entity that is engaged in the business of operating parking facilities located off Tampa International Airport property and providing transportation to and from Tampa International Airport using the Airport's roadway system.

The Agreement commences on August 3, 2017 and expires on September 30, 2018. The Authority may terminate the Agreement, with or without cause, upon 30 days written notice. In accordance with Authority Policy P823, Parkway will pay a privilege fee of eight and one-half percent (8.5%) of Gross Receipts and an annual courtesy vehicle permit fee of \$50 for each authorized vehicle. The Agreement also provides for conversion to a per-trip fee upon the installation and commissioning of the Automatic Vehicle Identification (AVI) system. Ground transportation vehicle per-trip fees were approved by the Board on June 1, 2017. At the time the new AVI system is installed, and continuing for the remainder of the term of the Agreement, Parkway will pay a vehicle per-trip fee of \$2.50 each time a customer is picked up at the Airport. Simultaneously with this change, the annual courtesy vehicle permit fee will no longer be charged.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2017-63.

Resolution:

Resolution No. 2017-63 approves and authorizes execution of the Agreement for Off-Airport Parking Concession at Tampa International Airport with Parkway Parking, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	4. Participation Agreement, ePayment Solutions and Services utilizing State of Florida Contract No. TR175, Bank of America, National Association and Banc of America Merchant Services, LLC, Tampa International Airport, Resolution No. 2017-52
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

The Authority requires an electronic payment or ePayment solution for the Pre-Booking/Reservation System, Ground Transportation Per-Trip Fee initiative, Badging Office fees and low frequency receivables. This ePayment solution will permit the Authority to accept payment for goods or services through the internet, by telephone, point-of-sale, and vehicle-equipped transponder method using a credit card, debit card or checking/savings account.

On May 11, 2012, the State of Florida Department of Financial Services issued an Invitation to Negotiate for ePayment Solutions and Services Contract resulting in a Master Contract dated June 12, 2013. The Master Contract contains provisions allowing local governments or special districts to utilize the Master Contract by entering into a Participation Agreement with Bank of America, National Association and Banc of America Merchant Services, LLC. The Participation Agreement joins the Authority to the Master Contract and contains provisions for information sharing and retention, election of services and general terms.

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.

Proposal:

Authorize execution of the Participation Agreement with Bank of America, National Association and Banc of America Merchant Services, LLC for the utilization of State of Florida Contract No. TR175 for ePayment Solutions and Services for the period of August 3, 2017 through June 12, 2018, with five, one-year renewal options at the discretion of the Chief Executive Officer or designee contingent upon renewal of the Master Contract. The fee structure is established through the Master Contract and currently includes a \$25.00 monthly gateway fee per account, \$4.95 monthly reporting fee, \$0.03 authorization fee per transaction, \$0.08 gateway processor fee per authorization, variable rate credit card and debit card fees, and other miscellaneous fees. The fees may be adjusted in the Master Contract via amendment between the State of Florida and Bank of America, National Association and Banc of America Merchant Services, LLC. The Chief Executive Officer or designee may elect to accept the adjusted fees in an Amendment or terminate the Participation Agreement.

The Authority may cancel the Participation Agreement by giving ninety (90) days written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2017-52.

Resolution:

Resolution No. 2017-52 approves and authorizes execution of a Participation Agreement with Bank of America, National Association and Banc of America Merchant Services, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	5. Authorization for Expenditure of State Forfeiture Funds, Tampa International Airport
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

Under provisions of the U.S. Department of Treasury Guide to Equitable Sharing for Foreign Countries and Federal, State and Local Law Enforcement Agencies (Guide), State forfeiture funds shared with local law enforcement agencies must be expended for law enforcement purposes. The Florida Contraband Forfeiture Act (FCFA) authorizes law enforcement agencies to use the proceeds collected under the FCFA for authorized law enforcement purposes as well.

Authority Standard Procedure S440.14 requires expenditures from State forfeiture funds to be made only after approval from Legal Affairs and the Authority Board. Legal Affairs has reviewed this request and agrees with the expenditures.

Proposal:

Authorize the expenditure of State forfeiture funds to be used by the Tampa International Airport Police Department in an amount not-to-exceed \$5,000 for the purchase of critical incident management training.

Funding:

This item is included in the State Forfeiture Funds Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the expenditure of State forfeiture funds and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

Subject	6. Letter of Agreement for Temporary Use of Overflow Parking Lots for Non-NFL Events at Raymond James Stadium, Tampa Sports Authority, Tampa International Airport, Resolution No. 2017-45
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

The Tampa Sports Authority (TSA) has requested renewal of its authorization for temporary use of the land to the east of Tampa International Airport and west of Dale Mabry Highway, commonly known as Overflow Parking Lots 11, 12, and 13, for parking during non-NFL events held at Raymond James Stadium.

Proposal:

The Term of the Letter of Agreement (LOA) will be October 1, 2017 through September 30, 2018. Should the Authority at any time during the Term require the use of all of the Overflow Parking Lots, the Authority will deliver to TSA written notice of its intent to terminate the LOA which termination shall take effect 60 days from the date of delivery of the written notice. Should the Authority at any time during the Term require the use of less than all of the Overflow Parking Lots, the LOA will be amended by letter from the Authority's Chief Executive Officer to identify the remaining Overflow Parking Lots that will be included in the LOA. The LOA may be terminated by TSA, with or without cause, if TSA is not in default of any of the terms and conditions of the LOA upon 30 days' written notice to the Authority. The use of the Overflow Parking Lots will be for non-NFL events listed on Exhibit B to the LOA. Should additional events be scheduled for which the Overflow Parking Lots are required, Exhibit B may be revised by letter from TSA without formal amendment of the LOA. TSA has provided required insurance and has agreed to indemnify the Authority for its use of the Overflow Parking Lots. As consideration for the use of the Overflow Parking Lots, TSA agrees to pay to the Authority 40% of the rate charged to its customers and \$2.00 for each space utilized by its employees during the Term of the LOA. During the Term of the LOA, Authority will be constructing the new ConRAC facility. The use of Lot 13 will be intermittently needed by Authority to park rental cars displaced by the construction of the ConRAC facility. Should rental cars be parked in Lot 13 and TSA need Lot 13 for an unanticipated event, the rental cars will be moved upon 30 days' written notice to Authority.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2017-45.

Resolution:

Resolution No. 2017-45 approves and authorizes execution of the Letter of Agreement for Temporary Use of Overflow Parking Lots for Non-NFL Events at Raymond James Stadium at Tampa International Airport with the Tampa Sports Authority; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	7. Operating Agreement for Non-Signatory Passenger Air Carriers, Icelandair, LLC, Tampa International Airport, Resolution No. 2017-47
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

Passenger air carriers providing regularly scheduled service at Tampa International Airport that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Passenger Air Carriers prior to commencing operations.

Proposal:

This Operating Agreement is for a term commencing August 1, 2017 and ending September 30, 2020, concurrently with all other non-signatory air carrier operating agreements. Either party may terminate the Operating Agreement with 30 days' written notice, without cause. Icelandair will pay landing fees for FY2017 at the rate of \$1.720 per thousand pounds of gross landing weight, adjusted at least annually in accordance with the terms of the Operating Agreement. All fees and charges may be adjusted without amendment to the Operating Agreement. A security payment of \$34,434.30, equal to three months' estimated fees and charges, is required. All charges for use of the Airport's facilities will be on a per use basis.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2017-47.

Resolution:

Resolution No. 2017-47 approves and authorizes the execution of the Operating Agreement for Non-Signatory Passenger Air Carriers at Tampa International Airport with Icelandair, LLC; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	8. Amendment No. 1 to Software Support Agreement, TriTech Software Systems, Tampa International Airport, Resolution No. 2017-51
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

On July 11, 2013, the Board awarded a sole source Software Support Agreement (Agreement) to TriTech Software Systems for the purpose of furnishing maintenance support services for VisionAir Public Safety Suite software which includes Records Management System, Computer-Aided Dispatch, Police Mobile and Field-based Reporting software applications. These applications provide core functionality for mission critical public safety responsibilities and allow the Authority to manage the assets and activities associated with public safety. The term of the Agreement is July 11, 2013 through July 10, 2018 in a total not-to-exceed amount of \$287,032.

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

Proposal:

Amendment No. 1 authorizes the purchase of additional software support and related licenses under the Agreement.

Additionally, Amendment No. 1 authorizes the Chief Executive Officer or designee to exercise the one, five-year renewal option available in the Agreement.

The new total not-to-exceed Board authorization amount of the Agreement is \$785,000, including the renewal option.

Funding:

This item is included in the O&M Budget.

Recommendation:

Management recommends adoption of Resolution No. 2017-51.

Resolution:

Resolution No. 2017-51 approves and authorizes the execution of Amendment No. 1 to Software Support Agreement at Tampa International Airport with TriTech Software Systems; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

I. APPROVAL OF THE CONSENT AGENDA

Subject	9. Purchase Order(s), Multi-Function Copiers, Printers, Facsimile Equipment, Scanners, Related Software, Supplies and Services utilizing State of Florida Contract No. 600-000-11-1, Konica Minolta Business Solutions USA, Inc. and Canon USA, Inc., Tampa International and Tampa Executive Airports
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

On November 5, 2015, the Board awarded and authorized the issuance of purchase orders to Konica Minolta Business Solutions USA, Inc. and Canon USA, Inc. under State of Florida Contract No. 600-000-11-1 for the lease of multi-function copiers, printers, facsimile equipment, scanners, related software, supplies, and services at Tampa International and Tampa Executive Airports for the term of November 5, 2015 through August 3, 2017 in an annual amount not-to-exceed \$90,000. On August 4, 2017, the State of Florida renewed Contract No. 600-000-11-1 for a one-year period. The new Contract expiration date is August 3, 2018.

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.

Proposal:

Authorize the issuance of purchase orders to Konica Minolta Business Solutions USA, Inc. and Canon USA, Inc. for the lease of multi-function copiers, printers, facsimile equipment, scanners, related software, supplies, and services at Tampa International and Tampa Executive Airports utilizing State of Florida Contract No. 600-000-11-1 for the period of August 4, 2017 through August 3, 2018 in an annual amount not-to-exceed \$90,000.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board award and authorize the issuance of purchase orders to Konica Minolta Business Solutions USA, Inc. and Canon USA, Inc., and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

Subject	10. Purchase Order, General Purpose Commercial Information Technology Equipment, Software and Services, utilizing GSA Contract No. GS-35F-0275S, Audio Visual Innovations, Inc., Tampa International Airport
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action (Consent)

Background:

The Information Technology Services Department oversees the audiovisual infrastructure located at Tampa International Airport. The infrastructure includes, but is not limited to, cameras, LCD flat screens, and SMART interactive boards. Additional infrastructure is needed for Authority Master Plan projects such as the Rental Car Center, APM, and other budgeted capital purchases.

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.

Proposal:

Authorize the issuance of purchase orders to Audio Visual Innovations, Inc. utilizing GSA Contract No. GS-35F-0275S for the purchase of audio video equipment and related services for the term of August 3, 2017 through March 5, 2021, with one, one year renewal option at the discretion of the Chief Executive Officer or designee for a total not-to-exceed amount of \$3,750,000, including the renewal option. Renewals are contingent upon approval of the renewal options between Audio Visual Innovations, Inc. and GSA under GSA Contract No. GS-35F-0275S.

Funding:

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

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to Audio Visual Innovations, Inc. and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

I. APPROVAL OF THE CONSENT AGENDA

Subject **11. Purchase Order, Airfield Signs, Advanced Airport Equipment, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports**

Meeting Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

Access Public

Type Action (Consent)

Background:

There are currently 164 airfield signs at Tampa International Airport that are approaching the end of their life cycle. The Authority intends to purchase replacement airfield signs on an annual basis over a three year period. A low bid solicitation was advertised on Wednesday, June 14, 2017.

Proposal:

On July 6, 2017 bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Three Year Bid Amount</u>
Advanced Airport Equipment, Inc.	\$258,384.00
Astronics DME, LLC	\$274,392.46
Allen Enterprises, Inc.	\$448,431.23

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

For evaluation purposes, the estimated quantities for airfield signs approaching the end of their life cycle were bid to establish unit pricing.

The lowest responsive and responsible bidder is Advanced Airport Equipment, Inc.

The term of the award is August 4, 2017 through August 3, 2018 with two, one-year renewal options at the discretion of the Chief Executive Officer. Under the terms of the solicitation, the number of airfield signs purchased each budget year may be increased or decreased to accommodate future airfield projects, to replace damaged airfield signs, or to replace airfield signs for any other maintenance-related reason. The Authority may also purchase airfield signs for the general aviation airports as needed. Purchase Orders will be issued during the term of the award in a total not-to-exceed amount of \$375,000.00 including any renewal options.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of purchase orders to Advanced Airport Equipment, Inc. and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Update to Policy Manual, Revisions to Policy for Approval: Section 300, Policy P310, Commercial Ground Transportation
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

Policy P310, Commercial Ground Transportation, governs the issuance or award of contracts or permits for commercial ground transportation services other than fixed route public transit at Tampa International Airport. The types of ground transportation services listed in Policy P310 as being provided at Tampa International Airport include, but are not limited to, rental cars, taxicabs, shared ride services, limousines, courtesy vehicles, buses, and other commercial ground transportation vehicles.

Proposal:

Staff recommends adding Transportation Network Companies to the list of types of ground transportation services offered at Tampa International Airport, consistent with recently enacted Florida law. The recommended addition will continue to ensure that high-quality and convenient ground transportation services between Tampa International Airport and destinations in the Tampa Bay area are available to the public at appropriate locations, times and frequencies, and at reasonable prices.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board approve the revisions to Policy P310, Commercial Ground Transportation.

The Board may act on this by motion; no resolution is required.

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	2. Update to Policy Manual, Revisions to Policy for Approval: Section 800, Policy P820, Award of Concession Agreements
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

Policy P820, Award of Concession Agreements, governs the selection and award of concession agreements. The Policy defines "concession" as including, but not limited to, Food and Beverage Services, Retail Merchandise Services, Passenger Services, Duty Free Merchandise Services, Foreign Currency Exchange Services, Display Advertising Services, Baggage Cart Services, Hotel-Office Building Complex, Fixed Base Operators, On-Airport and Off-Airport Rental Cars, Airport Limousines, Taxicabs, Public Parking Facilities, and Public Shuttle Services.

Proposal:

Staff recommends adding Transportation Network Companies to the definition in the Policy consistent with new Florida Statute Section 627.748, which became effective July 1, 2017. Staff also recommends revising the Policy to provide for the collection of per-trip fees by the Authority for ground transportation vehicles.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board approve the revisions to Policy P820, Award of Concession Agreements.

The Board may act on this by motion; no resolution is required.

J. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	3. Update to Policy Manual, Revisions to Rules and Regulations for Approval: Section 300, R340, Rules and Regulations for Tampa International Airport
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

R340, Rules and Regulations for Tampa International Airport, was adopted on April 3, 2003 and was last revised on October 6, 2011. Policy P340, Rules and Regulations, requires the Chief Executive Officer to ensure that the Rules and Regulations are reviewed at least every three years and any recommended changes are provided to the Board for approval. No changes were required as a result of the 2014 review.

Proposal:

Staff has reviewed the Rules and Regulations and recommends the following revisions:

- Addition of definitions for newly incorporated terms and revisions to existing definitions.
- Revision to Subsection 2.1 adding language that pertains to the use of the Airport and its facilities in accordance with the Rules and Regulations.
- Addition of anti-waiver language at Subsection 2.10 which states any failure or delay in enforcing any of the Rules and Regulations does not amount to a waiver of such Rule or Regulation. To be enforceable, any waiver of any of the Rules and Regulations must be in writing and authorized by the Chief Executive Officer or designee.
- Revision to Subsection 4.3 to state picketing is permitted only upon compliance with the stated permitting process and procedures. The designated picketing areas on Tampa International Airport will be determined by the Chief Executive Officer or designee on a case by case basis, and may be temporarily changed from time to time by the Chief Executive Officer or designee due to remodeling construction, emergency conditions or other factors which may reasonably require such change.
- Revision to Subsection 4.4 to state the Executive Vice President of Operations and Customer Service or designee may approve a permit request outside regular Authority business hours on a case by case basis, as needed.
- Deletion of Subsection 4.5 referencing Newsracks.
- Addition of Subsection 5.9 to address mandatory compliance with Safety Management System regulations.
- Revision to Subsection 6.1 to include language prohibiting use or operation of aircraft while under the influence of liquor or illegal drugs.
- Revision to Subsection 6.2 to include language allowing Authority to prohibit or limit any given type, kind or class of aeronautical use of the Airport.
- Revision to Subsection 7.1(e)(3) to include language prohibiting negligent or reckless operation of a motor vehicle or in excess of posted speed limits.
- Revision to Section 8 to include Transportation Network Companies as a type of commercial ground transportation.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board approve the revisions to R340, Rules and Regulations for Tampa International Airport.

The Board may act on this by motion; no resolution is required.

K. COMMITTEE REPORTS

Subject	1. Committee Reports
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Reports

L. UNFINISHED BUSINESS

Subject	1. Part 1 Contract for Design-Build Services, Airport Security Systems Replacement, HCAA Project Nos. 8805 17 & 6495 17, HCBeck, Ltd. d/b/a The Beck Group, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2017-53
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

The Authority's security systems are currently comprised of an Access Control System (ACS), Video Management System (VMS), and associated network infrastructure, including video storage. While the maintenance of both the ACS and VMS are kept up-to-date, many of the hardware components are reaching the end of their useful life.

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

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

On June 1, 2017, the Board approved negotiations with the number one ranked firm, HCBeck, Ltd. d/b/a The Beck Group.

Proposal:

This Part 1 Contract for Design-Build Services provides for development of a Security Master Plan for the Program in the not-to-exceed amount of \$804,658 for basic services and reimbursable expenses.

It is anticipated that an amendment will be executed for the design phase of the work based on agreed upon recommendations from the Security Master Plan.

This Part 1 Contract for Design-Build Services will commence on August 3, 2017. Substantial completion of the Security Master Plan for the Program is anticipated on May 31, 2018.

The DBE goal for development of the Security Master Plan and design of the Program will be 73.5% of the dollar amount earned on the design phase.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2017-53.

Resolution:

Resolution No. 2017-53 authorizes execution of the Part 1 Contract for Design-Build Services, Airport Security Systems Replacement, HCAA Project Nos. 8805 17 & 6495 17, at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, with HCBeck, Ltd. d/b/a The Beck Group; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject **1. Construction Contract, General Aviation Hangar Rehabilitation, HCAA Project No. 6340 17, Nujak Development, Inc., Tampa Executive and Plant City Airports, Resolution No. 2017-56**

Meeting Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

Access Public

Type Action

Background:

This Project includes the rehabilitation of an enclosed T-hangar at Plant City Airport and rehabilitation of shade hangars at Tampa Executive Airport. A low bid solicitation was advertised on May 3, 2017.

Proposal:

On June 14, 2017, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Nujak Development, Inc.	\$255,600.00
George G. Solar & Company, Inc.	\$669,123.00

The lowest responsive and responsible bidder is Nujak Development, Inc., a certified W/MBE firm.

There was no W/MBE expectancy for this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2017-56.

Resolution:

Resolution No. 2017-56 approves and authorizes the award and execution of the Construction Contract for General Aviation Hangar Rehabilitation, HCAA Project No. 6340 17 at Tampa Executive and Plant City Airports with Nujak Development, Inc. in the amount of \$255,600.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject **2. Construction Contract, Airfield Pavement Reconstruction and Replacement, HCAA Project Nos. 6160 15, 5730 16, 5745 16 & 8820 17, Ajax Paving Industries of Florida LLC, Tampa International Airport, Resolution No. 2017-57**

Meeting Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

Access Public

Type Action

Background:

This Project consists of pavement reconstruction for Taxiways N and W, Airfield Slab Replacement, and Airside F Joint and Slab Replacement at Tampa International Airport. A low bid solicitation was advertised on April 19, 2017.

Proposal:

On June 2, 2017 bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Ajax Paving Industries of Florida LLC	\$17,458,021.60
GLF Construction Corporation	\$17,546,326.00
Prince Contracting, LLC	\$18,142,019.00
Crisdel Group, Inc.	\$18,818,818.00
David Nelson Construction Co.	\$26,230,075.00

A DBE goal participation rate of 11% was prescribed and a DBE goal participation rate of at least 11.4% is incorporated into this Contract.

The lowest responsive and responsible bidder is Ajax Paving Industries of Florida LLC.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2017-57.

Resolution:

Resolution No. 2017-57 approves and authorizes the award and execution of the Construction Contract for Airfield Pavement Reconstruction and Replacement, HCAA Project Nos. 6160 15, 5730 16, 5745 16 & 8820 17 at Tampa International Airport with Ajax Paving Industries of Florida LLC in the amount of \$17,458,021.60; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject **3. Construction Contract, Runway 4-22 and Other Pavement Rehabilitation, HCAA Project No. 6310 17, Ajax Paving Industries of Florida LLC, Peter O. Knight Airport, Resolution No. 2017-58**

Meeting Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

Access Public

Type Action

Background:

This Project consists of pavement reconstruction of Runway 4-22, Taxiway A and Connectors, Taxiways C and E, Tie-Down Apron, and T-Hangar Taxilanes at Peter O. Knight Airport. A low bid solicitation was advertised on April 26, 2017.

Proposal:

On June 9, 2017 bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Ajax Paving Industries of Florida LLC	\$4,584,507.00
Hubbard Construction Company	\$5,030,591.25
Owen-Ames-Kimball Co.	\$5,079,082.79
Preferred Materials, Inc.	\$5,716,404.00
Civil Site Constructors, Inc.	\$5,887,584.25

A DBE goal participation rate of 8.4% was prescribed and a DBE goal participation rate of at least 8.4% is incorporated into this Contract.

The lowest responsive and responsible bidder is Ajax Paving Industries of Florida LLC.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2017-58.

Resolution:

Resolution No. 2017-58 approves and authorizes the award and execution of the Construction Contract for Runway 4-22 and Other Pavement Rehabilitation, HCAA Project No. 6310 17 at Peter O. Knight Airport with Ajax Paving Industries of Florida LLC in the amount of \$4,584,507.00; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject **4. Construction Contract, Perimeter Fence Rehabilitation, HCAA Project No. 6440 17, Smith Industries, Inc., Peter O. Knight and Plant City Airports, Resolution No. 2017-55**

Meeting Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

Access Public

Type Action

Background:

This Project includes the removal and replacement of approximately 7,800 LF of airfield security fence at Peter O. Knight Airport, the replacement of approximately 3,000 LF of airfield security fence at Plant City Airport, and tree and brush clearing along the fence line at Plant City Airport. A low bid solicitation was advertised on May 1, 2017.

Proposal:

On June 13, 2017, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Smith Industries, Inc.	\$353,205.25

The lowest responsive and responsible bidder is Smith Industries, Inc.

There was no W/MBE expectancy for this Contract.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2017-55.

Resolution:

Resolution No. 2017-55 approves and authorizes the award and execution of the Construction Contract for Perimeter Fence Rehabilitation, HCAA Project No. 6440 17 at Peter O. Knight and Plant City Airports with Smith Industries, Inc. in the amount of \$353,205.25; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	5. Selection of Firm and Award of Contract, Remote Baggage Check Services, Baggage Airline Guest Services, Inc., Tampa International Airport, Resolution No. 2017-59
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

As part of the Master Plan construction program, a new Rental Car Center is currently being constructed in the Airport's South Terminal Support Area. The Rental Car Center will consist of four levels. Customer Service will be located on the fourth level and will provide for all rental car operations as well as provide customers the ability to obtain airline boarding passes, check their baggage, and board SkyConnect for transportation to the Main Terminal.

This Remote Baggage Check Services Contract (Contract) provides for services at the Rental Car Center to include, but not be limited to, accepting and processing baggage from airline passengers; accepting baggage fee payment for participating airlines using the Authority Common Use System; printing and applying baggage tags; and transporting baggage from the Rental Car Center to Main Terminal Bag System Induction Points.

Proposal:

On December 30, 2016 a request for proposals was issued for Remote Baggage Check Services at Tampa International Airport.

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

1. Baggage Airline Guest Services, Inc. (*Recommended Award*)
2. Triangle Services of Florida, Inc.
3. Airport Terminal Services, Inc.

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

The term of the Contract is December 1, 2017 through November 30, 2019 with three, one-year renewal options at the discretion of the Chief Executive Officer. The total estimated amount of the Contract including any renewal options is \$5,752,503.64 and may increase or decrease based on the number of service hours needed at fixed hourly rates. The Authority may terminate the Contract by giving 120 days written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the ranking listed above.

Resolution:

Resolution No. 2017-59 approves the ranking; authorizes award and execution of the Remote Baggage Check Services Contract at Tampa International Airport with Baggage Airline Guest Services, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	6. Award of Contracts, Use and Permit Agreement for Transportation Network Companies, Lyft, Inc., Rasier-DC, LLC (Uber), and Wingz, Inc., Tampa International Airport, Resolution Nos. 2017-60, 2017-61 and 2017-62
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

On May 9, 2017, the Governor signed into law Florida Statute Section 627.748 (Statute), which provides for statewide regulation of Transportation Network Companies (TNCs). The Statute became effective July 1, 2017 and established the regulatory framework for the operation of TNCs including minimum insurance requirements, background screening standards for TNC drivers, and consumer protection provisions. In addition, the Statute permits airports to establish fees and operating locations.

Businesses that sell goods and/or services to the public derive special economic benefit from accessing customers as a result of Tampa International Airport's (Airport) ongoing operation. The Authority is permitted to enter into contracts and fix and collect rates, fees, and other charges for the use of the Airport's services and facilities.

On April 21, 2017, a request for comments to an initial draft Use and Permit Agreement for TNCs (Agreement) was issued to companies interested in operating at the Airport as a TNC under the requirements and terms of the Statute.

On May 10, 2017, an invitation to negotiate was issued containing a Sample Agreement for TNCs. Four companies responded to the invitation to negotiate. All four companies met the minimum requirement of the invitation to negotiate which required the company to meet the TNC definition in the Statute. Two of the companies, Lyft, Inc. and Rasier-DC, LLC (Uber), participated in subsequent Agreement negotiations with Authority staff. The other two companies, The Limo Inc. DBA Z TRIP and Wingz, Inc., chose to not participate in the negotiations.

On June 1, 2017, the Board approved the phased in implementation of ground transportation vehicle per-trip fees, which included TNCs. TNCs will pay a vehicle per-trip fee by means of a geo-fence of \$3.00 per-trip the first year, \$4.00 per-trip the second year, and \$5.00 per-trip the third year. The vehicle per-trip fee will apply each instance in which a TNC driver picks-up one or more riders via a pre-arranged ride on Airport property.

Proposal:

This item authorizes execution of a Use and Permit Agreement for TNCs at Tampa International Airport with Lyft, Inc., Rasier-DC, LLC (Uber), and Wingz, Inc. to provide pre-arranged rides via a digital network for the period of August 3, 2017 through September 30, 2018 with one, one-year renewal option at the discretion of the Chief Executive Officer. The monthly fee will be the greater of 1/12 of the set minimum annual privilege fee or a per-trip monthly fee consisting of the number of trips made by each company's drivers each month times a \$3.00 per-trip fee for the initial term of the Agreement and \$4.00 per-trip fee for the renewal option period. The minimum annual privilege fees are based on the number of vehicles serving the Airport as listed below:

Company	Vehicles Serving the Airport	Minimum Annual Privilege Fee
Lyft, Inc.	5,000 or more	\$300,000
Rasier-DC, LLC (Uber)	5,000 or more	\$300,000
Wingz, Inc.	1 to 999	\$2,500

There was no ACDBE goal prescribed for these Agreements.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution Nos. 2017-60, 2017-61, and 2017-62.

Resolution:

Resolution No. 2017-60 authorizes award and execution of the Use and Permit Agreement for Transportation Network Companies at Tampa International Airport with Lyft, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2017-61 authorizes award and execution of the Use and Permit Agreement for Transportation Network Companies at Tampa International Airport with Rasier-DC, LLC (Uber); and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2017-62 authorizes award and execution of the Use and Permit Agreement for Transportation Network Companies at Tampa International Airport with Wingz, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	7. Selection of Firm and Award of Contract, Employee Insurance Benefits Consulting Services, Gallagher Benefit Services, Inc., Tampa International Airport, Resolution No. 2017-54
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

On October 4, 2012, the Board awarded an Agreement for Employee Insurance Benefits Consulting Services to Gallagher Benefit Services, Inc. for the term of October 8, 2012 through October 7, 2017.

Proposal:

On March 31, 2017 a request for proposals was issued for Employee Insurance Benefits Consulting Services at Tampa International Airport.

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

1. Gallagher Benefit Services, Inc. (*Recommended Award*)
2. The Gehring Group, Inc.

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

The term of the Contract is October 1, 2017 through September 30, 2022 with one, two-year renewal option at the discretion of the Chief Executive Officer. The total amount of the Contract, including the renewal option, is \$440,000. Additional projects related to employee insurance benefits may be identified by the Authority and, if identified, the project cost will be negotiated with Gallagher Benefit Services, Inc. The Authority may terminate the Contract by giving thirty days written notice.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the ranking listed above.

Resolution:

Resolution No. 2017-54 approves the ranking; authorizes award and execution of the Contract for Employee Insurance Benefits Consulting Services at Tampa International Airport with Gallagher Benefit Services, Inc.; and authorizes the Chief Executive Officer or his designee to execute all other ancillary documents.

M. NEW BUSINESS

Subject	8. Proposed Capital and Operating Budget for FY 2018
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Information

Background:

The Florida Uniform Special District Accountability Act of 1989 sets forth general provisions for all special districts. These provisions require that all special districts must adopt a budget by resolution each fiscal year.

Proposal:

The Proposed Capital and Operating Budget for Fiscal Year 2018 is being distributed today to the Board Members for their review, along with a presentation of the Proposed Capital and Operating Budget. The Budget was reviewed with the signatory carriers serving Tampa International Airport on July 31, 2017.

Recommendation:

Approval of the Proposed Capital and Operating Budget for Fiscal Year 2018 will be requested at the next Authority Board meeting on September 7, 2017.

No action required at this time.

M. NEW BUSINESS

Subject	9. CEO Annual Review and Contract Update
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Action

Background:

In accordance with the terms of the Employment Contract with the Authority's Chief Executive Officer (CEO), Authority Board Members must complete a performance evaluation on the CEO and review overall CEO compensation each year.

Proposal:

Board Members have completed their written evaluations of the CEO and submitted them to the Human Resources Director. The overall results of the evaluation included scores on a 1-5 scale on 14 measurable areas of performance.

The Board will review performance and compensation.

Funding:

N/A

Recommendation:

The Board may act on this by motion; no resolution is required.

N. PRESENTATIONS

Subject **1. Presentations**

Meeting Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing

Access Public

Type Information

O. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Information

P. ADJOURNMENT

Subject	1. Adjournment
Meeting	Aug 3, 2017 - Aviation Authority Regular Board Meeting and Board of Adjustment Hearing
Access	Public
Type	Procedural
